



**AGENDA FOR THE COUNCIL MEETING OF THE BOROUGH OF MOUNTAIN LAKES  
HELD AT ML HIGH SCHOOL, 96 POWERVILLE ROAD, MOUNTAIN LAKES, NJ 07046  
OCTOBER 24, 2022  
PUBLIC SESSION – BEGINS AT 7:30 PM**

**1) CALL TO ORDER AND OPEN PUBLIC MEETINGS ACT STATEMENT – Mayor**

This meeting is being held in compliance with Public Law 1975, Chapter 231, Sections 4 and 13, as notice of this meeting has been reported to The Citizen and the Morris County Daily Record and The Star Ledger on January 4, 2022 and posted in the municipal building.

**2) ROLL CALL ATTENDANCE - Clerk**

**3) FLAG SALUTE – Mayor**

**4) EXECUTIVE SESSION**

**5) COMMUNITY ANNOUNCEMENTS**

**6) SPECIAL PRESENTATIONS**

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

**8) BOROUGH COUNCIL DISCUSSION ITEMS**

**9) 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.

**10) ATTORNEY'S REPORT**

**11) MANAGER'S REPORT**

- a. Annual Best Practices Review

**12) RESOLUTIONS**

**13) ORDINANCES TO INTRODUCE**

**14) ORDINANCES TO ADOPT**

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**15) \*CONSENT AGENDA ITEMS**

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

**\*RESOLUTIONS**

- a. R165-22, Authorizing the Payment of Bills
- b. R166-22, Authorizing the Award of Contract for Solid Waste and Dual Stream Recyclable Collection

**\*APPROVAL OF MINUTES**

10/10/22 (Regular)

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

- a. *John Corbo to the Lakes Management Committee as a student member*
- 

**16) DEPARTMENT REPORTS SUBMITTED FOR FILING**

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

**17) COUNCIL REPORTS**

**18) PUBLIC COMMENT**

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

**19) NEXT STEPS AND PRIORITIES**

**20) ADJOURNMENT**



# BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

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

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

TO: Honorable Mayor and Borough Council  
SUBJ: Manager's Report for the Borough Council meeting of October 24, 2022  
CC: Robert Oostdyk, Borough Attorney

Mayor and Council,

**Solid Waste Contract Bid Results** – I previously reported on the lone bid submission for solid waste and recycling collection services. Attached, for reference, is my previous report. I have reviewed the bid submission and find it to be complete. My recommendation is to accept the alternate collection schedule proposal for a 3-year contract period.

Next steps concerning solid waste and recycling collection:

- Approve resolution awarding contract.
- Ascertain Board of Education's decision to accept our vendors bid proposal or seek collection outside of the Borough's contract.
- Borough Administration, in cooperation with the Borough's Solid Waste Advisory Committee, to begin preparing educational material to be sent to residents. Material to consist of:
  - Direct mailing to each residential address
  - Information posted in the weekly e-blast
  - Website and social media posting

**Best Practices Inventory** – 2022's Best Practices Inventory consists of 69 questions. Of the 69, 27 are unscored survey questions. Of the 42 scored questions, a score of 24 and above must be attained to avoid any loss of state aid. The Borough has attained a score of 34. The Inventory must be electronically filed with the State no later than November 10<sup>th</sup>. A copy of the complete Inventory document is attached to this report.

**Third Quarter Financial Report** – Due to a scheduling conflict, our CFO will present the third quarter financial reports at the November 28<sup>th</sup> Borough Council meeting, rather than the November 14<sup>th</sup> meeting.



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Page 2 of 2

**Credit Card Fee Breakdown** – Following up on a request for a breakdown of credit card fees incurred by the Borough, below is a breakdown, year to date.

- General Administration credit card services – annual fee \$1,000.00
- Finance Department Credit Card Fees- monthly lease payment for credit card machine and credit card fees \$2,417.82 (\$412.47 lease / \$2,005.35 fees)
- Tax Collector credit card fees net amount \$1275.72
- Water Operating credit card fees – Annual fee \$500.00 and net credit card fees \$205.70
- Sewer Operating credit card fees – Annual fee \$500.00 and net credit card fees \$216.93

## **Open Next Steps**

- Woodlands Flyer for Landscapers – Code Enforcement to deliver week of 10/24.
- Halsey Field / Bd. of Ed Porta-Potty Billing – Sent to Bd. of Ed.
- Status of Construction Permits – Information emailed 10/13/22.

Should you have any questions, please feel free to contact me.

Respectfully,  
Mitchell





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TO: Honorable Mayor and Borough Council  
SUBJ: Manager's Report for the Borough Council meeting of September 28, 2022  
CC: Robert Oostdyk, Borough Attorney

Mayor and Council,

**Solid Waste Contract Bid Results** – On September 14, 2022, bids were received for the collection of Solid Waste and Recycling material. Proposals were to include pricing for a 3-year and a 5-year contract, with pricing options for the Borough owning recycled materials vs. the vendor owning the recycled materials. Highlights of the bid specs include:

- Bidder was required to submit proposals for the collection of waste and recycling material based on the current five-day collection schedule.
- Bidder was requested to submit an alternative bid for the collection of waste and recycling material with a modified collection schedule (one that the bidder thought would reduce costs).
- Bidder was requested to submit a bid for the collection of solid waste and recycling from the Borough's schools.
- Bidder was requested to submit a proposal for an additional collection at a residence for those interested in an additional pickup, billed directly by the vendor to the resident.
- Bid price to include quarterly collection of curbside bulk material.

Based on the results of the single bid submission (see attached), my recommendation is to accept the alternate collection method (entire town picked up in 4 days, rather than 5) for a 3-year contract period.



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Page: 2 of 2

Next steps regarding bid proposal:

- Borough Council to decide whether to accept Manager's recommendation and approve bid submission.
- Board of Education to decide whether to accept vendors proposal or seek collection outside of the Borough's contract.
- Borough Administration, in cooperation with the Borough's Solid Waste Advisory Committee, to begin preparing educational material to be sent to residents. Material to consist of:
  - Direct mailing to each residential address
  - Information posted in the weekly e-blast
  - Website posting
  - Social media posting

Should you have any questions, please feel free to contact me.

