



**AGENDA FOR THE REORGANIZATION MEETING OF THE BOROUGH OF MOUNTAIN LAKES
HELD AT MOUNTAIN LAKES HIGH SCHOOL, POWERVILLE ROAD
MOUNTAIN LAKES, NJ, 07046
JANUARY 6, 2020
PUBLIC SESSION BEGINS AT 7:30 PM**

1) CALL TO ORDER AND OPEN PUBLIC MEETINGS ACT STATEMENT-Borough Clerk

This meeting is being held in compliance with the provisions of the Open Public Meetings Act, P.L. 1975, Ch. 231. It was properly noticed and has been posted, and certified by the Clerk. Notice of this meeting has been sent to The Citizen, the Morris County Daily Record and The Star Ledger and posted on the bulletin board in the municipal building.

2) PLEDGE OF ALLEGIANCE – Borough Clerk

3) INVOCATION - Reverend Michael Muller

4) CLERK WILL READ THE STATEMENT OF DETERMINATION

5) ROLL CALL – Borough Clerk

6) ELECTION OF MAYOR

The Borough Clerk will take nominations for Mayor

7) OATH OF OFFICE – MAYOR

8) ELECTION OF DEPUTY MAYOR

The Mayor will take nominations for Deputy Mayor

9) OATH OF OFFICE – DEPUTY MAYOR

10) MEMORIAL STATEMENT - COUNCIL

11) RESOLUTION

R01-20, Resolution Approving the Officers of the Mountain Lakes Volunteer Fire Department

12) OATH OF OFFICE – FIRE DEPARTMENT – Mayor

Chief Bill Bender

Deputy Chief Joe Mullaney

Assistant Chief Matthew DeSantis

Administrative Officer Joe Mullaney

13) 2020 MAYOR'S MESSAGE

Consent Agenda

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.

14) *RESOLUTIONS

1. R02-20, Resolution Establishing 2020 Borough Council Meeting Schedule
2. R03-20, Resolution Designating Official Newspapers of the Borough for 2020
3. R04-20, Resolution Establishing 2020 Borough Council Meeting Agenda
4. R05-20, Resolution Designating 2020 Holiday Schedule
5. R06-20, Resolution Authorizing Participation in the New Jersey State Tonnage Grant Program
6. R07-20, Resolution Authorizing Participation in the Volunteer Tuition Credit Program



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7. *R08-20, Resolution Supporting Traffic and Safety Ordinances*
8. *R09-20, Resolution Supporting Efforts to Maintain 'Idle Free Zones' In the Borough of Mountain Lakes*
9. *R10-20, Resolution to Support a 'Safe Routes to School' Program*
10. *R11-20, Resolution to Protect and Maintain the Public Lands of the Borough of Mountain Lakes*
11. *R12-20, Resolution to Close the Boulevard for the 2020 Memorial Day Parade*
12. *R13-20, Resolution Appointing Special Police Officers – Mola, Mullaney, Sims, Schicke*
13. *R14-20, Resolution Appointing Assessment Search Officer – Borough Clerk*
14. *R15-20, Resolution Appointing Tax Search Officer - Purcell*
15. *R16-20, Resolution Appointing JIF Representatives – Stern, Goscicki*
16. *R17-20, Resolution Appointing Dog and Cat Licensing Official - Fox*
17. *R18-20, Resolution Appointing Municipal Court Personnel – Mason, Agatino, Smith*
18. *R19-20, Resolution Appointing a Member and an Alternate Member to Serve on the Community Development Revenue Sharing Committee – Lane, Korman Alternate.*
19. *R20-20, Resolution Appointing the Municipal Housing Liaison – Stern*
20. *R21-20, Resolution Authorizing Cancellation of Refunds and Delinquencies under \$10.00*
21. *R22-20, Resolution Appointing Public Agency Compliance Officer – Mitchell Stern*
22. *R23-20, Resolution Establishing the Rate of Interest for Delinquent Taxes*
23. *R24-20, Resolution Approving the 2020 Cash Management Plan*
24. *R25-20, Resolution Designating Official Depositories for Borough Funds*
25. *R26-20, Resolution Authorizing a Temporary Budget for the Calendar Year 2020*
26. *R27-20, Resolution Relative to Audit Controls Required for the Issuance of Statutory Bonds by the Municipal Excess Liability Joint Insurance Fund (MEL)*
27. *R28-20, Resolution Authorizing the Payment of Bills*
28. *R29-20, Resolution authorizing the continuation of a mutual aid agreement with the Township of Parsippany-Troy Hills for Basic Life Support Services*
29. *R30-20, Resolution Authorizing the Execution of an Interlocal Services Agreement between the Borough of Mountain Lakes and the County of Morris for Dispatching Services*
30. *R31-20, Resolution Authorizing the Execution of An Interlocal Services Agreement with the Whippany River Watershed Action Committee and Authorizing the Appointment of Representatives to the Committee for the Calendar Year 2020 -Stern, Korman*
31. *R32-20, Resolution Authorizing a Professional Services Agreement for Legal Services between the Borough of Mountain Lakes and Murphy McKeon P.C.*
32. *R33-20, Resolution Authorizing a Contract with Phillips Priess Grygiel LLC as Borough Planner*



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33. *R34-20, Resolution Awarding a Contract for Insurance Risk Consulting Services to Chadler Solutions, Inc.*
34. *R35-20, Resolution Awarding a Contract for Professional Legal Services – Bond Counsel to Hawkins, Delafield & Wood LLP*
35. *R36-20, Resolution Authorizing a Professional Services Agreement for Engineering Services in Connection with the Management of Borough Owned Dams between the Borough of Mountain Lakes and Ferriero Engineering, Inc.*
36. *R37-20, Resolution authorizing a Professional Services Agreement for Engineering Services between the Borough of Mountain Lakes and Anderson and Denzler Associates, Inc.*
37. *R38-20, Resolution establishing the Borough Council Subcommittees for 2020 – Personnel, Shared Services, Public Safety, Mountain Lakes Club and Public Works*
38. *R39-20, Resolution re-establishing the Woodlands Advisory Committee and appointing public members for 2020*
39. *R40-20, Resolution re-establishing the Traffic & Safety Advisory Committee and appointing public members for 2020*
40. *R41-20, Resolution re-establishing the Finance Advisory Committee and appointing public members for 2020*
41. *R42-20, Resolution re-establishing the Memorial Day Parade Advisory Committee and appointing public members for 2020*
42. *R43-20, Resolution Re-establishing the Economic Development Advisory Committee and Appointing public members for 2020*
43. *R44-20, Resolution Re-establishing the Lakes Management Advisory Committee and Appointing public members for 2020*
44. *R45-20, Resolution Re-establishing the Memorial Park Committee and Appointing public members for 2020*
45. *R46-20, Resolution Re-establishing the Green Team Advisory Committee and Appointing public members for 2020*
46. *R47-20, Resolution re-establishing the Affordable Housing Advisory Committee and appointing public members for 2020*
47. *R48-20, Resolution re-establishing the Public Safety/Borough Hall Infrastructure Advisory Committee and appointing public members for 2020*
48. *R49-20, Resolution Reaffirming the Commitment of Mountain Lakes to Remain a Welcoming Community*
49. *R50-20, Resolution for Invasive Plant Species*
50. *R51-20, Resolution Affirming the Borough's Civil Rights Policy.*
51. *R52-20, Resolution in compliance with United States Equal Employment Opportunity Commission's enforcement guidance regarding arrest and conviction records*
52. *R53-20, Resolution appointing the Emergency Management Coordinator and Deputy Emergency Management Coordinators*
53. *R54-20, Resolution authorizing a Shared Services Agreement with the Borough of Madison for Information Technology Services.*



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- 54. *R55-20, Resolution Endorsing the Adoption of Green Building Practices for the Municipal Buildings and Facilities*
- 55. *R56-20, Resolution Reaffirming the Borough's Commitment to Sustainable Land Use*
- 56. *R57-20, Resolution of Support & Authorizing Application for Sustainable Jersey Grant*
- 57. *R58-20, Supporting Participation in the Sustainable Jersey Municipal Certification Program*
- 58. *R59-20, Resolution of the Borough of Mountain Lakes, County of Morris, State of New Jersey authorizing the Mountain Lakes Police Department to Participate in the Police Assisted Addiction and Recovery Initiative (PAARI)*
- 59. *R60-20, North Jersey Municipal Employee Benefits Fund Resolution to Renew*
- 60. *R61-20, Resolution Authorizing the Refund of Overpayment of Water / Sewer Charges*

15) *MINUTES

Regular Minutes of December 9, 2019

Executive Session Minutes of December 19, 2019

16) *BOARD AND COMMISSION AND COMMITTEE APPOINTMENTS

Planning Board

Kelly Holliday, Class IV with a term running through 12/31/23

Mitchell Stern, Class II member with a term running through 12/31/20

Thomas Menard, Class III member with a term running through 12/31/20

David Shepherd, Class I member with a term running through 12/31/20

Meghan Leininger, Alternate #1, with a term running through 12/31/21

Zoning Board of Adjustment

Jake DeNooyer, Member with a term running through 12/31/23

Jim Murphy, Member with a term running through 12/31/23

Brett Paddock, Alternate #2 with a term running through 12/31/21

Shade Tree Commission

Phyllis Deering, Member with a term running through 12/31/24

Board of Recreation Commissioners

Shaun Lehrer, Member with a term running through 12/31/22

David Keyt, Member with a term running through 12/31/22

Environmental Commission

Jackie Bay, Alt. #1 with a term running through 12/31/21

Mountain Lakes Historic Preservation Committee

Margaret DeWitt, Member with a term running through 12/31/23

Andrew Scott, Member with a term running through 12/31/23

Allison Nacim, Member with a term running through 12/31/21



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Health Commission

Dr. Stephen Leviss, Member with a term running through 12/31/22

17) *COUNCIL LIAISON APPOINTMENTS

<u>Committee/Commission/Board</u>	<u>Liaison/Member</u>
Health Commission	<i>Horst</i>
Lakes Management Advisory Committee	<i>Menard</i>
Traffic & Safety Advisory Committee	<i>Lane</i>
Environmental Commission	<i>Lane</i>
Recreation Commission	<i>Korman</i>
Library Board of Trustees	<i>Korman</i>
Memorial Day Advisory Committee	<i>Shepherd</i>
Woodlands Management Advisory Committee	<i>Happer</i>
Zoning Board of Adjustment	<i>Horst</i>
Shade Tree Commission	<i>Barnett</i>
Historic Preservation Committee	<i>Horst</i>
Green Team	<i>Horst</i>
Board of Education	<i>Menard</i>

<u>Active Positions</u>	<u>Liaison/Member</u>
Finance Advisory Committee	<i>Happer Lane Barnett</i>
Planning Board	<i>Shepherd Menard</i>
Affordable Housing	<i>Korman Happer Shepherd</i>
Economic Development	<i>Shepherd Menard Horst</i>
Public Safety/Borough Hall Infrastructure Advisory	<i>Barnett Happer Menard</i>
Community Development (County Committee)	<i>Lane Korman (alt)</i>
Whippany River Watershed Committee	<i>Korman</i>



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<u>Subcommittees</u>	<u>Liaison/Member</u>
<i>Personnel Subcommittee</i>	<i>Lane Happer Shepherd</i>
<i>Shared Services Subcommittee</i>	<i>Barnett Happer Shepherd</i>
<i>Public Safety Subcommittee</i>	<i>(Ambulance Svc) Lane (Fire Dept) Menard (Police Dept) Horst</i>
<i>Mountain Lakes Club</i>	<i>Barnett Happer Lane</i>
<i>Department of Public Works</i>	<i>Menard Barnett Korman</i>

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) ADJOURNMENT



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

TO: BOROUGH COUNCIL MEMBERS

FROM: MITCHELL STERN, BOROUGH MANAGER

DATE: JANUARY 6, 2020

RE: EXPLANATION OF RESOLUTIONS

01-20 Resolution approving the Officers of the Mountain Lakes Volunteer Fire Department

An annual resolution approving the Officers of the Mountain Lakes Volunteer Fire Department.

02-20 Resolution establishing 2020 Borough Council meeting schedule

An annual resolution establishing the dates of all regularly scheduled Borough Council meetings for calendar year 2020. Meetings are held the 2nd and 4th Mondays of the month except December (2nd Monday only). Wednesday meetings in May and September are due to holidays falling on Monday. Also note the Reorganization meeting for 2021 will be held on Monday January 4th. The Wednesday January 15th, Wednesday January 22nd and Wednesday February 19th meetings are budget work sessions.

03-20 Resolution designating Official Newspapers of the Borough for 2020

An annual resolution establishing the designated newspapers to be utilized by the Borough for publications, required under the Open Public Meetings Act (OPMA).

04-20 Resolution establishing 2020 Borough Council meeting agenda

An annual resolution establishing the agenda to be followed at Borough Council meetings.

05-20 Resolution designating 2020 holiday schedule

An annual resolution establishing the designated holidays for 2020. Borough employees will not be scheduled to work, with the exception of Police personnel, and non-essential Borough facilities will be closed.

06-20 Resolution authorizing participation in the New Jersey State Tonnage Grant Program

An annual resolution authorizing participation in the New Jersey State Tonnage Program. Program participation allows the Borough the opportunity to receive grant funding based on the amount of recycled material produced through all Borough sources. Grant funds may be used to further recycling and recycling education efforts.

07-20 Resolution authorizing participation in the Volunteer Tuition Credit Program

An annual resolution authorizing participation in the Volunteer Tuition Credit Program. Participation in the program entitles Volunteer Firefighters to receive lower tuition rates. There is no cost to the Borough for participation, and the program serves as an enticement for volunteers to join, or remain in, the fire department.

08-20 Resolution supporting traffic and safety ordinances

An annual resolution supporting the firm yet fair enforcement of all traffic violations and promoting pedestrian safety.

09-20 Resolution supporting efforts to maintain “Idle Free Zones” in the Borough of Mountain Lakes

An annual resolution supporting the maintenance of “Idle Free Zones” around Borough schools. This resolution helps support the Green Team’s Sustainable Jersey certification efforts.

10-20 Resolution to support a “Safe Routes to School Program”

An annual resolution reaffirming support of the Safe Routes to School Program. This resolution helps support the Green Team’s Sustainable Jersey certification efforts.

11-20 Resolution to protect and maintain the public lands of the Borough of Mountain Lakes

An annual resolution reaffirming the Council’s desire to protect and maintain all Borough owned land for future generations.

12-20 Resolution to close the Boulevard for the 2020 Memorial Day parade

An annual resolution requesting the County of Morris allow the Borough to close the Boulevard for the Memorial Day Parade.

13-20 Resolution appointing Special Police Officers

An annual resolution appointing Class II Police Specials. These Officers assist and augment police manpower as deemed appropriate by the Chief of Police.

14-20 Resolution appointing Assessment Search Officer

All municipalities are required to appoint an Assessment Search Officer annually and the Borough Clerk remains the appointee.

15-20 Resolution appointing Tax Search Officer

All municipalities are required to appoint a Tax Search Officer annually and the Tax Collector remains the appointee.

16-20 Resolution appointing JIF representatives

An annual resolution appointing the Borough’s representatives to the JIF (Joint Insurance Fund). The Borough Manager and Borough CFO are the appointee and alternate, respectively.

17-20 Resolution appointing dog and cat licensing official

An annual resolution appointing the Dog and Cat Licensing Official.

18-20- Resolution appointing municipal court personnel

An annual resolution appointing the Municipal Court Prosecutor, Public Defender and Municipal Judge. The Judge appointment is a three-year appointment, ending 12/31/2020.

19-20 Resolution appointing a member and an alternate member to serve on the Community Development Revenue Sharing Committee

An annual resolution required by the Cooperation Agreement between the County and the Borough to appoint members to serve on the Community Development Revenue Sharing Committee.

20-20 Resolution appointing the Municipal Housing Liaison

An annual resolution to appoint a Municipal Housing Liaison. The Borough Manager remains the appointee.

21-20 Resolution authorizing cancellation of refunds and delinquencies under \$10.00

An annual resolution authorizing the Tax Collector to cancel or refund any property tax over payment or delinquency under the amount of \$10.00.

22-20 Resolution appointing the P.A.C.O. Officer for 2020

An annual resolution appointing a Public Agency Compliance Officer in accordance with P.L. 1975 C. 127. This appointment is usually the Manager or Administrator of a municipality. The P.A.C.O. officer ensures that all affirmative action statutes are complied with.

23-20 Resolution establishing the rate of interest for delinquent taxes

An annual resolution establishing the rate of interest on delinquent taxes.

24-20 Resolution approving the 2020 Cash Management Plan

An annual resolution establishing a cash management plan. The cash management plan is designed to assure the investment of local funds in interest bearing accounts and other permitted investments. The resolution has been reviewed by Borough CFO Monica Goscicki.

25-20 Resolution designating official depositories for Borough funds

All municipalities are required to establish an annual list of financial institutions where Borough funds may be deposited.

26-20 Resolution authorizing a temporary budget for the calendar Year 2020

All municipalities are required to establish annually a temporary budget in an amount not to exceed 26.25% of the prior year's total appropriations, excluding capital improvements and debt service. The temporary budget is valid for ninety (90) days. The temporary budget was developed by Borough CFO Monica Goscicki, in cooperation with the Borough Manager.

27-20 Resolution relative to audit controls required for the issuance of statutory bonds by the Municipal Excess Liability Joint Insurance Fund

An annual resolution acknowledging that the auditor has concluded that proper controls are in place concerning the handling of finances and that financial transactions are satisfactory. This resolution is forwarded to the JIF and is necessary relative to the issuance of statutory bonds.

28-20 Resolution authorizing the payment of bills

A resolution authorizing the payment of Borough expenses.

29-20 Resolution authorizing a continuation of a mutual aid agreement with the Township of Parsippany-Troy Hills for basic life support services

A resolution authorizing the continuation of the contract with Parsippany-Troy Hills paid emergency medical services provider, Par-Troy EMS, to supplement the Borough's daytime emergency medical services.

30-20 Resolution authorizing the continuation of an interlocal services agreement between the Borough of Mountain Lakes and the County of Morris for Dispatch Services

A resolution authorizing the continuance of the Interlocal agreement with the County of Morris for 2020 dispatch services. There are no fee changes from the previous agreement.

31-20 Resolution authorizing the execution of an interlocal services agreement with the Whippany River Watershed Action Committee and authorizing the appointment of representatives to the committee for the calendar Year 2020

An annual resolution regarding the Borough's Interlocal service agreement with the Whippany River Watershed Action Committee for the purpose of maintaining a watershed management plan. The Borough Manager and Councilmember Korman are the Administrative Appointee and the Borough Council Appointee.

32-20 Resolution authorizing a professional services agreement between the Borough of Mountain Lakes and Murphy McKeon P.C.

An annual resolution appointing the Borough's Attorney (the contract has no additional financial impact over the 2019 fee structure). A copy of the agreement is included in the packet.

33-20, Resolution Authorizing a Professional Services Agreement for Planning Services Between the Borough of Mountain Lakes and Phillips Preiss Grygiel LLC

A resolution authorizing a professional services agreement for planning services. The professional services agreement is being awarded to Phillips Preiss Grygiel LLC (the contract has no additional financial impact over the 2019 fee structure). A copy of the contract is included.

34-20 Resolution awarding a contract for insurance risk consulting services to Chadler Solutions, Inc.

An annual resolution awarding a contract for Insurance Risk Consulting Services to Chadler Solutions, Inc. (the contract has no additional financial impact over the 2019 fee structure). A copy of the agreement is included in the packet.

35-20 Resolution awarding a contract for the professional legal services as the Borough's Bond Counsel to Hawkins, Delafield & Wood, LLP

An annual resolution appointing the Borough's Bond Counsel. Fees will be incurred if the Borough passes a bond ordinance or conducts a Bond Sale in 2020 (the contract has no additional financial impact over the 2019 fee structure). A copy of the agreement is included in the packet.

36-19 Resolution authorizing a professional services agreement for engineering services in connection with the management of Borough owned dams between the Borough of Mountain Lakes and Ferriero Engineering, Inc.

An annual resolution appointing the Borough's Dam Engineer (the financial impact of this appointment is an increase of 2% over the previous year's agreement). A copy of the agreement is included in the packet.

37-20 Resolution authorizing a professional services agreement for engineering services between the Borough of Mountain Lakes and Anderson and Denzler Associates, Inc.

An annual resolution appointing the Borough's Engineer (the financial impact of this appointment is an increase of 2% over the previous year's agreement). A copy of the agreement is included in the packet.

38-20, Resolution establishing the Borough Council Subcommittees for 2020

An annual resolution establishing the Borough Council's subcommittees. The subcommittees for 2020 are: Personnel, Public Safety, Shared Services, Mountain Lakes Club and Public Works.

39-20 - 48-20, Resolutions re-establishing Advisory Committee and appointing public members for 2020

Annual resolutions re-establishing the Woodlands Advisory, Traffic & Safety Advisory, Finance Advisory, Memorial Day Parade Advisory, Economic Development Advisory, Lakes Management Advisory, Memorial Park, Green Team Advisory, Affordable Housing Advisory and the Public Safety / Borough Hall Infrastructure Advisory Committees and appointing public members for 2020.

49-20 Resolution reaffirming the Borough's commitment to remain a welcoming community

A resolution confirming the Borough's commitment to remain a welcoming community to people of all races, ethnic backgrounds, religious affiliations and any other identities.

50-20 Resolution regarding invasive plant species

A resolution supporting efforts to eradicate invasive plant species and encourage the use of native plants in the Borough of Mountain Lakes.

51-20, Resolution affirming the Borough of Mountain Lakes Civil Rights Policy

This resolution states and confirms that the Borough maintains written Civil Rights policies in regard to its officials, appointees, employees, volunteers, etc. in respect to their actions while interacting with any individual or group on behalf of the Borough. This resolution assures that the policies in place will be followed and monitored. This resolution was requested to be adopted by the Morris County Joint Insurance Fund and is required to be adopted annually. Failure to adopt the resolution will result in a significant increase to the Borough's insurance deductible and copay.

52-20, Resolution certifying compliance with the United States Equal Employment Opportunity Commission

This resolution certifies the Borough's compliance with the guidance provided by the EEOC in regard to consideration of arrest and conviction records when making hiring decisions. Although this is not a new regulation from the federal government, the State of New Jersey is requiring all municipalities to pass this resolution before the municipality can submit their annual municipal budget.

53-20, Resolution appointing the Emergency Management Coordinator and Deputy Emergency Management Coordinators

Resolution appointing Police Chief Shawn Bennett as Emergency Management Coordinator and Jim Pappa and Joseph Mullaney as Deputy Emergency Management Coordinators for a three-year term through December 31, 2022.

54-20, Resolution authorizing a shared service with the Borough of Madison for IT services

This resolution authorizes the continuation of a shared service agreement with the Borough of Madison for IT services. The financial impact of this contract is an increase of 2% over the previous year's agreement. A copy of the contract is attached.

55-20, Resolution endorsing the adoption of green building practices for municipal buildings and facilities

A resolution supporting, where feasible, incorporating green building measures into municipal buildings and facilities during design, construction, operation and maintenance.

56-20, Resolution reaffirming the Borough's commitment to Sustainable Land Use

A resolution to continue the Borough's commitment to consider the principles of Regional Cooperation, Transportation Choices, Natural Resources Protection, Mix of Land Uses, Housing Options, Green Design and Municipal Facilities Siting when making land use decisions.

57-20, Resolution of support & authorizing application for Sustainable Jersey Grant

A resolution supporting applications for grant funding under the Sustainable Jersey Grant Program.

58-20, Supporting participation in the Sustainable Jersey Municipal Certification Program

A resolution supporting the Borough's efforts to participate in the Jersey Municipal Certification Program and naming Vicki Heard as the Borough's agent for the program.

59-20, Resolution authorizing the Mountain Lakes Police Department to participate in the Police Assisted Addiction and Recovery Initiative (PAARI)

A resolution supporting the Mountain Lakes Police Department's participation in the Police Assisted Addiction and Recovery Initiative, a program designed to provide a safe way for persons with substance abuse disorders to seek help through their local police department.

60-20, Municipal Employees Benefit Fund

A resolution to renew the Borough's participation in the North Jersey Municipal Employees Benefit Fund.

61-20, Resolution Authorizing the Refund of Overpayment of Water / Sewer Charges

A resolution authorizing the repayment of a water account overpayment.

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

RESOLUTION 01-20

**“RESOLUTION APPROVING THE OFFICERS OF THE
MOUNTAIN LAKES VOLUNTEER FIRE DEPARTMENT”**

WHEREAS, Chapter 26-14 of the Revised General Ordinances of the Borough of Mountain Lakes states that the Council shall approve the officers to serve in the Volunteer Fire Department of the Borough of Mountain Lakes; and

WHEREAS, the Mountain Lakes Volunteer Fire Department has proposed the following officers:

Fire Chief:	William Bender
Deputy Chief:	Joseph Mullaney
Assistant Chief:	Matthew DeSantis
Administrative Officer	Joseph Mullaney

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 approved for the **2020** calendar year.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 02-20

“RESOLUTION ESTABLISHING 2020 BOROUGH COUNCIL MEETING SCHEDULE”

WHEREAS, Chapter 231 of the Public Laws of the State of New Jersey for 1975, known as and herein designated as the “Open Public Meetings Act”, requires notification of meetings of public bodies, as therein defined, in the manner therein set forth.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, regular sessions, to discuss or act upon public business will begin at 7:30 p.m. on each of the dates set forth below, at the Borough Hall, 400 Boulevard, Mountain Lakes, New Jersey.

*Wednesday, January 15, 2020	Monday, June 8, 2020
* Wednesday, January 22, 2020	Monday, June 22, 2020
Monday, January 27, 2020	Monday, July 13, 2020
Monday, February 10, 2020	Monday, July 27, 2020
*Wednesday, February 19, 2020	Monday, August 10, 2020
Monday, February 24, 2020	Monday, August 24, 2020
Monday, March 9, 2020	Monday, September 14, 2020
Monday, March 23, 2020	Wednesday, September 30, 2020
Monday, April 13, 2020	Monday, October 12, 2020
Monday, April 27, 2020	Monday, October 26, 2020
Monday, May 11, 2020	Monday, November 9, 2020
Wednesday, May 27, 2020	Monday, November 23, 2020
	Monday, December 14, 2020 - 6:00 p.m. start
Reorganization	Monday, January 4, 2021 – 7:30pm

*Budget work session meetings

BE IT FINALLY RESOLVED that any additions or changes to the above schedule or changes in the time, date or place of any scheduled meeting will be posted on the official bulletin board and delivered to the official newspaper of the Borough in advance, as required by law.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 03-20

“RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS OF THE BOROUGH FOR 2020”

WHEREAS, Chapter 231 of the Public Laws of the State of New Jersey for 1975, known as and herein designated as the “Open Public Meetings Act”, requires notification of meetings of public bodies, as therein defined, in the manner therein set forth; and

WHEREAS, N.J.S.A. 10: 4-8 requires public bodies to designate which newspapers shall serve as “Official Newspapers” in their jurisdiction.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey for purpose of compliance with the aforesaid “Open Public Meetings Act” and N.J.S.A. 10: 4-8, that the Borough Council of the Borough of Mountain Lakes hereby makes the following designations:

1. The Morris County Daily Record, The Citizen, and/or The Star Ledger as the newspapers to receive notices of meetings as required by any and all sections of the “Open Public Meetings Act”, and NJSA 10:4-8, as those newspapers are most likely to inform the local public of such meetings.
2. The location for posting of notice of meetings shall be on the bulletin board located in the Borough Hall, 400 Boulevard, Mountain Lakes, New Jersey.
3. The sum of **\$25.00** per year is hereby fixed as the amount to be paid by any person requesting individual notice of meetings as provided in Section 14 of the “Open Public Meetings Act” and NJSA 10:4-19.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 04-20

"RESOLUTION ESTABLISHING 2020 BOROUGH COUNCIL MEETING AGENDA"

WHEREAS, Chapter 231 of the Public Laws of the State of New Jersey for 1975, known as and herein designated as the "Open Public Meetings Act", requires notification of meetings of public bodies; and

WHEREAS, NJSA 10:4 - 8 (d) requires agendas of meetings not listed on the annual notice be provided in advance "to the extent known".

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, in the State of New Jersey that the following agenda will be adhered to at meetings of the Borough Council of the Borough of Mountain Lakes.

BE IT FURTHER RESOLVED that the order of agenda is subject to change and formal action may be taken.

Call to Order

Open Public Meetings Act Statement

Attendance

Flag Salute

Executive Closed Session (if necessary)

Community Announcements

Special Presentations (if any)

Reports of Borough Established Boards, Commissions and Committees (if any)

Public Comment, (each speaker limited to no more than 5 minutes and no yielding of time to another person)

Discussion Items (if any)

Attorney's Report

Manager's Report

Ordinances (if any)

***Resolutions (including payment of bills)**

***Approval of Minutes**

***Department Reports**

Council Reports

Public Comment, (each speaker limited to no more than 5 minutes and no yielding of time to another person)

Next Steps and Priorities

Adjournment

***Indicates Consent Agenda Item**

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.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 05-20

“RESOLUTION DESIGNATING 2020 HOLIDAY SCHEDULE”

WHEREAS, the Borough of Mountain Lakes Personnel Policy states that certain employees are entitled to thirteen (13) holidays.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that all employees other than the Police Department shall be entitled to the following holidays, and the Borough offices shall be closed on these days:

HOLIDAY SCHEDULE (Offices Closed)

New Year’s Day	Wednesday, January 1, 2020
Presidents’ Day	Monday, February 17, 2020
Memorial Day	Monday, May 25, 2020
Independence Day	Friday, July 3, 2020
Labor Day	Monday, September 7, 2020
Veterans Day	Wednesday, November 11, 2020
Thanksgiving Holiday	Thursday, November 26, 2020
Thanksgiving Holiday	Friday, November 27, 2020
Christmas Holiday	Thursday, December 24, 2020
Christmas Holiday	Friday, December 25, 2020

Three Floating Holidays which are to be used with the approval of Department Heads.

XX

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Marcy Gianattasio, Municipal Clerk

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

Resolution 06-20
TONNAGE GRANT APPLICATION RESOLUTION

WHEREAS, The Mandatory Source Separation and Recycling Act, P.L.1987, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, It is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, The New Jersey Department of Environmental Protection has promulgated recycling regulations to Implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, The recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, A resolution authorizing this municipality to apply for such tonnage grants **for calendar year 2020** will memorialize the commitment of this municipality to recycling and to indicate the assent of the Borough of Mountain Lakes to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, Such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW THEREFORE BE IT RESOLVED by the **Borough Council of the Borough of Mountain Lakes** that **Mountain Lakes** hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Doug Edler to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

XX

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Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 07-20

“RESOLUTION AUTHORIZING PARTICIPATION IN THE VOLUNTEER TUITION CREDIT PROGRAM”

WHEREAS, the Borough Council of the Borough of Mountain Lakes in the County of Morris, State of New Jersey, deem it appropriate to enhance the recruitment and retention of volunteer firefighters and emergency medical volunteers in the Borough of Mountain Lakes; and

WHEREAS, the State of New Jersey has enacted P.L. 1998, c.145 which permits municipal governments to allow their firefighters and emergency medical volunteers to take advantage of the Volunteer Tuition Credit Program at no cost to the municipal government.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the Volunteer Tuition Credit Program as set forth in P.L. 1998, c.145 is herewith adopted for the volunteer firefighters and emergency medical volunteers in the municipality.

BE IT FURTHER RESOLVED, that the Borough Clerk of the Borough of Mountain Lakes is herewith delegated the responsibility to administer the program and is authorized to enter into all agreements and to maintain files of all documents as may be required under the P.L. 1998, c. 145, a copy of which is herewith made part of this resolution.

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Marcy Gianattasio, Municipal Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Barnett						
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Lane						
Menard						
Shepherd						

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

RESOLUTION 08-20

“RESOLUTION SUPPORTING TRAFFIC AND SAFETY ORDINANCES”

WHEREAS, the Borough Council desires that the traffic and safety Ordinances of the Borough to be firmly and fairly enforced; and

WHEREAS, the Borough Council feels that the success of this program is assured if the Council, Manager, the Department Heads, the individual members of the Borough Police Department, and all other members of the Borough work force give these Ordinances their full support and attention.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the word should go out to all the residents, and all those who travel through our community, that we will not tolerate speeding, reckless driving, and the disregard of pedestrian safety.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to all Department Heads and the Chief of Police.

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CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on January 6, 2020.

Marcy Gianattasio, Municipal Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Barnett						
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Lane						
Menard						
Shepherd						

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

RESOLUTION 09-20

**“RESOLUTION SUPPORTING EFFORTS TO MAINTAIN ‘IDLE FREE ZONES’
IN THE BOROUGH OF MOUNTAIN LAKES”**

WHEREAS, emissions from gasoline and diesel powered vehicles contribute significantly to air pollution, including greenhouse gases, ozone formation, fine particulates, and a multitude of potentially harmful pollutants that can trigger an asthma attack and other ailments; and

WHEREAS, asthma is a significant public health concern in NJ, especially among children and the elderly; and

WHEREAS, unnecessary greenhouse gas emissions and exposure to air toxics can be minimized by reducing or eliminating wasteful vehicle idling; and

WHEREAS, petroleum-based gasoline and diesel fuel are nonrenewable fuels and should be used wisely and not wasted; and

WHEREAS, idling is not generally beneficial to a vehicle’s engine because it wears engine parts; and

WHEREAS, vehicle idling occurs in locations (e.g. school grounds, parking lots, drive-through windows, business centers, etc.) where residents can be exposed to air pollutant emissions; and

WHEREAS, moving beyond New Jersey’s existing no-idling code of 3 minutes would significantly improve public health, air quality, reduce costs and greenhouse gas emissions.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the Borough of Mountain Lakes supports efforts to maintain “idle free zones” to minimize idling by government agencies, schools, businesses, and other organizations by:

- Encouraging any gasoline or diesel powered motor vehicle to turn off their engines after 10 seconds if they plan to remain at that location for more than 30 seconds;
- Encouraging the public to minimize idling at idle-frequent locations such as school drop-off and pick up, drive through windows, gas stations, parking lots, and business centers;
- Maintaining municipal vehicles to eliminate any visible exhaust;
- Enforcing existing violations and penalties under NJ’s existing no-idling code; and
- Supporting broad education of the public about the health, environmental and economic impacts of idling and ways to reduce idling.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 10-20

“RESOLUTION TO SUPPORT A ‘SAFE ROUTES TO SCHOOL PROGRAM’”

WHEREAS, there is a need to promote the health and safety of our children; and

WHEREAS, nearly one out of three children (31%) ages 10-18 are overweight or obese in New Jersey and New Jersey has the second highest rate of obesity (18.9%) for low-income children ages 2-5; and

WHEREAS, lack of physical activity has had a significant impact on children’s health and well-being, resulting in higher rates of obesity, diabetes, heart disease, and other related health concerns compared to thirty (30) years ago; and

WHEREAS, driving children to school by private vehicle and idling in the school vicinity contributes to traffic congestion and air pollution near the school; and

WHEREAS, air pollution near schools can have adverse effects on student health, including decreased lung development, allergies and asthma, as well as on the local environment; and

WHEREAS, Congress has designated federal funding to develop the National Safe Routes to School Program to address these challenges; and

WHEREAS, bicycling and walking to school can have a positive mental and physical impact on the health of children and youth, and helps them arrive at school ready to learn; and

WHEREAS, providing safer routes to and from schools aims to decrease pedestrian and bicycling related injuries, not just for students but for the entire community; and

WHEREAS, the Safe Routes to School program uses education, encouragement, infrastructure and enforcement strategies to help make walking and bicycling to school safer and more attractive to children; and

WHEREAS, a successful Safe Routes to School program involves schools, school boards, citizens and local government to collaborate to enable and encourage children, including those with disabilities, to walk and bicycle to school safely.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, support the Safe Routes to School Program and are proponents of developing and maintaining safe ways to walk and bicycle to school.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 11-20

**“RESOLUTION TO PROTECT AND MAINTAIN
THE PUBLIC LANDS OF THE BOROUGH OF MOUNTAIN LAKES”**

WHEREAS, the Borough Council of the Borough of Mountain Lakes believes that all land owned by the Borough of Mountain Lakes is held in trust for future generations by the Councils and citizens of this community; and

WHEREAS, the woodland, wetlands, and open spaces of Mountain Lakes help define the character of the town and, beyond that, each succeeding year brings us more information on how vital such natural lands are to our collective well-being and to the health of the world around us; and

WHEREAS, these lands are also buffers which mitigate the effect of reasonable development of private lands; and

WHEREAS, once converted to other use, such lands cannot be replaced and therefore short term needs and pressures do not justify endangering the environment of our town, county and state; and

WHEREAS, the Borough Council believes that those most intimately associated with these lands are the most qualified to protect them.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the Borough of Mountain Lakes will protect these lands as its citizens and their elected officials deem necessary, and that the current Council of the Borough affirms and continues in the wisdom of its predecessors in owning, protecting and maintaining the public lands of Mountain Lakes.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 12-20

“RESOLUTION TO CLOSE THE BOULEVARD FOR THE 2020 MEMORIAL DAY PARADE”

WHEREAS, it is necessary to close the Boulevard on Monday, May 25, 2020 from 10 A.M. to 12 P.M. (Noon) from the intersection of Glen Road to the intersection of Lake Drive for the Memorial Day Parade; and

WHEREAS, the Morris County Board of Chosen Freeholders has always given its permission to the above request.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, grant permission for the above closing contingent on final approval of closure by the Morris County Board of Chosen Freeholders.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 13-20

“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	Joseph Mola
Class II Special Police Officer	Joseph Mullaney
Class II Special Police Officer	Jeffrey Sims
Class II Special Police Officer	James Schicke

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 14-20

“RESOLUTION APPOINTING ASSESSMENT SEARCH OFFICER”

WHEREAS, N.J.S.A. 54:5-18.1 requires the governing body to provide by resolution for the making of official certificates of searches as to municipal improvements authorized by Ordinance of the municipality, but not assessed, affecting any parcel or tract of land in such municipality in that a future assessment will be made thereon pursuant to such Ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the Bporough Clerk is hereby appointed to the position of Assessment Search Officer until such time a resolution stating otherwise is adopted.

BE IT FINALLY RESOLVED that a certified copy of this resolution is forwarded to the Assessment Search Officer.

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 xxxxxx.

Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 15-20

“RESOLUTION APPOINTING TAX SEARCH OFFICER”

WHEREAS, N.J.S.A. 54:5-11 requires the governing body to designate, by resolution, a bonded official of the municipality to make examinations of its records as to unpaid municipal liens and to certify the result thereof.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that **Ann Purcell** is hereby appointed to the position of Tax Search Officer until such time a resolution stating otherwise is adopted.

BE IT FINALLY RESOLVED that a certified copy of this resolution is forwarded to the Tax Search Officer.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 16-20

“RESOLUTION APPOINTING JIF REPRESENTATIVES”

WHEREAS, the Borough of Mountain Lakes is a member of the Morris County Joint Insurance Fund; and

WHEREAS, there is a requirement of the Morris County Insurance Fund that all participating municipalities to designate an Insurance Fund Commissioner as its representative.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that Mitchell Stern be appointed Borough Representative to the Morris County Joint Insurance Fund.

BE IT FURTHER RESOLVED that Monica Goscicki be appointed as Alternate Representative, to attend meetings in his place when the need arises.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 17-20

“RESOLUTION APPOINTING DOG AND CAT LICENSING OFFICIAL”

WHEREAS, the Borough of Mountain Lakes licenses dogs and cats annually; and

WHEREAS, cat and dog licensing is done by mail and in person.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that Cara Fox shall be appointed as the Dog and Cat Licensing Official for 2020.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

BOROUGH OF MOUNTAIN LAKES

COUNTY OF MORRIS, NJ

RESOLUTION 18-20

"RESOLUTION APPOINTING MUNICIPAL COURT PERSONNEL"

BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, as follows:

WHEREAS, effective January 1, 2012, the Borough has entered into a Shared Service Agreement with the Township of Denville for the sharing of municipal court personnel and facilities; and

WHEREAS, in furtherance of that Shared Service Agreement, it is necessary for the Borough Council to appoint the appropriate Municipal Court personnel for 2019 as provided under N.J.S.A. 2B: 12-4.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, the following Municipal Court personnel be appointed, with all compensation being paid by the Township of Denville pursuant to the Shared Services Agreement, for terms ending December 31, 2020, (Judges term will end 12/31/2020), as provided under N.J.S.A. 2B:12-4.

Municipal Prosecutor	Brian Mason
Public Defender	Daniel Agatino
Municipal Court Judge	Gerard Smith

XX

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Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 19-20

“RESOLUTION APPOINTING A MEMBER AND AN ALTERNATE MEMBER

TO SERVE ON THE COMMUNITY DEVELOPMENT REVENUE SHARING COMMITTEE”

WHEREAS, the by-laws of the Morris County Community Development Program and the Cooperation Agreement the Borough has entered into with the County require that the Borough Council appoint, on an annual basis, one member to serve on the Community Development Revenue Sharing Committee.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that Audrey Lane be appointed as Member to serve on the Community Development Revenue Sharing Committee for the year **2020**, and that Cynthia Korman be appointed as Alternate Member.

XX

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Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 20-20

“RESOLUTION APPOINTING THE MUNICIPAL HOUSING LIAISON”

WHEREAS, the Borough has, by Ordinance #02-10, created the position of Municipal Housing Liaison, in accordance with the regulations promulgated by the Council on Affordable Housing; and

WHEREAS, Ordinance #02-10 provides that the Borough Council shall appoint a Municipal Housing Liaison.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes that **Mitchell Stern** is hereby appointed as the Municipal Housing Liaison for the Borough of Mountain Lakes for the calendar year 2020.

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CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 21-20

“RESOLUTION AUTHORIZING CANCELLATION OF REFUNDS AND DELINQUENCIES UNDER \$10.00”

WHEREAS, N.J.S.A. 40A: 5-18 allows for the cancellation of property tax refunds or delinquent amounts in the amount less than \$10.00; and

WHEREAS, the governing body may authorize a municipal employee chosen by said body to process, without further action on their part, any cancellation of property tax delinquencies or overpayments of \$10.00 or less.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the **Tax Collector, Ann Purcell,** is authorized to cancel said tax amounts as deemed necessary.

BE IT FURTHER RESOLVED that a certified copy of the Resolution shall be forwarded to the Tax Collector and Borough Auditor.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

RESOLUTION 22-20
BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS
RESOLUTION NAMING AFFIRMATIVE ACTION P.A.C.O. FOR 2020

BE IT RESOLVED, that the Mayor and Council of the Borough of Mountain Lakes, in the County of Morris, New Jersey, in accordance with P.L. 1975 C. 127 (NJAC 18:27), does hereby designate the Public Agency Compliance Officer of the Borough of Mountain Lakes in Morris County, New Jersey for the year 2020, to be:

Mitchell Stern
Borough Manager
400 Boulevard
Mountain Lakes, NJ, 07046
Tel: (973)334-3131, ext. 2007
Fax: (973)402-3466

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

BOROUGH OF MOUNTAIN LAKES

COUNTY OF MORRIS, NJ

RESOLUTION 23-20

"RESOLUTION ESTABLISHING THE RATE OF INTEREST FOR DELINQUENT TAXES"

WHEREAS, R.S. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, as follows:

1. Property taxes shall be due and payable quarterly on February 1st, May 1st, August 1st and November 1st of each year, with a ten-day grace period, after which dates, if unpaid shall become delinquent, with interest charged as set forth below and reverting back to the due date on any quarterly installment of taxes.
2. The rate of interest for delinquent property taxes is fixed at 8% per annum on the first \$1,500.00 of delinquency and 18% per annum on any amount of taxes in excess of \$1,500.00.
3. A 6% year-end penalty will be assessed on the last day of the fiscal year on delinquent property tax accounts when in excess of \$10,000.
4. This resolution shall be published in its entirety once in an Official Newspaper of the Borough of Mountain Lakes.
5. A certified copy of this resolution shall be provided by the Office of the Clerk to the Tax Collector, Utility Billing Clerk, Borough Attorney, and Borough Auditor.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

**RESOLUTION 24-20
BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ**

“RESOLUTION APPROVING THE 2020 CASH MANAGEMENT PLAN”

WHEREAS, the Local Fiscal Affairs Law (N.J.S.A. 40A:5-14) Chapter 148 of the 1997 Pamphlet Laws of the State of New Jersey require that counties, municipalities and authorities adopt annually a Cash Management Plan designed to assure the investment of local funds in interest bearing accounts and other permitted investments.

NOW THEREFORE BE IT RESOLVED that the Borough Council of the Borough of Mountain Lakes, County of Morris, in the State of New Jersey approves the attached Cash Management Plan for the Borough of Mountain Lakes for the period January 1, 2020 to December 31, 2020.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

**2020 CASH MANAGEMENT PLAN FOR THE BOROUGH OF MOUNTAIN LAKES,
COUNTY OF MORRIS, NJ**

I. STATEMENT OF PURPOSE

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investments") of certain public funds of the Borough of Mountain Lakes, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN

- A. The Plan is intended to cover the deposit and/or investment of the following funds of the Borough of Mountain Lakes:

Clearing Account	
Current Fund	General Capital Fund
Water Utility Operating Fund	Water Capital Fund
Sewer Utility Operating Fund	Sewer Capital Fund

- B. It is understood that, for investment purposes, this Plan is not intended to cover certain funds of the Borough of Mountain Lakes, specifically Payroll Trust Funds, General Trust Funds and Municipal Court Accounts.

III. DESIGNATION OF OFFICIALS OF THE BOROUGH OF MOUNTAIN LAKES AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN

The Chief Financial Officer (the Designated Official) and the Borough Treasurer of the Borough of Mountain Lakes are hereby authorized and directed to deposit and/or invest the funds referred to in the Plan.

IV. DESIGNATION OF DEPOSITORY

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

Bank of America	Citibank
TD Bank	HSBC Bank
JP Morgan Chase Bank	Lakeland Bank
PNC Bank	Santander Bank
Union Center National Bank	Wells Fargo Bank
State of N.J. Cash Management Fund	Provident Bank
Connect One Bank	Affinity Federal Credit Union

V. DEPOSIT OF FUNDS

All funds shall be deposited within 48 hours of receipt in accordance with State Statute.

- (1) Operating funds must be deposited into interest bearing accounts to maximize interest earnings.
- (2) Capital funds other than operating funds may be deposited into interest bearing accounts. Non-interest bearing accounts shall be regularly monitored for availability of funds for investment.
- (3) Trust funds may be deposited into interest bearing accounts. Non-interest bearing accounts shall be regularly monitored for availability of funds for investment except where either state or federal laws prohibit the earnings of interest on such funds.

VI. DESIGNATION OF ALLOWABLE INVESTMENT INSTRUMENTS

The Borough may permit deposits and investments in depositories as permitted in P.L. 1997, Chapter 148.

VII. DEFINITION OF ACCEPTABLE COLLATERAL AND PROTECTION OF BOROUGH ASSETS

- (1) All designated depositories must conform to all applicable state statutes concerning depositories of public funds.
- (2) All depositories shall obtain the highest amount possible FDIC and /or FSLIC coverage of all Borough assets (Demand and Certificate of Deposit) and shall be a member of GUDPA.
- (3) Collateral will be required for all deposits and investments of the Borough, except for those in the State of New Jersey Cash Management Fund. Collateral must have a market value of not less than 100 percent of all deposits and investments.

VIII. MAXIMUM MATURITY POLICY

Investments shall be limited to a maturity not to exceed 397 days on all operating funds unless a longer maturity is permitted within the provisions of regulations promulgated by either the federal or state governments.

IX. INVESTMENT PROCEDURES

- (1) Bids for Certificates of Deposit and Repurchase Agreements will be solicited from at least three designated depositories only if the amount is \$50,000 or greater.
- (2) Telephone bids will be solicited from designated depositories by the Chief Financial Officer or by his/her designated staff member.
- (3) The depository shall specify the principal amount of the investment bid on, interest rate, and number of days used to calculate the interest to be paid upon maturity.
- (4) Interest paid shall be from the date the bid was awarded to the day of maturity.
- (5) All bidders may request the results of the bid after the bid is formally awarded.
- (6) A check or wire transfer of funds will be made available to the winning bidder the same business day the bid is awarded.
- (7) Each quotation shall be documented to record the date and time of quote, the parties in the discussion, the instrument(s), maturities and rates. A bid form of the Borough may be used.

X. CONTROLS

When possible, the internal controls should provide for a segregation of the investment placement functions and the accounting activity. Controls must be designed for telephone orders, wire transfers and securities safekeeping. Only designated personnel of the Finance Office shall be allowed to conduct these transactions, and all activity should be subject to immediate written confirmation by the designated depository. The Chief Financial Officer shall review each day's activity.

XI. BONDING

Surety bonds will be maintained for all personnel who have required coverage in accordance with the Borough's auditors and Division of Local Government Service guidelines.

XII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Borough of Mountain Lakes, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Borough of Mountain Lakes to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Borough of Mountain Lakes or by a third party custodian prior to or upon the release of the Borough's funds.

XIII. REPORTING REQUIREMENTS

The Designated Official referred to in Section III hereof shall supply to the governing body of the Borough of Mountain Lakes, on a quarterly basis, a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Borough of Mountain Lakes as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.

XIV. TERM OF PLAN

This plan shall be in effect from January 1, 2020 to December 31, 2020. Attached to this Plan is a resolution of the Borough of Mountain Lakes approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the governing body, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

XV. AUTHORIZED ACCOUNT SIGNATURES

BOROUGH OF MOUNTAIN LAKES - BANK ACCOUNTS AS OF 12/31/19

	# Authorized Signatures	# Required Signatures
Provident Bank - Bank Accounts		
Operating Accounts:		
Current Fund	3	2
General Capital Fund	3	2
Water Utility Operating Fund	3	2
Water Utility Capital Fund	3	2
Sewer Utility Operating Fund	3	2
Sewer Utility Capital Fund	3	2
Payroll Trust Accounts:		
Net Payroll Fund	3	1
Payroll Agency Fund	3	2
Unemployment Insurance Fund	3	2
Flexible Spending Account	3	2
General Trust Accounts:		
Animal Trust Fund	3	2
Police Outside Detail Trust	3	2
Recreation Trust Fund	3	2
Other Trust Fund	3	2
Developer's Escrow Trust Fund	3	2
Police Forfeited Assets	3	2
Shade Tree Trust Fund	3	2
COAH Trust Fund	3	2

XV. PETTY CASH FUND

Reimbursements for expenditures through the Petty Cash Fund shall be made within the limits approved by the Director of the Division of Local Government Services. The Petty Cash Fund shall be maintained in accordance with N.J.S.A. 40A: 5-21. Petty Cash Funds shall be maintained in the following amounts:

Custodians	\$250.00
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XVI. CHANGE FUNDS

Change funds have been established by resolution of the governing body to provide change to taxpayers making payments to the following departments:

Tax Office/Solid Waste	\$150.00
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Water/Sewer Utilities Department	\$ 50.00
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**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ
RESOLUTION 25-20**

“RESOLUTION DESIGNATING OFFICIAL DEPOSITORIES FOR BOROUGH FUNDS”

WHEREAS, N.J.S.A. 40A: 5-14 mandates that the governing body of a municipal corporation shall, by resolution passed by a majority vote of the full membership thereof, designate as a depository for its monies a bank or trust company having its place and business in the state and organized under the laws of the United States or this State.

BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey as follows:

1. That the following financial institutions be designated depositories of the Borough funds for the year **2020**

Bank of America	Citibank	TD Bank
HSBC Bank	Lakeland Bank	JP Morgan Chase Bank
PNC Bank	Santander Bank	Connect One Bank
State of N.J. Cash Management Fund	Wells Fargo Bank	Provident Bank
Affinity Federal Credit Union		

2. That all checks approved by the Borough Council shall be signed by two of the following three representatives of the Borough of Mountain Lakes: Mayor, Borough Manager or Chief Financial Officer.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 26-20

“RESOLUTION AUTHORIZING A TEMPORARY BUDGET FOR THE CALENDAR YEAR 2020”

WHEREAS, N.J.S.A. 40A:4-19, Local Budget Law, provides that temporary appropriations may be made prior to the adoption of the **2020** Budget for the purposes and amounts required in the manner therein provided; and **WHEREAS**, the total appropriations in the **2019** Budget less appropriations made for Capital Improvement Fund, Debt Service, and Public Assistance are as follows:

Current Fund	\$8,174,344.86
Water Operating Fund	\$ 864,788.00
Sewer Operating Fund	\$ 900,178.00

WHEREAS, 26.25% of the total appropriations in the **2019** Budget, less appropriations made for Capital Improvement Fund, Debt Service, and Public Assistance are as follows:

Current Fund	\$2,145,765.53
Water Operating Fund	\$ 227,006.85
Sewer Operating Fund	\$ 236,296.73

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the following temporary appropriations be made and a copy of this shall be transmitted to the Chief Financial Officer for his/her records.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

2020 TEMPORARY BUDGET

01-201-20-100-001	GENERAL ADMIN: SALARIES & WAGES	35,000.00
01-201-20-100-020	GENERAL ADMIN: OTHER EXPENSES	12,000.00
01-201-20-110-020	MAYOR AND COUNCIL: OTHER EXPENSES	1,000.00
01-201-20-120-001	MUNICIPAL CLERK: SALARIES & WAGES	27,000.00
01-201-20-120-020	MUNICIPAL CLERK: OTHER EXPENSES	3,000.00
01-201-20-130-001	FINANCIAL ADMIN: SALARIES & WAGES	17,600.00
01-201-20-130-020	FINANCIAL ADMIN: OTHER EXPENSES	6,500.00
01-201-20-140-020	COMPUTER SERVICES: OTHER EXPENSES	5,000.00
01-201-20-145-001	TAX COLLECTOR: SALARIES & WAGES	10,300.00
01-201-20-145-020	TAX COLLECTOR: OTHER EXPENSES	800.00
01-201-20-150-001	TAX ASSESSOR: SALARIES & WAGES	7,000.00
01-201-20-150-020	TAX ASSESSOR: OTHER EXPENSES	600.00
01-201-20-155-020	LEGAL: OTHER EXPENSES	25,000.00
01-201-20-165-020	ENGINEERING SERVICES: OTHER EXPENSES	5,000.00
01-201-21-180-001	PLANNING BOARD: SALARIES & WAGES	2,900.00
01-201-21-180-020	PLANNING BOARD: OTHER EXPENSES	1,500.00
01-201-21-185-001	ZONING BD OF ADJ: SALARIES & WAGES	2,900.00
01-201-21-185-020	ZONING BD OF ADJ: OTHER EXPENSES	4,000.00
01-201-22-195-001	UNIFORM CONSTRUC CODE: SALARIES & WAGES	29,000.00
01-201-22-195-020	UNIFORM CONSTRUC CODE: OTHER EXPENSES	600.00
01-201-22-196-001	CODE ENFORCEMENT: SALARIES & WAGES	13,000.00
01-201-23-210-020	LIABILITY INSURANCE	63,000.00
01-201-23-215-020	WORKMAN COMPENSATION INSURANCE	50,300.00
01-201-23-220-020	EMPLOYEE GROUP INSURANCE	173,000.00
01-201-25-240-001	POLICE DEPT: SALARIES & WAGES	521,000.00
01-201-25-240-020	POLICE DEPT: OTHER EXPENSES	27,000.00
01-201-25-250-020	INTERLOCAL SERVICE: MC POLICE DISPATCH	27,250.00
01-201-25-251-020	INTERLOCAL SERVICE: DENVER COURT	14,500.00
01-201-25-252-001	EMERGENCY MANAGEMENT: SALARIES & WAGES	2,400.00
01-201-25-255-001	FIRE DEPT: SALARIES & WAGES	2,200.00
01-201-25-255-020	FIRE DEPT: OTHER EXPENSES	5,000.00
01-201-25-260-020	CONTRIBUTION TO VOLUNTEER AMBULANCE SQUAD	3,800.00
01-201-25-266-001	FIRE DEPT. SAFETY: SALARIES & WAGES	5,000.00
01-201-25-266-020	FIRE DEPT. SAFETY: OTHER EXPENSES	700.00
01-201-26-290-001	STREETS AND ROADS: SALARIES & WAGES	111,000.00
01-201-26-290-020	STREETS AND ROADS: OTHER EXPENSES	50,000.00
01-201-26-300-020	SHADE TREE COMMISSION: OTHER EXPENSES	1,000.00
01-201-26-305-001	SOLID WASTE: SALARIES & WAGES	1,850.00
01-201-26-305-020	SOLID WASTE: OTHER EXPENSES	75,000.00
01-201-26-310-020	BUILDINGS & GROUNDS: MUNICIPAL BUILDING	4,000.00
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	20,222.91
01-201-27-330-001	BOARD OF HEALTH: SALARIES & WAGES	1,500.00
01-201-27-330-020	BOARD OF HEALTH: OTHER EXPENSES	6,548.00
01-201-27-335-020	ENVIRONMENTAL COMMISSION: OTHER EXPENSES	1,000.00
01-201-27-337-020	WOODLAND COMMITTEE: OTHER EXPENSES	500.00
01-201-26-306-020	RECYCLING TAX	1,400.00
01-201-28-370-001	RECREATION DEPT: SALARIES & WAGES	10,000.00

01-201-28-370-020	PARKS & PLAYGROUNDS: OTHER EXPENSES	4,000.00
01-201-28-375-020	MAINTENANCE OF PARKS, BEACHES & LAKES	5,000.00
01-201-29-390-020	AID TO THE PUBLIC LIBRARY	87,700.00
01-201-30-420-020	CELEBRATION OF PUBLIC EVENTS: OTHER EXPENSES	500.00
01-201-31-435-020	ELECTRICITY	8,000.00
01-201-31-436-020	STREET LIGHTING	6,000.00
01-201-31-437-020	NATURAL GAS	11,000.00
01-201-31-440-020	TELECOMMUNICATIONS	7,000.00
01-201-31-447-020	PETROLEUM PRODUCTS	25,000.00
01-201-36-471-020	CONTRIBUTION TO PERS	122,230.62
01-201-36-472-020	SOCIAL SECURITY SYSTEM (O.A.S.I.)	35,000.00
01-201-36-475-000	CONTRIBUTION TO PFRS	442,664.00
01-201-36-477-020	DCRP	<u>2,800.00</u>
	TOTALS	<u>2,145,765.53</u>

	WATER UTILITY	
05-201-55-510-001	OPERATING: SALARIES & WAGES	120,000.00
05-201-55-520-520	OPERATING: OTHER EXPENSES	81,407.63
05-201-55-531-000	SOCIAL SECURITY SYSTEM (O.A.S.I.)	9,000.00
05-201-55-532-000	CONTRIBUTION TO PERS	<u>16,599.22</u>
	TOTALS	<u>227,006.85</u>

	SEWER UTILITY	
07-201-55-510-001	OPERATING: SALARIES & WAGES	75,000.00
07-201-55-520-520	OPERATING : OTHER EXPENSES	143,424.57
07-201-55-531-000	SOCIAL SECURITY SYSTEM (O.A.S.I.)	5,800.00
07-201-55-532-000	CONTRIBUTION TO PERS	<u>12,072.16</u>
	TOTALS	<u>236,296.73</u>

BE IT FURTHER RESOLVED that the following Temporary Debt Appropriations be made.

	CURRENT FUND	
01-201-45-920-020	BOND PRINCIPAL	200,000.00
01-201-45-925-020	BAN PRINCIPAL	
01-201-45-930-020	BOND INTEREST	89,362.50
01-201-45-935-020	NOTE INTEREST	
	TOTALS	289,362.50

	WATER OPERATING	
05-201-45-920-520	BOND PRINCIPAL	-
05-201-45-930-020	BOND INTEREST	-
05-201-45-935-520	NOTE INTEREST	
	TOTALS	-

	SEWER OPERATING	
07-201-45-920-520	BOND PRINCIPAL	-
07-201-45-930-520	BOND INTEREST	-
07-201-45-935-520	NOTE INTEREST	
	TOTALS	-

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

RESOLUTION 27-20

**“RESOLUTION RELATIVE TO AUDIT CONTROLS REQUIRED FOR THE ISSUANCE OF STATUTORY BONDS BY THE
MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND”**

WHEREAS, the Municipal Excess Liability Joint Insurance Fund (MEL) issues statutory bonds conditional upon members adopting effective control to minimize losses; and

WHEREAS, the Borough Council has reviewed a report from its auditor that concludes that the controls in place concerning the handling of finances and financial transactions are satisfactory.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey that a copy of this resolution, together with a copy of the report, shall be forwarded to the MEL.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

RESOLUTION 28-20

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

“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 **December 31, 2019** 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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 29-20

**“RESOLUTION AUTHORIZING THE CONTINUATION OF A MUTUAL AID AGREEMENT WITH THE TOWNSHIP OF
PARSIPPANY-TROY HILLS FOR BASIC LIFE SUPPORT SERVICES”**

WHEREAS, N.J.S.A. 40A:14-26 and N.J.S.A. 40A:14-156 authorize the chief or head of any municipal department or force to request assistance to protect life and property outside the normal territorial jurisdiction of the department or force; and

WHEREAS, the Borough of Mountain Lakes desires to provide the most timely and effective emergency services to its residents, including ambulance services; and

WHEREAS, the Borough of Mountain Lakes has identified a need to supplement the availability of daytime emergency medical services; and

WHEREAS, the Township of Parsippany-Troy Hills, through its paid emergency medical services provider, Par-Troy EMS, staffs basic life support (“BLS”) ambulances on ready status to respond to 9-1-1 and emergency calls in and around the Parsippany area; and

WHEREAS, it is in the interest the Borough of Mountain Lakes to utilize the closest available and most appropriate resources for the protection of life and property within its jurisdiction.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, that the Borough of Mountain hereby authorizes the continuation of the Mutual Aid Agreement with the Township of Parsippany –Troy Hills.

BE IT FURTHER RESOLVED that a copy of this resolution be distributed to both the Chief of Police and to the Chief of the Volunteer Fire Department of the Borough of Mountain Lakes as well as to the County of Morris, Department of Law and Public Safety.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

BOROUGH OF MOUNTAIN LAKES

COUNTY OF MORRIS, NJ

RESOLUTION 30-20

"RESOLUTION AUTHORIZING THE EXECUTION OF AN INTERLOCAL SERVICES AGREEMENT

BETWEEN THE BOROUGH OF MOUNTAIN LAKES AND THE COUNTY OF MORRIS FOR DISPATCHING SERVICES"

WHEREAS, the Borough of Mountain Lakes desires to enter into an Interlocal Services Agreement, copy of which is attached hereto, for radio dispatch services from the County of Morris; and

WHEREAS, the Agreement is in full compliance with the Interlocal Services Act, N.J.S.A. 40:8A-1; and

WHEREAS, the Agreement is a mutual benefit for the Borough of Mountain Lakes and for the County of Morris.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, that the Borough Council of the Borough of Mountain Lakes approves the Interlocal Services Agreement with the County of Morris for radio dispatch services; and

BE IT FURTHER RESOLVED that in accordance with this Agreement the Borough of Mountain Lakes agrees to pay the County the sum of **\$106,189.69**.

BE IT FURTHER RESOLVED that this agreement shall take effect on **January 1, 2020** and continue until such time as the Borough notifies the County in writing, **180 days** in advance, of the date the Borough no longer requires these services; and

BE IT FURTHER RESOLVED that the Borough Manager of the Borough of Mountain Lakes is hereby authorized to sign the attached Agreement; and

BE IT FINALLY RESOLVED that a copy of the Resolution and the Agreement for Interlocal Services be sent to the County of Morris for their approval and signature.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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



Morris County Communications Center Dispatch Services

Provided for (Municipality): Mountain Lakes

Term: January 1, 2020-December 31, 2020

2020 Service Fee: \$95,789.69

County Trunked Radio System Use Fee

\$200 per year per radio recurring fee

Number of Radios:

Police Base Station:	1
Police Mobile:	8
Mobile Fire:	4
Mobile EMS:	
Portable Police:	19
Portable Fire:	20
Portable EMS:	
Total Radios:	52
Total Radio Fee:	\$10,400.00

2020 GRAND TOTAL \$106,189.69

Please Remit Payment To:
County of Morris
Treasurer's Office
PO Box 900
Morristown NJ 07963-0900

BOROUGH OF MOUNTAIN LAKES

COUNTY OF MORRIS, NJ

RESOLUTION 31-20

"RESOLUTION AUTHORIZING THE EXECUTION OF AN INTERLOCAL SERVICES AGREEMENT WITH THE WHIPPANY RIVER WATERSHED ACTION COMMITTEE AND AUTHORIZING THE APPOINTMENT OF REPRESENTATIVES TO THE COMMITTEE FOR THE CALENDAR YEAR 2020"

WHEREAS, the Borough of Mountain Lakes is within the Whippany River Watershed; and

WHEREAS, the sixteen towns within the Whippany River Watershed desire to establish an interlocal service agreement for the purpose of creating a Watershed Management Plan; and

WHEREAS, the Borough of Mountain Lakes and all the other municipalities which are members of this interlocal agreement are responsible for costs of **\$1,200.00**.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the Borough Manager of the Borough of Mountain Lakes is hereby authorized to sign the interlocal agreement for the **2020 calendar year**.

BE IT FURTHER RESOLVED that the Borough Council of the Borough of Mountain Lakes hereby makes the following appointments for the **2020 calendar year**:

Administrative Appointee: **Mitchell Stern**

Borough Council Appointee: **Cynthia Korman**

In addition, the **Borough Planner, Engineer and Attorney** are authorized and directed to participate as necessary.

BE IT FINALLY RESOLVED that the Borough Council of the Borough of Mountain Lakes authorized payment of the **\$1,200.00** to the Whippany River Watershed Action Committee.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

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

RESOLUTION 32-20

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE BOROUGH OF
MOUNTAIN LAKES AND MURPHY MCKEON P.C.**

WHEREAS, there exists the need for professional legal services (Borough Attorney) for the Borough of Mountain Lakes; and

WHEREAS, Murphy McKeon P.C. has submitted a proposal indicating that legal services will be provided for the annual fee of \$50,000.00 per year plus \$150.00 per hour for litigation; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey:

Section 1. The Borough Manager and Borough Clerk are hereby authorized and directed to execute an agreement with Murphy McKeon P.C. for professional legal services (Borough Attorney) for the Borough of Mountain Lakes as set forth in a contract attached hereto, which shall not exceed \$50,000.00 per year plus \$150.00 per hour for litigation.

Section 2. This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.

Section 3. The term of this agreement shall be for one year, from January 1, 2020 through December 31, 2020.