Respectfully,

Mitchell

**Solid Waste Bid Submission**  
**September, 2022**

**Bid Submission - Suburban Disposal**

<b>Option 1A - 3 Year Municipal - Borough Retains Ownership Of Recyclable Material</b>							
5 District	Total Annual	% yr / yr Increase		Alternate 4 District	Annual Cost	% yr / yr increase	Method \$ difference
Yr 1	\$878,000			Yr 1	712,000		166,000
Yr 2	\$904,000	2.96%		Yr 2	733,000	2.95%	171,000
Yr 3	\$931,000	2.99%		Yr 3	755,000	3.00%	176,000
Total	\$2,713,000				2,200,000		513,000

<b>Option 1C - 5 Year Municipal - Borough Retains Ownership Of Recyclable Material</b>							
5 District	Total Annual	% yr / yr Increase		Alternate 4 District	Annual Cost	% yr / yr increase	Method \$ difference
Yr 1	\$878,000			Yr 1	712,000		166,000
Yr 2	\$904,000	2.96%		Yr 2	733,000	2.95%	171,000
Yr 3	\$931,000	2.99%		Yr 3	755,000	3.00%	176,000
Yr 4	\$1,014,000	8.92%		Yr 4	823,000	9.01%	191,000
Yr 5	\$1,106,000	9.07%		Yr 5	897,000	8.99%	209,000
Total	\$4,833,000				3,920,000		913,000

Option 1B - 3 Year Contract - Contractor Assumes Ownership of Recyclable Material - No Bid

Option 1D - 5 Year Contract - Contractor Assumes Ownership of Recyclable Material - No Bid

Collection - Additional Day Pickup Service - No Bid

<b>2022 Annual Cost</b>	<b>\$436,000</b>
<b>Increase 2022 - 2023</b>	
<b>5 District</b>	<b>101.38%</b>
<b>4 District</b>	<b>63.30%</b>

<b>BOARD OF EDUCATION</b>			
	<b>3 YEARS</b>		<b>5 YEARS</b>
	<b>Annual</b>		<b>Annual</b>
Yr 1	\$100,000		\$100,000
Yr 2	\$100,000		\$100,000
Yr 3	\$100,000		\$100,000
Yr 4			\$120,000
Yr 5			\$120,000
TOTAL	\$300,000		\$540,000

[Home \(/\)](#) > [BPI \(/bpi/\)](#) > [Surveys \(/bpi/surveys/?id=e81e8795-efcf-e911-a987-001dd800d601\)](#) > [DCA - BP - Survey View \(/bpi/surveys/question-list/\)](#)  
> **Scoring**

[Return to Question List \(../?id=c56a88eb-a145-ed11-9daf-001dd801f884\)](#)

## Best Practices Inventory Online Platform

2022 Survey

### Mountain Lakes Borough

Scoring

Current Score: 34.00

#### Score

0 - 15

16 - 19

20 - 23

24 +

#### Aid Withheld

100% of final aid payment withheld

50% of final aid payment withheld

25% of final aid payment withheld

No aid withholding

# Best Practices Inventory Online Platform

2022 Survey

## Mountain Lakes Borough

### Printable Current Answers

001

Unscored Survey

Health Benefits

For medical benefits, select the formula used for active employee cost sharing . For purposes of this question, the phrase "active employees" does not include those elected officials receiving medical coverage.

[0.00] Percentage of Premium

002

Unscored Survey

Health Benefits

For prescription drug benefits, select the formula used for active employee cost sharing. For purposes of this question, the phrase "active employees" does not include those elected officials receiving Rx coverage.

[0.00] Percentage of Premium

003

Unscored Survey

Health Benefits

If your municipality participates in the State Health Benefits Program, please include the following on the Excel form provided on DLGS's Best Practices webpage: 1) the total amount of premiums paid for CY2022 active employee, retiree and eligible elected official SHBP coverage; and 2) the amount of cost sharing collected from your municipality's employees, retirees and eligible elected officials for SHBP coverage in CY2022. Only combine medical and Rx coverage if your municipality uses SHBP for Rx coverage. Upload the Excel form using the "Attach File" button toward the bottom of your screen. If you have uploaded the Excel form, type "File Uploaded" in the Comment Box. If you have not uploaded the Excel Form, type NA in the Comment Box.

Comment: File Uploaded

004

Core Competencies

Personnel

The Fair Labor Standards Act (FLSA) is a federal law requiring that overtime pay must be paid for all hours over 40 hours in a work week except for those employees classified as exempt and thus not entitled to overtime. Management employees such as elected officials, managers/administrators, municipal clerks, CFOs, public works superintendents, police chiefs and other department heads are typically classified as having exempt status and thus not entitled to overtime pay. Other municipal employees may also be classified as exempt under the FLSA (please consult labor counsel for detailed guidance). Exempt status also precludes overtime pay for time worked during emergencies, attendance at night meetings and participation in training sessions. Compensated leave time in lieu of cash payments is considered a form of overtime pay unless such leave is utilized in the same pay period. Does your municipality not pay overtime to employees classified as exempt under the FLSA?

[1.00] Yes

005 Core Competencies Personnel

Has your municipality reviewed and updated its employee personnel manual/handbook within the past three years or upon the conclusion of each of your municipality's collective negotiated agreements (CNAs)? If yes, please provide in the Comments section the date which the personnel manual was officially updated using the MM/DD/YYYY format. If not yes, please type "Did Not Answer Yes" into the comment box.

[1.00] Yes  
Comment: 01/17/2022

006 Core Competencies Budget

Does your municipality complete an initial draft of its annual budget no later than the first week of February (or first week of August if an SFY municipality), and obtain input in crafting the draft budget from elected officials and department heads as appropriate to the form of government?

[1.00] Yes

007 Core Competencies Budget

Unless the Director sets forth a later date pursuant to N.J.S.A. 40A:4-5.1, N.J.S.A. 40A:4-5 requires that calendar year municipalities approve their introduced budgets no later than February 10 (or August 10 for state fiscal year municipalities) and N.J.S.A. 40A:4-10 requires that calendar year municipalities adopt their budgets no later than March 20 (or September 20 for state fiscal year municipalities). Did your municipality introduce and adopt its current year budget no later than the dates provided by law or as extended by the Director in Local Finance Notice 2021-24? This question may only be answered N/A if your municipality's budget is subject to adoption by the Local Finance Board under State Supervision or if the Division instructed the municipality to delay budget adoption.

[1.00] Yes

008 Core Competencies Budget

N.J.S.A. 40A:5-12 requires the chief financial officer of each municipality to file the Annual Financial Statement (AFS) with the Division by no later than February 10 (August 10 for SFY municipalities). In 2022 the Division extended the AFS submission deadline to March 4 for calendar year municipalities, while the AFS submission deadline for SFY municipalities was extended to September 9. The statute specifies a \$5 per day penalty payable by the CMFO for failing to file the AFS within 10 days of after the time fixed for filing. Did your municipality file its AFS by the required deadline?

[1.00] Yes

009 Core Competencies Budget

Pursuant to N.J.S.A. 40A:2-40, the chief financial officer each municipality shall, before the end of the first month of the fiscal year, file its Annual Debt Statement with the Division of Local Government Services. Did your municipality file its electronic Annual Debt Statement for the preceding fiscal year with the Division no later than January 31 (July 31 for SFY municipalities)?

[1.00] Yes

010	Core Competencies	Budget	
Has your municipality electronically submitted its User-Friendly Budget section for the CY2021/SFY2022 adopted budget?			[1.00] Yes
011	Core Competencies	Budget	
Revenue earned from Uniform Construction Code (UCC) fees must be dedicated to UCC enforcement. The amounts of UCC revenue generated and funds appropriated to UCC enforcement appear on the User-Friendly Budget as well as the UCC Annual Report submitted to the Division of Codes and Standards. Your municipality's construction code fee schedule must comply with the parameters set by N.J.A.C. 5:23-4.17, 5:23-4.18 and Local Finance Notice 2020-27. Does your municipality comply with the law prohibiting the imposition of UCC fee amounts greater than necessary to operate the UCC office, and is your municipality refraining from using UCC fees for purposes unrelated to UCC enforcement? Only answer N/A if your municipality does not have a construction code office.			[1.00] Yes
012	Core Competencies	Capital Projects	
Has your municipality adopted a capital program as defined by N.J.A.C. 5:30-4.2, meaning a moving, multi-year plan and schedule for capital projects (including prospective financing sources) and, when pertinent, first year operating costs and savings? Only answer N/A if your municipality is not required to adopt a capital budget pursuant to N.J.A.C. 5:30-4.3.			[1.00] Yes
013	Core Competencies	Transparency	
Are your municipality's codified and uncoded ordinances, including all current salary ordinances, available online?			[1.00] Yes
014	Core Competencies	Procurement	
Do your municipality's professional services contracts include a "not to exceed" amount?			[1.00] Yes
015	Core Competencies	Procurement	
On all public works projects subject to the Prevailing Wage Act, the contractor and all subcontractors must provide the contracting unit with certified payroll records for each employee performing work on the project. Certified payroll records shall be provided for each pay period within ten (10) days of the payment of wages. In turn, the municipality must collect, file, and store all certified payroll records on the project and make them available for inspection during normal business hours. Please review Local Finance Notice 2021-20 for further information. Is your municipality maintaining certified payrolls for all prevailing wage municipal projects pursuant to law and making same available for public inspection?			[1.00] Yes



016	Core Competencies	Cybersecurity	
A cybersecurity incident response plan is a set of instructions to help detect, respond to, and recover from network security incidents. Plans such as those adopted by a governing body or from a municipality's JIF address areas such as cybercrime, data loss, and service outages. Does your municipality have a cybersecurity incident response plan?			[1.00] Yes
017	Core Competencies	Cybersecurity	
Are all municipal employees receiving ongoing cybersecurity training in malware detection, password construction, identifying security incidents and social engineering attacks?			[1.00] Yes
018	Core Competencies	Financial Administration	
Pursuant to N.J.S.A. 40A:5-14(d), a local unit's investment policies shall be based on a cash flow analysis prepared by the CFO, with those policies being commensurate with the nature and size of the funds held by the local unit. Has your municipality conducted a cash flow analysis of its deposited and invested funds, and, based on that analysis, does your municipality's cash management plan set policies for your municipality's investments that consider preservation of capital, liquidity, current and historical investment returns, diversification, maturity requirements, costs and fees associated with the investment and, when appropriate, policies of investment instrument administrators?			[1.00] Yes
019	Core Competencies	Budget	
Is your municipality ensuring that insurance reimbursements are credited back to the budget appropriation line item in the budget in accordance with N.J.S.A 40A:5-32, instead of applied as miscellaneous revenue not anticipated? Compliance with this statutory obligation relieves pressure on current year appropriations. Only answer N/A if your municipality had no insurance reimbursements in 2020 or 2021.			[1.00] Yes
020	Core Competencies	Capital Projects	
Has your municipality reviewed all completed capital project bond ordinances for remaining balances that can be cancelled by resolution, and revert to their respective balance sheet accounts?			[1.00] Yes
021	Core Competencies	Procurement	
Has your municipality reviewed with legal counsel and other appropriate officials (e.g. engineer) the boilerplate language in its bid or RFP documents to ensure such language meets legal requirements under the Local Public Contracts Law and pay-to-play, along with other relevant statutes and caselaw?			[1.00] Yes

022	Core Competencies	Transparency	
Does your municipality maintain an up-to-date municipal website containing at minimum the following: past three years adopted budgets; the current year proposed budget (including the full adopted budget for the current year when approved by the governing body); most recent annual financial statement and audits; notification(s) for solicitation of bids and RFPs; and meeting dates, minutes and agendas for the governing body, planning board, board of adjustment and all commissions?			[1.00] Yes
023	Core Competencies	Transparency	
N.J.S.A. 34:13A-8.2 requires public employers, including municipalities, to file with the Public Employment Relations Commission (PERC) a copy of all contracts negotiated with public employee representatives. This includes, but is not limited to, collective bargaining agreements, memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements. Copies of same may be emailed to <a href="mailto:contracts@perc.state.nj.us">contracts@perc.state.nj.us</a> . Has your municipality filed all current contracts with PERC? Only answer N/A if your municipality does not have any employee labor unions.			[1.00] Yes
024	Core Competencies	Transparency	
Pursuant to N.J.S.A. 34:13A-16.8(d)(2), PERC requires a summary of the cost impact associated with a municipality's completed contracts for all bargaining units. Police and fire contracts have one summary form, while non-police and fire contracts have another form. The summary forms and filing instructions are located at <a href="https://www.state.nj.us/perc/conciliation/contracts/">https://www.state.nj.us/perc/conciliation/contracts/</a> . Has your municipality filed the required PERC summary forms for all current completed labor agreements? Only answer N/A if your municipality does not have any employee labor unions.			[1.00] Yes
025	Core Competencies	Cybersecurity	
Does your municipality perform off-network daily incremental backups with weekly full backups of all data?			[1.00] Yes
026	Core Competencies	Shared Services	
N.J.A.C. 5:30-3.8(d)(20) requires each municipal user-friendly budget to include a listing of each shared service provided or received, what entity or entities are providing or receiving the service, the beginning and end date of the agreement as applicable, and the amount either received or paid for the service. Does your municipality list on its user-friendly budget each shared services agreement it is a party to, along with the other information required by the above-referenced regulation?			[1.00] Yes

027

## Core Competencies

## Fire Districts

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

[1.00] N/A

028

## Core Competencies

## Shared Services

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

[1.00] N/A

029

## Core Competencies

## Financial Administration

N.J.S.A. 40A:5-4 requires municipalities to complete their annual audit for the preceding fiscal year within 6 months after the close of their fiscal year. For calendar year 2021 audits, this deadline was extended to August 31, 2022 pursuant to the Director's June 16, 2022 Order (See Local Finance Notice 2022-12). Has your municipality's completed audit for the preceding fiscal year been electronically submitted to DLGS within the required timeframe? You may only answer this question "N/A" if the Director expressly granted an extension in response to a governing body resolution petitioning for same.