Section 4. A notice of this action shall be printed once in the legal newspaper of the Borough of Mountain Lakes.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

CONTRACT FOR LEGAL SERVICES

AGREEMENT made this day of , 20__

between **BOROUGH OF MOUNTAIN LAKES** and **MURPHY McKEON, P.C.**

W I T N E S S E T H :

That Murphy McKeon, P.C., for and in consideration of the payments hereinafter specified and agreed to by the Borough of Mountain Lakes, hereby agrees to perform legal services for the Borough of Mountain Lakes.

It is agreed by the parties hereto that Murphy McKeon, P.C., who serve as Borough Attorneys for the Borough of Mountain Lakes for the year 2020, shall now be responsible for all legal services for the Borough. For said legal services, the Borough of Mountain Lakes agrees to pay to Murphy McKeon, P.C. the annual retainer of \$50,000.00.

It is agreed that Murphy McKeon, P.C. shall be responsible for representing the Borough of Mountain Lakes in all matters of litigation such as court proceedings, administrative law hearings and tax appeals. For said services, the Borough of Mountain Lakes agrees to pay to Murphy McKeon, P.C. the sum of \$150.00 per hour.

In addition, the Borough of Mountain Lakes agrees to be responsible for all disbursements and out-of-pocket expenses in connection with said representation. It is further agreed that Murphy McKeon, P.C. shall submit to the Borough of Mountain Lakes, on a monthly basis, vouchers for fees consisting of the retainer and legal services rendered in connection with litigation.

Political Contribution Disclosure. This contract has been awarded to Murphy McKeon, P.C. based on the merits and abilities of Murphy McKeon, P.C., Esq. to provide the goods or services as described herein. This contract was not awarded through a "fair and open process"

pursuant to N.J.S.A. 19:44A-20.4 et seq. As such, the undersigned does hereby attest that Murphy McKeon, P.C., its subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in the Borough of Mountain Lakes if a member of that political party is serving in an elective public office of the Borough of Mountain Lakes when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the Borough of Mountain Lakes when the contract is awarded.

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status or sex. The contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status so affectional or sexual orientation. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates or pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable, will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regarding to age, race, creed, color, national origin, ancestry, marital status or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with the regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the Americans With Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2, or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

The contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status or sex, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Contract Compliance & EEO as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance & EEO for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

IN WITNESS WHEREOF, the Borough of Mountain Lakes has caused these presents to be signed by its proper officers and caused its corporate seal to be hereunto affixed and Murphy McKeon, P.C. has hereunto affixed his signature to day and year first above written.


Attest:

Marcy Gianattasio, Clerk

**BOROUGH OF MOUNTAIN
LAKES**

By: _____
**Mitchell Stern
Borough Manager**

MURPHY McKEON, P.C.

By:  _____
ROBERT H. OOSTDYK, JR.

Borough of Mountain Lakes

Contract Review Checklist

Vendor/Professional: Murphy McLean P.C.

Financial Impact:

Item	Applicability	Standard	Verified	Reviewer
Affirmative Action	Goods and Services; Professional Services	Employee information report provided	✓	qk
Business Registration	Goods and Services; Professional Services	Copy of Registration provided	✓	qk
Attorney Review	All Contracts	Confirmation that the agreement has been reviewed by the Borough Attorney	N/A	qk
Confidentiality	Professional Services; Goods and Services	Provisions when appropriate included in the contract	✓	qk
Corporate Disclosure	Goods and Services; Professional Services	Disclosure affidavit provided.	✓	qk
Insurance	All Contracts	Proof of insurance as required by RFP, Specifications, or Contract	✓	qk
Debarment	Public Works	Vendor not currently on the State debarment list	N/A	qk
Invoice Process	All Contracts	Consistent with Local Public Contracts law and Borough procedures.	✓	qk
Non-collusion	All Contracts	Non-collusion affidavit has been signed	N/A	qk
Non-performance	All Contracts	Provision addressing consequences for non-performance or breach of agreement.	✓	qk
Political Contribution Disclosure	Professional Services	Disclosure language in contract; form completed	✓	qk
Payment Terms	All Contracts	Do standard payment terms apply?	✓	qk
Professional Appointment	Professional Services	Has a resolution of appointment been adopted	1/6/20	qk
Qualifications	Professional Services	Proof of professional licenses/certifications	✓	qk
Renewal	Professional Services; Goods and services	Provision concerning renewal included where appropriate	N/A	qk
Term	All Contracts	One year term for professional services, two years for goods and services, or Statutory exception.	✓	qk
Termination	All Contracts	Right to terminate included when appropriate	✓	qk
Financial	All contracts	Has the economic impact of the transaction been evaluated?	0-	qk

Date: _____

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY/
DIVISION OF REVENUE
PO BOX 252
TRENTON, N.J. 08646-0252

TAXPAYER NAME:
MURPHY MCKEON P.C.

TRADE NAME:

ADDRESS:
**51 ROUTE 23 SOUTH PO BOX 70
RIVERDALE NJ 07457-0070**
EFFECTIVE DATE:

SEQUENCE NUMBER:

0988894

ISSUANCE DATE:

12/21/11

05/15/03

James J. Pustione
Director
New Jersey Division of Revenue

FORM-BRC

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

104-001, D205840V

BUSINESS ENTITY DISCLOSURE CERTIFICATION**FOR NON-FAIR AND OPEN CONTRACTS**

Required Pursuant To N.J.S.A. 19:44A-20.8

BOROUGH OF MOUNTAIN LAKES**Part I – Vendor Affirmation**

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that Murphy McKeon P.C. has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract, to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the Borough of Mountain Lakes as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

No reportable contribution has been made to any organization or candidate between 1/1/19 and the date of this contract.	

Part II – Ownership Disclosure Certification

☒ I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

- ☐ Partnership ☐ Corporation ☐ Sole Proprietorship ☒ Subchapter S Corporation
☐ Limited Partnership ☐ Limited Liability Corporation ☐ Limited Liability Partnership

Name of Stock or Shareholder	Home Address
James T. Bryce	31 North Road, Chester, NJ 07930
Anthony M. Bucco	10 Janet Road, Boonton Twp., NJ 07005
Robert H. Oostdyk, Jr.	21 Manor Avenue, Pompton Plains, NJ 07444
David J. Ruitenbergh	24 Abbott Road, Wayne, NJ 07470
Christopher I. Woods	505 Pepperidge Tree Lane, Kinnelon, NJ 07405

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: Murphy McKeon P.C.

Signed: [Signature]

Title: Partner

Print Name: Robert H. Oostdyk, Jr.

Date: November 18, 2019

Subscribed and sworn before me this 18th day of November, 2019.

My Commission expires:

DANICA M. DUVAL
A Notary Public of New Jersey
My Commission Expires November 4, 2024

[Signature]
(Affiant)
(Print name & title of affiant) (Corporate Seal)

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

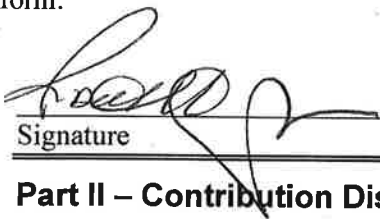
Required Pursuant To N.J.S.A. 19:44A-20.26

This form or its permitted facsimile must be submitted to the local unit
no later than 10 days prior to the award of the contract.

Part I - Vendor Information

Vendor Name:	Robert H. Oostdyk, Jr., Esq./ Murphy McKeon P.C.		
Address:	51 Route 23 South, P.O. Box 70		
City:	Riverdale	State:	NJ
		Zip:	07457

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.



Robert H. Oostdyk, Jr.
Printed Name

Partner
Title

Part II - Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ Check here if disclosure is provided in electronic form.

Contributor Name	Recipient Name	Date	Dollar Amount
None			

☐ Check here if the information is continued on subsequent page(s)

CERTIFICATE OF EMPLOYEE INFORMATION REPORT

RENEWAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of

15-JUL-2015 to 15-JUL-2022

MURPHY MCKEON PC
41 RTE 23 SO., P.O. BOX 70
RIVERDALE NJ 07457



A handwritten signature in black ink, appearing to read "A. Sidamon-Eristoff", is written over the seal of the State Treasurer.

Andrew P. Sidamon-Eristoff
State Treasurer



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/26/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Couch Braunsdorf Insurance Group 701 Martinsville Rd. PO Box 888 Liberty Corner, NJ 07938	CONTACT NAME:	AmGUARD Insurance Company	
	PHONE (A/C, No, Ext):		FAX (A/C, No, Ext):
INSURED Murphy McKeon, P.C. 51 Route 23 South P.O. Box 70 Riverdale, NJ 07457	E-MAIL ADDRESS:		
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: AmGUARD Insurance Company		42390
	INSURER B:		
	INSURER C:		
	INSURER D:		
INSURER E:			
INSURER F:			

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INBR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY						
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						EACH OCCURRENCE
							DAMAGE TO RENTED PREMISES (Ea occurrence)
							MED EXP (Any one person)
							PERSONAL & ADV INJURY
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE
	<input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG
	OTHER:						
	AUTOMOBILE LIABILITY						
	<input type="checkbox"/> ANY AUTO						COMBINED SINGLE LIMIT (Ea accident)
	<input type="checkbox"/> OWNED AUTOS ONLY						BODILY INJURY (Per person)
	<input type="checkbox"/> HIRED AUTOS ONLY						BODILY INJURY (Per accident)
	<input type="checkbox"/> OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)
	<input type="checkbox"/> UMBRELLA LIAB						EACH OCCURRENCE
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER/STOCKHOLDER (Mandatory in NH)	<input type="checkbox"/> Y <input type="checkbox"/> N	N/A				PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/>
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT
A	Lawyers' Professional Liability - Direct			MUPL022074	10/01/2019	10/01/2020	E.L. DISEASE - EA EMPLOYEE
							E.L. DISEASE - POLICY LIMIT
							EACH OCCURRENCE \$2,000,000
							AGGREGATE \$2,000,000
							DEDUCTIBLE \$15,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Borough of Mountain Lakes
400 Boulevard
Mountain Lakes, NJ 07046

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of

Organization: Murphy McKeon P.C.

Organization

Address: 51 Route 23 South, P.O. Box 70, Riverdale, New Jersey 07457

Part I Check the box that represents the type of business organization:

- ☐ Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- ☐ Non-Profit Corporation (skip Parts I and III, execute certification in Part IV)
- ☒ For-Profit Corporation (any type) ☐ Limited Liability Corporation
- ☐ Partnership ☐ Limited Partnership ☐ Limited Liability Partnership (LLP)
- ☐ Other (be specific): _____

Part II

- ☒ The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. **(COMPLETE THE LIST BELOW IN THIS SECTION)**

OR

- ☐ No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

(Please attach additional sheets if more space is needed)

Name of Individual or Business Entity	Home Address (for Individuals) or Business Address
James T. Bryce	31 North Road Chester, NJ 07930
Anthony M. Bucco	10 Janet Road Boonton Twp., NJ 07005
Robert H. Oostdyk, Jr.	21 Manor Avenue Pompton Plains, NJ 07444
David J. Ruitenberg	24 Abbott Road Wayne, NJ 07470
Christopher I. Woods	505 Pepperidge Tree Lane Kinnelon, NJ 07405

Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) contained the last annual filing(s) with the federal Security and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attached additional sheets if more space is required.**

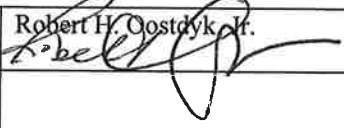
Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II other than for any publicly traded parent entities referenced above. The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Home Address (for Individuals) or Business Address

Part IV Certification

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the Borough of Mountain Lakes is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with the Borough of Mountain Lakes to notify the Borough of Mountain Lakes in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the Borough of Mountain Lakes to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):	Robert H. Oostdyk Jr.	Title:	Partner
Signature:		Date:	11/18/19

N.J.S.A. 10:5-31 and N.J.A.C. 17:27
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
Goods, Professional Services and General Service Contracts
(Mandatory Affirmative Action Language)

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Except with respect to affectional or sexual orientation, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting for the provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2 or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval
Certificate of Employee Information Report
Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Contract Compliance and EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance & EEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

A handwritten signature in dark ink, appearing to be "L. Thompson", written over a horizontal line.

Signature

11-18-19

Date

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ
RESOLUTION 33-20**

**“RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR PLANNING SERVICES BETWEEN THE
BOROUGH OF MOUNTAIN LAKES AND PHILLIPS PREISS GRYGIEL LLC”**

WHEREAS, there exists the need for professional planning services (Borough Planner) for the Borough of Mountain Lakes; and

WHEREAS, Phillips Preiss Grygiel LLC has submitted a proposal indicating that planning services will be provided for an annual fee not to exceed \$25,000 per year; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey:

Section 1. The Borough Manager and Borough Clerk are hereby authorized and directed to execute an agreement with Phillips Preiss Grygiel LLC for professional planning services (Borough Planner) for the Borough of Mountain Lakes as set forth in a proposal dated November 26, 2019, for an annual fee not to exceed \$25,000 per year.

Section 2. This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.

Section 3. The term of this agreement shall be for one year, from January 1, 2020 through December 31, 2020.

Section 4. A notice of this action shall be printed once in the legal newspaper of the Borough of Mountain Lakes.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

**PROFESSIONAL SERVICES AGREEMENT
BOROUGH OF MOUNTAIN LAKES
MORRIS COUNTY, NEW JERSEY**

THIS AGREEMENT, made this 26th day of November in the year 2019, by and between the Borough of Mountain Lakes, in the County of Morris, a Municipal Corporation of the State of New Jersey, having an office at 400 Boulevard, Mountain Lakes, New Jersey, hereinafter referred to as the "Municipality", and

PHILLIPS PREISS GRYGIEL LEHENY HUGHES LLC

(Contractor)

33-41 Newark St. 3rd Floor/Suite D, Hoboken, NJ 07030

(Address)

Party of the Second Part, herein called the "Contractor".

WITNESSETH that the parties to these presents, each in consideration of the agreements on the part of the other, herein contained, do hereby agree as follows:

1. The Contractor will, at their expense, furnish all labor, services and all materials for the construction and completion of the work proposed to be done for the Municipality, and will construct, complete and finish the same in a workmanlike manner to the satisfaction and approval of the Municipality, in the manner and within the time hereinafter limited, and in accordance with the Proposal dated _____ which is attached hereto fully incorporated and with the same effects as if the same had been set forth in the body of this agreement.
2. The Contractor agrees to make payments of all proper charges for labor and materials required in the aforementioned work, and to defend, indemnify, and save harmless the Municipality, its officers, employees, agents and servants, and each and every one of them, against and from all damages to which the said parties must be put, by reason of injury to the person or property of others resulting from performance of said work, or through the negligence of the Contractor, or through any improper or defective machinery, implements, or omission on the part of the Contractor, or his agent or agents, employees or servants.
3. It is also agreed and understood that the acceptance of the final payment of the Contract shall be considered as a release in full of all claims against the Municipality, or any of its officers, employees, agents and servants, arising out of or by reason of, the work done and materials furnished under this Contract.
4. In consideration of the premises, the Municipality hereby agrees to pay to the Contractor for the said work, when fully completed at the prices specified in the Contractor's Proposal. It is understood that the amount to be paid shall be the total based on the said prices contained in the said Proposal and made a part of this Contract, for the work actually done.

5. During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status or sex. The contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status so affectional or sexual orientation. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates or pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable, will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regarding to age, race, creed, color, national origin, ancestry, marital status or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with the regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to attempt in good faith to schedule minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

The contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status or sex, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor and its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (NJAC 17:27).

IN WITNESS WHEREOF, the Borough of Mountain Lakes has caused these presents to be signed by its proper officers and caused its corporate seal to be affixed, and Contractor has caused these presents to be signed by its proper officers and caused its corporate seal to be affixed, the day and year first above written.

ATTEST:

**BOROUGH OF MOUNTAIN LAKES
IN THE COUNTY OF MORRIS**

Marcy Gianattasio, Borough Clerk

By: _____
Mitchell Stern, Borough Manager
(SEAL)

Date

ATTEST:

CONTRACTOR

Moy Pang

By: _____
Paul Phillips - Managing Principal
(SEAL)

Date

Borough of Mountain Lakes Contract Review Checklist

Vendor/Professional: Phillips, Peter

Financial Impact: _____

Item	Applicability	Standard	Verified	Reviewer
Affirmative Action	Goods and Services; Professional Services	Employee information report provided	✓	gag
Business Registration	Goods and Services; Professional Services	Copy of Registration provided	✓	gag
Attorney Review	All Contracts	Confirmation that the agreement has been reviewed by the Borough Attorney	✓	gag
Confidentiality	Professional Services; Goods and Services	Provisions when appropriate included in the contract	N/A	gag
Corporate Disclosure	Goods and Services; Professional Services	Disclosure affidavit provided.	✓	gag
Insurance	All Contracts	Proof of insurance as required by RFP, Specifications, or Contract	✓	gag
Debarment	Public Works	Vender not currently on the State debarment list	✓	gag
Invoice Process	All Contracts	Consistent with Local Public Contracts law and Borough procedures.	✓	gag
Non-collusion	All Contracts	Non-collusion affidavit has been signed	✓	gag
Non-performance	All Contracts	Provision addressing consequences for non-performance or breach of agreement.	✓	gag
Political Contribution Disclosure	Professional Services	Disclosure language in contract; form completed	✓	gag
Payment Terms	All Contracts	Do standard payment terms apply?	✓	gag
Professional Appointment	Professional Services	Has a resolution of appointment been adopted	✓	gag
Qualifications	Professional Services	Proof of professional licenses/certifications	✓	gag
Renewal	Professional Services; Goods and services	Provision concerning renewal included where appropriate	✓	gag
Term	All Contracts	One year term for professional services, two years for goods and services, or Statutory exception.	✓	gag
Termination	All Contracts	Right to terminate included when appropriate	✓	gag
Financial	All contracts	Has the economic impact of the transaction been evaluated?	✓	gag

Date: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/3/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Maloney & Company, LLC 1110 Boston Post Road Guilford, CT 06437	CONTACT NAME:	
	PHONE (A/C, No, Ext): (203) 458-4000 FAX (A/C, No): (203) 458-4001 E-MAIL ADDRESS: mail@maloneyllc.com	
INSURED Phillips Preiss Grygiel Leheny Hughes LLC 33-41 Newark Street Third Floor, Suite D Hoboken, NJ 07030	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Hartford/Sentinel Insurance Company Ltd.	
	INSURER B: Hartford Casualty Insurance Co.	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			31SBAIL2421	12/31/2018	12/31/2019	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			31UECHE8216	12/31/2018	12/31/2019	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$10,000			31SBAIL2421	12/31/2018	12/31/2019	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A			31WBCCU8814	12/31/2018	12/31/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

BOROUGH OF MOUNTAIN LAKES
400 BOULEVARD
MOUNTAIN LAKES, NJ 07046

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a "fair and open" process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee*
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
 - of the public entity awarding the contract
 - of that county in which that public entity is located
 - of another public entity within that county
 - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law. **NOTE: This section does not apply to Board of Education contracts.**

* N.J.S.A. 19:44A-3(s): "The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L.1993, c.65 (C.19:44A-10.1) for the purpose of receiving contributions and making expenditures."

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Page ____ of ____

[illegible]☐ Check here if the information is continued on subsequent page(s)

List of Agencies with Elected Officials Required for Political Contribution Disclosure
N.J.S.A. 19:44A-20.26

County Name:

State: Governor, and Legislative Leadership Committees

Legislative District #s:

State Senator and two members of the General Assembly per district.

County:

Freeholders

County Clerk

Sheriff

{County Executive}

Surrogate

Municipalities (Mayor and members of governing body, regardless of title):

**USERS SHOULD CREATE THEIR OWN FORM, OR DOWNLOAD
FROM WWW.NJ.GOV/DCA/LGS/P2P A COUNTY-BASED,
CUSTOMIZABLE FORM.**

N.J.S.A. 10:5-31 and N.J.A.C. 17:27
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
Goods, Professional Services and General Service Contracts
(Mandatory Affirmative Action Language)

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Except with respect to affectional or sexual orientation, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting for the provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2 or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval
Certificate of Employee Information Report
Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Contract Compliance and EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance & EEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.



Signature Paul Phillips



Date

BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
BOROUGH OF MOUNTAIN LAKES

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that _____, Name of company
has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L.
2004, c. 19 would bar the award of this contract in the one year period preceding January 1, 2019 to any of the
following named candidate committee, joint candidates committee; or political party committee representing the elected
officials of the Council of the Borough of Mountain Lakes as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r). contract date

Lauren Barnett	Cynthia Korman
Janet Horst	Audrey Lane
David Shepherd	Thomas Menard
Daniel Happer	

Part II – Ownership Disclosure Certification

☒ I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

- ☐ Partnership ☐ Corporation ☐ Sole Proprietorship ☐ Subchapter S Corporation
☐ Limited Partnership ☒ Limited Liability Corporation ☐ Limited Liability Partnership

Name of Stock or Shareholder	Home Address
Paul Phillips	28 West 3rd St. Unit 1312. South Orange, NJ 07079
Richard Preiss	232 North Pleasant Ave. Ridgewood, NJ 07450
Paul Grygiel	622 Salter Place. Westfield, NJ 07090
Elizabeth Leheny	324 West 76th St. # 1A New York, NY 10023
Keenan Hughes	200 N. Wyoming Ave. South Orange, NJ 07079

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: PHILLIPS PREISS GRYGIEL LEHENY HUGHES LLC

Signed: Paul Phillips

Title: Managing Principal

Print Name: Paul Phillips

Date: 11/20/2019

Subscribed and sworn before me this 20 day of
November, 2019

My Commission expires: 6/13/23
Deborah van Renterghem
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires 6/13/2023

Paul Phillips
(Affiant)
Paul Phillips / Managing Principal
(Print name & title of affiant) (Corporate Seal)

BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
BOROUGH OF MOUNTAIN LAKES

The following is statutory text related to the terms and citations used in the Business Entity Disclosure Certification form.

"Local Unit Pay-To-Play Law" (P.L. 2004, c.19, as amended by P.L. 2005, c.51)

19:44A-20.6 Certain contributions deemed as contributions by business entity.

5. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

19:44A-20.7 Definitions relative to certain campaign contributions.

6. As used in sections 2 through 12 of this act:

"business entity" means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

"interest" means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate;

Temporary and Executing

12. Nothing contained in this act shall be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during the one-year period immediately preceding the effective date of this act.

~~~~~

**The New Jersey Campaign Contributions and Expenditures Reporting Act (N.J.S.A. 19:44A-1 et seq.)**

**19:44A-3 Definitions.** In pertinent part...

p. The term "political party committee" means the State committee of a political party, as organized pursuant to R.S.19:5-4, any county committee of a political party, as organized pursuant to R.S.19:5-3, or any municipal committee of a political party, as organized pursuant to R.S.19:5-2.

q. The term "candidate committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) for the purpose of receiving contributions and making expenditures.

r. the term "joint candidates committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) by at least two candidates for the same elective public offices in the same election in a legislative district, county, municipality or school district, but not more candidates than the total number of the same elective public offices to be filled in that election, for the purpose of receiving contributions and making expenditures. For the purpose of this subsection: ...; the offices of member of the board of chosen freeholders and county executive shall be deemed to be the same elective public offices in a county; and the offices of mayor and member of the municipal governing body shall be deemed to be the same elective public offices in a municipality.

**19:44A-8 and 16 Contributions, expenditures, reports, requirements.**

*While the provisions of this section are too extensive to reprint here, the following is deemed to be the pertinent part affecting amounts of contributions:*

"The \$300 limit established in this subsection shall remain as stated in this subsection without further adjustment by the commission in the manner prescribed by section 22 of P.L.1993, c.65 (C.19:44A-7.2)"

## STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business:



I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR



I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:



Partnership



Corporation



Sole Proprietorship



Limited Partnership



Limited Liability Corporation



Limited Liability Partnership

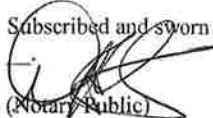
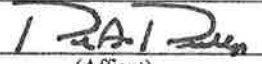


Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

|                                                                                                |                                                                                            |
|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|
| Name:<br>Paul Phillips<br>Home Address:<br>28 West 3rd St. Unit 1312<br>South Orange, NJ 07079 | Name:<br>Richard Preiss<br>Home Address:<br>232 North Pleasant Ave.<br>Ridgewood, NJ 07450 |
| Name:<br>Paul Grygiel<br>Home Address:<br>622 Salter Place<br>Westfield, NJ 07090              | Name:<br>Elizabeth Leheny<br>Home Address:<br>324 West 76th St #1A<br>New York, NY 10023   |
| Name:<br>Keenan Hughes<br>Home Address:<br>200 N. Wyoming Avenue<br>South Orange, NJ 07079     | Name:<br><br>Home Address:                                                                 |

|                                                                                                                                                                                                                                |                                                                                                                                                                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Subscribed and sworn before me this <u>20</u> day of <u>November</u> , 2019<br><br>(Notary Public)<br>My Commission expires: <u>6/13/23</u> | <br>(Affiant)<br>Paul Phillips/Managing Principal<br>(Print name & title of affiant)<br>(Corporate Seal) |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Certification **44697**

**CERTIFICATE OF EMPLOYEE INFORMATION REPORT  
RENEWAL**

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of **15-MAR-2017** to **15-MAR-2024**

**PHILLIPS PREISS GRYGIEL LEHENY HUGHES LLC  
33-41 NEWARK ST. 3RD FL. SUITE D  
HOBOKEN NJ 07030**



*Elizabeth Maher Muoio*

ELIZABETH MAHER MUOIO  
Acting State Treasurer

Certification **44697**

**CERTIFICATE OF EMPLOYEE INFORMATION REPORT  
RENEWAL**

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of **15-MAR-2017** to **15-MAR-2024**

**PHILLIPS PREISS GRYGIEL LEHENY HUGHES LLC**  
**33-41 NEWARK ST. 3RD FL. SUITE D**  
**HOBOKEN NJ 07030**



*Elizabeth Maher Muoio*

ELIZABETH MAHER MUOIO  
Acting State Treasurer

## Marcy Gianattasio

---

**From:** Moy Pang <MPang@phillipspreiss.com>  
**Sent:** Tuesday, December 17, 2019 3:24 PM  
**To:** Marcy Gianattasio  
**Cc:** Paul Phillips  
**Subject:** Billing Rates 2020

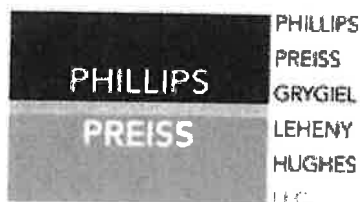
Hi Marcy,

The billing rates for the Borough of Mountain Lakes for 2020 .

| <u>Staff person / Title</u>            | <u>Hourly Rate</u> |
|----------------------------------------|--------------------|
| Paul Phillips, Managing Principal      | \$155              |
| Richard Preiss, Principal              | \$155              |
| Paul Grygiel, Principal                | \$155              |
| Elizabeth Leheny, Principal            | \$155              |
| Keenan Hughes, Principal               | \$155              |
| Michael Jovishoff, Sr. Associate       | \$140              |
| Senior Urban Designer                  | \$135              |
| Kathleen Thielman, Senior Planner      | \$110              |
| Kate Keller, Associate                 | \$110              |
| Elizabeth Jordan, Director of Graphics | \$105              |

Thank You.

*Kind Regards,*  
*Moy Pang/Accounting Manager*  
*Phillips Preiss Grygiel Leheny Hughes LLC*  
*33-41 Newark St. 3<sup>rd</sup> Fl./Suite D*  
*Hoboken, NJ 07030*  
*mpang@phillipspreiss.com*  
*P:201-420-6262 /F:201-420-6222/www.phillipspreiss.com*



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

**RESOLUTION 34-20**

**“RESOLUTION AWARDING A CONTRACT FOR INSURANCE RISK CONSULTING SERVICES TO CHADLER SOLUTIONS, INC.”**

**WHEREAS**, there exists the need for insurance risk management consulting services for the Borough of Mountain Lakes; and

**WHEREAS**, the Borough has received a proposal for insurance risk management consulting services from Chadler Solutions, Inc.; and

**WHEREAS**, the Borough Manager has recommended acceptance of the proposal from Chadler Solutions, Inc.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that a Contract is hereby awarded to Chadler Solutions, Inc., 100 Passaic Avenue, Suite 120, Fairfield, NJ, 07004-3508, for the Borough’s **2020** insurance risk management consulting services **in an amount not to exceed the fee of 5% (five percent) of the annual insurance policy rate** and that the Borough Manager and Borough Clerk are hereby authorized to enter into the Contract.

**BE IT FURTHER RESOLVED** that the term of this contract shall be for one year, from **January 1, 2020 through December 31, 2020.**

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

**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 January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

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



**2020 RISK MANAGEMENT CONSULTANT'S AGREEMENT**

THIS AGREEMENT entered into this 1st day of January, 2020, between the **Borough of Mountain Lakes** (hereinafter referred to as Municipality) and **Mark W. Todisco of Acrisure LLC d/b/a Chadler Solutions** (hereinafter referred to as the Consultant).

WHEREAS, the Consultant has offered to the Municipality professional risk management consulting services as required by the bylaws of the Morris County Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Funds and;

WHEREAS, the Municipality desires these professional services pursuant to the resolution adopted by the governing body of the Municipality at a meeting held on \_\_\_\_\_, and;

NOW THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein agree as follows:

A. For and in consideration of the amounts stated hereinafter, the consultant shall:

Assist the Municipality in indentifying its insurable Property & Casualty exposures and to recommend professional methods to reduce, assume or transfer the risk of loss.

Assist the Municipality in understanding the various coverage available from the Morris County Joint Insurance Fund and the Municipality Excess Liability Joint Insurance Fund.

Review with the Municipality any additional coverage that the Consultant feels should be carried but are not available from the Fund, and subject to the Municipality's authorization, place such coverage outside the Fund.

Assist the Municipality in the preparation of applications, statements of values, and similar documents requested by the Fund, it being understood that this Agreement does not include any appraisal work by the Consultant.

Review Certificates of Insurance from contractors, vendors and professionals when requested by the Municipality.

Review the Municipality's assessment as prepared by the Fund and assist the Municipality in the preparation of its annual insurance budget.

Review the loss and engineering reports and generally assist the safety committee in its loss containment objectives. Also, attend no less than one (1) municipal safety committee meeting per annum to promote the safety objectives and goals of the Municipality and the Fund.

Assist when needed in the settlement of claims, with the understanding that the scope of the Consultant's involvement does not include the work normally done by a public adjuster.

Perform any other risk management related services required by the Fund's bylaws.

B. In exchange for the above services, the Consultant shall be compensated in the following manner:

The Consultant shall be paid by the Municipality a fee as compensation for services rendered in an amount equal to five percent (5%) of the Municipality's annual assessment as promulgated by the Funds. Said fee shall be paid to the Consultant within thirty (30) days of payment of the Municipality's assessment.

For any insurance coverage authorized by the Municipality to be placed outside the Fund, the Consultant shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the Fund's assessment in computing the fee outlined in 2 (a).

If the Municipality shall require of the Consultant extra services other than those outlined above, the Consultant shall be paid by the Municipality a fee at the rate of (INCL) per hour, in addition to actual expenses incurred.

C. The term of this Agreement shall be one (1) year. However, this Agreement may be terminated by either party at any time by mailing to the other written notice, certified mail return receipt, calling for termination at not less than thirty (30) days thereafter. In the event of termination of this Agreement, the Consultant's fee outlined in 2 (a) above shall be prorated to date of termination.

ATTEST:

MUNICIPALITY:

\_\_\_\_\_

\_\_\_\_\_

Borough Manager

ATTEST:

CONSULTANT:

Donna M. DiSomenzio

Mark W. Todisco

Mark W. Todisco

Acrisure LLC d/b/a Chadler Solutions



**Borough of Mountain Lakes**  
**Contract Review Checklist**  
**Vendor/Professional:** Chandler Solutions

Financial Impact:

| Item                              | Applicability                                | Standard                                                                                           | Verified   | Reviewer |
|-----------------------------------|----------------------------------------------|----------------------------------------------------------------------------------------------------|------------|----------|
| Affirmative Action                | Goods and Services;<br>Professional Services | Employee information report provided                                                               | ✓          | AK       |
| Business Registration             | Goods and Services;<br>Professional Services | Copy of Registration provided                                                                      | ✓          | AK       |
| Attorney Review                   | All Contracts                                | Confirmation that the agreement has been reviewed by the Borough Attorney                          | 11/17/19 ✓ | AK       |
| Confidentiality                   | Professional Services;<br>Goods and Services | Provisions when appropriate included in the contract                                               | ✓          | AK       |
| Corporate Disclosure              | Goods and Services;<br>Professional Services | Disclosure affidavit provided.                                                                     | ✓          | AK       |
| Insurance                         | All Contracts                                | Proof of insurance as required by RFP, Specifications, or Contract                                 | ✓          | AK       |
| Debarment                         | Public Works                                 | Vendor not currently on the State debarment list                                                   | ✓          | AK       |
| Invoice Process                   | All Contracts                                | Consistent with Local Public Contracts law and Borough procedures.                                 | N/A        | AK       |
| Non-collusion                     | All Contracts                                | Non-collusion affidavit has been signed                                                            | N/A        | AK       |
| Non-performance                   | All Contracts                                | Provision addressing consequences for non-performance or breach of agreement.                      | ✓          | AK       |
| Political Contribution Disclosure | Professional Services                        | Disclosure language in contract; form completed                                                    | ✓          | AK       |
| Payment Terms                     | All Contracts                                | Do standard payment terms apply?                                                                   | ✓          | AK       |
| Professional Appointment          | Professional Services                        | Has a resolution of appointment been adopted                                                       | 1/10/20 ✓  | AK       |
| Qualifications                    | Professional Services                        | Proof of professional licenses/certifications                                                      | ✓          | AK       |
| Renewal                           | Professional Services;<br>Goods and services | Provision concerning renewal included where appropriate                                            | N/A        | AK       |
| Term                              | All Contracts                                | One year term for professional services, two years for goods and services, or Statutory exception. | ✓          | AK       |
| Termination                       | All Contracts                                | Right to terminate included when appropriate                                                       | ✓          | AK       |
| Financial                         | All contracts                                | Has the economic impact of the transaction been evaluated?                                         | 0- ✓       | AK       |

Date: \_\_\_\_\_

**BUSINESS ENTITY DISCLOSURE CERTIFICATION**  
**FOR NON-FAIR AND OPEN CONTRACTS**  
Required Pursuant To N.J.S.A. 19:44A-20.8  
**BOROUGH OF MOUNTAIN LAKES**

**Part I – Vendor Affirmation**

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that \_\_\_\_\_, Name of company  
has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L.  
2004, c. 19 would bar the award of this contract in the one year period preceding January 1, 2019 to any of the  
following named candidate committee, joint candidates committee; or political party committee representing the elected  
officials of the Council of the Borough of Mountain Lakes as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r). contract date

|                |                |
|----------------|----------------|
| Lauren Barnett | Cynthia Korman |
| Janet Horst    | Audrey Lane    |
| David Shepherd | Thomas Menard  |
| Daniel Happer  |                |

**Part II – Ownership Disclosure Certification**

☐ I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

- ☐ Partnership      ☐ Corporation      ☐ Sole Proprietorship      ☐ Subchapter S Corporation  
☐ Limited Partnership      ☒ Limited Liability Corporation      ☐ Limited Liability Partnership

| Name of Stock or Shareholder | Home Address |
|------------------------------|--------------|
| N/A                          |              |
|                              |              |
|                              |              |
|                              |              |
|                              |              |
|                              |              |
|                              |              |
|                              |              |
|                              |              |
|                              |              |

**Part 3 – Signature and Attestation:**

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: Acrisure LLC dba Chadler Solutions

Signed: Mark W. Todisco

Title: COO / RMC

Print Name: Mark W. Todisco

Date: 12/4/2019

Subscribed and sworn before me this 4th day of

DECEMBER 2019

My Commission expires: 9-6-2021

Donna M. Di Domenico

(Affiant)

(Print name & title of affiant) (Corporate Seal)

Donna M. Di Domenico

Notary Public State of New Jersey

My Commission Expires: 9-6-2021

**BUSINESS ENTITY DISCLOSURE CERTIFICATION**  
**FOR NON-FAIR AND OPEN CONTRACTS**  
Required Pursuant To N.J.S.A. 19:44A-20.8  
**BOROUGH OF MOUNTAIN LAKES**

The following is statutory text related to the terms and citations used in the Business Entity Disclosure Certification form.

**"Local Unit Pay-To-Play Law" (P.L. 2004, c.19, as amended by P.L. 2005, c.51)**

**19:44A-20.6 Certain contributions deemed as contributions by business entity.**

5. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

**19:44A-20.7 Definitions relative to certain campaign contributions.**

6. As used in sections 2 through 12 of this act:

"business entity" means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

"interest" means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate;

**Temporary and Executing**

12. Nothing contained in this act shall be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during the one-year period immediately preceding the effective date of this act.