[1.00] Yes

030

## Core Competencies

## Financial Administration

Have all audit findings from the CY2020/SFY2021 audit been 1) identified in the corrective action plan and 2) addressed such that they are not repeated in the CY2021/SFY2022 audit? If the answer is no, please list the repeat findings, along with the date the corrective action plan was submitted to DLGS, under Comments. Only answer "N/A" if there were no audit findings for CY2020/SFY2021.

[0.00] No

Comment: An adequate segregation of duties be maintained with respect to the recording and treasury functions. The corrective action plan was submitted to the DLGS on 6/28/22.

031	Core Competencies	Utilities	
P.L. 2021, c. 97 requires municipalities with their own water, sewer, or electric service to provide monthly notice to residential ratepayers concerning local utility service and bill payment assistance. Please review Local Finance Notice 2022-09 for more information on the law's requirements. Is your municipality complying with the requirements of P.L. 2021, c. 97? Only answer N/A if your municipality does not have its own water, sewer, or electric service.			[1.00] Yes
032	Core Competencies	Transparency	
In accordance with Governor Murphy's Executive Order 267 dated October 8, 2021 and outlined in LFN 2022-08 dated March 2, 2022, municipalities and counties were required to provide DLGS with a copy of all American Rescue Plan (ARP) LFRF reports filed with U.S. Treasury, including Project and Expenditure Reports, Interim Reports, and Recovery Plan and Performance Reports?. Did your municipality file with the Division all reports filed with Treasury? Only answer N/A if your municipality refused ARP LFRF Funding			[1.00] Yes
033	Core Competencies	Ethics	
The Local Government Ethics Law, designed to ensure transparency in government, requires local government officers to file Financial Disclosure Statements (FDSs) annually. Compliance by local elected officials is required by N.J.S.A. 40A:9-22.6. Did all governing body members timely file their annual Financial Disclosure Statements for 2022 such that they were not issued a Notice of Violation by the Local Finance Board? Only answer N/A if your municipality has an ordinance on the books establishing a municipal ethics board.			[1.00] Yes
034	Core Competencies	Ethics	
If your municipality has a municipal ethics board, did the municipal ethics board enforce the Financial Disclosure Statement (FDS) statute by issuing violations to local government officers (LGOs) who were on the 2022 roster but did not file the FDS by April 30, 2022? Only answer N/A if your municipality does not have an ordinance on the books establishing a municipal ethics board.			[1.00] N/A
035	Best Practices	Financial Administration	
N.J.A.C. 5:30-8.3(a) establishes a schedule of minimum dollar amounts for tax collector surety bonding. However, subsection (b) of 5:30-8.3 encourages municipalities to adopt a more stringent schedule for tax collector surety bonding that is specified in the subsection. Has your municipality adopted, at minimum, the higher level surety bonding schedule for tax collectors set forth in N.J.A.C. 5:30-8.3(b)?			[0.50] Yes

036	Best Practices	Financial Administration	
N.J.A.C. 5:30-8.4 (a) establishes a schedule of minimum dollar amounts for municipal court surety bonding, specifically for municipal judges and municipal court administrators. However, subsection (b) of 5:30-8.4 encourages municipalities to adopt a more stringent schedule for municipal court surety bonding that is specified in the subsection. Has your municipality adopted, at minimum, the higher level surety bonding schedule for municipal court judges and court administrators set forth in N.J.A.C. 5:30-8.4(b)?			[0.50] N/A
037	Best Practices	Personnel	
Has your municipality established by ordinance an anti-nepotism policy that, at minimum, only authorizes the hiring the family members/relatives of municipal officials and employees if the individuals involved would do not work in a direct supervisory relationship, or in job positions in which a conflict of interest could arise. The term "family member/relatives" should be defined to include but not necessarily be limited to spouses, children, siblings, parents, in-laws, and step-relatives.			[0.00] No
038	Best Practices	Tax Collection	
Does your municipality issue periodic late notices to taxpayers who are overdue on their property tax payments?			[0.50] Yes
039	Best Practices	Procurement	
If your municipality contracts with an insurance broker for health insurance, and said contract exceeds the Local Public Contracts Law (LPCL) bid threshold, is your municipality's health insurance broker being procured through a competitive contracting or sealed bid process conducted pursuant to the Local Public Contracts Law? Only answer N/A if your municipality does not contract with an insurance broker for health insurance or, if it does, the contract does not exceed your municipality's LPCL bid threshold.			[0.50] N/A
040	Best Practices	Procurement	
Insurance broker fees dependent on the amount of health insurance premiums or fees paid by the municipality are vulnerable to abuse as brokers could face conflicting incentives in seeking lower-cost health insurance alternatives. If your municipality contracts with an insurance broker for health insurance, is the structure for broker payments set at a flat-fee rather than on a commission basis to mitigate the risk of a broker recommending more expensive health insurance coverage to earn higher fees? Only answer N/A if your municipality does not contract with an insurance broker for health insurance.			[0.50] N/A

041	Best Practices	Budget	
Has your municipality created an accumulated absence liability trust fund pursuant to N.J.A.C. 5:30-15.5? Only answer N/A if your municipality 1) does not offer (for any employee hired after a certain date) payouts upon retirement for accumulated sick leave, and 2) no current employee has a grandfathered right to sick leave payouts upon retirement.			[0.50] Yes
042	Best Practices	Transparency	
Does your municipality have an official social media account or accounts and, if so, is there a written policy establishing guidelines on access, use, and permitted content? Answer N/A if your municipality does not have a social media account.			[0.50] Yes
043	Best Practices	Transparency	
Does your municipality feature a link on its website to the Division of Taxation's Property Tax Relief Program webpage at <a href="https://www.state.nj.us/treasury/taxation/relief.shtml">https://www.state.nj.us/treasury/taxation/relief.shtml</a> ?			[0.50] Yes
044	Best Practices	Environment	
Have public electric vehicle charging stations been installed on municipal property?			[0.00] No
045	Best Practices	Environment	
When purchasing new vehicles, does your municipality have a formal policy to purchase hybrid or alternative fuel vehicles whenever such vehicles are suited to the intended use? Only answer N/A if your municipality does not own any vehicles.			[0.00] No
046	Unscored Survey	Ethics	
N.J.S.A. 40A:9-22.19 of the Local Government Ethics Law allows a municipality to establish its own municipal ethics board. Does your municipality have both an ordinance on the books establishing a municipal ethics board and a municipal code of ethics pursuant to N.J.S.A. 40A:9-22.21?			[0.00] No
047	Unscored Survey	Ethics	
If your municipality has an ordinance establishing a municipal ethics board pursuant to N.J.S.A. 40A:9-22.19, is the board constituted with the minimum number of members necessary to establish a quorum for conducting business? A municipal ethics board shall consist of six members, at least two of whom shall be public members. No more than three members shall be of the same political party. Answer NA if your municipality does not have an ordinance establishing a local ethics board.			[0.00] N/A



048

Unscored Survey

Tax Collection

N.J.S.A 54:4-122.9 authorizes municipalities to adopt a resolution contracting with a local bank to serve as an "official tax receiving agency" for receiving, under the tax collector's supervision, current tax payments, current water and sewer charges, and other public monies. A bank authorized to serve in this capacity can take property tax payments, utility payments, and other charges that are otherwise paid directly to the municipality, so long as those payments are not for delinquencies. Delinquencies must be satisfied directly with the municipality; however, a bank may accept payments made within an authorized grace period. Local Finance Notice 2021-09 contains further information on applicable requirements. Has your municipality designated a local bank as an official tax receiving agency pursuant to N.J.S.A. 54:4-122.9?

[0.00] No

049

Unscored Survey

Tax Collection

As explained in Local Finance Notice 2022-04, P.L. 2021, c. 99 expressly authorizes municipalities to establish property tax rewards programs encouraging patronage of local retail establishments. All actions properly taken by a municipal governing body prior to May 12, 2021 to authorize the creation and operation of a property tax rewards programs were also retroactively validated by P.L. 2021, c. 99. Has your municipality established a property tax rewards program?

[0.00] No

050

Unscored Survey

Housing

The Urban Homesteading Act (N.J.S.A. 40A:12-31 through 38) allows a municipality to adopt an ordinance establishing a process whereby title to municipal property obtained through in rem foreclosure is transferred to individuals committed to rehabilitate the premises and reside there for a specified period. All ordinances establishing an urban homesteading program must be filed with the Division of Local Government Services. Does your municipality currently have an ordinance on the books establishing an urban homesteading program pursuant to the Act?

[0.00] No

051a

Unscored Survey

Shared Services

If your municipality currently provides a chief financial officer, tax collector, tax assessor, municipal clerk, qualified purchasing agent, certified public works manager, municipal treasurer, and/or a public works superintendant to another municipality pursuant to a shared services agreement, please select one or more of the options provided and list under Comments each municipality along with the position being provided to that municipality. If your municipality currently provides none of these positions pursuant to a shared services agreement, select None of the Above and insert N/A into Comments.

[0.00] None of the Above  
Comment: N/A



051b

Unscored Survey

Shared Services

If the answer to Question 51a is yes, did one or more of the identified shared service agreements result in the dismissal of a tenured official? If yes, please insert under Comments 1) the position or positions where an agreement resulted in the dismissal of a tenured official; and 2) an estimate of the cost savings anticipated to be achieved by the participating municipalities at the outset of the agreement. If the answer is No or N/A, please insert "No" or "N/A" under Comments. See LFN 2018-3R for more information on this provision of the Common Sense Shared Service Act.

[0.00] N/A

Comment: N/A

052

Unscored Survey

Environment

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

Comment: \$48,675.36 FCOA  
Codes: DPW O/E 26-290-2  
WATER O/E 55-502 CLEAN  
COMMUNITIES GRANT 41-602-  
2 DPW S&W 26-290-1 WATER  
S&W 55-501 SEWER S&W 55-  
501

053

Unscored Survey

Financial Administration

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

[0.00] No

054a

Unscored Survey

American Rescue Plan Act

What portion of the first tranche of ARP LFRF dollars has your municipality obligated to date?

[0.00] Less than 50%

054b

Unscored Survey

American Rescue Plan Act

What portion of the second tranche of ARP LFRF dollars will your municipality obligate toward eligible uses by December 31, 2022?

[0.00] Currently Undecided

054c

Unscored Survey

American Rescue Plan Act

What portion of the second tranche of ARP LFRF dollars will your municipality obligate toward eligible uses by December 31, 2023?

[0.00] Currently Undecided

055a

Unscored Survey

Opportunity Zones

Is your municipality aware of any real estate development projects or businesses that will be using the Opportunity Zone tax incentive or receiving an Opportunity Fund investment?

[0.00] No

055b

Unscored Survey

Opportunity Zones

If your municipality knows of any projects that are using or will be using the Opportunity Zone tax incentive, please include the name of each project, the full address, a short description that includes the primary developer (if applicable), estimated value of the development (i.e. total permitted value), and the project's status (if known) on the Excel form provided on DLGS's Best Practices webpage. Upload the Excel form using the "Attach File" button toward the bottom of your screen. If you have uploaded the Excel form, type "File Uploaded" in the Comment Box. If you have not uploaded the Excel Form, type NA in the Comment Box.

Comment: N/A

056a

Unscored Survey

Lead Remediation

P.L. 2021, c. 182 requires a municipality to perform, or, in certain circumstances, hire a certified lead evaluation contractor to perform, inspections of certain single-family, two-family, and multiple rental dwellings for lead-based paint hazards. Further information concerning the requirements of this recently enacted law are available at <https://www.nj.gov/dca/divisions/codes/resources/leadpaint.html>. Does your municipality have a permanent local agency that has been charged with conducting inspections for lead-based paint in rental dwellings and enforcing the provisions of P.L. 2021, c. 182? If your answer is "Other" fill-in the name of the municipal agency under Comments. If your answer is "Shared Service", please fill-in the name of the agency and the local unit providing the service under Comments.

[0.00] Other

Comment: P.L. 2021, c.182 was signed by the Governor on 7/22/2021. Rule Proposal for this new law was published in the NJ Register on 7/18/2022. The comment period for the Rule Proposal closed on 9/16/2022. To date the Rule Adoption has not been published in the NJ Register. Once the final rules are published the municipality will develop its methodology for administration of the regulations. Prior to that time interest parties (property owners, realtors, property manager, etc.) are instructed to contact an independent, certified lead assessment/abatement company for inspection prior to rental and to submit a copy of the inspection report to the municipality.