~~~~~

The New Jersey Campaign Contributions and Expenditures Reporting Act (N.J.S.A. 19:44A-1 et seq.)

19:44A-3 Definitions. In pertinent part...

p. The term "political party committee" means the State committee of a political party, as organized pursuant to R.S.19:5-4, any county committee of a political party, as organized pursuant to R.S.19:5-3, or any municipal committee of a political party, as organized pursuant to R.S.19:5-2.

q. The term "candidate committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) for the purpose of receiving contributions and making expenditures.

r. the term "joint candidates committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) by at least two candidates for the same elective public offices in the same election in a legislative district, county, municipality or school district, but not more candidates than the total number of the same elective public offices to be filled in that election, for the purpose of receiving contributions and making expenditures. For the purpose of this subsection: ...; the offices of member of the board of chosen freeholders and county executive shall be deemed to be the same elective public offices in a county; and the offices of mayor and member of the municipal governing body shall be deemed to be the same elective public offices in a municipality.

19:44A-8 and 16 Contributions, expenditures, reports, requirements.

While the provisions of this section are too extensive to reprint here, the following is deemed to be the pertinent part affecting amounts of contributions:

"The \$300 limit established in this subsection shall remain as stated in this subsection without further adjustment by the commission in the manner prescribed by section 22 of P.L.1993, c.65 (C.19:44A-7.2)

N.J.S.A. 10:5-31 and N.J.A.C. 17:27
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
Goods, Professional Services and General Service Contracts
(Mandatory Affirmative Action Language)

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Except with respect to affectional or sexual orientation, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting for the provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2 or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

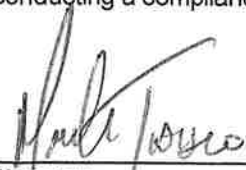
The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval
Certificate of Employee Information Report
Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Contract Compliance and EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance & EEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.



Signature



Date

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant To N.J.S.A. 19:44A-20.26

This form or its permitted facsimile must be submitted to the local unit no later than 10 days prior to the award of the contract.

Part I – Vendor Information

Vendor Name:	Acrisure LLC dba Chadler Solutions		
Address:	100 Passaic Ave., Suite 120		
City:	Fairfield	State:	NJ Zip: 07004

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

Signature

Mark W. Todisco
Printed Name

COO/RMC

Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ Check here if disclosure is provided in electronic form.[illegible]☐ Check here if the information is continued on subsequent page(s)

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a "fair and open" process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee*
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
 - of the public entity awarding the contract
 - of that county in which that public entity is located
 - of another public entity within that county
 - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law. **NOTE: This section does not apply to Board of Education contracts.**

* N.J.S.A. 19:44A-3(s): "The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L.1993, c.65 (C.19:44A-10.1) for the purpose of receiving contributions and making expenditures."

List of Agencies with Elected Officials Required for Political Contribution Disclosure
N.J.S.A. 19:44A-20.26

County Name:

State: Governor, and Legislative Leadership Committees

Legislative District #s:

State Senator and two members of the General Assembly per district.

County:

Freeholders

{County Executive}

County Clerk

Surrogate

Sheriff

Municipalities (Mayor and members of governing body, regardless of title):

**USERS SHOULD CREATE THEIR OWN FORM, OR DOWNLOAD
FROM WWW.NJ.GOV/DCA/LGS/P2P A COUNTY-BASED,
CUSTOMIZABLE FORM.**

STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business: Acrisure LLC dba Chadler Solutions



I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR



I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:



Partnership



Corporation



Sole Proprietorship



Limited Partnership



Limited Liability Corporation



Limited Liability Partnership



Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:

Subscribed and sworn before me this <u>4th</u> day of <u>December</u> <u>2019</u> (Notary Public) <u>Donna M. Di Domenico</u> My Commission expires: <u>11/6/2021</u>	<u>Mark W. Todisco</u> (Affiant) Mark W. Todisco (Print name & title of affiant) (Corporate Seal)
---	---

Donna M. Di Domenico
Notary Public State of New Jersey
My Commission Expires: 1-6-2021


Certification 1125
CERTIFICATE OF EMPLOYEE INFORMATION REPORT
~~GENERAL~~

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of 15-MAR-2019 to 15-MAR-2022

ACRISURE, LLC
5664 PRAIRIE CREEK DRIVE
CALEDONIA MI 49316



Elizabeth Maher Muoio
ELIZABETH MAHER MUOIO
State Treasurer

	STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE
Taxpayer Name:	ACRISURE LLC
Trade Name:	
Address:	5664 PRAIRIE CREEK DR CALLEDONIA, MI 49316
Certificate Number:	1812228
Effective Date:	July 31, 2013
Date of Issuance:	December 15, 2015
For Office Use Only:	
20151215165422628	

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

RESOLUTION 35-20

**RESOLUTION AWARDING A CONTRACT FOR PROFESSIONAL LEGAL SERVICES – BOND COUNSEL TO HAWKINS,
DELAFIELD & WOOD, LLP**

WHEREAS, there exists the need for professional legal services (Bond Counsel) for the Borough of Mountain Lakes;
and

WHEREAS, the Borough has received a proposal for professional legal services (Bond Counsel) from Hawkins,
Delafield & Wood, LLP and

WHEREAS, the Borough Manager has recommended acceptance of the proposal from Hawkins, Delafield &
Wood, LLP.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of
Morris, State of New Jersey, that a Contract is hereby awarded to Hawkins, Delafield & Wood, LLP, One
Gateway Center, 24th Floor, Newark, NJ, 07102-5311 for the Borough's 2020 professional legal services (Bond
Counsel) in an amount not to exceed \$15,000 and that the Borough Manager and Borough Clerk are hereby
authorized to enter into the Contract.

BE IT FURTHER RESOLVED that the term of this contract shall be for one year, from January 1, 2020 through
December 31, 2020.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

PROFESSIONAL SERVICES AGREEMENT

This **PROFESSIONAL SERVICES AGREEMENT** (the "Agreement") made and entered into this _____ day of _____, 2020, by and between the Borough of Mountain Lakes, in the County of Morris, New Jersey (the "Borough"), and Hawkins Delafield & Wood LLP, having offices at One Gateway Center, Newark, New Jersey ("Hawkins"),

WITNESSETH:

WHEREAS, the Borough requires the services of a recognized bond counsel firm to, among other things: approve the legality of its bonds and notes (the "Obligations"); assist the Borough and the Borough's local attorney in every phase of the authorization proceedings for the Obligations; oversee the actual issuance of the Obligations; arrange for the advertising and holding of public sales of the Obligations; attend to the preparation of the Obligations and the delivery and payment for the Obligations at the closing thereof; aid in the timely and efficient consummation of the sale of the Obligations and the preliminary and related proceedings; issue an approving legal opinion that accompanies the Obligations; prepare a notice of sale for the Obligations; assist in matters relating to the receipt of electronic bids for the Obligations; prepare or assist in the preparation of a preliminary official statement and a final official statement relating to the Obligations; prepare or assist in the preparation of any necessary Local Finance Board applications; advise with respect to the federal securities laws relating to initial and secondary market disclosure applicable to the issuance of the Obligations; advise with respect to the federal tax laws applicable to the issuance of Obligations; prepare bond ordinances, capital improvement ordinances, bond resolutions, bond anticipation note resolutions and other related ordinances and resolutions; prepare an arbitrage and use of proceeds certificate and a continuing disclosure undertaking relating to the Obligations; and provide advice from time to time with respect to the foregoing and related matters;

NOW, THEREFORE, the Borough and Hawkins hereby agree as follows:

1. Client. The client of Hawkins in this matter will be the Borough. Hawkins will be engaged hereunder to render legal advice to the Borough as its bond counsel in connection with the issuance of the Obligations.

2. Scope of Services. The primary responsibility of Hawkins as bond counsel to the Borough will be to render an opinion regarding the validity and binding effect of the Obligations, the source of payment and security for the Obligations and, if applicable, the excludability of interest on the Obligations from gross income for federal and state income tax purposes. In addition, Hawkins would provide the services described in the above preambles and would expect to attend meetings, participate in conference calls and negotiations, undertake research and offer advice when necessary or desirable.

3. Limited Scope of Representation. The duties of Hawkins do not include, among other things, making an investigation or expressing any view as to the creditworthiness or financial strength of the Borough or of the Obligations. It is expressly agreed that the Borough shall not request Hawkins to provide predictions or advice regarding, and that Hawkins shall provide no predictions or advice and owes the Borough no duty regarding, the financial

structuring or feasibility of any arrangement or any predictions or advice as to the ability or likelihood of any other party actually performing its obligations relating thereto. In delivering the bond counsel opinion, Hawkins does not represent, warrant or guarantee that a court will not invalidate either any of the procedures or contracts being utilized in connection with the issuance of the Obligations, nor does Hawkins represent, warrant or guarantee the actual performance rendered by participants in any transaction with the Borough. It is also expressly agreed that (i) the client of Hawkins for purposes of this engagement is the Borough and not any of its officers or employees, members, creditors, bondholders or any other entities having any interest in the Borough or in which the Borough has an interest and (ii) accordingly, this engagement will not establish an attorney-client relationship between Hawkins and any such individual, member or other entity.

3. Term of Engagement. Either the Borough or Hawkins may terminate this engagement at any time for any reason by written notice, subject on the part of Hawkins to applicable rules of professional conduct. In the event that this engagement is terminated by Hawkins, Hawkins will take such steps as are reasonably practicable to protect the Borough's interests in matters within the scope of this engagement. In the event of termination of this engagement for any reason, Hawkins will be paid for services satisfactorily rendered by Hawkins up to the date of termination and for any post-termination services requested by the Borough in connection with the termination.

4. Conclusion of Representation; Retention and Disposition of Documents. At the Borough's request, its papers and property will be returned to it or delivered to successor counsel, as it may direct, promptly upon receipt of payment of outstanding fees and expenses. The files of Hawkins pertaining to this engagement will be retained by Hawkins. These Hawkins files include, for example, firm administrative records, time and expense reports and accounting records, as well as internal lawyer's work product such as drafts, notes, internal memoranda and legal and factual research prepared by or for the internal use of lawyers. For various reasons, including the minimization of unnecessary storage expenses, Hawkins reserves the right to destroy or otherwise dispose of any such documents or other materials retained by Hawkins within a reasonable time after the termination of this engagement.

5. Post-Engagement Matters. After completion of this engagement, changes may occur in applicable laws or regulations, or in administrative or judicial interpretations thereof, that could have an impact upon issues as to which Hawkins has advised the Borough during the course of this engagement. Unless the Borough subsequently engages Hawkins, after completion of this engagement, to provide additional advice on such issues, Hawkins has no continuing obligation to advise the Borough with respect to any such future legal developments.

6. Fees and Expenses. Fees and expenses for services in connection with this engagement shall be calculated in accordance with the letter of Hawkins dated November 27, 2019.

7. Other Hawkins Engagements. As a major capital markets law firm, Hawkins from time to time has represented, may currently represent and may in the future represent, issuers, underwriters, commercial banks, corporate trustees and other parties involved in the

issuance of bonds on unrelated matters. By virtue of the participation of Hawkins in this engagement, the Borough acknowledges this fact and agrees to such representation.

8. Borough Responsibilities. The Borough agrees to cooperate fully with Hawkins and to provide promptly all information known or available to the Borough relevant to this engagement. The Borough also agrees to pay statements for services and expenses of Hawkins in accordance with the above provisions.

9. Fully Integrated Agreement; Merger. This Agreement is intended as a complete integration of the terms of this engagement and, as such, all prior understandings, representations, warranties and agreements are fully and completely merged herein.

10. Borough Acknowledgment. The Borough acknowledges that Hawkins is not making any examination or recommendation, nor is Hawkins providing advice, with respect to the business or financial aspects of any financing or of the Obligations. The Borough understands that Hawkins cannot provide predictions or advice with regard to the likelihood of success of any aspect of any financing.

11. Specific New Jersey Statutory Provisions. This contract has been awarded to Hawkins based on the merits and abilities of Hawkins to provide the services as described herein. This contract was not awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4 et seq. As such, the undersigned representative of Hawkins does hereby attest that Hawkins, its subsidiaries, assigns or principals controlling in excess of 10% of Hawkins, has neither made a contribution that is reportable to the New Jersey Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the award of this contract that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this contract nor will make a reportable contribution during the term of this contract to any political party committee in the Borough if a member of that political party is serving in an elective public office of the Borough when this contract is awarded or to any candidate committee of any person serving in an elective public office of the Borough when this contract is awarded. During the term of this Agreement, Hawkins agrees to comply with the equal employment opportunity requirements set forth in N.J.A.C. 17:27 and hereby incorporates by reference the Mandatory Equal Employment Opportunity Language set forth in Exhibit A attached hereto and made a part hereof. Hawkins acknowledges its responsibility to file an annual statement on political contributions with the New Jersey Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-20.13 (P.L. 2005, c.271 §3) if Hawkins receives contracts in excess of \$50,000 from public entities in a calendar year. It is the responsibility of Hawkins to determine if filing is necessary.

12. Severability. Any provisions or portion of this Agreement prohibited as unlawful or enforceable under any applicable law of any jurisdiction shall as to such jurisdiction be ineffective without affecting other provisions of this Agreement.

13. Counterparts. This Agreement may be executed in counterparts, which together will constitute the entire Agreement.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands the day and year first above written.

**THE BOROUGH OF MOUNTAIN LAKES, IN THE
COUNTY OF MORRIS, New Jersey**

By _____
Name:
Title: Mayor

HAWKINS DELAFIELD & WOOD LLP


By 
Name: Robert H. Beinfield
Title: Partner

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)

N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICES AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with the regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to afford equal employment opportunities to minority and women workers consistent with Good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2, or Good faith efforts to meet targeted county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national

origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

1. Letter of Federal Affirmative Action Plan Approval
2. Certificate of Employee Information Report
3. Employee Information Report Form AA302

The contractor and its subcontractor shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunity Compliance as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Public Contracts Equal Employment Opportunity Compliance for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

HAWKINS DELAFIELD & WOOD LLP

By 
Robert H. Beinfield
Partner

Dated: November 27, 2019

Borough of Mountain Lakes

Vendor/Professional:

Lawrence, Robert + Wood - Board Council

Financial Impact:

Item	Applicability	Standard	Verified	Reviewer
Affirmative Action	Goods and Services; Professional Services	Employee information report provided	<input checked="" type="checkbox"/>	<i>AK</i>
Business Registration	Goods and Services; Professional Services	Copy of Registration provided	<input checked="" type="checkbox"/>	
Attorney Review	All Contracts	Confirmation that the agreement has been reviewed by the Borough Attorney	<input checked="" type="checkbox"/>	
Confidentiality	Professional Services; Goods and Services	Provisions when appropriate included in the contract	<input checked="" type="checkbox"/>	
Corporate Disclosure	Goods and Services; Professional Services	Disclosure affidavit provided.	<input checked="" type="checkbox"/>	
Insurance	All Contracts	Proof of insurance as required by RFP, Specifications, or Contract	<input checked="" type="checkbox"/>	
Debarment	Public Works	Vender not currently on the State debarment list	<input checked="" type="checkbox"/>	
Invoice Process	All Contracts	Consistent with Local Public Contracts law and Borough procedures.	<input checked="" type="checkbox"/>	
Non-collusion	All Contracts	Non-collusion affidavit has been signed	<input checked="" type="checkbox"/>	
Non-performance	All Contracts	Provision addressing consequences for non-performance or breach of agreement.	<input checked="" type="checkbox"/>	
Political Contribution Disclosure	Professional Services	Disclosure language in contract; form completed	<input checked="" type="checkbox"/>	
Payment Terms	All Contracts	Do standard payment terms apply?	<input checked="" type="checkbox"/>	
Professional Appointment	Professional Services	Has a resolution of appointment been adopted	<input checked="" type="checkbox"/>	
Qualifications	Professional Services	Proof of professional licenses/certifications	<input checked="" type="checkbox"/>	
Renewal	Professional Services; Goods and services	Provision concerning renewal included where appropriate	<input checked="" type="checkbox"/>	
Term	All Contracts	One year term for professional services, two years for goods and services, or Statutory exception.	<input checked="" type="checkbox"/>	
Termination	All Contracts	Right to terminate included when appropriate	<input checked="" type="checkbox"/>	
Financial	All contracts	Has the economic impact of the transaction been evaluated?	<input checked="" type="checkbox"/>	

Date: _____

BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
BOROUGH OF MOUNTAIN LAKES

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that **Hawkins Delafield & Wood LLP** has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding **January 1, 2020** to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the **Borough of Mountain Lakes, New Jersey**, as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

Laureen Barnett	Cynthia Korman
Janet Horst	Audrey Lane
David Shepherd	Thomas Menard
Daniel Happer	

Part II – Ownership Disclosure Certification

☒ I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

☐ Partnership ☐ Corporation ☐ Sole Proprietorship ☐ Subchapter S Corporation
☐ Limited Partnership ☐ Limited Liability Corporation ☒ Limited Liability Partnership

Name of Stock or Shareholder	Home Address
None	

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: **Hawkins Delafield & Wood LLP**

Signature of Affiant:  Title: **Partner**

Printed Name of Affiant: **Robert H. Beinfield** Date: **November 27, 2019**

Subscribed and sworn before me this **27th** day of
November, 2019.

My Commission expires:

ILDA M. FRANCISCO
Notary Public Of New Jersey
Commission Expires January 31, 2022


(witnessed or attested by)

BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
BOROUGH OF MOUNTAIN LAKES

The following is statutory text related to the terms and citations used in the Business Entity Disclosure Certification form.

“Local Unit Pay-To-Play Law” (P.L. 2004, c.19, as amended by P.L. 2005, c.51)

19:44A-20.6 Certain contributions deemed as contributions by business entity.

5. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

19:44A-20.7 Definitions relative to certain campaign contributions.

6. As used in sections 2 through 12 of this act:

“business entity” means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

“interest” means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate;

Temporary and Executing

12. Nothing contained in this act shall be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during the one-year period immediately preceding the effective date of this act.

The New Jersey Campaign Contributions and Expenditures Reporting Act (N.J.S.A. 19:44A-1 et seq.)

19:44A-3 Definitions. In pertinent part...

p. The term "political party committee" means the State committee of a political party, as organized pursuant to R.S.19:5-4, any county committee of a political party, as organized pursuant to R.S.19:5-3, or any municipal committee of a political party, as organized pursuant to R.S.19:5-2.

q. The term "candidate committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) for the purpose of receiving contributions and making expenditures.

r. the term "joint candidates committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) by at least two candidates for the same elective public offices in the same election in a legislative district, county, municipality or school district, but not more candidates than the total number of the same elective public offices to be filled in that election, for the purpose of receiving contributions and making expenditures. For the purpose of this subsection: ...; the offices of member of the board of chosen freeholders and county executive shall be deemed to be the same elective public offices in a county; and the offices of mayor and member of the municipal governing body shall be deemed to be the same elective public offices in a municipality.

19:44A-8 and 16 Contributions, expenditures, reports, requirements.

While the provisions of this section are too extensive to reprint here, the following is deemed to be the pertinent part affecting amounts of contributions:

“The \$300 limit established in this subsection shall remain as stated in this subsection without further adjustment by the commission in the manner prescribed by section 22 of P.L.1993, c.65 (C.19:44A-7.2)

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant To N.J.S.A. 19:44A-20.26

**This form or its permitted facsimile must be submitted to the local unit
no later than 10 days prior to the award of the contract.**

Part I – Vendor Information

Vendor Name:	Hawkins Delafield & Wood LLP		
Address:	One Gateway Center, 24 th Floor		
City:	Newark	State:	New Jersey
		Zip:	07102

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.


Signature

Robert H. Beinfield
Printed Name

Partner
Title

Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ Check here if disclosure is provided in electronic form.

Contributor Name	Recipient Name	Date	Dollar Amount
None			\$

☐ Check here if the information is continued on subsequent page(s)

List of Agencies with Elected Officials Required for Political Contribution Disclosure
N.J.S.A. 19:44A-20.26

County Name: Morris

State: Governor, and Legislative Leadership Committees

Legislative District #s: 16, 21, 24, 25 & 26

State Senator and two members of the General Assembly per district.

County:

Freeholders

County Clerk

Sheriff

Surrogate

Municipalities (Mayor and members of governing body, regardless of title):

Boonton Town	Jefferson Township	Mount Olive Township
Boonton Township	Kinnelon Borough	Mountain Lakes Borough
Butler Borough	Lincoln Park Borough	Netcong Borough
Chatham Borough	Long Hill Township	Parsippany-Troy Hills Township
Chatham Township	Madison Borough	Pequannock Township
Chester Borough	Mendham Borough	Randolph Township
Chester Township	Mendham Township	Riverdale Borough
Denville Township	Mine Hill Township	Rockaway Borough
Dover Town	Montville Township	Rockaway Township
East Hanover Township	Morris Plains Borough	Roxbury Township
Florham Park Borough	Morris Township	Victory Gardens Borough
Hanover Township	Morristown Town	Washington Township
Harding Township	Mount Arlington Borough	Wharton Borough

Boards of Education (Members of the Board):

Boonton Town	Lincoln Park Borough	Netcong Borough
Boonton Township	Long Hill Township	Parsippany-Troy Hills Township
Butler Borough	Madison Borough	Pequannock Township
Chester Township	Mendham Borough	Randolph Township
Denville Township	Mendham Township	Riverdale Borough
Dover Town	Mine Hill Township	Rockaway Borough
East Hanover Township	Montville Township	Rockaway Township
Florham Park Borough	Morris	Roxbury Township
Hanover Park Regional	Morris Hills Regional	Sch Dist Of The Chathams
Hanover Township	Morris Plains Borough	Victory Gardens
Harding Township	Mount Arlington Borough	Washington Township
Jefferson Township	Mount Olive Township	West Morris Regional
Kinnelon Borough	Mountain Lakes Borough	Wharton Borough

(continued on next page)

Fire Districts (Board of Fire Commissioners):

Hanover Township Fire District No. 2
Hanover Township Fire District No. 3
Montville Township Fire District No. 1
Montville Township Fire District No. 2
Montville Township Fire District No. 3
Parsippany-Troy Hills Township Fire District No 1
Parsippany-Troy Hills Township Fire District No 2
Parsippany-Troy Hills Township Fire District No 3
Parsippany-Troy Hills Township Fire District No 4
Parsippany-Troy Hills Township Fire District No 5
Parsippany-Troy Hills Township Fire District No 6
Parsippany-Troy Hills Township Fire District No. 7
Parsippany-Troy Hills Township Fire District No. 8

STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of Organization: Hawkins Delafield & Wood LLP

Organization Address: One Gateway Center, Newark, New Jersey 07102

Part I Check the box that represents the type of business organization:

- ☐ Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
- ☐ Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
- ☐ For-Profit Corporation (any type) ☐ Limited Liability Company (LLC)
- ☐ Partnership ☐ Limited Partnership ☒ Limited Liability Partnership (LLP)
- ☐ Other (be specific): _____

Part II

- ☐ The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. **(COMPLETE THE LIST BELOW IN THIS SECTION)**

OR

- ☒ No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. **(SKIP TO PART IV)**

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Home Address (for Individuals) or Business Address

Part III DISCLOSURE OF 10% OR GREATER OWNERSHIP IN THE STOCKHOLDERS, PARTNERS OR LLC MEMBERS LISTED IN PART II

If a bidder has a direct or indirect parent entity which is publicly traded, and any person holds a 10 percent or greater beneficial interest in the publicly traded parent entity as of the last annual federal Security and Exchange Commission (SEC) or foreign equivalent filing, ownership disclosure can be met by providing links to the website(s) containing the last annual filing(s) with the federal Securities and Exchange Commission (or foreign equivalent) that contain the name and address of each person holding a 10% or greater beneficial interest in the publicly traded parent entity, along with the relevant page numbers of the filing(s) that contain the information on each such person. **Attach additional sheets if more space is needed.**

Website (URL) containing the last annual SEC (or foreign equivalent) filing	Page #'s

Please list the names and addresses of each stockholder, partner or member owning a 10 percent or greater interest in any corresponding corporation, partnership and/or limited liability company (LLC) listed in Part II other than for any publicly traded parent entities referenced above. The disclosure shall be continued until names and addresses of every noncorporate stockholder, and individual partner, and member exceeding the 10 percent ownership criteria established pursuant to N.J.S.A. 52:25-24.2 has been listed. **Attach additional sheets if more space is needed.**

Stockholder/Partner/Member and Corresponding Entity Listed in Part II	Home Address (for Individuals) or Business Address

Part IV Certification

I, being duly sworn upon my oath, hereby represent that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I acknowledge: that I am authorized to execute this certification on behalf of the bidder/proposer; that the **Borough of Mountain Lakes** is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the completion of any contracts with **Borough of Mountain Lakes** to notify the **Borough of Mountain Lakes** in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the, permitting the **Borough of Mountain Lakes** to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):	Robert H. Beinfield	Title:	Partner
Signature:		Date:	November 27, 2019

CERT-1

08/23/04

Taxpayer Identification# 135-513-990/000

Dear Business Representative:

Congratulations! You are now registered with the New Jersey Division of Revenue.

Use the Taxpayer Identification Number listed above on all correspondence with the Divisions of Revenue and Taxation, as well as with the Department of Labor (if the business is subject to unemployment withholdings). Your tax returns and payments will be filed under this number, and you will be able to access information about your account by referencing it.

Additionally, please note that State law requires all contractors and subcontractors with Public agencies to provide proof of their registration with the Division of Revenue. The law also amended Section 92 of the Casino Control Act, which deals with the casino service industry.

We have attached a Proof of Registration Certificate for your use. To comply with the law, if you are currently under contract or entering into a contract with a State agency, you must provide a copy of the certificate to the contracting agency.

If you have any questions or require more information, feel free to call our Registration Hotline at (609)292-1730.

I wish you continued success in your business endeavors.

Sincerely,

John E. Tully
John E. Tully, CPA
Acting Director

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY/
DIVISION OF REVENUE
PO BOX 252
TRENTON, N J 08646-0252

TAXPAYER NAME:

HAWKINS, DELAFIELD & WOOD

TRADE NAME:

TAXPAYER IDENTIFICATION#:

135-513-990/000

SEQUENCE NUMBER:

009B428

ADDRESS:

ONE GATEWAY CENTER
NEWARK NJ 07102-5311

ISSUANCE DATE:

08/23/04

EFFECTIVE DATE:

06/02/88

FORM-BRC(08-01)

John E. Tully
Acting Director

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/11/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Arthur J. Gallagher Risk Management Services, Inc.
200 Jefferson Park
Whippany NJ 07981

CONTACT
NAME:
PHONE
(A/C, No, Ext): 800-350-8005 FAX
(A/C, No): 973-921-2876
E-MAIL
ADDRESS:

INSURED
Hawkins Delafield & Wood LLP
7 World Trade Center
250 Greenwich Street, 41st Floor
New York NY 10007-2442

HAWKDEL-01

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Great Northern Insurance Company	20303
INSURER B : Federal Insurance Company	20281
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

COVERAGES

CERTIFICATE NUMBER: 2012424193

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:		35829933	1/13/2019	1/13/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ INCLUDED \$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		74992354	1/13/2019	1/13/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		79836646	1/13/2019	1/13/2020	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ 9,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	71636057	12/31/2018	12/31/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Evidence Only

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

NON-COLLUSION AFFIDAVIT

STATE OF NEW JERSEY)

) ss

COUNTY OF ESSEX)

I, **ROBERT H. BEINFELD**, of the City of Newark in the County of Essex and State of New Jersey of full age, being duly sworn according to law, on my oath depose and say that:

I am a Partner of the firm of Hawkins Delafield & Wood LLP, a professional services provider submitting a contract to the Borough of Mountain Lakes (the "Borough") to perform the professional services as the Bond Counsel, and that I executed the said contract with full authority to do so; that said firm has not, directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive submissions in connection with the above professional services; and that all statements contained in said contract and in this affidavit are true and correct, and made with full knowledge that the Borough relies upon the truth of the statements contained in said the affidavit in awarding a professional services contract for said services.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such professional services contract upon an agreement or understanding for a commission, percentage or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by Hawkins Delafield & Wood LLP (N.J.S.A. 52:34:15).

Hawkins Delafield & Wood LLP

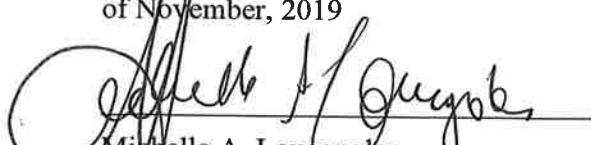


Name: Robert H. Beinfield

Title: Partner

Subscribed and sworn to

before me this 27th day
of November, 2019



Michelle A. Loucopolos
Attorney at Law, State of New Jersey

Certification 4140

CERTIFICATE OF EMPLOYEE INFORMATION REPORT RENEWAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of **15-DEC-2019** to **15-DEC-2022**

HAWKINS, DELAFIELD & WOOD-LLP
ONE GATEWAY CENTER 24TH FL
NEWARK NJ 07102 5311



Elizabeth Maher Muoio

ELIZABETH MAHER MUOIO
State Treasurer

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

RESOLUTION 36-20

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR ENGINEERING SERVICES IN CONNECTION
WITH THE MANAGEMENT OF BOROUGH OWNED DAMS BETWEEN THE BOROUGH OF MOUNTAIN LAKES AND
FERRIERO ENGINEERING, INC.**

WHEREAS, there exists the need for professional engineering services in connection with the management of Borough owned dams (Dam Engineer) for the Borough of Mountain Lakes; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey:

- Section 1.** The Borough Manager and Borough Clerk are hereby authorized and directed to execute an agreement with Ferriero Engineering, Inc. for professional engineering services (Dam Engineer) for the Borough of Mountain Lakes as set forth in the attached contract.
- Section 2.** This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of this agreement shall be for one year, from January 1, 2020 through December 31, 2020.
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Borough of Mountain Lakes.

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 January 6, 2020.