056b	Unscored Survey	Lead Remediation	
If your municipality does not have a permanent local agency or a shared services agreement to conduct inspections for lead-based paint in rental dwellings and enforce the provisions of P.L. 2021, c. 182, has your municipality retained a lead evaluation contractor certified to provide paid lead inspection services by the New Jersey Department of Community Affairs?			[0.00] No
056c	Unscored Survey	Lead Remediation	
Pursuant to P.L. 2021, c. 182, has your municipality identified rental dwellings that have experienced tenant turnover since July 22, 2022?			[0.00] No
056d	Unscored Survey	Lead Remediation	
If your municipality has identified rental dwellings that have experienced tenant turnover since July 22, 2022, have all of those units been inspected prior to re-occupancy?			[0.00] N/A
056e	Unscored Survey	Lead Remediation	
How many visual lead-based paint inspections did your municipality conduct thus far in 2022?			Comment: 0
056f	Unscored Survey	Lead Remediation	
How many dust wipe-sampling lead-based paint inspections did your municipality conduct thus far in 2022?			Comment: 0
056g	Unscored Survey	Lead Remediation	
How many post-remediation lead-based paint inspections has your municipality conducted thus far in 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.			Comment: 0
056h	Unscored Survey	Lead Remediation	
How many lead safe certifications have been issued by your municipality thus far in 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.			Comment: 0
056i	Unscored Survey	Lead Remediation	
What is the number of lead safe certifications issued by the municipality in the past fiscal year, as used by the municipality? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.			Comment: 0

056j

Unscored Survey

Lead Remediation

Would your municipality be interested in applying for a State grant program to assist with the rental dwelling inspection costs associated with implementing P.L. 2021, c. 182? Answer N/A if your municipality has no local lead inspection activities or does not have any dwellings eligible for inspection. [0.00] Yes

**SHBP Employee Contribution Survey (SHBP Medical and Combined  
SHBP Medical & Rx)**

Municipalities participating in the State Health Benefits Program must fill in the requested information below.  
Those municipalities participating in the SHBP prescription drug benefit shall combine the medical and Rx  
premium costs.

	Total # of Covered Employees as of BPI Submission	Current Monthly Per-Employee Cost as of BPI Submission	Total Monthly Cost as of BPI Submission (excluding employee cost sharing)	Employee Cost Sharing Contribution as of BPI Submission	Total Monthly Net Cost as of BPI Submission
<b>Active Employees - Monthly Cost</b>					
Single Coverage	9.00	\$952.32	\$8,570.88	\$2,480.85	\$6,090.03
Parent & Child	3.00	\$1,723.34	\$5,170.02	\$1,424.87	\$3,745.15
Employee & Spouse (or Partner)	3.00	\$1,896.81	\$5,690.43	\$1,319.08	\$4,371.35
Family	8.00	\$2,666.07	\$21,328.56	\$6,161.93	\$15,166.63
<b>All Active Employees</b>	23.00	\$7,238.54	\$40,759.89	\$11,386.73	\$29,373.16
<b>Retirees - Monthly Cost</b>					
Single Coverage	1	\$366.34	\$366.34	\$183.17	\$183.17
Parent & Child			\$0.00		\$0.00
Employee & Spouse (or Partner)	1	\$908.77	\$908.77	\$454.39	\$454.38
Family			\$0.00		\$0.00
<b>All Retirees</b>	2.00	\$1,275.11	\$1,275.11	\$637.56	\$637.55
<b>Elected Officials - Monthly Cost</b>					
Single Coverage			\$0.00		\$0.00
Parent & Child			\$0.00		\$0.00
Employee & Spouse (or Partner)			\$0.00		\$0.00
Family			\$0.00		\$0.00
<b>All Elected Officials</b>	0.00	\$0.00	\$0.00	\$0.00	\$0.00

**SHBP Medical: Select the formula used for active employee cost sharing (excluding retirees and elected officials)**  
**SHBP Rx: Select the formula used for active employee cost sharing (excluding retirees and elected officials)**

Percentage of Premium
Percentage of Premium

## RESOLUTION AND ORDINANCE REVIEW FOR THE OCTOBER 24, 2022 MEETING

TO: MAYOR AND COUNCIL

FROM: MITCHELL STERN, MANAGER

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### ***RESOLUTIONS***

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**R166-22, AUTHORIZING THE AWARD OF A CONTRACT FOR SOLID WASTE AND DUAL STREAM RECYCLABLE COLLECTION-** this resolution authorizes the Borough Manager to enter into a three-year contract with Suburban Disposal for solid waste collection and recycling for the period January 1, 2023 – December 31, 2025 (Base Bid Option 1A). The current contract will expire at the end of this year. Bids were requested and accepted, with only one bid being received. The Borough Manager has reviewed the bid that was submitted and has recommended awarding to Suburban Disposal Inc. in the amount of \$2,200,000.00 for a three-year period. The bid submission has also been reviewed by the Borough Attorney, who has no legal concerns with the submission.

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### ***ORDINANCES TO INTRODUCE***

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None.

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

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None.

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

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

**RESOLUTION 165-22**

**“RESOLUTION AUTHORIZING THE PAYMENT OF BILLS”**

**WHEREAS**, the Borough Manager has reviewed and approved purchase orders requested by the Department Heads; and

**WHEREAS**, the Finance Office has certified that funds are available in the proper account; and

**WHEREAS**, the Borough Treasurer has approved payment, upon certification from the Borough Department Heads that the goods and/or services have been rendered to the Borough.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the current bills, dated **October 24, 2022** and on file and available for public inspection in the Office of the Treasurer and approved by him for payment, be paid.

XX

**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 24, 2022.

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

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



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

Meeting Date: 10/24/2022 For bills from 10/07/2022 to 10/20/2022

Check#	Vendor	Description	Payment	Check Total
21104	219 - ACCESS	PO 25084 2022 ARCHIVE SERVICES - CUST# 156NFY0479	1,317.70	1,317.70
21105	4361 - AGSCO CORP	PO 25902 BH: RENOVATIONS - QUARTZ FLOORING	481.50	481.50
21106	196 - ALLIED OIL	PO 25786 UNLEADED FUEL - BLANKET	5,374.22	5,374.22
21107	189 - ANCHOR ACE HARDWARE	PO 24615 POLICE - SUPPLIES - BLANKET 2022	20.72	
		PO 25771 DPW - DEPARTMENT SUPPLIES - BLANKET	142.94	
		PO 25988 DPW / WATER DEPARTMENT DEPARTMENT SUPPLI	108.48	272.14
21108	102 - ANDERSON & DENZLER ASSOC., INC	PO 25961 AUGUST 2022 PROFESSIONAL SERVICES	1,125.80	
		PO 25961 AUGUST 2022 PROFESSIONAL SERVICES	1,558.80	
		PO 25961 AUGUST 2022 PROFESSIONAL SERVICES	1,225.60	
		PO 25961 AUGUST 2022 PROFESSIONAL SERVICES	173.20	4,083.40
21109	3973 - ARCARI & IOVINO ARCHITECTS, PC	PO 23185 BORO HALL: CONSTRUCTION ADMINISTRATION P	957.50	957.50
21110	191 - ASSOC OF NJ ENVIRONMENTAL COMM	PO 25930 SHADE TREE: 2022 ENVIRONMENTAL CONGRESS	125.00	125.00
21111	3957 - ATLANTIC COAST FIBERS, LLC	PO 25839 RECYCLING COSTS - AUGUST to DECEMBER 202	2,862.66	2,862.66
21112	220 - ATLANTIC SALT, INC.	PO 25886 STREETS & ROADS - SNOW REMOVAL - MCCPC C	3,702.75	3,702.75
21113	3103 - BENEFIT ANALYSIS, INC.	PO 25177 2022 FLEXIBLE SPENDING ACCOUNTS - BLANKE	225.00	225.00
21114	3617 - BLOOMFIELD HEALTH DEPARTMENT	PO 25214 2022 PUBLIC HEALTH SERVICES CONTRACT - B	6,746.00	6,746.00
21115	4369 - BOROUGH OF NETCONG	PO 25951 POLICE: Officer for Traffic Control	1,125.90	1,125.90
21116	2147 - CCTMO LLC	PO 25905 OCTOBER 2022 - CELL TOWER REIMBURSEMENT	1,999.81	1,999.81
21117	4094 - CONTINENTAL HARDWARE, INC	PO 25825 DPW - DRAINS PIPES CATCHBASINS	228.90	
		PO 25848 PARKS & PLAYGROUND - CULTURAL ACTIVITIE	219.14	448.04
21118	1481 - CORE & MAIN, LP	PO 25131 WATER DEPARTMENT - EQUIPMENT - BLANKET	812.65	812.65
21119	2396 - COUNTY WELDING SUPPLY CO.	PO 25360 DPW - DEPARTMENT SUPPLIES - BLANKET	34.00	34.00
21120	506 - DAN COMO & SONS, INC	PO 25722 DPW - MUNICIPAL GROUNDS - MAINTENANCE	320.00	
		PO 25847 SOLID WASTE - LEAF & BRUSH REMOVAL - BLA	2,240.00	2,560.00
21121	2971 - DIRECT ENERGY BUSINESS	PO 25993 ACCT#: 614054 - 936656 - SEPT 2022	41.63	41.63
21122	4119 - DOUGLAS EDLER	PO 25861 2022 CELLPHONE REIMBURSEMENT - BLANKET	120.00	120.00
21123	4125 - FELDMAN BROTHERS ELECTRICAL SUPPLY CO.,	PO 25608 BH: RENOVATIONS - ELECTRICAL SUPPLIES BL	406.61	
		PO 25967 BH: RENOVATIONS - SECURITY CAMERA INSTAL	636.90	1,043.51
21124	1170 - FERGUSON ENTERPRISES #501	PO 25962 BH: RENOVATIONS	277.14	
		PO 25966 BH: RENOVATIONS - PLUMBING SUPPLIES	133.26	410.40
21125	785 - FORESTRY SUPPLIERS, INC.	PO 25746 SHADE TREE COMMISSION - REMOVAL/PRUNING	281.70	
		PO 25940 SHADE TREE COMMISSION - REMOVAL/PRUNING	281.70	563.40
21126	653 - GANNET NEW JERSEY NEWSPAPERS	PO 25159 CLERK - 2022 ADVERTISING - BLANKET	101.20	
		PO 25324 PLANNING/ZONING - 2022 ADVERTISING - BLA	16.38	117.58
21127	4188 - HERC RENTALS, INC.	PO 25963 BH: RENOVATIONS - EQUIP RENTALS	754.00	754.00
21128	2740 - HILTI, INC.	PO 24555 BH: RENOVATION- Contract #34HUNCCP-19-0	379.52	379.52
21129	911 - HOME DEPOT CREDIT SERVICES	PO 25969 BH: POLICE LOCKERS	12.48	
		PO 25981 RECREATION - 9/11 MEMORIAL	129.78	
		PO 25986 BH: RENOVATIONS - MISC. SUPPLIES	996.49	1,138.75
21130	4209 - HUNTER CARRIER SERVICES	PO 25546 ADMIN: 2022 INTERIM PHONES - ACCT BOML-	1,009.05	1,009.05
21131	3306 - INTERSTATE BATTERY OF NJ DIST #4573	PO 25709 DPW - VEHICLE MAINTENANCE- BLANKET	151.57	151.57
21132	4234 - JAG CAR WASH HOLDINGS, LLC	PO 25785 POLICE: 2022 CAR WASHES - BLANKET	312.00	312.00
21133	3304 - JAMES P. & BARBARA A. ZORLAS	PO 25980 TAX APPEAL REFUND - 35 CRYSTAL RD	26,767.50	26,767.50
21134	859 - JCP&L	PO 25972 ACCT#100 076 421 971/ BILL PRD: 9/08 - 1	147.07	
		PO 25973 MAST ACCT# 200 000 021 275 / BILL DATE:	8,727.31	8,874.38
21135	859 - JCP&L	PO 25975 M/A #200 000 054 011/ BILL DATE: OCT 7,	1,518.67	
		PO 25996 MASTER ACCT#200 000 574 000/ BILL DATE:	71.16	1,589.83
21136	1090 - KENVIL POWER MOWER	PO 25072 DPW - EQUIPMENT REPAIR - BLANKET	13.00	13.00
21137	2436 - LAKELAND AUTO PARTS	PO 25869 DPW - VEHICLE REPAIR - BLANKET	229.97	229.97
21138	4061 - LIBERTY BUILDING PRODUCTS	PO 25854 BH: RENOVATIONS - MORTAR	416.00	416.00
21139	4116 - MANNING MATERIALS, CORP	PO 25926 BH: RENOVATIONS - BLANKET	2,949.49	2,949.49
21140	3303 - MCLOM	PO 25947 2022 MC League of Municipalities Lunche	50.00	50.00
21141	2308 - MCNERNEY & ASSOCIATES, INC.	PO 25953 LEGAL: TAX APPEAL -GIM MOUNTAIN LAKES IN	825.00	825.00
21142	1338 - MGL PRINTING SOLUTIONS, LLC	PO 25796 NON-WIND W/ TOWNSEAL ENVELOPES FOR 2500	248.50	248.50
21143	3926 - MITCHELL STERN	PO 26004 ZOOM VIDEO SUBSCRIPTION REIMBURSEMENT	95.90	95.90
21144	3922 - MOUNTAIN LAKES BAGEL, INC	PO 24600 DPW - MEALS- BLANKET	48.00	48.00
21145	4196 - MOUNTAIN LAKES REALTY, LLC	PO 24833 BH: LEASE PAYMENTS FOR TEMP BORO HALL	2,575.00	2,575.00
21146	1394 - MTN. LAKES PUBLIC LIBRARY	PO 25090 JUNE - DEC 2022 MTN LAKES PUBLIC LIBRAR	26,004.25	26,004.25
21147	1472 - MURPHY MCKEON P.C.	PO 25106 2022 LEGAL/ RETAINER FEES - BLANKET	8,333.32	
		PO 25971 SEPTEMBER 2022 LEGAL SERVICES - TAX APPE	1,308.00	9,641.32
21148	2397 - NAPA AUTO PARTS	PO 24870 POLICE DEPARTMENT - EMERGENCY REPAIRS -	223.82	
		PO 24934 WATER/ DPW VEHICLE REPAIRS/ DEPT SUPPLIE	35.88	259.70
21149	4235 - NET2PHONE, INC.	PO 24656 2022 DEDICATED EFAX LINE - ACCT# 954962	32.67	32.67
21150	479 - NEW JERSEY HILLS MEDIA GROUP	PO 24713 ZBOA/PLANNING BRD - ACCT# 010902 - 2022	13.63	13.63
21151	1553 - NEW JERSEY NATURAL GAS	PO 25992 SEPT-OCT 2022 SERVICE	547.41	547.41
21152	3388 - NEW JERSEY REGISTRAR'S ASSOCIATION	PO 25613 2022 NJ REGISTRAR'S CONFERENCE	90.00	90.00
21153	4357 - NIELSEN FORD OF MORRISTOWN, INC	PO 25901 DPW - VEHICLE REPAIR	268.76	268.76
21154	3415 - NJ CRIMINAL INTERDICTION LLC	PO 25842 POLICE: TRAINING	299.00	299.00
21155	2676 - NORTH JERSEY COPY	PO 25777 MAYOR: BUSINESS CARDS SHEIKH	99.00	