Marcy Gianattasio, Municipal Clerk

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

**PROFESSIONAL SERVICES AGREEMENT
BOROUGH OF MOUNTAIN LAKES
MORRIS COUNTY, NEW JERSEY**

THIS AGREEMENT, made this 1 day of JANUARY in the year 2020, by and between the Borough of Mountain Lakes, in the County of Morris, a Municipal Corporation of the State of New Jersey, having an office at 400 Boulevard, Mountain Lakes, New Jersey, hereinafter referred to as the "Municipality", and

Ferriero Engineering, Inc

(Contractor)

180 Main Stret PO Box 571 Chester, NJ 07930

(Address)

Party of the Second Part, herein called the "Contractor".

WITNESSETH that the parties to these presents, each in consideration of the agreements on the part of the other, herein contained, do hereby agree as follows:

1. The Contractor will, at their expense, furnish all labor, services and all materials for the construction and completion of the work proposed to be done for the Municipality, and will construct, complete and finish the same in a workmanlike manner to the satisfaction and approval of the Municipality, in the manner and within the time hereinafter limited, and in accordance with the Proposal dated _____ which is attached hereto fully incorporated and with the same effects as if the same had been set forth in the body of this agreement.
2. The Contractor agrees to make payments of all proper charges for labor and materials required in the aforementioned work, and to defend, indemnify, and save harmless the Municipality, its officers, employees, agents and servants, and each and every one of them, against and from all damages to which the said parties must be put, by reason of injury to the person or property of others resulting from performance of said work, or through the negligence of the Contractor, or through any improper or defective machinery, implements, or omission on the part of the Contractor, or his agent or agents, employees or servants.
3. It is also agreed and understood that the acceptance of the final payment of the Contract shall be considered as a release in full of all claims against the Municipality, or any of its officers, employees, agents and servants, arising out of or by reason of, the work done and materials furnished under this Contract.
4. In consideration of the premises, the Municipality hereby agrees to pay to the Contractor for the said work, when fully completed at the prices specified in the Contractor's Proposal. It is understood that the amount to be paid shall be the total based on the said prices contained in the said Proposal and made a part of this Contract, for the work actually done.

5. During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status or sex. The contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status so affectional or sexual orientation. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates or pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable, will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regarding to age, race, creed, color, national origin, ancestry, marital status or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with the regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to attempt in good faith to schedule minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

The contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status or sex, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor and its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (NJAC 17:27).

IN WITNESS WHEREOF, the Borough of Mountain Lakes has caused these presents to be signed by its proper officers and caused its corporate seal to be affixed, and Contractor has caused these presents to be signed by its proper officers and caused its corporate seal to be affixed, the day and year first above written.

ATTEST:

**BOROUGH OF MOUNTAIN LAKES
IN THE COUNTY OF MORRIS**

Marcy Gianattasio, Borough Clerk

By: _____
Mitchell Stern, Borough Manager
(SEAL)

Date

ATTEST:

CONTRACTOR

Nicole Makepeace

By: _____
(SEAL)

11/18/19
Date



Paul W. Ferriero, PE, PP, CME, LEED AP, CFM
Robert C. Brightly, PE, PP, CME

Steven B. Bolio, PE, CME
Mark S. Denisiuk, PE, CME, LEED AP
Joseph S. Kosinski, PG, CFM, LEED AP
Dennis W. O'Neal, PE, PP, CME
C. Richard Quamme, PE, CME
Jess H. Symonds, PE

January 1, 2020

Re: 2020 Fee Schedule
Borough of Mountain Lakes

Principal Engineer	\$142.50/hr	1.77
Professional Engineer	\$128.50/hr	1.79
Sr. Engineering Staff	\$106.00/hr	1.92
Jr. Engineering Staff	\$82.00/hr	1.86
Professional Geologist	\$128.50/hr	1.79
Licensed Surveyor	\$128.50/hr	1.79
CAD Operator	\$82.00/hr	1.86
GIS Operator	\$90.50/hr	1.97
Two Man Field Crew	\$161.00/hr	1.89
Construction Inspector	\$80.00/hr	1.91
Soils Technician	\$85.00/hr	1.79
Printing - 24" x 36"	\$4.00/sheet	
Printing - 30" x 42"	\$5.00/sheet	
Color Copies (11"x17")	\$4.00/sheet	
Reproducible Film	\$45.00/sheet	

Borough of Mountain Lakes

Contract Review Checklist

Vendor/Professional: *Ferrero Engineering Inc*

Financial Impact:

Item	Applicability	Standard	Verified	Reviewer
Affirmative Action	Goods and Services; Professional Services	Employee information report provided	✓	<i>AK</i>
Business Registration	Goods and Services; Professional Services	Copy of Registration provided	✓	<i>AK</i>
Attorney Review	All Contracts	Confirmation that the agreement has been reviewed by the Borough Attorney	✓	<i>AK</i>
Confidentiality	Professional Services; Goods and Services	Provisions when appropriate included in the contract		
Corporate Disclosure	Goods and Services; Professional Services	Disclosure affidavit provided.	✓	<i>AK</i>
Insurance	All Contracts	Proof of insurance as required by RFP, Specifications, or Contract	✓	<i>AK</i>
Debarment	Public Works	Vender not currently on the State debarment list	<i>N/A</i>	<i>AK</i>
Invoice Process	All Contracts	Consistent with Local Public Contracts law and Borough procedures.	<i>N/A</i>	<i>AK</i>
Non-collusion	All Contracts	Non-collusion affidavit has been signed	<i>N/A</i>	<i>AK</i>
Non-performance	All Contracts	Provision addressing consequences for non-performance or breach of agreement.	✓	<i>AK</i>
Political Contribution Disclosure	Professional Services	Disclosure language in contract; form completed	✓	<i>AK</i>
Payment Terms	All Contracts	Do standard payment terms apply?	✓	<i>AK</i>
Professional Appointment	Professional Services	Has a resolution of appointment been adopted	✓	<i>AK</i>
Qualifications	Professional Services	Proof of professional licenses/certifications	✓	<i>AK</i>
Renewal	Professional Services; Goods and services	Provision concerning renewal included where appropriate	<i>N/A</i>	<i>AK</i>
Term	All Contracts	One year term for professional services, two years for goods and services, or Statutory exception.	✓	<i>AK</i>
Termination	All Contracts	Right to terminate included when appropriate	✓	<i>AK</i>
Financial	All contracts	Has the economic impact of the transaction been evaluated?	✓	<i>1.75 - 2%</i>

Date: _____

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a "fair and open" process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee^{*}
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
 - of the public entity awarding the contract
 - of that county in which that public entity is located
 - of another public entity within that county
 - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an "interest" ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

When the business entity is a natural person, "a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity." [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor's responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor's submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law. **NOTE: This section does not apply to Board of Education contracts.**

^{*} N.J.S.A. 19:44A-3(s): "The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L.1993, c.65 (C.19:44A-10.1) for the purpose of receiving contributions and making expenditures."

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Page ____ of ____

[illegible]☐ Check here if the information is continued on subsequent page(s)

List of Agencies with Elected Officials Required for Political Contribution Disclosure
N.J.S.A. 19:44A-20.26

County Name:

State: Governor, and Legislative Leadership Committees

Legislative District #s:

State Senator and two members of the General Assembly per district.

County:

Freeholders

{County Executive}

County Clerk

Surrogate

Sheriff

Municipalities (Mayor and members of governing body, regardless of title):

**USERS SHOULD CREATE THEIR OWN FORM, OR DOWNLOAD
FROM WWW.NJ.GOV/DCA/LGS/P2P A COUNTY-BASED,
CUSTOMIZABLE FORM.**

N.J.S.A. 10:5-31 and N.J.A.C. 17:27
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
Goods, Professional Services and General Service Contracts
(Mandatory Affirmative Action Language)

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Except with respect to affectional or sexual orientation, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting for the provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2 or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval
Certificate of Employee Information Report
Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Contract Compliance and EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance & EEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.



Signature

11/18/19

Date

BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
BOROUGH OF MOUNTAIN LAKES

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that _____, Name of company
has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L.
2004, c. 19 would bar the award of this contract in the one year period preceding January 1, 2019 to any of the
following named candidate committee, joint candidates committee; or political party committee representing the elected
officials of the Council of the Borough of Mountain Lakes as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r). contract date

Lauren Barnett	Cynthia Korman
Janet Horst	Audrey Lane
David Shepherd	Thomas Menard
Daniel Happer	

Part II – Ownership Disclosure Certification

☒ I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued
and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

☐ Partnership ☐ Corporation ☐ Sole Proprietorship ☒ Subchapter S Corporation
☐ Limited Partnership ☐ Limited Liability Corporation ☐ Limited Liability Partnership

Name of Stock or Shareholder	Home Address
Paul W. Ferriero	10 Salisbury Lane Long Valley, NJ 07853

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I
and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: Ferriero Engineering, Inc

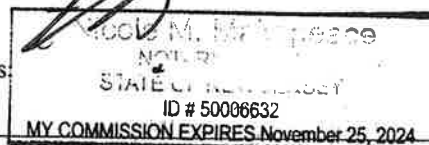
Signed: _____ Title: President

Print Name: Paul W. Ferriero Date: 11/18/19

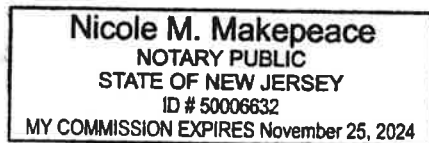
Subscribed and sworn before me this 18 day of

November, 2019

My Commission expires:



(Affiant)
Paul W. Ferriero, President
(Print name & title of affiant) (Corporate Seal)



BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
BOROUGH OF MOUNTAIN LAKES

The following is statutory text related to the terms and citations used in the Business Entity Disclosure Certification form.

“Local Unit Pay-To-Play Law” (P.L. 2004, c.19, as amended by P.L. 2005, c.51)

19:44A-20.6 Certain contributions deemed as contributions by business entity.

5. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

19:44A-20.7 Definitions relative to certain campaign contributions.

6. As used in sections 2 through 12 of this act:

“business entity” means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

“interest” means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate;

Temporary and Executing

12. Nothing contained in this act shall be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during the one-year period immediately preceding the effective date of this act.

~~~~~

**The New Jersey Campaign Contributions and Expenditures Reporting Act (N.J.S.A. 19:44A-1 et seq.)**

**19:44A-3 Definitions.** In pertinent part...

p. The term “political party committee” means the State committee of a political party, as organized pursuant to R.S.19:5-4, any county committee of a political party, as organized pursuant to R.S.19:5-3, or any municipal committee of a political party, as organized pursuant to R.S.19:5-2.

q. The term “candidate committee” means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) for the purpose of receiving contributions and making expenditures.

r. the term “joint candidates committee” means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) by at least two candidates for the same elective public offices in the same election in a legislative district, county, municipality or school district, but not more candidates than the total number of the same elective public offices to be filled in that election, for the purpose of receiving contributions and making expenditures. For the purpose of this subsection: ...; the offices of member of the board of chosen freeholders and county executive shall be deemed to be the same elective public offices in a county; and the offices of mayor and member of the municipal governing body shall be deemed to be the same elective public offices in a municipality.

**19:44A-8 and 16 Contributions, expenditures, reports, requirements.**

*While the provisions of this section are too extensive to reprint here, the following is deemed to be the pertinent part affecting amounts of contributions:*

“The \$300 limit established in this subsection shall remain as stated in this subsection without further adjustment by the commission in the manner prescribed by section 22 of P.L.1993, c.65 (C.19:44A-7.2)

## STOCKHOLDER DISCLOSURE CERTIFICATION

**Name of Business:**

☒ I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

**OR**

☐ I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

**Check the box that represents the type of business organization:**

☐ Partnership

☐ Corporation

☐ Sole Proprietorship

☐ Limited Partnership

☐ Limited Liability Corporation

☐ Limited Liability Partnership

☒ Subchapter S Corporation

**Sign and notarize the form below, and, if necessary, complete the stockholder list below.**

Stockholders:

|                                                          |               |
|----------------------------------------------------------|---------------|
| Name: Paul W. Ferriero                                   | Name:         |
| Home Address: 10 Salisbury Lane<br>Long Valley, NJ 07853 | Home Address: |
| Name:                                                    | Name:         |
| Home Address:                                            | Home Address: |
| Name:                                                    | Name:         |
| Home Address:                                            | Home Address: |

Subscribed and sworn before me this 18 day of November, 2019

(Notary Public)

My Commission expires:

**Nicole M. Makepeace**  
NOTARY PUBLIC  
STATE OF NEW JERSEY  
ID # 50006632  
MY COMMISSION EXPIRES November 25, 2024

(Affiant)

Paul W. Ferriero, President  
(Print name & title of affiant)

(Corporate Seal)

STATE OF NEW JERSEY  
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY/  
DIVISION OF REVENUE  
PO BOX 252  
TRENTON, N J 08646-0252

TAXPAYER NAME:

FERRIERO ENGINEERING, INC.

TRADE NAME:

TAXPAYER IDENTIFICATION#:

223-207-082/000

SEQUENCE NUMBER:

0602923

ADDRESS:

P O BOX 571  
CHESTER NJ 07930

ISSUANCE DATE:

08/16/04

EFFECTIVE DATE:

12/15/92

FORM-BRC(08-01)

Active Director

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

Certification 15799

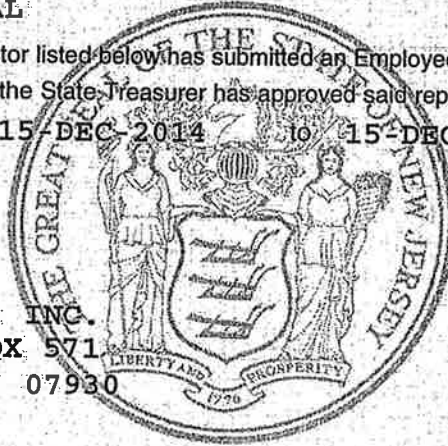
## CERTIFICATE OF EMPLOYEE INFORMATION REPORT

### RENEWAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of

15-DEC-2014 to 15-DEC-2021

FERRIERO ENGINEERING, INC.  
180 MAIN ST., P.O. BOX 571  
CHESTER NJ 07930



A handwritten signature in black ink, appearing to read "Andrew P. Sidamon-Eristoff".

Andrew P. Sidamon-Eristoff  
State Treasurer

# State of New Jersey

## Division of Consumer Affairs

State Board of Professional Engineers and Land Surveyors

### THIS CERTIFIES THAT

FERRIERO ENGINEERING, INC

180 Main Street, PO BOX 571

Chester NJ 07930

Has met the requirements of the State Board of Professional Engineers and Land Surveyors and is hereby issued a

### *CERTIFICATE OF AUTHORIZATION*

to offer the following services

Engineering & Land Surveying

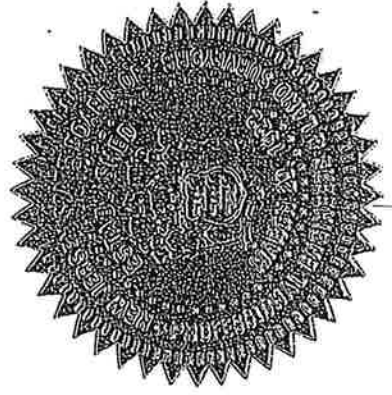
Person in Responsible Charge: PAUL W FERRIERO

For the names of other Responsible Charge Licensees, go to: <http://www.njconsumeraffairs.com/pels/cert rpt.pdf>

Date: August 29, 2018

Certificate No. 24GA27935400

Expiration Date: 08/31/2020



Acting Executive Director



## Request for Taxpayer Identification Number and Certification

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give Form to the  
requester. Do not  
send to the IRS.

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

**Ferriero Engineering, Inc**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

**180 Main Street PO Box 571**

6 City, state, and ZIP code

**Chester, NJ 07930**

7 List account number(s) here (optional)

Requester's name and address (optional)

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

or

Employer identification number

22 - 3207082

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign  
Here

Signature of  
U.S. person ►



Date ► 11/04/19

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Client#: 28721

FERRENG

ACORD™

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/14/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

## PRODUCER

Cook Maran & Associates  
461 Pantigo Rd  
East Hampton, NY 11937  
201 475-7600

CONTACT NAME: Cook Maran

PHONE (A/C, No, Ext): 201 475-7600

FAX (A/C, No):

E-MAIL ADDRESS: selectcertificates@cookmaran.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Sentinel Insurance Company, Ltd.

11000

## INSURED

Ferriero Engineering, Inc.  
P.O. Box 571  
180 Main Street  
Chester, NJ 07930

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR TR | TYPE OF INSURANCE                                                                                                                                                                                                                                                                                               | ADDL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                      |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|---------------|-------------------------|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A       | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC<br>OTHER: | Y         |          | 13SBARO6098   | 03/22/2019              | 03/22/2020              | EACH OCCURRENCE \$2,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000<br>MED EXP (Any one person) \$10,000<br>PERSONAL & ADV INJURY \$2,000,000<br>GENERAL AGGREGATE \$4,000,000<br>PRODUCTS - COMP/OP AGG \$4,000,000<br>\$ |
| A       | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY<br><input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY<br><input checked="" type="checkbox"/> HIRED AUTOS ONLY<br><input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY                                                              |           |          | 13UECKH4087   | 03/22/2019              | 03/22/2020              | COMBINED SINGLE LIMIT (Ea accident) \$1,000,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$                                                                              |
| A       | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR<br><input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE<br><input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10000                                                  |           |          | 13SBARO6098   | 03/22/2019              | 03/22/2020              | EACH OCCURRENCE \$3,000,000<br>AGGREGATE \$3,000,000<br>\$                                                                                                                                                                                  |
|         | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N<br>(Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                          |           | N/A      |               |                         |                         | PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/><br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$                                                                            |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 certificate holder is included as additional insured with respects to general liability as required by written contract.

## CERTIFICATE HOLDER

## CANCELLATION

Borough of Mountain Lakes  
400 Boulevard  
Mountain Lakes, NJ 07046

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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FERRI-1

OP ID: LL

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/08/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  
M.L. Cutler & Company, Inc.  
25A Hanover Road  
P.O. Box 165  
Florham Park, NJ 07932-0165

973-377-7700

CONTACT NAME:

PHONE (A/C, No, Ext): 973-377-7700

FAX (A/C, No): 973-377-4867

E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Admiral Ins. Co. - PRP

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED Ferriero Engineering, Inc.  
180 Main Street  
Chester, NJ 07930

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE                                                                              | ADDL INSD | SUBR WVD | POLICY NUMBER  | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                               |
|----------|------------------------------------------------------------------------------------------------|-----------|----------|----------------|-------------------------|-------------------------|----------------------------------------------------------------------|
|          | COMMERCIAL GENERAL LIABILITY                                                                   |           |          |                |                         |                         |                                                                      |
|          | <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR                 |           |          |                |                         |                         | EACH OCCURRENCE \$                                                   |
|          |                                                                                                |           |          |                |                         |                         | DAMAGE TO RENTED PREMISES (Ea occurrence) \$                         |
|          |                                                                                                |           |          |                |                         |                         | MED EXP (Any one person) \$                                          |
|          |                                                                                                |           |          |                |                         |                         | PERSONAL & ADV INJURY \$                                             |
|          |                                                                                                |           |          |                |                         |                         | GENERAL AGGREGATE \$                                                 |
|          |                                                                                                |           |          |                |                         |                         | PRODUCTS - COMP/OP AGG \$                                            |
|          | GEN'L AGGREGATE LIMIT APPLIES PER:                                                             |           |          |                |                         |                         | \$                                                                   |
|          | <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC |           |          |                |                         |                         | \$                                                                   |
|          | OTHER:                                                                                         |           |          |                |                         |                         | \$                                                                   |
|          | AUTOMOBILE LIABILITY                                                                           |           |          |                |                         |                         | COMBINED SINGLE LIMIT (Ea accident) \$                               |
|          | <input type="checkbox"/> ANY AUTO                                                              |           |          |                |                         |                         | BODILY INJURY (Per person) \$                                        |
|          | <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS             |           |          |                |                         |                         | BODILY INJURY (Per accident) \$                                      |
|          | <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY        |           |          |                |                         |                         | PROPERTY DAMAGE (Per accident) \$                                    |
|          |                                                                                                |           |          |                |                         |                         | \$                                                                   |
|          | UMBRELLA LIAB                                                                                  |           |          |                |                         |                         | EACH OCCURRENCE \$                                                   |
|          | <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE                      |           |          |                |                         |                         | AGGREGATE \$                                                         |
|          | <input type="checkbox"/> DED <input type="checkbox"/> RETENTION S                              |           |          |                |                         |                         | \$                                                                   |
|          | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY                                                  |           |          |                |                         |                         | PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> |
|          | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)                    |           |          |                |                         |                         | E.L. EACH ACCIDENT \$                                                |
|          | If yes, describe under DESCRIPTION OF OPERATIONS below                                         |           |          |                |                         |                         | E.L. DISEASE - EA EMPLOYEE \$                                        |
|          |                                                                                                |           |          |                |                         |                         | E.L. DISEASE - POLICY LIMIT \$                                       |
| A        | Professional Liab.                                                                             |           |          | EO000048179-01 | 01/08/2019              | 01/08/2020              | Per Claim 2,000,000<br>Aggregate 2,000,000                           |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Limit of Liability shown applies to all professional services rendered by the Named Insured, including services rendered on the following project

RE: Professional Engineering Services for the Borough of Mountain Lakes

## CERTIFICATE HOLDER

BOROUM3

Borough of Mountain Lakes  
Borough Hall  
400 Boulevard  
Mountain Lakes, NJ 07046

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*James J. Mignone*

**BOROUGH OF MOUNTAIN LAKES**

**COUNTY OF MORRIS, NJ**

**RESOLUTION 37-20**

**“RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR ENGINEERING SERVICES BETWEEN THE BOROUGH OF MOUNTAIN LAKES AND ANDERSON AND DENZLER ASSOCIATES, INC.”**

**WHEREAS**, there exists the need for professional engineering services (**Borough Engineer**) for the Borough of Mountain Lakes; and

**WHEREAS**, **Anderson and Denzler Associates, Inc.** has submitted a proposal for engineering services; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" and the contract itself must be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey:

**Section 1.** The Borough Manager and Borough Clerk are hereby authorized and directed to execute an agreement with **Anderson and Denzler Associates, Inc.** for professional engineering services (**Borough Engineer**) for the Borough of Mountain Lakes as set forth in the attached contract.

**Section 2.** This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.

**Section 3.** The term of this agreement shall be for one year from **January 1, 2020 through December 31, 2020.**

**Section 4.** A notice of this action shall be printed once in the legal newspaper of the Borough of Mountain Lakes.

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

**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 January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

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

## PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, Made this                      day of                      , 2020 by and between:

THE BOROUGH OF MOUNTAIN LAKES, a public body corporate and politic, in the County of Morris and State of New Jersey, (Hereinafter referred to as the "Borough")

and:

WILLIAM D. RYDEN, Vice President of the firm of Anderson & Denzler Associates, a New Jersey corporation with offices at 519 Ridgedale Avenue, East Hanover, 07936 (Hereinafter referred to as "Engineer")

### W I T N E S S E T H

---

The parties hereto, for and in consideration of the mutual promises, covenants and conditions herein contained, agree to and with each other, as follows:

#### A. SCOPE OF THE WORK:

Appointment to the position of Borough Engineer effective January 1, 2020 until December 31, 2020 with duties as defined by Borough Ordinances and/or as assigned by the Borough Manager, Planning Board or applicable Borough departments.

#### B. PAYMENT FOR ENGINEERING SERVICES:

Payment for all professional engineering services under this contract shall be in accordance with the per diem and hourly rate schedule attached hereto.

The sole exception to the above, shall be where the Borough and the Engineer elect to enter into a written agreement for a specific project, wherein payment shall be on a lump sum or other mutually agreed upon basis.

Payments for all services shall be on a monthly basis, subject to Borough review and approval.

#### C. TERMINATION:

This Agreement shall terminate on December 31, 2020 or may be terminated by either party by giving thirty (30) days written notice. Upon termination, all papers, documents, memoranda, reports, and other materials relating to the administration of his engineering duties shall be returned to the Borough.

#### D. SUCCESSORS AND ASSIGNS:

This Agreement and all of the covenants shall inure to the benefit of, and be binding upon the Borough and Engineer respectively, and their successors, assigns and legal representatives. Neither the Borough nor the Engineer shall have the right to assign, transfer or sublet their interests or obligations hereunder, without the written consent of the other.

E. POLITICAL CONTRIBUTION DISCLOSURE

This contract has been awarded to Anderson & Denzler Associates and William D. Ryden based on the merits and abilities of said firm and named professional to provide the goods or services as described herein. This contract was not awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4 et seq. As such, the undersigned does hereby attest that Anderson & Denzler Associates, its subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in the Borough of Mountain Lakes if a member of that political party is serving in an elective public office of the Borough of Mountain Lakes when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the Borough of Mountain Lakes when the contract is awarded.

F. BUSINESS ENTITY DISCLOSURE CERTIFICATION

This Agreement is subject to the requirements of the "Local Unit Pay to Play Law" (P.L. 2004, c.19, amended by P.L. 2005, c.51), and the "New Jersey Campaign Contributions and Expenditures Reporting Act" (N.J.A.C. 19:44A-1 et. seq.). Anderson & Denzler Associates, Inc. certified compliance with the aforementioned laws, as per the attached "Business Entity Disclosure Certification" form attached hereto.

G. CERTIFICATE OF EMPLOYEE INFORMATION REPORT

Anderson & Denzler Associates, Inc. has received a Certificate of Employee Information Report from the State Treasurer, a copy of which is attached hereto.

H. ACCEPTANCE & SIGNATURES

BOROUGH OF MOUNTAIN LAKES

ATTEST: \_\_\_\_\_ BY \_\_\_\_\_, Mayor

ENGINEER

ATTEST: Mary Kelly BY William D. Ryden  
William D. Ryden, P.E., Vice President  
Anderson & Denzler Assoc., Inc.

# ANDERSON & DENZLER ASSOCIATES, INC.

CONSULTING ENGINEERS

January 1, 2020

## SCHEDULE OF FEES

### FOR PROFESSIONAL ENGINEERING SERVICES RENDERED UPON A PER DIEM BASIS

|                       |                   |
|-----------------------|-------------------|
| Principal Engineer    | \$166.55 per hour |
| Professional Engineer | 151.60 per hour   |
| Engineer              | 110.15 per hour   |
| Senior Designer       | 117.15 per hour   |
| Land Surveyor         | 118.20 per hour   |
| Design Draftsman      | 91.80 per hour    |
| Inspector             | 88.45 per hour    |
| Draftsman             | 66.90 per hour    |
| 2-Man Field Crew      | 181.55 per hour   |
| 3-Man Field Crew      | 211.90 per hour   |

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Invoices will include travel time and supplementary expenses for all items directly connected with the project. Travel costs @ \$0.60 per mile.

All invoices are due and payable when rendered.

ML(1/1/2020)

# Borough of Mountain Lakes

## Contract Review Checklist

Vendor/Professional: Anderson + Dryden Assoc, Inc

Financial Impact:

| Item                              | Applicability                                | Standard                                                                                           | Verified | Reviewer |
|-----------------------------------|----------------------------------------------|----------------------------------------------------------------------------------------------------|----------|----------|
| Affirmative Action                | Goods and Services;<br>Professional Services | Employee information report provided                                                               | ✓        | QJR      |
| Business Registration             | Goods and Services;<br>Professional Services | Copy of Registration provided                                                                      | ✓        | QJR      |
| Attorney Review                   | All Contracts                                | Confirmation that the agreement has been reviewed by the Borough Attorney                          | ✓        | QJR      |
| Confidentiality                   | Professional Services;<br>Goods and Services | Provisions when appropriate included in the contract                                               | N/A      | QJR      |
| Corporate Disclosure              | Goods and Services;<br>Professional Services | Disclosure affidavit provided.                                                                     | ✓        | QJR      |
| Insurance                         | All Contracts                                | Proof of insurance as required by RFP, Specifications, or Contract                                 | ✓        | QJR      |
| Debarment                         | Public Works                                 | Vender not currently on the State debarment list                                                   | N/A      | QJR      |
| Invoice Process                   | All Contracts                                | Consistent with Local Public Contracts law and Borough procedures.                                 | N/A      | QJR      |
| Non-collusion                     | All Contracts                                | Non-collusion affidavit has been signed                                                            | N/A      | QJR      |
| Non-performance                   | All Contracts                                | Provision addressing consequences for non-performance or breach of agreement.                      | ✓        | QJR      |
| Political Contribution Disclosure | Professional Services                        | Disclosure language in contract; form completed                                                    | ✓        | QJR      |
| Payment Terms                     | All Contracts                                | Do standard payment terms apply?                                                                   | ✓        | QJR      |
| Professional Appointment          | Professional Services                        | Has a resolution of appointment been adopted                                                       | 11/6/20  | QJR      |
| Qualifications                    | Professional Services                        | Proof of professional licenses/certifications                                                      | ✓        | QJR      |
| Renewal                           | Professional Services;<br>Goods and services | Provision concerning renewal included where appropriate                                            | N/A      | QJR      |
| Term                              | All Contracts                                | One year term for professional services, two years for goods and services, or Statutory exception. | ✓        | QJR      |
| Termination                       | All Contracts                                | Right to terminate included when appropriate                                                       | ✓        | QJR      |
| Financial                         | All contracts                                | Has the economic impact of the transaction been evaluated?                                         | 2 %      | QJR      |

Date: \_\_\_\_\_



STATE OF NEW JERSEY  
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY/  
DIVISION OF REVENUE  
PO BOX 252  
TRENTON, N J 08646-0252

TAXPAYER NAME:

**ANDERSON AND DENZLER ASSOCIATES, INC.**

TRADE NAME:

ADDRESS:

**519 RIDGEDALE AVE P O BOX 343  
E HANOVER NJ 07936**

SEQUENCE NUMBER:

**0105872**

EFFECTIVE DATE:

**02/11/85**

ISSUANCE DATE:

**07/01/09**



Director  
New Jersey Division of Revenue

FORM-BRC

(04-08) D205846V

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.

Certification 11347

**CERTIFICATE OF EMPLOYEE INFORMATION REPORT  
RENEWAL**

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of

**15-JUN-2013 to 15-JUN-2020**

**ANDERSON & DENZLER ASSOC., INC.  
519 RIDGEDALE AVE.  
EAST HANOVER NJ 07936**



Andrew P. Sidamon-Eristoff  
State Treasurer

**BUSINESS ENTITY DISCLOSURE CERTIFICATION**  
**FOR NON-FAIR AND OPEN CONTRACTS**  
Required Pursuant To N.J.S.A. 19:44A-20.8  
**BOROUGH OF MOUNTAIN LAKES**

**Part I – Vendor Affirmation**

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that **Anderson & Denzler Associates, Inc.** has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract, to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the Borough of Mountain Lakes as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

|                                                   |  |
|---------------------------------------------------|--|
| No contributions to any organization or candidate |  |
| has been made between 1/1/19 and the date of      |  |
| this contract                                     |  |
|                                                   |  |
|                                                   |  |
|                                                   |  |
|                                                   |  |

**Part II – Ownership Disclosure Certification**

☒ I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

**Check the box that represents the type of business entity:**

☐ Partnership      ☐ Corporation   ☐ Sole Proprietorship   ☐ Subchapter ☒ S Corporation  
☐ Limited Partnership   ☐ Limited Liability Corporation   ☐ Limited Liability Partnership

| Name of Stock or Shareholder | Home Address                                      |
|------------------------------|---------------------------------------------------|
| Carl E. Denzler              | 6201 US Highway 41N, Lot 2173, Palmetto, FL 34221 |
|                              |                                                   |
|                              |                                                   |
|                              |                                                   |
|                              |                                                   |
|                              |                                                   |
|                              |                                                   |
|                              |                                                   |
|                              |                                                   |

**Part 3 – Signature and Attestation:**

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: Anderson & Denzler Associates

Signed: Carl E. Denzler Title: President  
Print Name: Carl E. Denzler Date: 11/13/2019

Subscribed and sworn before me this 13th day of  
November, 2019.

My Commission expires: 10/17/2021

Donna J. DeZao  
Donna J. DeZao

Carl E. Denzler  
(Affiant)

**Carl E. Denzler, President**  
(Print name & title of affiant)  
(Corporate Seal)

**BUSINESS ENTITY DISCLOSURE CERTIFICATION**  
**FOR NON-FAIR AND OPEN CONTRACTS**  
Required Pursuant To N.J.S.A. 19:44A-20.8  
**BOROUGH OF MOUNTAIN LAKES**

The following is statutory text related to the terms and citations used in the Business Entity Disclosure Certification form.

**"Local Unit Pay-To-Play Law" (P.L. 2004, c.19, as amended by P.L. 2005, c.51)**

**19:44A-20.6 Certain contributions deemed as contributions by business entity.**

5. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

**19:44A-20.7 Definitions relative to certain campaign contributions.**

6. As used in sections 2 through 12 of this act:

"business entity" means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

"interest" means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate.

**Temporary and Executing**

12. Nothing contained in this act shall be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during the one-year period immediately preceding the effective date of this act.

**The New Jersey Campaign Contributions and Expenditures Reporting Act (N.J.S.A. 19:44A-1 et seq.)**

**19:44A-3 Definitions.** In pertinent part...

p. The term "political party committee" means the State committee of a political party, as organized pursuant to R.S.19:5-4, any county committee of a political party, as organized pursuant to R.S.19:5-3, or any municipal committee of a political party, as organized pursuant to R.S.19:5-2.

q. The term "candidate committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) for the purpose of receiving contributions and making expenditures.

r. the term "joint candidates committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) by at least two candidates for the same elective public offices in the same election in a legislative district, county, municipality or school district, but not more candidates than the total number of the same elective public offices to be filled in that election, for the purpose of receiving contributions and making expenditures. For the purpose of this subsection: ...; the offices of member of the board of chosen freeholders and county executive shall be deemed to be the same elective public offices in a county; and the offices of mayor and member of the municipal governing body shall be deemed to be the same elective public offices in a municipality.

**19:44A-8 and 16 Contributions, expenditures, reports, requirements.**

*While the provisions of this section are too extensive to reprint here, the following is deemed to be the pertinent part affecting amounts of contributions:*

"The \$300 limit established in this subsection shall remain as stated in this subsection without further adjustment by the commission in the manner prescribed by section 22 of P.L.1993, c.65 (C.19:44A-7.2)

**PROCUREMENT AND SERVICE CONTRACTS**  
**LANGUAGE "A"**

In the event that you or your firm is awarded this contract, our office upon award will send the necessary additional forms. These should be submitted within seven (7) working days of notification. (Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq., codified at N.J.A.C. 17:27-1.1 et seq.).

1. Does this contract have the potential of having value of \$17,500 or better?  
☒ ( X ) Yes (If yes, complete #2)  
☐ ( ) No (If no, no further documentation is required)
2. Does your company have a Federal Affirmative Action Plan Approval Letter?  
☐ ( ) Yes (If yes, submit a Photostat copy)  
☒ ( X ) No (if no, complete "A" below)
- A. Does your company have a Certificate of Employee Information Report?  
☒ ( X ) Yes (If yes, submit a Photostat copy)  
☐ ( ) No (If no, complete "B" below)
- B. If you do not have either of the above mention documents, and Affirmative Action Employee Information Report form (AA-302) will be returned to you for your completion.
3. Each Contract over \$17,500 must also contain Language "A".
4. Are you a minority-owned business?  
☐ ( ) Yes ☒ ( X ) No

All successful vendors must submit one of the following forms of evidence:

1. Letter of Federal Approval OR 2. Certificate of Employee Information Report.

I certify that the above information is correct to the best of my knowledge.

Name: William D. Ryden Title: Vice President

Signature:  Date: 11/13/2019

Contractor: Please complete and sign this form and returned with your contract or Bid Proposal.

**\*\*\*AN EQUAL OPPORTUNITY EMPLOYER\*\*\***

ATTACHMENT A  
P.L 1975, C. 127 (N.J.A.C. 17:27)  
MANDATORY AFFIRMATIVE ACTION LANGUAGE  
PROCUREMENT, PROFESSIONAL AND SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status or sex. The contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to attempt to in good faith to employ minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2, promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time, or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2. promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

The contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status or sex, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor and its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (N.J.A.C. 17:27).

Anderson & Denzler Associates, Inc. hereby agrees to the above cited language as required by state law for the provision of services in excess of the bid threshold to public agency in the State of New Jersey for the year 2020.

DATE: 11-13-19

BY: William D. B. G.

## C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant To N.J.S.A. 19:44A-20.26

**This form or its permitted facsimile must be submitted to the local unit no later than 10 days prior to the award of the contract.**

## Part I – Vendor Information

|              |                                     |           |            |
|--------------|-------------------------------------|-----------|------------|
| Vendor Name: | Anderson & Denzler Associates, Inc. |           |            |
| Address:     | 519 Ridgedale Avenue                |           |            |
| City:        | East Hanover                        | State: NJ | Zip: 07936 |

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

Wheeler D. B. D.  
Signature

William D. Ryden, P.E.

Printed Name \_\_\_\_\_

Title V.P.

## Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ Check here if disclosure is provided in electronic form.

[illegible]☐ Check here if the information is continued on subsequent page(s)

## STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business: **Anderson & Denzler Associates, Inc.**

☒ I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

☐ I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

☐ Partnership

☐ Corporation

☐ Sole Proprietorship

☐ Limited Partnership

☐ Limited Liability Corporation

☐ Limited Liability Partnership

☒ Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

|                                                                    |               |
|--------------------------------------------------------------------|---------------|
| Name: Carl E. Denzler                                              | Name:         |
| Home Address:<br>6201 US Highway 41 Lot 2173<br>Palmetto, FL 34221 | Home Address: |
| Name:                                                              | Name:         |
| Home Address:                                                      | Home Address: |
| Name:                                                              | Name:         |
| Home Address:                                                      | Home Address: |

Subscribed and sworn before me this 13th day of November, 2019.

(Notary Public):  
Donna J. DeZao

My Commission expires: 10/17/21

Carl E. Denzler  
(Affiant)

Carl E. Denzler, President  
(Print name & title of affiant)

(Corporate Seal)





ANDER-1

OP ID: LL

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/31/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

|                                                                                                          |  |                                                                                                               |  |                                    |
|----------------------------------------------------------------------------------------------------------|--|---------------------------------------------------------------------------------------------------------------|--|------------------------------------|
| <b>PRODUCER</b><br>M.L. Cutler & Company, Inc.<br>30B Vreeland Road, Suite 111<br>Florham Park, NJ 07932 |  | <b>CONTACT NAME:</b><br><b>PHONE (A/C, No, Ext):</b> 973-377-7700<br><b>E-MAIL ADDRESS:</b> info@mlcutler.com |  | <b>FAX (A/C, No):</b> 973-377-4867 |
| <b>INSURED</b><br>Anderson & Denzler Associates, Inc.<br>519 Ridgedale Ave.<br>East Hanover, NJ 07936    |  | <b>INSURER(S) AFFORDING COVERAGE</b>                                                                          |  |                                    |
|                                                                                                          |  | <b>INSURER A:</b> Sentinel Ins. Co. - HAA                                                                     |  | <b>NAIC #</b> 11000                |
|                                                                                                          |  | <b>INSURER B:</b> Hartford Casualty Insurance Co                                                              |  | <b>29424</b>                       |
|                                                                                                          |  | <b>INSURER C:</b> Argonaut Insurance Company                                                                  |  |                                    |
|                                                                                                          |  | <b>INSURER D:</b>                                                                                             |  |                                    |
|                                                                                                          |  | <b>INSURER E:</b>                                                                                             |  |                                    |
|                                                                                                          |  | <b>INSURER F:</b>                                                                                             |  |                                    |

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE                                                                                                                                                                                                                                                                                        | ADDL INSD | SUBR WVD | POLICY NUMBER   | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                      |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|-----------------|-------------------------|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br>OTHER: |           |          | 13SBANW7138     | 06/20/2019              | 06/20/2020              | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000<br>MED EXP (Any one person) \$ 10,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 2,000,000 |
| A        | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY<br><input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY<br><input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> HIRED AUTOS ONLY<br><input type="checkbox"/> NON-OWNED AUTOS ONLY                                      |           |          | 13UECJY5926     | 06/20/2019              | 06/20/2020              | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$                                                                                   |
| A        | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB<br>DED <input checked="" type="checkbox"/> RETENTION \$ 10000                                                                                                                                          |           |          | 13SBANW7138     | 06/20/2019              | 06/20/2020              | EACH OCCURRENCE \$ 2,000,000<br>AGGREGATE \$ 2,000,000                                                                                                                                                                                      |
| B        | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NJ)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                                                   | Y/N<br>N  | N/A      | 13WBCT08949     | 06/20/2019              | 06/20/2020              | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER<br>E.L. EACH ACCIDENT \$ 1,000,000<br>E.L. DISEASE - EA EMPLOYEE \$ 1,000,000<br>E.L. DISEASE - POLICY LIMIT \$ 1,000,000                                   |
| C        | Professional Liab                                                                                                                                                                                                                                                                                        |           |          | 121AE0152562-00 | 08/06/2019              | 08/06/2020              | Ea.Claim \$ 2,000,000<br>Aggregate \$ 2,000,000                                                                                                                                                                                             |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

## CERTIFICATE HOLDER

## CANCELLATION

MOUNTAI

Borough of Mountain Lakes  
400 Boulevard  
Mountain Lakes, NJ 07046

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*James J. Mignone*

**RESOLUTION 38-20**  
**BOROUGH OF MOUNTAIN LAKES**  
**COUNTY OF MORRIS, NJ**

**“RESOLUTION ESTABLISHING THE BOROUGH COUNCIL SUBCOMMITTEES FOR 2020”**

**WHEREAS**, the Borough Council wishes to establish subcommittees of the Borough Council for calendar year 2020; and

**WHEREAS**, membership on the subcommittees shall be assigned by the Mayor and shall be comprised of three (3) members of the Borough Council.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, that the following subcommittees to the Borough Council are hereby established for the **2020** calendar year:

**Personnel**

The mission of the Personnel Subcommittee is to review personnel issues with the Borough Manager, including salaries, contract negotiations, organizational structure and the appointment of professionals. The Personnel Subcommittee is responsible for presenting its findings and recommendations to Council. The Personnel Subcommittee also coordinates the hiring process for persons who are appointed by Council (Borough Manager and Borough Clerk) and performs the annual performance appraisal process for these professionals based on input from Council. In addition, the Personnel Subcommittee ensures that an open process is followed with regards to filling positions on Committees/Boards/Commissions and oversees volunteer recognition initiatives. The Personnel Subcommittee meets monthly and is composed of three Council Members and the Borough Manager.

**Public Safety**

The mission of the Public Safety Subcommittee is to review public safety issues related to Police, Fire, Ambulance, and Office of Emergency Management services. The Public Safety Subcommittee is responsible for presenting its findings and recommendations to Council. The subcommittee meets on a quarterly basis and is composed of three Council members, the Borough Manager, the Police Department Chief and the Fire Department Chief.

**Shared Services**

The mission of the Shared Services Subcommittee is to monitor existing shared service relationships between the Borough and local government partners to ensure that expected service levels and/or cost savings are being realized and to explore opportunities for new shared services agreements that benefit the Borough. The Shared Services Subcommittee is responsible for presenting its findings and recommendations to Council. The subcommittee meets monthly and is composed of three Council Members and the Borough Manager.

**Mountain Lakes Club**

The mission of the Mountain Lakes Club Subcommittee is to monitor developments related to the Mountain Lakes Club and evaluate potential options for Borough involvement in the Mountain Lakes Club property that would benefit the community. The Mountain Lakes Club Subcommittee is responsible for presenting its findings and recommendations to Council. The subcommittee meets on an ad hoc basis and is composed of three Council members and the Borough Manager.

**Public Works Subcommittee**

The mission of the Public Works Subcommittee is to review issues related to the Borough's public works infrastructure, facilities, services and special projects with the Borough Manager and the Director of the Department of Public Works. The Public Works Subcommittee is responsible for presenting its findings and

recommendations to Council. The Public Works Subcommittee meets monthly and is composed of three Council Members, the Borough Manager, the Director of the Department of Public Works and the Director of the Recreation Department.

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

**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 January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

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

**BOROUGH OF MOUNTAIN LAKES**

**COUNTY OF MORRIS, NJ**

**RESOLUTION 39-20**

**"RESOLUTION RE-ESTABLISHING THE WOODLANDS ADVISORY COMMITTEE  
AND APPOINTING PUBLIC MEMBERS FOR 2020"**

**WHEREAS**, the Borough Council wishes to re-establish the Woodlands Advisory Committee as an advisory committee to the Borough Council for calendar year 2020; and

**WHEREAS**, the advisory committee shall consist of **eight (8) public members who shall be residents** of the Borough of Mountain Lakes and who shall be appointed by the Borough Council; and

**WHEREAS**, the mission of the Woodlands Advisory Committee is to advise the Borough Council regarding the maintenance and improvement to the health of the Borough woodlands and to consider and recommend to the Council such actions as may be appropriate to monitor, maintain and improve the health of the Borough's woodlands; and

**WHEREAS**, "Borough Woodlands" is defined as including all Borough-owned wooded areas, from large tracts designated as parks to the small, undeveloped "pocket" lots and the health of the woodlands refers to all those qualities that promote appropriate diversity of fauna and flora in a natural, wild and balanced state, for the benefit and enjoyment of residents of the Borough, now and in the future; and

**WHEREAS**, particular tasks include evaluating the current conditions of the woodlands; identifying factors affecting the health of the woodland environments including such factors as deer overbrowsing, invasive species, the recent drought, and overuse; developing recommendations for how to attain healthy and sustainable woodland environments, including such issues as regeneration of a healthy native understory, reforestation, and removal of invasive species; developing a long-term woodlands management plan; encouraging stewardship of the woodlands; and

**WHEREAS**, the Woodlands Advisory Committee shall coordinate efforts with the Environmental Commission, the Shade Tree Commission, and other committees and commissions established by the Council and other sources as appropriate.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, that the Woodlands Advisory Committee is hereby re-established as an advisory committee to the Borough Council.

**BE IT FURTHER RESOLVED** that the following public members are hereby appointed for the 2020 calendar year:

|                     |                      |                       |                   |
|---------------------|----------------------|-----------------------|-------------------|
| <b>Jerry Uhrig</b>  | <b>Betsy Myatt</b>   | <b>John Briggs</b>    | <b>Bob Dewing</b> |
| <b>Kirk Swenson</b> | <b>Steven Hercek</b> | <b>Karen Ferguson</b> |                   |

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

**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 January 6, 2020.

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Marcy Gianattasio, 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> |               |               |            |            |               |                |

**RESOLUTION 40-20**  
**BOROUGH OF MOUNTAIN LAKES**  
**COUNTY OF MORRIS, NJ**

**“RESOLUTION RE-ESTABLISHING THE TRAFFIC & SAFETY ADVISORY COMMITTEE AND APPOINTING PUBLIC MEMBERS  
FOR 2020”**

**WHEREAS**, the Borough Council wishes to re-establish the Traffic & Safety Advisory Committee as an advisory committee to the Borough Council for calendar year 2020; and

**WHEREAS**, the advisory committee shall be made up of eight **(8) members**; one member shall be a **representative of the Board of Education**; two (2) members shall be Borough staff members and shall be the **Borough Manager and the Chief of Police**; the remaining **five (5) members shall be residents** of the Borough of Mountain Lakes who shall be appointed by the Borough Council; and

**WHEREAS**, the mission of the Traffic & Safety Advisory Committee is to advise the Borough Council concerning traffic and safety issues; to consider and recommend to the Borough Council and the Board of Education such actions as may be appropriate to reduce traffic congestion, and improve pedestrian safety at and around the Borough's schools, particularly Wildwood School due to the young age of the student population; to interface with schools, committees, clubs and other organizations in the Borough; and

**WHEREAS**, tasks appropriate for the Committee include identifying major pedestrian, traffic and safety issues; developing practical and cost effective recommendations that mitigate any identified safety concerns; presenting specific recommendations to the Borough Council and the Board of Education for approval and possible implementation.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, that the Traffic & Safety Advisory Committee is hereby re-established as an advisory committee to the Borough Council.

**BE IT FURTHER RESOLVED** that the following public members are hereby appointed for the 2020 calendar year:

**Paul Odenwelder**

**Lisa Duke-Lees**

**Gordon Stuss**

**Eva Mesicek**

**Lauren Brickner-McDonald**

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**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

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

**RESOLUTION 41-20**  
**BOROUGH OF MOUNTAIN LAKES**  
**COUNTY OF MORRIS, NJ**

**“RESOLUTION RE-ESTABLISHING THE FINANCE ADVISORY COMMITTEE AND APPOINTING PUBLIC MEMBERS FOR 2020”**

**WHEREAS**, the Borough Council wishes to re-establish the Finance Advisory Committee as an advisory committee to the Borough Council for calendar year 2020; and

**WHEREAS**, the advisory committee shall be composed of **seven (7) members** appointed by the Borough Council, **three (3) Borough Council members** and **four (4) public members who shall be residents of the Borough of Mountain Lakes**; and

**WHEREAS**, the advisory committee shall be advised by the **Borough Manager** and **Chief Financial Officer (CFO)**; and

**WHEREAS**, the mission of the Finance Advisory Committee is to:

1. Assist and advise the Borough Council in its annual review of all Municipal Budgets
2. Assist and advise the Borough Council regarding major capital expenditure projects and financing (including borrowings).
3. Develop longer term financial projections and budgets for Borough Council guidance and planning.
4. Assist and advise the Borough Administration and Council with regard to financial and accounting policies, procedures and internal reporting systems.
5. Assist and advise the Borough Council and Administration in establishing Utility fee structures and rates.
6. Assist and advise the Borough Council in the selection of the Borough Auditor. Review all Audit reports and meet at least annually with the Auditor. Advise the CFO and Manager on all findings and provide a report to the Borough Council.
7. Assist new Council Members on Borough Financial affairs.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, that the Finance Advisory Committee is hereby re-established as an advisory committee to the Borough Council.

**BE IT FURTHER RESOLVED** that the following public members are hereby appointed for the 2020 calendar year:

**John Kaplan**  
**Wilson Mitchell**

**Robert Dewing**  
**James Murphy**

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**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

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

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

**RESOLUTION 42-20**

**“RESOLUTION RE-ESTABLISHING THE MEMORIAL DAY PARADE ADVISORY COMMITTEE AND APPOINTING  
PUBLIC MEMBERS FOR 2020”**

**WHEREAS**, the Borough Council wishes to re-establish the Memorial Day Parade Advisory Committee as an advisory committee to the Borough Council for calendar year 2020; and

**WHEREAS**, the advisory committee shall consist of **seven (7) members who shall be residents of the Borough of Mountain Lakes** and who shall be appointed by the Borough Council; and

**WHEREAS**, in addition the advisory committee shall include a member of the Borough Council who shall be the **Mayor**; and

**WHEREAS**, the mission of the Memorial Day Parade Advisory Committee is to plan and execute the Borough's annual Memorial Day Parade & Ceremony honoring our community's and our nation's Veterans; and

**WHEREAS**, the advisory committee will coordinate its efforts with the Borough Manager, the Police Chief, and the Director of Public Works.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, that the Memorial Day Parade Advisory Committee is hereby re-established as an advisory committee to the Borough Council.

**BE IT FURTHER RESOLVED** that the following public members are hereby appointed for the 2020 calendar year:

**Eric Eng  
William Albergo  
John Pareti  
Andrew Liput**

**Dave Holliday  
Brandon Smith  
Ken Adams**

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**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

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



# Eric C. Eng

Mountain Lakes, NJ, 07046 | [REDACTED] | EngEricC@gmail.com

## SUMMARY

Driven professional with 16+ years in the technology industry who has a passion for business and personal growth. Currently seeking a new opportunity to transfer expert knowledge and skills gained to the finance sector.

As an individual who has worked as an independent consultant for several years, I am able to manage an array of competing priorities. A few of these priorities include understanding the customers focus, meeting their changing demands, and ensuring all parties receive an end result that exceeds expectations. I have a keen ability to connect with people and deliver a vision for the future. I have executed on global initiatives while adhering to company standards and achieving cost savings. I have worked directly with senior executives and frontline staff effortlessly. My most notable attributes are customer service, adaptability, and leadership.

## PROFESSIONAL EXPERIENCES

**BANK OF AMERICA/MERRILL LYNCH WEALTH MANAGEMENT**  
@ Florham Park, NJ

**November 2018 – Present**

### Financial Advisor/Portfolio Advisor

- ❖ Gathered prospect financial data and developed comprehensive financial plans
- ❖ Formulated asset allocation strategies and developed proprietary investment models for client portfolios
- ❖ Advised clients quarterly and annually on portfolio performance ensuring clients needs aligned with projected results
- ❖ Presented investment and financial planning seminars to clients and prospective clients
- ❖ Generated new clients using a personal, face-to-face approach that built trust and emphasized personal service to the individual investor

**SANOFI @ Bridgewater, NJ**

**January 2005 – December 2017**

### Senior Messaging and Collaboration Engineer

- ❖ Intermediary between 3<sup>rd</sup> party vendors and business partners, translating technical terminology into a cohesive understanding for all parties
- ❖ Accountable to the executive steering committee on key initiatives showing cost analysis for various applications
- ❖ Authored training documentation and facilitated educational seminars to employees/contractors
- ❖ Facilitated daily operations call with various multicultural teams, across different countries
- ❖ Lead project manager for implementation of hardware migration which produced a cost savings of 75% per unit
- ❖ Identified challenges in a critical application workflow and implemented measures which led to a 95% reduction in total run time

- ❖ Accountable for a system upgrade with direct impact to 25,000+ users. Included vendor selection, data analysis, project logs, and 24- hour team coverage
- ❖ Led upgrade to archiving solution with direct impact on 5,500+ users with Enterprise Vault to maintain records according to our company's retention policy
- ❖ Instrumental in contract negotiation which granted a 100% refund (1.2 million dollars) if business agreement was not met

#### **IBM Global Services - Exchange / Enterprise Vault Specialist**

- ❖ Responsible for vendor management including comparative analysis
- ❖ Developed a collaborative relationship with outside business partners resulting in annual savings of 100k
- ❖ Architected and implemented a redundant Faxination environment for 8,000 users handling end of month expense submissions
- ❖ Merged Sanofi & Aventis mail systems utilizing Binary Tree from Lotus Notes/Domino 6.5 to Outlook/Exchange 2003
- ❖ Global responsibilities include support of Exchange, Enterprise Vault, Blackberry, and Faxination
- ❖ Coordinate all disk and tape backup efforts with the SAN teams, including design and implementation of Exchange storage on EMC CLARiON and Symmetrix

**LUCENT TECHNOLOGIES @ Holmdel, NJ**

**May 2001 – December 2005**

#### **IBM Global Services - Exchange Administrator, Tier 2 Technical Lead**

- ❖ Managed / Maintained a global architecture of ~33,000+ mailboxes for NA / APAC / EMEA region on a 24/7 basis
- ❖ Performed server and security audits, system backup restore procedures, and other recovery processes in accordance with the company's disaster recovery and business continuity strategies
- ❖ Reported monthly metrics for an Executive Dashboard utilizing NetIQ as a foundation for monitoring

#### **NT Administrator**

- ❖ Coordinated patch management across entire data center for hotfix and security updates
- ❖ Responsible for daily/weekly backups and tape rotation
- ❖ Monitored system performance and diagnosed software/hardware issues

### **ADDITIONAL INFORMATION**

#### **EDUCATION**

Rutgers University – New Brunswick, NJ  
Bachelor of Arts in Economics, 2001

#### **SPECIALTIES**

- |                               |                              |                         |
|-------------------------------|------------------------------|-------------------------|
| ❖ Team Building & Development | ❖ Customer Service           | ❖ Crisis Management     |
| ❖ Microsoft Office Suite      | ❖ Documentation              | ❖ Operations Management |
| ❖ Vendor Management           | ❖ Enterprise Solution Design | ❖ Regulated Deployments |

## **Marcy Gianattasio**

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**From:** Dave Holliday <daveholliday@hotmail.com>  
**Sent:** Sunday, November 24, 2019 9:06 PM  
**To:** Marcy Gianattasio  
**Subject:** Volunteer for the Memorial Day Committee


Marcy,

I am interested in volunteering for the Memorial Day Committee. I am thankful our community has such a proud tradition to honor those that gave the ultimate sacrifice protecting our nation. I would like to offer my time and energy to help carry on the tradition.

I am a veteran of the Air Force ('94-'98) after being commissioned through ROTC at Cornell University. I served at Little Rock and Lackland Air Force bases and deployed to Saudi Arabia, Kuwait, and Haiti. My experience in the Air Force developed a strong pride for the sacrifice and commitment of our military service members.

I have either attended or participated in the Memorial Day celebration since my family moved to the community in 2013. I marched in the parade the last 2 years. I did not feel worthy compared to some of the war veterans, but I thought it was important for the community to see "younger" veterans alongside the Vietnam and WWII veterans. I have a working knowledge of how the parade and ceremony are executed.

I have a strong desire to see the Memorial Day Parade and Ceremony continue to provide a beautiful remembrance for our fallen comrades and a proud recognition to the military in this community. Please let me know if you have any questions or desire any further qualifications.

Sincerely,  
Dave Holliday  
116 Briarcliff Road  


**RESOLUTION 43-20**  
**BOROUGH OF MOUNTAIN LAKES**  
**COUNTY OF MORRIS**

**RESOLUTION RE-ESTABLISHING THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE**

**WHEREAS**, the Borough Council has established an advisory committee to assist the Borough in addressing economic development issues; and

**WHEREAS**, the committee shall be composed of 10 members appointed by the Borough Council, three, (3) members of the Borough Council, the Chair of the Planning Board, the Chair of the Board of Adjustment, the Borough Manager, a member of the Environmental Commission designated by the Commission and three, (3) residents of the Borough annually appointed by the Borough Council

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, that the Economic Development Advisory Committee is hereby established for the calendar year 2020.

**BE IT FURTHER RESOLVED** that the following public members are hereby appointed to the Committee:

**Austin Ashley**

**Joseph DiPompeo**

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**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

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

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

**RESOLUTION 44-20**

**“RESOLUTION RE-ESTABLISHING THE LAKES MANAGEMENT ADVISORY COMMITTEE AND APPOINTING PUBLIC MEMBERS FOR 2020”**

**WHEREAS**, the Borough Council wishes to re-establish the Lakes Management Advisory Committee as an advisory committee to the Borough Council for calendar year 2020; and

**WHEREAS**, the advisory committee shall consist of **nine (9) members who shall be residents** of the Borough of Mountain Lakes and who shall be appointed by the Borough Council; and

**WHEREAS**, the mission of the Lakes Management Advisory Committee is to advise the Council on issues pertaining to the maintenance and restoration of the quality of the watersheds, lakebeds, and waters of the Lakes of Mountain Lakes, including tributaries and estuaries; educating residents about our lakes, particularly about the benefits of riparian buffers; and

**WHEREAS**, the advisory committee will study methods of lake maintenance and restoration to develop a management plan for lake and watershed protection and improvement, including a program for monitoring existing lake and watershed conditions and a system of record keeping which will enable year-to-year comparisons of the quality of the Borough lakes and streams; and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, that the Lakes Management Advisory Committee is hereby re-established as an advisory committee to the Borough Council.

**BE IT FURTHER RESOLVED** that the following public members are hereby appointed for the 2020 calendar year:

**Andy Hilton  
Jaro Mesicek  
Ethan Grodofsky**

**Michael Russo  
Debra Dewing  
Alpesh Amin**

**Scot Kuehm  
Susan Ferguson  
Tina Gargano**

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**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

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

**BOROUGH OF MOUNTAIN LAKES**

**COUNTY OF MORRIS, NJ**

**RESOLUTION 45-20**

**"RESOLUTION RE-ESTABLISHING THE MEMORIAL PARK COMMITTEE  
AND APPOINTING PUBLIC MEMBERS FOR 2020"**

**WHEREAS**, the Borough Council wishes to re-establish the Memorial Park Committee for calendar year 2020; and

**WHEREAS**, the task of the Memorial Park Committee is to raise and lower the flag at Memorial Park on most Sundays and holidays (except Father's Day).

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, that the Memorial Park Committee is hereby re-established.

**BE IT FURTHER RESOLVED** that the following public members, who shall be residents of the Borough of Mountain Lakes, are hereby appointed for the 2020 calendar year:

**William Goodbar**

**Dave Maute**

**Michael Gleason**

**Christopher Hatton**

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**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

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

**RESOLUTION 46-20  
BOROUGH OF MOUNTAIN LAKES  
COUNTY OF MORRIS, NJ**

**“RESOLUTION RE-ESTABLISHING THE GREEN TEAM ADVISORY COMMITTEE AND APPOINTING MEMBERS FOR  
2020”**

**WHEREAS**, the Borough Council wishes to re-establish the Green Team Advisory Committee for the calendar year 2020; and

**WHEREAS**, the advisory committee shall consist of **four (4) members who shall be residents of the Borough of Mountain Lakes**; and

**WHEREAS**, the advisory committee shall in addition include the **Borough Manager**, the **Director of the Department of Public Works**, and an **employee of the school district**; and

**WHEREAS**, the Borough of Mountain Lakes strives to save tax dollars and to build a sustainable community that optimizes the quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

**WHEREAS**, the Borough of Mountain Lakes wishes to build a model of government which benefits our residents now and far into the future with “green” community initiatives that are also affordable to implement; and

**WHEREAS**, in order to concentrate greater attention and effort within the Borough of Mountain Lakes on matters of sustainability, the Borough Council wishes to re-establish the Green Team Advisory Committee to advise the Borough Council on sustainable local government practices.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, that the Green Team Advisory Committee is hereby re-established as an advisory committee to the Borough Council and the following public members are hereby appointed:

**Vicki Maniatis - Chair  
Marnie Vyff  
Mimi Kaplan**

**Meghan Leininger  
Paul Odenwelder**

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

**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 January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

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

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

**RESOLUTION 47-20**

**“RESOLUTION ESTABLISHING THE AFFORDABLE HOUSING ADVISORY COMMITTEE AND APPOINTING PUBLIC MEMBERS FOR 2020”**

**WHEREAS**, the Borough Council desires to appoint an ad hoc advisory committee to assist the Borough in addressing affordable housing compliance issues; and

**WHEREAS**, the ad hoc advisory committee shall be composed of **nine (9) members** appointed by the Borough Council, **the Mayor, the Borough Manager, two (2) Borough Council members, two (2) additional members of the Planning Board and three (3) public members who shall be residents of the Borough of Mountain Lakes**; and

**WHEREAS**, the purpose of the ad hoc advisory committee shall be as follows:

1. Assist the Borough Planner, Attorney and Borough Council in updating and implementation of the Borough’s Affordable Housing Plan
2. Identify and prioritize realistic opportunities for affordable housing.
3. Suggest possible funding sources to accomplish affordable housing opportunities.
4. Regularly communicate with the Borough Council on the activities of the committee
5. Provide education and information to the public on affordable housing matters.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, that an ad hoc Affordable Housing Element and Fair Share Plan Advisory Committee is hereby established for the **calendar year 2020.**

**BE IT FURTHER RESOLVED** that the following public members are hereby appointed to the Committee:

**David Shepherd**

**Mitchell Stern**

**Cynthia Korman**

**Martin Kane**

**Sandy Batty**

**Dan Happer**

**Kelly Holliday**

**Blair Bravo**

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

**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 January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

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



**BOROUGH OF MOUNTAIN LAKES**

**COUNTY OF MORRIS, NJ**

**RESOLUTION 48-20**

**“RESOLUTION RE-ESTABLISHING THE PUBLIC SAFETY/BOROUGH HALL INFRASTRUCTURE ADVISORY COMMITTEE**

**WHEREAS**, the provision of public safety services is paramount to the residents and visitors in the Borough of Mountain Lakes; and

**WHEREAS**, the Borough will be considering possible alterations to the Police, Fire and Borough Administrative Offices and

**WHEREAS**, the Borough Council desires to establish a Committee to be known as the “Public Safety/Borough Hall Infrastructure Advisory Committee” for the purpose of advising the Borough concerning issues related to the potential renovations to the public building.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, that there is hereby established a Public Safety/Borough Hall Infrastructure Advisory Committee which shall be made up of eight (8) members who shall serve without compensation and at the pleasure of the Borough Council as follows:

- \*Borough Manager
- \*Police Chief or designee
- \*Fire Chief or designee
- \* Member of the Planning Board – Martin Kane
- \*Council Members: Barnett, Happer, Menard
- \*Residents: Jeff Berei

The term of all members shall serve at the pleasure of the Council. The Committee may select from its members a Chairperson;

**BE IT FURTHER RESOLVED** that the Public Safety/Borough Hall Advisory Committee shall be charged with advising the Borough Council concerning determining the most efficient methods of allocating space within the Police, Fire and Borough offices that provide safe, efficient and productive space for employees and volunteers and shall report to the Borough Council concerning its recommendations

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

**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 January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

| Name     | Motion | Second | Aye | Nay | Absent | Abstain |
|----------|--------|--------|-----|-----|--------|---------|
| Barnett  |        |        |     |     |        |         |
| Happer   |        |        |     |     |        |         |
| Horst    |        |        |     |     |        |         |
| Korman   |        |        |     |     |        |         |
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| Shepherd |        |        |     |     |        |         |

**Resolution 49-20**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF  
MOUNTAIN LAKES REAFFIRMING THE COMMITMENT OF MOUNTAIN LAKES TO REMAIN A  
WELCOMING COMMUNITY**

**WHEREAS**, the Borough of Mountain Lakes has long embraced and welcomed individuals of diverse racial, ethnic, religious and national backgrounds; and

**WHEREAS**, Mountain Lakes has been a welcoming community to people of diverse backgrounds including many current residents who are foreign born; and

**WHEREAS**, it is important to reaffirm the continued commitment of the residents of Mountain Lakes to the equal, respectful, and dignified treatment of all residents and visitors to the community without regard to their racial, ethnic, religious, or other identities or backgrounds.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey that the Council reaffirms the commitment of the Borough Mountain Lakes to continued equal, respectful and dignified treatment of all people, regardless of their background and to the commitment of the Borough to remaining a welcoming community, and

**BE IT FURTHER RESOLVED** that all departments, employees and officials of the Borough of Mountain Lakes shall continue to comply with the United States and New Jersey Constitutions, New Jersey Attorney General directives and Federal and State non-discrimination laws and shall not take any actions that profile individuals or groups based on religion, race, ethnicity, national origin, identity, or immigration status.

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**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

| Name     | Motion | Second | Aye | Nay | Absent | Abstain |
|----------|--------|--------|-----|-----|--------|---------|
| Barnett  |        |        |     |     |        |         |
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| Shepherd |        |        |     |     |        |         |

**RESOLUTION 50-20**

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

**RESOLUTION REGARDING INVASIVE PLANT SPECIES**

**WHEREAS**, an “invasive species” is defined as a species that is nonnative (or alien) to the ecosystem under consideration and whose introduction causes or is likely to cause economic or environmental harm; and

**WHEREAS**, invasive species have significant negative economic, social and ecological impacts which can include, but are not limited to:

- a. Reduction of native biodiversity resulting in reduced ecosystem stability, resilience, and carrying capacity;
- b. Alteration of the regional distinction of flora and fauna; and
- c. Interference with the aesthetics and recreational value of natural areas, parks, and other areas;

**WHEREAS**, the Borough of Mountain Lakes currently spends tax dollars and the residents of Mountain Lakes contribute significant volunteer hours on removal of invasive plant species; and

**WHEREAS**; the economic and environmental damage from invasive species will continue to rise in Mountain Lakes if local nurseries continue to sell invasive species, and if residents and landscapers continue to plant invasive species on their properties, and if we allow these species to spread in our borough owned properties also known as “pocket parks”.

**NOW, THEREFORE, BE IT RESOLVED BY THE MOUNTAIN LAKES BOROUGH COUNCIL AS FOLLOWS:**

1. The Mountain Lakes Borough Council strongly encourages local nurseries to phase out the sale of any plant species appearing on the attached list.
2. The Mountain Lakes Borough Council strongly encourages all property owners and landscapers to consult the attached list, and to plant native plant species rather than species on this list for all new planting in Mountain Lakes wherever possible;
3. The Mountain Lakes Borough Council strongly encourages the Recreation Department and Department of Public Works to review the attached list when choosing planting materials for public parks and public spaces, and to *not* plant any of the species on the list; and
4. The Mountain Lakes Borough Council strongly encourages the Board of Education, the Shade Tree Commission, the Woodlands Committee and the Garden Club of Mountain Lakes to consult the attached list when reviewing plans and/or making planting decisions.
5. The Mountain Lakes Borough Council encourages the Environmental Commission, Woodlands Committee, Shade Tree Commission, Green Team and the Garden Club of Mountain Lakes to provide educational resources to Mountain Lakes residents regarding the benefits of planting native species and the costs and environmental impact of invasive species.
6. The Mountain Lakes Borough Council encourages efforts to educate volunteers on how to eradicate invasive species found growing on borough-owned land properly, effectively, safely, and without causing other environmental harm. This education should include preparing and working with a restoration plan, limits on removal (e.g., leaving mature trees, staying out of wetlands and riparian buffers), avoiding chemicals and herbicides, plant species identification,

invasive species removal methods, replanting methods, wearing appropriate protective clothing, and proper plant material disposal.

7. The Mountain Lakes Borough Council supports additional action by the New Jersey Department of Environmental Protection to encourage the use of native plant species and to mitigate the impact of the most expensive and environmentally harmful invasive species throughout New Jersey.
8. The attached Priority Invasive Plant Species list will require updating. It is recommended that the Shade Tree Commission, the Woodlands Advisory Committee and the Garden Club of Mountain Lakes cooperate in that effort every seven to ten years beginning 2025.
9. Copies of the resolution should also be sent to the NJ DEP Commissioner Catherine R. McCabe, NJ Senator Anthony M. Bucco, NJ Representative Brian Bergen, and NJ Representative Aura K. Dunn.

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**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

| Name     | Motion | Second | Aye | Nay | Absent | Abstain |
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| Barnett  |        |        |     |     |        |         |
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| Shepherd |        |        |     |     |        |         |

## **Resolution 51-20**

### **A RESOLUTION TO AFFIRM THE BOROUGH OF MOUNTAIN LAKES CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT CONTRACTORS AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS**

**WHEREAS**, it is the policy of the Borough of Mountain Lakes to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act, and

**WHEREAS**, the governing body of the Borough of Mountain Lakes has determined that certain procedures need to be established to accomplish this policy

**NOW, THEREFORE BE IT ADOPTED** by the Mayor and Council of the Borough of Mountain Lakes that:

**Section 1:** No official, employee, appointee or volunteer of the Borough of Mountain Lakes by whatever title known, or any entity that is in any way a part of the Borough of Mountain Lakes shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Borough of Mountain Lakes' business or using the facilities or property of the Borough of Mountain Lakes.

**Section 2:** The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Borough of Mountain Lakes to provide services that otherwise could be performed by the Borough of Mountain Lakes.

**Section 3:** Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

**Section 4:** The Manager shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

**Section 5:** No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

**Section 6:** The Manager shall establish written procedures that require all officials, employees, appointees and volunteers of the Borough of Mountain Lakes as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

**Section 7:** The Manager shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

**Section 8:** At least annually, the Manager shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the Borough of Mountain Lakes. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Borough of Mountain Lakes' web site.

**Section 9:** This resolution shall take effect immediately.

**Section 10:** A copy of this resolution shall be published in the official newspaper of the Borough of Mountain Lakes in order for the public to be made aware of this policy and the Borough of Mountain Lakes' commitment to the implementation and enforcement of this policy.

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**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

| Name     | Motion | Second | Aye | Nay | Absent | Abstain |
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| Barnett  |        |        |     |     |        |         |
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| Shepherd |        |        |     |     |        |         |

Resolution 52-20

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE  
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S  
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions  
Under Title VII of the Civil Rights Act of 1964"**

FORM OF RESOLUTION

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the *Borough Council of the Borough of Mountain Lakes*, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

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**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

| Name     | Motion | Second | Aye | Nay | Absent | Abstain |
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| Shepherd |        |        |     |     |        |         |

**GOVERNING BODY  
CERTIFICATION  
PURSUANT TO P.L.  
2017, C.183 OF  
COMPLIANCE WITH  
THE UNITED STATES  
EQUAL  
EMPLOYMENT  
OPPORTUNITY**

**COMMISSION'S**

**"Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions**

**Under Title VII of the Civil Rights Act of 1964"**

**GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES  
NO PHOTO COPIES OF SIGNATURES**

STATE OF NEW JERSEY  
COUNTY OF *Morris*

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

1. We are duly elected (or appointed) members of the *Borough Council* of the *Borough of Mountain Lakes* in the county of *Morris*;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," as amended, 42 U.S.C. § 2000e et seq., (April 25, 2012);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement guidance.

|        |        |
|--------|--------|
| (L.S.) | (L.S.) |
| (L.S.) | (L.S.) |
| (L.S.) | (L.S.) |
| (L.S.) | (L.S.) |
| (L.S.) | (L.S.) |

Sworn to and subscribed before me this

\_\_\_\_\_ day of \_\_\_\_\_

Notary Public of New Jersey

\_\_\_\_\_  
Clerk

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The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

**IMPORTANT:** This certificate must be executed before a municipality or county can submit its approved budget to the Division of Local Government Services. The executed certificate and the adopted resolution must be kept on file and available for inspection.



**RESOLUTION 53-20  
BOROUGH OF MOUNTAIN LAKES  
COUNTY OF MORRIS, NJ**

**“RESOLUTION APPOINTING THE EMERGENCY MANAGEMENT COORDINATOR  
AND THE DEPUTY EMERGENCY MANAGEMENT COORDINATORS”**

**WHEREAS**, the Borough of Mountain Lakes desires to appoint an Emergency Management Coordinator and also desires to appoint Deputy Emergency Management Coordinators; and

**WHEREAS**, **Shawn M. Bennett, Chief of Police** is qualified to serve as the Emergency Management Coordinator for the Borough of Mountain Lakes; and

**WHEREAS**, **Jim Pappa, Department of Public Works Forman** is qualified to serve as a Deputy Emergency Management Coordinator for the Borough of Mountain Lakes; and

**WHEREAS**, **Joseph Mullaney, Property Maintenance Officer and Class II Special Officer** is also qualified to serve as a Deputy Emergency Management Coordinator for the Borough of Mountain Lakes.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that **Shawn M. Bennett** is hereby appointed to the position of Emergency Management Coordinator and **Jim Pappa and Joseph Mullaney** are appointed to the position of Deputy Emergency Management Coordinator for the Borough of Mountain Lakes for the **three year term January 1, 2020 through December 31, 2022**.

**BE IT FURTHER RESOLVED** that a copy of this resolution be transmitted to the Morris County Office of Emergency Management.

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**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

| Name     | Motion | Second | Aye | Nay | Absent | Abstain |
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| Shepherd |        |        |     |     |        |         |

Resolution 54-20

**RESOLUTION TO ENTER IN TO A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF  
MADISON AND THE BOROUGH OF MOUNTAIN LAKES**

**WHEREAS**, the Borough of Mountain Lakes and the Borough of Madison determined it to be in their mutual best interests to provide for the sharing of personnel and resources by their respective Municipalities as authorized by N.J.S.A. 40A:65.1, *et seq.* and wish to enter into an Shared Services Agreement (hereinafter "the Agreement") for Shared Information Technology Services;

**NOW, THEREFORE BE IT RESOLVED** the by the Borough Council of the Borough of Mountain Lakes, in the County of Morris, and State of New Jersey, that the appropriate municipal officials are hereby authorized to enter into an agreement between the Borough of Mountain Lakes and the Borough of Madison for Information Technology Services as set forth in the agreement.

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**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

| Name     | Motion | Second | Aye | Nay | Absent | Abstain |
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| Barnett  |        |        |     |     |        |         |
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**BOROUGH OF MOUNTAIN LAKES  
COUNTY OF MORRIS**

**RESOLUTION 55-20**

**RESOLUTION ENDORSING THE ADOPTION OF GREEN BUILDING PRACTICES  
FOR MUNICIPAL BUILDINGS AND FACILITIES**

**WHEREAS**, buildings account for 39% of CO2 emissions – more than either the transportation or industrial sectors. In addition, buildings accounts for nearly 12% of potable water use, 65% of waste output, and 71% of electricity consumption in the U.S. (U.S. Green Building Council); and

**WHEREAS**, the Borough's Master Plan references the Environmental Resources Inventory (ERI) completed in 2011. "In the future a periodic review of this inventory should be performed to properly report the nature and character of the community and to determine if changes should be made to the development regulations to address environmental concerns; and

**WHEREAS**, green building – also referred to as sustainable or high-performance building – is a collection of design, construction and operating practices that have the potential to reduce or eliminate the negative impacts of development on the environment and on human health. There are many examples of green building programs and guidelines that have been propagated at national, state, and municipal levels. They commonly address energy efficiency and carbon emission reduction, water conservation, waste reduction, healthy and sustainably produced materials, indoor air quality, occupant productivity and health, and other components of green building and sustainable development; and

**WHEREAS**, the purpose of this resolution is to enhance the public welfare and encourage development that is consistent with the Borough of Mountain Lake's desire to create a more sustainable community by incorporating, when feasible, green building measures into the design, construction, operation and maintenance of its municipal buildings and facilities and to encourage green design in the private sector.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, in the County of Morris and State of New Jersey, that the Borough of Mountain Lakes hereby implements a Green Building Policy to consider opportunities to incorporate green building measures into the design, construction, operation and maintenance of municipal buildings and facilities and to encourage Borough officials, employees, and volunteers to pursue educational opportunities that support this initiative.

| Council Member | By: | 2 <sup>nd</sup> | Yes | No | Abstain | Absent |
|----------------|-----|-----------------|-----|----|---------|--------|
| Barnett        |     |                 |     |    |         |        |
| Happer         |     |                 |     |    |         |        |
| Horst          |     |                 |     |    |         |        |
| Korman         |     |                 |     |    |         |        |
| Lane           |     |                 |     |    |         |        |
| Menard         |     |                 |     |    |         |        |
| Shepherd       |     |                 |     |    |         |        |

I, Marcy Gianattasio, RMC, Borough Clerk of the Borough of Mountain Lakes, in the County of Morris, in the State of New Jersey, certify this to be a true copy of the Resolution adopted at the regularly scheduled session of the Borough Council held on January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Borough Clerk

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

**RESOLUTION 56-20**

**RESOLUTION REAFFIRMING THE BOROUGH'S  
COMMITMENT TO SUSTAINABLE LAND USE**

**WHEREAS**, sustainability has been a consistent element of land use policy in the Borough of Mountain Lakes; and

**WHEREAS**, the Borough has recognized that land use decisions must be based on multiple factors including sustainability; and

**WHEREAS**, these factors include the creation of transportation choices, housing options, walkable communities, the preservation of open space, the provision of adequate recreation, and the continued protection and use of vital natural resources; and

**WHEREAS**, sustainable land use is consistent with several objectives set forth in the Master Plan including:

1. The retention of the traditional character of Mountain Lakes.
  2. Protecting and enhancing the Borough's environmental resources.
  3. Providing for appropriate development of the Borough.
  4. Providing for safe and convenient pedestrian and vehicular circulation and access.
  5. Maintenance of the Borough's traditional commitment to education and recreation.
- ; and

**WHEREAS**, sustainability is also recognized as an appropriate land use consideration by the State of New Jersey in housing initiatives such as Smart Growth and the provision of affordable housing; and

**WHEREAS**, a statewide sustainable land use policy will require municipalities which are committed to sustainability, such as Mountain Lakes, to take the lead given New Jersey's strong tradition of home rule and local authority over planning and zoning.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Mountain Lakes, County of Morris, that the Borough hereby reaffirms its commitment to sustainable land use within the community and resolves to continue to consider the principles set forth below in formulating municipal land-use decisions with the intent of making Mountain Lakes a more sustainable community. The Borough Council encourages all Borough Boards and Committees to consider these principles when making decisions, including the next master plan revision and reexamination report, and pledges to consider these principles when developing land-use, zoning, natural resource protection, and other ordinances.

**Regional Cooperation** - We pledge to continue to reach out to administrations of our neighboring municipalities concerning land-use decisions, and to take into consideration regional impacts when making land-use decisions. (Master Plan - Element XI)

**Transportation Choices** - We pledge to promote transportation choices with interconnectivity by considering all modes of transportation, including walking, biking, transit and automobiles, when planning transportation projects and reviewing development applications. We will reevaluate our parking lots with the goal of increasing permeability and promoting multi-use options. (Master Plan – Element XII and Element V)

**Natural Resource Protection** - We pledge to take action to protect the natural resources of the State for environmental, recreational and agricultural value, avoiding or mitigating negative impacts to these resources. Further, we pledge to update our Natural Resources Inventory and community forestry management plan, when feasible, to identify and assess the extent of our natural resources (Master Plan – Element VI) and to link natural resource management and protection to future development (Master Plan – Element XII p1-2), land-use and open space planning (Master Plan – Appendix A).

**Mix of Land Uses** - We pledge to use our planning and zoning powers to allow for a mix of residential, retail, commercial, recreational and other land use types in areas that make the most sense for our municipality and the region. (Master Plan – Element XII p2 & Element III) (Housing Element and Fair Share Plan)

**Housing Options** - We pledge, through the use of our regional planning, zoning and revenue generating powers, to foster a appropriate mix of housing types and locations, to meet the needs of all people at a range of age and income levels in appropriate areas of the Borough. (Master Plan – Element III)

**Green Design** - We pledge to incorporate the principles of green design and renewable energy generation into municipal buildings to the extent feasible and when updating our site plan and subdivision requirements for residential and commercial buildings. (Sustainable Jersey Resolutions & Practice)

**Municipal Facilities Siting** - We pledge, to the extent feasible, to take into consideration factors such as walkability, bikability, greater access to public transit, proximity to other land-use types, and open space when locating new or relocated municipal facilities. (Master Plan – Element V p4)

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**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

| Name     | Motion | Second | Aye | Nay | Absent | Abstain |
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| Barnett  |        |        |     |     |        |         |
| Happer   |        |        |     |     |        |         |
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| Menard   |        |        |     |     |        |         |
| Shepherd |        |        |     |     |        |         |

**BOROUGH OF MOUNTAIN LAKES**

**COUNTY OF MORRIS, NJ**

**RESOLUTION 57-20**

**RESOLUTION OF SUPPORT & AUTHORIZING APPLICATION FOR SUSTAINABLE JERSEY GRANT**

**WHEREAS**, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

**WHEREAS**, the Borough of Mountain Lakes strives to save tax dollars, assure clean land, air and water, improve working and living environments; and

**WHEREAS**, the Borough of Mountain Lakes is participating in the Sustainable Jersey Program; and

**WHEREAS**, one of the purposes of the Sustainable Jersey Program is to provide resources to municipalities to make progress on sustainability issues, and they have created a grant program called the Sustainable Jersey Small Grants Program;

**THEREFORE**, the Mayor & Borough Council of the Borough of Mountain Lakes have determined that Mountain Lakes should apply for the aforementioned Grant.

**THEREFORE, BE IT RESOLVED**, that the Mayor & Borough Council of the Borough of Mountain Lakes, State of New Jersey, authorize the submission of the aforementioned Sustainable Jersey Grant.

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**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

| Name     | Motion | Second | Aye | Nay | Absent | Abstain |
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| Barrett  |        |        |     |     |        |         |
| Happer   |        |        |     |     |        |         |
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| Shepherd |        |        |     |     |        |         |

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

**RESOLUTION 58-20**

**Supporting Participation in the Sustainable Jersey Municipal Certification Program**

**WHEREAS**, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

**WHEREAS**, the Borough of Mountain Lakes strives to save tax dollars, assure clean land, air and water, improve working and living environments as step to building a sustainable community that will thrive well into the new century; and

**WHEREAS**, the Borough of Mountain Lakes hereby acknowledges that the residents of Mountain Lakes desire a stable, sustainable future for themselves and future generations; and

**WHEREAS**, the Borough of Mountain Lakes wishes to support a model of government which benefits our residents now and far into the future by exploring and adopting sustainable economically-sound local government practice; and

**WHEREAS**, by endorsing a sustainable path, Mountain Lakes is pledging to educate itself and community members further about sustainable activities and to develop initiatives supporting sustainable local government practices; and

**WHEREAS**, as elected representative of Mountain Lakes we have a significant responsibly to provide leadership which will seek community based sustainable solutions to strengthen our community:

**NOW, THEREFORE, BE IT RESOLVED** that to focus attention and effort within Mountain Lakes on matters of sustainability, the Borough Council of the Borough of Mountain Lakes wishes to pursue local initiatives and actions that will lead to Sustainable Jersey Municipal Certification.

**BE IT FURTHER RESOLVED**, by the Borough Council of the Borough of Mountain Lakes that we do hereby authorize Vicki Heard to serve as Mountain Lakes' agent for the Sustainable Jersey Municipal Certification process and authorize her to complete the Municipal Registration on behalf of the Borough of Mountain Lakes.

**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 January 6, 2020.

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Marcy Gianattasio, Municipal Clerk



| <b>Name</b>     | <b>Motion</b> | <b>Second</b> | <b>Aye</b> | <b>Nay</b> | <b>Absent</b> | <b>Abstain</b> |
|-----------------|---------------|---------------|------------|------------|---------------|----------------|
| <b>Barrett</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 59-20**

**RESOLUTION OF THE BOROUGH OF MOUNTAIN LAKES, COUNTY  
OF MORRIS, STATE OF NEW JERSEY AUTHORIZING THE  
MOUNTAIN LAKES POLICE DEPARTMENT TO PARTICIPATE IN  
THE POLICE ASSISTED ADDICTION AND RECOVERY INITIATIVE  
(PAARI)**

**WHEREAS**, the Mountain Lakes Police Department has announced they will take part in a new initiative, Hope One Project – PAARI (Police Assisted Addiction and Recovery Initiative); and

**WHEREAS**, the mission is to aid those actively seeking police assistance when struggling with opiate or other substance use disorders to obtain resources and access treatment; and

**WHEREAS**, the Mountain Lakes Police Department – PAARI initiative enables police officers to immediately offer a pathway to recovery by providing a Certified Peer Recovery Specialist and a safe, private environment to discuss the help needed; and

**WHEREAS**, non-judgmental support and immediate and ongoing assistance by a professional Peer Recovery Specialist will have a positive impact on the recovery and healing of an individual as well as their family; and

**WHEREAS**, the Borough Council plays a vital role in assisting the Mountain Lakes Police Department through joint crime, drug and violence prevention efforts in the Borough of Mountain Lakes and is supporting the PAARI Initiative; and

**WHEREAS**, it is essential that all citizens of Mountain Lakes be aware of the importance of drug addiction and crime prevention programs and the impact that addiction recovery and advocacy will have on their quality of life as well as reducing crime, drugs and violence in the Township of Montville.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of Mountain Lakes, in the County of Morris and State of New Jersey, fully support the Mountain Lakes Police Department and the community groups partnering with them in their implementation of the PAARI Initiative and for taking a leadership role in creating a positive impact on individuals and their families struggling with addiction, thus, providing a clear path to recovery.

**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 January 6, 2020.

---

Marcy Gianattasio, 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  
COUNTY OF MORRIS**

**RESOLUTION 60-20**

**NORTH JERSEY MUNICIPAL EMPLOYEE BENEFITS FUND  
RESOLUTION to RENEW**

**WHEREAS**, a number of public entities in the State of New Jersey have joined together to form the **North Jersey Municipal Employee Benefits Fund**, hereafter referred to as "FUND", as permitted by N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 et seq., and;

**WHEREAS**, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date, and;

**WHEREAS**, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND;

**WHEREAS**, the governing body of The Borough of Mountain Lakes, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the LOCAL UNIT hereby agrees as follows:

- i. Become a member of the FUND for the period outlined in the LOCAL UNIT's Indemnity and Trust Agreements.
- ii. Will participate in the following type (s) of coverage (s):
  - a.) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management.
- iii. Adopts and approves the FUND's Bylaws.
- iv. Execute an application for membership and any accompanying certifications.

**BE IT FURTHER RESOLVED** that the governing body of the LOCAL UNIT is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Insurance and Department of Community Affairs.

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

**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 January 6, 2020

\_\_\_\_\_  
Marcy Gianattasio, Municipal Clerk

| Name     | Motion | Second | Aye | Nay | Absent | Abstain |
|----------|--------|--------|-----|-----|--------|---------|
| Barrett  |        |        |     |     |        |         |
| Happer   |        |        |     |     |        |         |
| Horst    |        |        |     |     |        |         |
| Korman   |        |        |     |     |        |         |
| Lane     |        |        |     |     |        |         |
| Menard   |        |        |     |     |        |         |
| Shepherd |        |        |     |     |        |         |

**RESOLUTION NO. \_\_\_\_\_**

**NORTH JERSEY MUNICIPAL EMPLOYEE BENEFITS FUND  
RESOLUTION to RENEW**

**WHEREAS**, a number of public entities in the State of New Jersey have joined together to form the **North Jersey Municipal Employee Benefits Fund**, hereafter referred to as "FUND", as permitted by N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 et seq., and;

**WHEREAS**, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date, and;

**WHEREAS**, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND;

**WHEREAS**, the governing body of \_\_\_\_\_, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the LOCAL UNIT hereby agrees as follows:

- i. Become a member of the FUND for the period outlined in the LOCAL UNIT's Indemnity and Trust Agreements.
- ii. Will participate in the following type (s) of coverage (s):
  - a.) Health Insurance and/or Dental and/or Prescription as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management.
- iii. Adopts and approves the FUND's Bylaws.
- iv. Execute an application for membership and any accompanying certifications.

**BE IT FURTHER RESOLVED** that the governing body of the LOCAL UNIT is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Insurance and Department of Community Affairs.

**ADOPTED:** \_\_\_\_\_  
Date

**BY:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_

# NORTH JERSEY MUNICIPAL EMPLOYEE BENEFITS FUND

## INDEMNITY AND TRUST AGREEMENT

THIS AGREEMENT made this \_\_\_\_ day of \_\_\_\_\_, 2020, in the County of

\_\_\_\_\_, State of New Jersey, By and Between the **North Jersey Municipal Employee Benefits Fund** referred to as "FUND" and the governing body of the

\_\_\_\_\_ a duly constituted LOCAL UNIT OF GOVERNMENT, hereinafter referred to as "LOCAL UNIT".

### WITNESSETH:

WHEREAS, the governing bodies of various local units of government, as defined in N.J.A.C. 11:15-3.2, have collectively formed a Joint Insurance Fund as such an entity is authorized and described in N.J.S.A. 40A:10-36 et. seq. and the administrative regulations promulgated pursuant thereto; and

WHEREAS, the LOCAL UNIT has agreed to become a member of the FUND in accordance with and to the extent provided for in the Bylaws of the FUND and in consideration of such obligations and benefits to be shared by the membership of the FUND;

NOW THEREFORE, it is agreed as follows:

1. The LOCAL UNIT accepts the FUND's Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of said Bylaws and the pertinent statutes and administrative regulations pertaining to same.

2. The LOCAL UNIT agrees to participate in the FUND with respect to health insurance, as defined in N.J.S.A. 17B:17-4, and as authorized in the LOCAL UNIT's resolution to join.

3. The LOCAL UNIT agrees to become a member of the FUND and to participate in the health insurance coverages offered for an initial period, (subject to early release or termination pursuant to the Bylaws), such membership to commence on **January 1, 2020** and ending on **December 31, 2022** at 12:01 AM provided, however, that the LOCAL UNIT may withdraw at any time upon 90 day written notice to the FUND.

4. The LOCAL UNIT certifies that it has never defaulted on payment of any claims if self-insured and has not been cancelled for non-payment of insurance premiums for a period of at least two (2) years prior to the date of this Agreement.

5. In consideration of membership in the FUND, the LOCAL UNIT agrees that it shall jointly and severally assume and discharge the liability of each and every member of the FUND, for the periods during which the member is receiving coverage, all of whom as a condition of membership in the FUND shall execute an Indemnity and Trust Agreement similar to this Agreement and by execution hereto, the full faith and credit of the LOCAL UNIT is pledged to the punctual payments of any sums which shall become due to the FUND in accordance with the Bylaws thereof, this Agreement or any applicable Statute. However, nothing herein shall be construed as an obligation of the LOCAL UNIT for claims and expenses that are not covered by the FUND, or for that portion of any claim or liability within the LOCAL UNIT retained limit or in an amount which exceeds the FUND's limit of coverage.

6. If the FUND in the enforcement of any part of this Agreement shall incur necessary expenses or become obligated to pay attorney's fees and/or court costs, the LOCAL UNIT agrees to reimburse the FUND for all such reasonable expenses, fees, and costs on demand.

7. The LOCAL UNIT and the FUND agree that the FUND shall hold all moneys in excess of the LOCAL UNIT's retained loss fund paid by the LOCAL UNIT to the FUND as fiduciaries for the benefit of FUND claimants all in accordance with N.J.A.C. 11:15-3 et. seq.

8. The FUND shall establish and maintain Claims Trust Accounts for the payment of health insurance claims in accordance with N.J.S.A. 40A:10-36 et. seq., N.J.S.A. 40A:5-1 and such other statutes and regulations as may be applicable. More specifically, the aforementioned Trust Accounts shall be utilized solely for the payment of claims, allocated claim expense and stop loss insurance or reinsurance premiums for each risk or liability as follows:

- a) Employer contributions to group health insurance
- b) Employee contributions to contributory group health insurance
- c) Employer contributions to contingency account
- d) Employee contributions to contingency account
- e) Other trust accounts as required by the Commissioner of Insurance

9. Notwithstanding 8 above, to the contrary, the FUND shall not be required to establish separate trust accounts for employee contributions provided the FUND provides a plan in its Bylaws for the recording and accounting of employee contributions of each member.

10. Each LOCAL UNIT of government who shall become a member of the FUND shall be obligated to execute an Indemnity and Trust Agreement similar to this Agreement.

**ADOPTED:** \_\_\_\_\_  
Date

**BY:** \_\_\_\_\_

**ATTEST:** \_\_\_\_\_



**RESOLUTION 61-20  
BOROUGH OF MOUNTAIN LAKES  
COUNTY OF MORRIS, NJ**

**“RESOLUTION AUTHORIZING THE REFUND OF OVERPAYMENT OF WATER/SEWER”**

**WHEREAS**, the Tax/Water Sewer Collector certifies that the following property has an overpayment of water/sewer due to a revised reading/bill the Collector has authorized the issuance of a refund.

**NOW THEREFORE BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that a warrant be drawn to **Natalie Rowell**, representing a refund of **3rd quarter 2019** water/sewer generated by a revised reading bill.

| <u>Block</u> | <u>Lot</u> | <u>Name &amp; Address</u>            | <u>Tax Year</u> | <u>Amount</u> |
|--------------|------------|--------------------------------------|-----------------|---------------|
| 118.01       | 2          | Natalie Rowell<br>5 New Castle Court | 2019            | \$2,501.66    |

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

**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 January 6, 2020.

\_\_\_\_\_  
Marcy Gianattasio, 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: 12/31/2019 For bills from 11/21/2019 to 12/30/2019

| Check# | Vendor                                     | Description                                  | Payment   | Check Total |
|--------|--------------------------------------------|----------------------------------------------|-----------|-------------|
| 16598  | 2465 - ABADDEL PEST CONTROL CO.            | PO 20359 BOROUGH HALL MAINTENANCE            | 150.00    | 150.00      |
| 16599  | 2431 - ACCENTPDIR                          | PO 20018 SEWER DEPARTMENT - PUMPING STATION  | 525.00    | 525.00      |
| 16600  | 219 - ACCESS                               | PO 21271 CUST# 156NFY04790 - OCT 2019        | 241.69    |             |
|        |                                            | PO 21371 CUST# 156NFY04790 - DEC 2019        | 51.95     | 293.64      |
| 16601  | 3147 - ALESSANDRA PAVING AND MASONRY, LLC  | PO 21280 WATER DEPT MAINTENANCE - PAVING WAT | 3,600.00  | 3,600.00    |
| 16602  | 196 - ALLIED OIL                           | PO 21311 DPW - UNLEADED FUEL - BLANKET (5)   | 3,829.63  | 3,829.63    |
| 16603  | 3861 - SYNCB/AMAZON                        | PO 21341 POLICE ORDER# 114-0897711-0204216   | 322.74    | 322.74      |
| 16604  | 3918 - AMERICAN LAMP RECYCLING, LLC        | PO 21404 SOLID WASTE - FLUORESCENT BULB DISP | 1,058.24  | 1,058.24    |
| 16605  | 189 - ANCHOR ACE HARDWARE                  | PO 19922 POLICE DEPARTMENT/ACCT# 001413 - 20 | 8.49      |             |
|        |                                            | PO 20304 FIRE DEPT - MISC. SUPPLIES - BLANKE | 12.00     |             |
|        |                                            | PO 20844 DPW - TOOLS/MATERIALS/SUPPLIES - BL | 495.81    | 516.30      |
| 16606  | 189 - ANCHOR ACE HARDWARE                  | PO 20971 WATER DEPARTMENT - MATERIALS/SUPPLI | 113.08    |             |
|        |                                            | PO 21285 ISLAND BEACH RENOVATIONS - BLANKET  | 124.98    | 238.06      |
| 16607  | 102 - ANDERSON & DENZLER ASSOC., INC       | PO 21368 OCTOBER 2019 PROFESSIONAL SERVICES  | 489.90    |             |
|        |                                            | PO 21368 OCTOBER 2019 PROFESSIONAL SERVICES  | 2,940.73  |             |
|        |                                            | PO 21368 OCTOBER 2019 PROFESSIONAL SERVICES  | 244.95    |             |
|        |                                            | PO 21368 OCTOBER 2019 PROFESSIONAL SERVICES  | 1,492.15  | 5,167.73    |
| 16608  | 102 - ANDERSON & DENZLER ASSOC., INC       | PO 21413 NOVEMBER 2019 PROFESSIONAL SERVICES | 489.90    |             |
|        |                                            | PO 21413 NOVEMBER 2019 PROFESSIONAL SERVICES | 163.30    |             |
|        |                                            | PO 21413 NOVEMBER 2019 PROFESSIONAL SERVICES | 1,280.35  |             |
|        |                                            | PO 21413 NOVEMBER 2019 PROFESSIONAL SERVICES | 1,485.90  | 3,419.45    |
| 16609  | 3957 - ATLANTIC COAST FIBERS, LLC          | PO 21331 RECYCLING CHARGE - 4TH QUARTER BLAN | 3,346.93  | 3,346.93    |
| 16610  | 220 - ATLANTIC SALT, INC.                  | PO 21381 STREETS & ROADS - SNOW REMOVAL      | 2,724.20  |             |
|        |                                            | PO 21395 STREETS & ROADS - SNOW REMOVAL      | 1,309.63  | 4,033.83    |
| 16611  | 3828 - BOROUGH OF MADISON                  | PO 21377 SEPTEMBER 2019 IT SERVICES          | 724.20    | 724.20      |
| 16612  | 542 - CAIN & SONS FIRE EQUIPMENT, INC      | PO 21228 FIRE DEPT: ANNUAL INSPECTION        | 123.00    | 123.00      |
| 16613  | 2775 - CAPITOL SUPPLY CONSTRUC PROD, INC   | PO 20883 WATER DEPARTMENT- EQUIPMENT & TOOLS | 947.82    | 947.82      |
| 16614  | 3650 - CARA FOX                            | PO 21336 REIMBURSEMENT: NJLOM 2019           | 268.48    | 268.48      |
| 16615  | 4100 - CASSIDY MARFISI                     | PO 21367 2019 RABIES CLINIC                  | 25.00     | 25.00       |
| 16616  | 440 - CDW GOVERNMENT                       | PO 21261 FIRE SAFETY: MICROSOFT LAPTOP - QUO | 1,267.79  | 1,267.79    |
| 16617  | 445 - CERBO'S PARSIPPANY GREENHOUSES, INC  | PO 21229 RECREATION: 2019 TREE LIGHTING      | 399.00    |             |
|        |                                            | PO 21325 SHADE TREE: TREE PLANTING           | 7,965.00  | 8,364.00    |
| 16618  | 4041 - CERTIFIED STUCCO & STONE, LLC       | PO 20876 BIRCHWOOD BEACH RENOVATION          | 11,500.00 |             |
|        |                                            | PO 21288 BIRCHWOOD BEACH RENOVATIONS - PROPO | 1,000.00  | 12,500.00   |
| 16619  | 3783 - CINTAS CORPORATION #111             | PO 21419 DPW - UNIFORM RENTALS - NOVEMBER 20 | 343.64    |             |
|        |                                            | PO 21419 DPW - UNIFORM RENTALS - NOVEMBER 20 | 171.36    |             |
|        |                                            | PO 21419 DPW - UNIFORM RENTALS - NOVEMBER 20 | 90.00     | 605.00      |
| 16620  | 4090 - CLEAN MAT SERVICES, LLC             | PO 21370 BORO/P.D/DPW - MATS - DEC 1, 2019   | 195.00    | 195.00      |
| 16621  | 431 - COUNTY CONCRETE CORP.                | PO 21328 ISLAND BEACH RENOVATION - CONCRETE  | 2,493.00  | 2,493.00    |
| 16622  | 2396 - COUNTY WELDING SUPPLY CO.           | PO 21111 DPW - EQUIPMENT & TOOLS BLANKET 201 | 34.00     | 34.00       |
| 16623  | 4077 - COUREL ENGINEERING, LLC             | PO 21242 SUNSET LAKE DAM ENGINEERING SERVICE | 3,875.00  | 3,875.00    |
| 16624  | 2147 - CCTMO LLC                           | PO 21312 DECEMBER 2019 - CELL TOWER REIMBURS | 1,830.10  | 1,830.10    |
| 16625  | 3382 - CUSTOM BANDAG                       | PO 21350 STREETS & ROADS - VEHICLE REPAIRS - | 1,102.78  | 1,102.78    |
| 16626  | 447 - CERTIFIED CARPET MANAGEMENT          | PO 21403 Borough Hall Carpet Cleaning        | 979.30    | 979.30      |
| 16627  | 568 - DA-LOR SERVICE CO. INC.              | PO 20783 BOROUGH HALL MAINTENANCE - BLANKET  | 196.00    |             |
|        |                                            | PO 21407 BOROUGH HALL MAINTENANCE            | 392.00    | 588.00      |
| 16628  | 653 - GANNET NEW JERSEY NEWSPAPERS         | PO 20422 BOA/PLANNING: ADVERTISING - ACCT# 3 | 8.60      |             |
|        |                                            | PO 20791 CLERK - 2019 ADVERTISING ACCT#31471 | 106.98    | 115.58      |
| 16629  | 506 - DAN COMO & SONS, INC                 | PO 21352 SOLID WASTE - LEAF & BRUSH REMOVAL  | 6,348.00  | 6,348.00    |
| 16630  | 576 - DAVE'S TIRE, LLC                     | PO 20980 DPW - EQUIPMENT REPAIR              | 90.00     | 90.00       |
| 16631  | 2079 - TREASURER, STATE OF NEW JERSEY      | PO 21416 OCT - DEC 2019 MARRIAGE LICENSE FEE | 100.00    | 100.00      |
| 16632  | 2971 - DIRECT ENERGY BUSINESS              | PO 21408 ACCT#: 614054 - 269690, 91, 92 - NO | 1,214.03  | 1,214.03    |
| 16633  | 2769 - DOVER DODGE, CHRYSLER, JEEP, INC.   | PO 21304 POLICE DEPARTMENT - VEHICLE PARTS/M | 432.08    | 432.08      |
| 16634  | 4092 - EXCELSIOR LUMBER CO.                | PO 21333 ISLAND BEACH PROJECT -BLANKET - BU  | 3,123.78  | 3,123.78    |
| 16635  | 3109 - FERRIERO ENGINEERING, INC           | PO 21361 CLIENT NO: ML100 -NOVEMBER 2019 PR  | 787.50    | 787.50      |
| 16636  | 2517 - FF1 FIREFIGHTER ONE, LLC            | PO 20917 FIRE DEPT: REPAIRS TO ENGINE 2 - ES | 2,283.00  | 2,283.00    |
| 16637  | 3396 - FLASHLIGHT DISTRIBUTOR.COM          | PO 21303 DPW - SAFETY EQUIPMENT - BLANKET    | 365.80    | 365.80      |
| 16638  | 769 - FOREST LUMBER                        | PO 21420 ISLAND BEACH IMPROVEMENTS           | 73.98     | 73.98       |
| 16639  | 876 - GARDEN STATE LABORATORIES, INC       | PO 20017 WATER DEPARTMENT - TREATMENT OF WEL | 1,432.00  |             |
|        |                                            | PO 20747 WATER DEPARTMENT - TREATMENT OF WEL | 4,294.00  | 5,726.00    |
| 16640  | 3991 - GRM INFORMATION MANAGEMENT SERVICES | PO 20574 2019 ARCHIVE STORAGE - BLANKET      | 65.00     | 65.00       |
| 16641  | 4054 - HENDERSON PRODUCTS, INC.            | PO 20585 DPW - MACK TRUCK PURCHASE - CAPITAL | 90,326.00 | 90,326.00   |
| 16642  | 911 - HOME DEPOT CREDIT SERVICES           | PO 20045 DPW - TOOLS & SUPPLIES - BLANKET 20 | 44.69     |             |
|        |                                            | PO 21426 S & R - DEPOT RECREATION DEPT - CHR | 191.04    |             |

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

Meeting Date: 12/31/2019 For bills from 11/21/2019 to 12/30/2019

| Check# | Vendor                                     | Description                                  | Payment    | Check Total |
|--------|--------------------------------------------|----------------------------------------------|------------|-------------|
| 16643  | 3817 - IL TORRENTE PIZZA                   | PO 21426 S & R - DEPOT RECREATION DEPT - CHR | 373.87     | 609.60      |
| 16644  | 859 - JCP&L                                | PO 21220 STREET & ROADS - MEALS - BLANKET    | 133.80     | 133.80      |
|        |                                            | PO 21372 ACCT#100 075 505 725 - BILL PRD: 10 | 3.10       |             |
|        |                                            | PO 21373 ACCT#100 050 702 156 - BILL PRD: 10 | 5.21       |             |
|        |                                            | PO 21374 MAST ACCT#200 000 054 011/ BILL DAT | 5.24       |             |
|        |                                            | PO 21375 MASTER ACCT# 200 000 569 000 - 11/2 | 3,614.13   |             |
| 16645  | 859 - JCP&L                                | PO 21391 ACCT#100 076 421 971/BILL PRD:11/07 | 401.11     | 4,028.79    |
|        |                                            | PO 21392 M/A #200 000 054 011/ BILL DATE: DE | 932.04     |             |
|        |                                            | PO 21393 MAST ACCT# 200 000 021 275 / BILL D | 6,065.58   |             |
| 16646  | 859 - JCP&L                                | PO 21394 MASTER ACCT#200 000 574 000/ BILL D | 57.77      | 7,055.39    |
|        |                                            | PO 21398 M/A #200 000 053 658 / BILL DATE: 1 | 1,922.91   |             |
|        |                                            | PO 21415 M/A #200 000 020 764: BILL DATE: 12 | 218.27     | 2,141.18    |
| 16647  | 4104 - JOE MULLANEY                        | PO 21414 REIMBURSEMENT                       | 76.99      | 76.99       |
| 16648  | 4002 - KAREN BRENNFLECK                    | PO 21382 TREE LIGHTING AND LAKERS 55 CONCERT | 213.66     | 213.66      |
| 16649  | 4000 - KATHY PIZAR                         | PO 21344 DECEMBER HOLIDAY CONCERT FOR SENIOR | 100.00     | 100.00      |
| 16650  | 1090 - KENVIL POWER MOWER                  | PO 21047 DPW - EQUIPMENT REPAIR - BLANKET    | 69.99      |             |
|        |                                            | PO 21383 STREETS & ROADS - EQUIPMENT REPAIR  | 721.58     | 791.57      |
| 16651  | 3989 - KEVIN DRISCOLL                      | PO 21234 ENVIRONMENTAL: REIMBURSEMENT        | 67.80      | 67.80       |
| 16652  | 2838 - LEVITT'S                            | PO 21351 DPW - SNOW REMOVAL                  | 742.50     |             |
|        |                                            | PO 21396 DPW - SNOW REMOVAL                  | 742.50     | 1,485.00    |
| 16653  | 4061 - LIBERTY BUILDING PRODUCTS           | PO 21332 ISLAND BEACH PROJECT - BUILDING SUP | 2,607.00   | 2,607.00    |
| 16654  | 3912 - M & P RETIREMENT PLAN               | PO 21363 LIEN REDEMPTION CERT# 2017-001 382  | 100.00     |             |
|        |                                            | PO 21363 LIEN REDEMPTION CERT# 2017-001 382  | 840.83     | 940.83      |
| 16655  | 2790 - MC PUBLIC SAFETY TRAINING ACADEMY   | PO 19916 POLICE: 2019 ACADEMY TRAINING - BLA | 290.00     | 290.00      |
| 16656  | 3588 - MCELROY, DEUTSCH, MULVANEY & CARPEN | PO 21345 OCTOBER 2019 PROFESSIONAL SERVICES  | 70.50      |             |
|        |                                            | PO 21417 NOVEMBER 2019 PROFESSIONAL SERVICES | 176.60     | 247.10      |
| 16657  | 1338 - MGL PRINTING SOLUTIONS, LLC         | PO 21149 CLERK: MINUTE BOOKS                 | 213.00     | 213.00      |
| 16658  | 2356 - MINERVA CLEANERS                    | PO 21194 FIRE DEPT: CLEANING/REPAIRS         | 473.85     | 473.85      |
| 16659  | 3926 - MITCHELL STERN                      | PO 21402 ADMIN: REIMBURSEMENT - MITCHELL STE | 146.46     | 146.46      |
| 16660  | 3648 - MONMOUTH TELECOM                    | PO 20430 2019 TELEPHONE SERVICES / ACCT# 362 | 1,320.88   | 1,320.88    |
| 16661  | 2534 - MORRIS COUNTY OVERHEAD DOOR COMPANY | PO 21380 BUILDINGS & GROUNDS - BUILDING MAI  | 229.90     | 229.90      |
| 16662  | 2534 - MORRIS COUNTY OVERHEAD DOOR COMPANY | PO 21387 FIRE DEPT: RSOS DOOR REPAIR         | 150.00     | 150.00      |
| 16663  | 3033 - MORRIS COUNTY TAX COLLECTORS        | PO 21323 FINANCE: TCTA DECEMBER 2019 MEETING | 25.00      |             |
|        |                                            | PO 21322 TAX COLLECTOR: TCTA DECEMBER 2019 M | 25.00      | 50.00       |
| 16664  | 1295 - MORRIS CTY MUNICIPAL UTILITIES      | PO 21405 SOLID WASTE DISPOSAL - NOVEMBER 201 | 9,046.25   | 9,046.25    |
| 16665  | 3922 - MOUNTAIN LAKES BAGEL, INC           | PO 20274 DPW - EMERGENCY MEALS - BLANKET 201 | 135.00     |             |
|        |                                            | PO 21421 STREETS & ROADS - EMERGENCY MEALS   | 51.95      |             |
|        |                                            | PO 21425 EMERGENCY MEALS - WATER MAIN RT 46  | 57.00      | 243.95      |
| 16666  | 3363 - MOUNTAIN LAKES BOARD OF EDUCATION   | PO 21385 2019 GENERAL ELECTION               | 547.86     | 547.86      |
| 16667  | 1062 - MR. JOHN, INC                       | PO 21300 OCT - NOV 2019 - CUST ID# 140157    | 640.00     |             |
|        |                                            | PO 21299 NOV - DEC 2019 - CUST ID# 140157    | 640.00     | 1,280.00    |
| 16668  | 1472 - MURPHY, MCKEON P.C.                 | PO 21369 TAX APPEALS NEW LAND MT. LAKES LLC  | 885.00     | 885.00      |
| 16669  | 4105 - NATALIE ROWELL                      | PO 21429 WATER/SEWER OVERPAYMENT REIMBURSEME | 2,501.66   | 2,501.66    |
| 16670  | 4053 - NATIONAL AUTO FLEET GROUP           | PO 20586 DPW - MACK TRUCK PURCHASE - CAPITAL | 104,145.00 | 104,145.00  |
| 16671  | 881 - NCX                                  | PO 19879 BLANKET: 2019 DNS HOSTING / ACCT# G | 21.95      | 21.95       |
| 16672  | 1553 - NEW JERSEY NATURAL GAS              | PO 21386 NOV 6/7 - DEC 5-7 & 11, 2019 SERVI  | 1,941.60   | 1,941.60    |
| 16673  | 2982 - NEW JERSEY PRESS MEDIA SOLUTIONS    | PO 21400 BORO OF MTN LAKES 2019 TAX SALE     | 205.28     | 205.28      |
| 16674  | 1562 - NJLIM                               | PO 21355 AD PLACEMENT: MUNICIPAL CLERK       | 160.00     | 160.00      |
| 16675  | 3844 - NJSLOM                              | PO 21356 CLERK: 2019 SALARY SURVEY           | 90.00      | 90.00       |
| 16676  | 2676 - NORTH JERSEY COPY                   | PO 21401 STREETS & ROADS - OFFICE SUPPLIES   | 83.00      | 83.00       |
| 16677  | 1598 - OLD DOMINION BRUSH CO., INC         | PO 21275 STREETS & ROADS - VEHICLE MAINTENAN | 940.00     | 940.00      |
| 16678  | 2727 - ONE CALL CONCEPTS, INC.             | PO 20130 2019 JAN - DEC BLANKET / ACCT# 12-B | 167.06     | 167.06      |
| 16679  | 3236 - ONE SOURCE OF NEW JERSEY, LLC       | PO 20576 DPW - EQUIPMENT REPAIR - BLANKET 20 | 284.03     | 284.03      |
| 16680  | 3659 - OPTIMUM                             | PO 20426 BORO INTERNET SERVICES ACCT# 07876- | 140.55     | 140.55      |
| 16681  | 2968 - OPTIMUM                             | PO 19899 2019 DPW INTERNET SERVICES ACCT# 07 | 123.05     | 123.05      |
| 16682  | 2968 - OPTIMUM                             | PO 19900 2019 DPW: ACCT# 07876-414565-01-0   | 11.74      | 11.74       |
| 16683  | 479 - PARKER PUBLICATIONS                  | PO 21067 ACCT# 010902 - ZBOA/PLANNING BRD -  | 31.02      | 31.02       |
| 16684  | 3113 - PHILLIPS PREISS GRYGIEL LEHENY HUGH | PO 21389 NOVEMBER 2019 PROFESSIONAL SERVICES | 1,046.25   | 1,046.25    |
| 16685  | 3888 - PLANET TECHNOLOGIES, INC            | PO 21278 QUOTE: AOS-G ADD ON- JIM PAPPA      | 159.17     | 159.17      |
| 16686  | 4070 - PREMIER CAR WASH COR                | PO 21152 POLICE DEPARTMENT - 2019 CAR WASHES | 96.00      | 96.00       |
| 16687  | 3890 - RDC DESIGN GROUP, LLC               | PO 21339 2019-Go Daddy SSL/ VPS 1 Year Renew | 1,004.82   | 1,004.82    |
| 16688  | 1734 - READYREFRESH BY NESTLE              | PO 20687 ACCT# 0016496903 - BLANKET          | 101.40     | 101.40      |
| 16689  | 3990 - RICH TREE SERVICE, INC.             | PO 21334 PARKS & RECREATION - CHRISTMAS TREE | 1,575.00   |             |
|        |                                            | PO 21423 SHADE TREE COMMISSION - PRUNE AND R | 2,450.00   | 4,025.00    |

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

Meeting Date: 12/31/2019 For bills from 11/21/2019 to 12/30/2019

| Check# | Vendor                                     | Description                                  | Payment   | Check Total |
|--------|--------------------------------------------|----------------------------------------------|-----------|-------------|
| 16690  | 3695 - RT 23 PATIO & MASON CENTER, LLC     | PO 21246 ISLAND BEACH PROJECT - BLANKET      | 142.18    |             |
|        |                                            | PO 21337 STREETS & ROADS - SIDEWALK / CURB R | 109.00    | 251.18      |
| 16691  | 3851 - CORBAN TECHNOLOGIES, INV            | PO 21163 EXTENDED MAINTENANCE AGREEMENT 10/1 | 3,035.00  | 3,035.00    |
| 16692  | 1948 - SHEAFFER SUPPLY, INC.               | PO 20744 DPW & WATER DEPARTMENT - EQUIPMENT  | 23.30     |             |
|        |                                            | PO 21326 ISLAND BEACH PROJECT - TOOLS        | 299.00    | 322.30      |
| 16693  | 2470 - SKYLANDS AREA FIRE EQUIP & TRAINING | PO 21260 FIRE DEPT: ADAPTER - QUOTE          | 76.00     | 76.00       |
| 16694  | 2774 - STAPLES BUSINESS ADVANTAGE          | PO 19919 POLICE: OFFICE SUPPLIES - 2019 BLAN | 173.11    |             |
|        |                                            | PO 21256 ORDER# 7301776730                   | 553.96    | 727.07      |
| 16695  | 2774 - STAPLES BUSINESS ADVANTAGE          | PO 21274 FINANCE: ORDER# 7301907889          | 539.41    | 539.41      |
| 16696  | 2774 - STAPLES BUSINESS ADVANTAGE          | PO 21324 ORDER# 7302357464                   | 515.44    | 515.44      |
| 16697  | 3944 - STEVEN M. GLUCK                     | PO 21411 2019 NJ League of Municipalities Co | 580.93    | 580.93      |
| 16698  | 1981 - SUBURBAN DISPOSAL, INC              | PO 20481 SOLID WASTE/RECYCLING COLLECTION -  | 35,399.99 |             |
|        |                                            | PO 20481 SOLID WASTE/RECYCLING COLLECTION -  | 425.00    | 35,824.99   |
| 16699  | 3485 - TECHNICAL FIRE SERVICES, INC.       | PO 21102 FIRE DEPT: ANNUAL TESTING - ESTIMAT | 1,390.00  | 1,390.00    |
| 16700  | 1343 - TILCON NY, INC                      | PO 21286 STREETS & ROADS - DRAINS/PIPES/CATC | 2,188.51  |             |
|        |                                            | PO 21286 STREETS & ROADS - DRAINS/PIPES/CATC | 577.44    | 2,765.95    |
| 16701  | 603 - TOWNSHIP OF DENVERVILLE              | PO 21357 2019 UCC Conflict Application Reimb | 20,656.00 | 20,656.00   |
| 16702  | 4088 - TURN OUT UNIFORMS, INC              | PO 21342 POLICE: Crossing Guard Equipment    | 54.98     |             |
|        |                                            | PO 21376 POLICE: CROSSING GUARD VEST         | 11.99     | 66.97       |
| 16703  | 2749 - VERIZON                             | PO 19997 2019 INTERNET SVC: A/C# 853-478-043 | 37.33     |             |
|        |                                            | PO 19997 2019 INTERNET SVC: A/C# 853-478-043 | 37.34     |             |
|        |                                            | PO 19997 2019 INTERNET SVC: A/C# 853-478-043 | 52.32     | 126.99      |
| 16704  | 2135 - VERIZON WIRELESS                    | PO 21362 ACCT# 882388054-00001 / NOV 05 - D  | 706.67    | 706.67      |
| 16705  | 832 - W.W. GRAINGER, INC                   | PO 21327 WATER DEPARTMENT SUPPLIES           | 194.84    |             |
|        |                                            | PO 21354 ISLAND BEACH PROJECT - SUPPLIES     | 111.46    | 306.30      |
| 16706  | 2649 - WASTEZERO                           | PO 21179 MOUNTAIN LAKES TRASH BAG - QUOTE    | 9,317.85  | 9,317.85    |
| 16707  | 2161 - WELDON ASPHALT, INC.                | PO 21226 DPW - POTHOLE REPAIRS & MAINTENAN   | 1,754.64  | 1,754.64    |
| 16708  | 2182 - WEST CHESTER MACHINERY & SUPPLY CO. | PO 20191 DPW - EQUIPMENT REPAIR - BLANKET 20 | 868.00    | 868.00      |
| 16709  | 2237 - ACUITY SPECIALITY PRODUCTS, INC.    | PO 20848 DPW - BUILDING MAINTENANCE - BLANKE | 148.99    | 148.99      |
| TOTAL  |                                            |                                              |           | 406,109.89  |

## Summary By Account

| ACCOUNT           | DESCRIPTION                    | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT |
|-------------------|--------------------------------|------------|--------------|---------------|--------|
| 01-192-08-160-000 | UNIFORM CONSTRUCTION CODE FEES |            |              | 20,656.00     |        |
| 01-201-20-100-020 | GENERAL ADMIN - OTHER EXPENSE  | 1,416.58   |              |               |        |
| 01-201-20-110-020 | MAYOR & COUNCIL - OTHER EXP'S  | 236.46     |              |               |        |
| 01-201-20-120-020 | MUNICIPAL CLERK - OTHER EXP'S  | 1,071.33   |              |               |        |
| 01-201-20-130-020 | FINANCE - OTHER EXPENSES       | 97.79      |              |               |        |
| 01-201-20-140-020 | COMPUTER SERVICES              | 1,844.45   |              |               |        |
| 01-201-20-145-020 | TAX COLLECTOR - OTHER EXPENSES | 242.92     |              |               |        |
| 01-201-20-155-020 | LEGAL SERVICES - OTHER EXPENSE | 1,931.25   |              |               |        |
| 01-201-20-165-020 | ENGINEERING SERVICES           | 2,772.50   |              |               |        |
| 01-201-21-180-020 | PLANNING BOARD - OTHER EXPENSE | 279.70     |              |               |        |
| 01-201-21-185-020 | BD OF ADJUST - OTHER EXPENSES  | 22.11      |              |               |        |
| 01-201-22-195-020 | UNIFORM CONST - OTHER EXPENSES | 785.54     |              |               |        |
| 01-201-25-240-020 | POLICE DEPT - OTHER EXPENSES   | 4,339.60   |              |               |        |
| 01-201-25-255-020 | FIRE DEPT - OTHER EXPENSES     | 1,724.85   |              |               |        |
| 01-201-26-290-020 | STREETS & ROADS - OTHER EXP.   | 15,396.05  |              |               |        |
| 01-201-26-300-020 | SHADE TREE COMMISSION - O/E    | 10,415.00  |              |               |        |
| 01-201-26-305-020 | SOLID WASTE - OTHER EXPENSES   | 64,239.91  |              |               |        |
| 01-201-26-306-020 | Recycling Tax                  | 277.35     |              |               |        |
| 01-201-26-310-020 | BLDG & GROUNDS - MUNIC BLDG    | 1,374.30   |              |               |        |
| 01-201-26-315-020 | VEHICLE REPAIRS & MAINTENANCE  | 3,065.08   |              |               |        |
| 01-201-27-335-020 | ENVIRONMENTAL COMM - OTHER EXP | 67.80      |              |               |        |
| 01-201-28-370-020 | PARKS & PLAYGROUNDS OTHER EXP. | 2,661.53   |              |               |        |
| 01-201-28-375-020 | MAINT OF PARKS (BEACHES/LAKES) | 1,280.00   |              |               |        |
| 01-201-31-435-020 | ELECTRICITY - ALL DEPARTMENTS  | 3,487.88   |              |               |        |
| 01-201-31-436-020 | ELECTRICITY - STREET LIGHTING  | 3,614.13   |              |               |        |
| 01-201-31-437-020 | NATURAL GAS                    | 3,155.63   |              |               |        |
| 01-201-31-440-020 | TELECOMMUNICATIONS             | 2,027.55   |              |               |        |
| 01-201-31-447-020 | PETROLEUM PRODUCTS             | 3,829.63   |              |               |        |

| ACCOUNT           | DESCRIPTION                         | CURRENT YR        | APPROP. YEAR | NON-BUDGETARY     | CREDIT            |
|-------------------|-------------------------------------|-------------------|--------------|-------------------|-------------------|
| 01-260-05-100     | DUE TO CLEARING                     |                   |              | 0.00              | 155,083.85        |
| 01-279-55-000-001 | RESERVE FOR THE REDEMPTION OF TTL'S |                   |              | 840.83            |                   |
| 01-290-55-000-002 | DUE TO NJ - MARRIAGE LIC. FEES      |                   |              | 100.00            |                   |
| 01-290-55-000-005 | DUE TO T-MOBILE - SPRINT FEES       |                   |              | 1,830.10          |                   |
| <b>TOTALS FOR</b> | <b>Current Fund</b>                 | <b>131,656.92</b> | <b>0.00</b>  | <b>23,426.93</b>  | <b>155,083.85</b> |
| 04-215-55-982-000 | 2016 CAPITAL ORDINANCE 06-16        |                   |              | 23,495.67         |                   |
| 04-215-55-983-000 | 2017 CAPITAL ORDINANCE 05-17        |                   |              | 787.50            |                   |
| 04-215-55-985-000 | 2019 CAPITAL ORDINANCE 2-19         |                   |              | 200,028.78        |                   |
| 04-215-55-986-000 | 2019 CAPITAL ORDINANCE 10-19        |                   |              | 1,339.60          |                   |
| 04-260-05-100     | DUE TO CLEARING                     |                   |              | 0.00              | 225,651.55        |
| <b>TOTALS FOR</b> | <b>General Capital</b>              | <b>0.00</b>       | <b>0.00</b>  | <b>225,651.55</b> | <b>225,651.55</b> |
| 05-192-17-000-000 | WATER OPERATING REVENUES            |                   |              | 2,501.66          |                   |
| 05-201-55-520-520 | Water Operating - Other Expenses    | 16,761.68         |              |                   |                   |
| 05-201-55-527-000 | Water - Capital Outlay              | 3,600.00          |              |                   |                   |
| 05-260-05-100     | DUE TO CLEARING                     |                   |              | 0.00              | 22,863.34         |
| <b>TOTALS FOR</b> | <b>Water Operating</b>              | <b>20,361.68</b>  | <b>0.00</b>  | <b>2,501.66</b>   | <b>22,863.34</b>  |
| 07-201-55-520-520 | Sewer Operating - Other Expenses    | 1,118.36          |              |                   |                   |
| 07-260-05-100     | DUE TO CLEARING                     |                   |              | 0.00              | 1,118.36          |
| <b>TOTALS FOR</b> | <b>Sewer Operating</b>              | <b>1,118.36</b>   | <b>0.00</b>  | <b>0.00</b>       | <b>1,118.36</b>   |
| 13-260-05-100     | DUE TO CLEARING                     |                   |              | 0.00              | 25.00             |
| 13-286-56-000-000 | RESERVE - ANIMAL LICENSE FUND       |                   |              | 25.00             |                   |
| <b>TOTALS FOR</b> | <b>Animal Trust</b>                 | <b>0.00</b>       | <b>0.00</b>  | <b>25.00</b>      | <b>25.00</b>      |
| 18-260-05-100     | Due to Clearing                     |                   |              | 0.00              | 1,367.79          |
| 18-300-70-000-202 | Fire Marshall Trust                 |                   |              | 1,267.79          |                   |
| 18-300-70-000-203 | TAX SALE PREMIUMS                   |                   |              | 100.00            |                   |
| <b>TOTALS FOR</b> | <b>Other Trust</b>                  | <b>0.00</b>       | <b>0.00</b>  | <b>1,367.79</b>   | <b>1,367.79</b>   |

Total to be paid from Fund 01 Current Fund 155,083.85  
 Total to be paid from Fund 04 General Capital 225,651.55  
 Total to be paid from Fund 05 Water Operating 22,863.34  
 Total to be paid from Fund 07 Sewer Operating 1,118.36  
 Total to be paid from Fund 13 Animal Trust 25.00  
 Total to be paid from Fund 18 Other Trust 1,367.79  
 -----  
 406,109.89

deduct \$3,121.47 = 151,962.38  
 + \$69.00 = 225,710.55

*[Handwritten signature]*

## Checks Previously Disbursed

|       |                              |           |                                    |          |            |                        |
|-------|------------------------------|-----------|------------------------------------|----------|------------|------------------------|
| 16597 | ANN PURCELL - PETTY CASH     | PO# 21399 | 2019 END OF YEAR PETTY CASH CLOSEO | 54.75    | 12/19/2019 | STO transfer           |
| 16596 | CONSTANT CONTACT, INC        | PO# 21384 | ANNUAL SUBSCRIPTION PUSH EMAIL CON | 594.42   | 12/17/2019 |                        |
| 16595 | RICH TREE SERVICE, INC.      | PO# 21042 | DPW -TREE REMOVAL                  | 4,500.00 | 12/13/2019 | VOID/REISSUE           |
| 16594 | NJ MOTOR VEHICLE COMMISSION  | PO# 21348 | DPW - TITLE TRANSFER -             | 60.00    | 12/13/2019 | already transferred as |
| 16593 | NJ DEPT OF COMMUNITY AFFAIRS | PO# 21358 | 3RD QTR 2019 STATE TRAINING FEES   | 1,606.00 | 12/13/2019 |                        |
| 16592 | NJ DEPT OF COMMUNITY AFFAIRS | PO# 21359 | 2ND QTR 2019 STATE TRAINING FEES   | 4,435.00 | 12/13/2019 |                        |

| ACCOUNT | DESCRIPTION                  | CURRENT YR | APPROP. YEAR | NON-BUDGETARY       | CREDIT              |
|---------|------------------------------|------------|--------------|---------------------|---------------------|
| 16591   | NJ DEPT OF COMMUNITY AFFAIRS | PO# 21360  | 1ST QTR 2019 | STATE TRAINING FEES | 2,539.00 12/13/2019 |
|         |                              |            |              |                     | 13,789.17           |

*already transferred.*

| Totals by fund           | Previous Checks/Voids | Current Payments  | Total             |
|--------------------------|-----------------------|-------------------|-------------------|
| Fund 01 Current Fund     | 13,789.17             | 155,083.85        | <b>168,873.02</b> |
| Fund 04 General Capital  |                       | 225,651.55        | <b>225,651.55</b> |
| Fund 05 Water Operating  |                       | 22,863.34         | <b>22,863.34</b>  |
| Fund 07 Sewer Operating  |                       | 1,118.36          | <b>1,118.36</b>   |
| Fund 13 Animal Trust     |                       | 25.00             | <b>25.00</b>      |
| Fund 18 Other Trust      |                       | 1,367.79          | <b>1,367.79</b>   |
| <b>BILLS LIST TOTALS</b> | <b>13,789.17</b>      | <b>406,109.89</b> | <b>419,899.06</b> |

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

Meeting Date: 12/31/2019 For bills from 11/20/2019 to 12/30/2019

| Check# | Vendor                                     | Description                                  | Payment  | Check Total |
|--------|--------------------------------------------|----------------------------------------------|----------|-------------|
| 5170   | 102 - ANDERSON & DENZLER ASSOC., INC       | PO 21378 NOVEMBER 2019 PROFESSIONAL SERVICES | 1,293.21 | 1,293.21    |
| 5171   | 3587 - HASBROUCK FORESTRY, LLC             | PO 21409 SUNRISE PROJECT - ARBORIST          | 285.00   | 285.00      |
| 5172   | 3588 - MCELROY, DEUTSCH, MULVANEY & CARPEN | PO 21346 SEPTEMBER 2019 PROFESSIONAL SERVICE | 18.00    | 18.00       |
| 5173   | 3941 - TOPOLOGY NJ, LLC                    | PO 21298 OCT 2019 PROFESSIONAL SERVICES      | 70.00    | 70.00       |
| TOTAL  |                                            |                                              |          | 1,666.21    |

## Summary By Account

| ACCOUNT           | DESCRIPTION                            | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT   |
|-------------------|----------------------------------------|------------|--------------|---------------|----------|
| 17-101-01-001-002 | Escrow - Developers - Checking         |            |              | 0.00          | 1,666.21 |
| 17-500-00-050-231 | Sunrise Senior Living Management       |            |              | 706.80        |          |
| 17-500-00-050-308 | NEW LAND MT. LAKES - INSPECTION FEES   |            |              | 839.03        |          |
| 17-500-00-091-310 | PULTE GROUP - ENCLAVE SITE INSPEC. FEE |            |              | 120.38        |          |
| TOTALS FOR        | Developer's Escrow                     | 0.00       | 0.00         | 1,666.21      | 1,666.21 |

Total to be paid from Fund 17 Developer's Escrow

1,666.21

1,666.21

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

Meeting Date: 12/31/2019 For bills from 11/21/2019 to 12/30/2019

| Check# | Vendor               | Description                                  | Payment | Check Total |
|--------|----------------------|----------------------------------------------|---------|-------------|
| 5325   | 1800 - ROMA PIZZERIA | PO 21343 2019 End of year Cross Country part | 156.25  | 156.25      |
|        | TOTAL                |                                              |         | 156.25      |

## **Summary By Account**

| ACCOUNT           | DESCRIPTION               | CURRENT YR | APPROP. YEAR | NON-BUDGETARY | CREDIT |
|-------------------|---------------------------|------------|--------------|---------------|--------|
| 33-101-01-001-001 | CASH - RECREATION         |            |              | 0.00          | 156.25 |
| 33-600-00-090-000 | Recreation Trust Reserves |            |              | 156.25        |        |
| TOTALS FOR        | Recreation Trust          | 0.00       | 0.00         | 156.25        | 156.25 |

Total to be paid from Fund 33 Recreation Trust

156.25

156.25