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

Meeting Date: 10/24/2022 For bills from 10/07/2022 to 10/20/2022

Check#	Vendor	Description	Payment	Check Total
21156	2727 - ONE CALL CONCEPTS, INC.	PO 25933 ZONING BUSINESS CARDS - KEVIN LEWTHAITE	99.00	198.00
21157	4213 - OPTIMUM	PO 24705 ACCT# 12-BML / 2022 JAN - DEC BLANKET	102.96	102.96
21158	4151 - PITNEY BOWES, INC	PO 25085 2022 BORO (TEMP SPACE) INTERNET SVCS. AC	171.23	171.23
21159	1714 - POWER PLACE, INC.	PO 25985 ADMIN: POSTAGE INK	203.98	203.98
21160	3990 - RICH TREE SERVICE, INC.	PO 25857 DPW - EQUIPMENT REPAIR	81.73	81.73
21161	3695 - RT 23 PATIO & MASON CENTER, LLC	PO 25769 DPW - TREE REMOVAL - 50 BOULEVARD	1,200.00	1,200.00
21162	3249 - RUTGERS	PO 25523 BH: RENOVATIONS	2,275.64	2,275.64
21163	285 - SHAWN BENNETT	PO 25664 DPW - TRAINING & EDUCATION	2,105.00	2,105.00
21164	1948 - SHEAFFER SUPPLY, INC.	PO 25974 POLICE: REIMBURSEMENT	126.00	126.00
		PO 25136 WATER DEPARTMENT - DEPARTMENT SUPPLIES -	30.00	
		PO 25410 BH: RENOVATIONS - SUPPLIES - BLANKET	126.80	
		PO 25982 BH: RENOVATIONS - MISC. SUPPLIES BLANKET	2,731.33	2,888.13
21165	114 - SOLITUDE LAKE MANAGEMENT	PO 25105 2022 LAKE MANAGEMENT - BLANKET - CUST# M	6,896.00	6,896.00
21166	2774 - STAPLES CONTRACT & COMMERCIAL, LLC	PO 25892 DPW: ORDER# 7366345266	65.47	65.47
21167	3017 - STATE OF NJ - PWT DIVISION OF TAXAT	PO 26002 STATE OF NJ - PUBLIC COMMUNITY WATER SYS	586.56	586.56
21168	4108 - STO OF NJ, INC	PO 25987 BH: RENOVATIONS/STUCCO - BLANKET	1,568.43	1,568.43
21169	1943 - STRUCTURAL STONE CO., INC.	PO 25970 BH: RENOVATIONS - MASONARY	44.70	44.70
21170	4342 - SUBURBAN CONSULTING ENGINEERS, INC	PO 25715 PROFESSIONAL SERVICES FOR ENGINEERING CO	1,065.25	1,065.25
21171	1981 - SUBURBAN DISPOSAL, INC	PO 25232 SOLID WASTE / RECYCLING COLLECTION - 20	36,719.99	36,719.99
21172	1945 - SUMMIT SOUNDZ ENTERTAINMENT, LLC	PO 25942 POLICE: MOVIE NIGHT EVENT	1,500.00	1,500.00
21173	3861 - SYNCB/AMAZON	PO 25750 ADMIN: ORDER# 112-6469546-4010610 112-	26.98	
		PO 25826 SOLID WASTE: ORDER# 112-6874654-1412202	173.98	
		PO 25870 VEHICLE REPAIR - ORDER# 112-7143679-7405	1,874.25	
		PO 25870 VEHICLE REPAIR - ORDER# 112-7143679-7405	624.75	
		PO 25888 RECYCLING GRANT: ORDER# 112-9773788-2045	999.98	
		PO 25919 BH: RENOVATIONS- AMAZON ORDER: 112-2245	260.13	3,960.07
21174	3956 - TEAM LIFE, INC.	PO 25945 POLICE: ELECTRODES	294.00	294.00
21175	603 - TOWNSHIP OF DENVILLE	PO 25906 4Q22 PROPERTY TAXES - TOWPATH	1,154.06	1,154.06
21176	1536 - TREAS, STATE OF NJ - D.O.H.	PO 25957 SEPTEMBER 2022 DOG LICENSE FEES	2.40	2.40
21177	1736 - TWP OF PARSIPPANY - TROY HILLS	PO 25245 2022 SEWER MAINTENANCE CHARGES - BLANKET	39,416.67	39,416.67
21178	2115 - U.S. DEPT. OF AGRICULTURE	PO 25950 APHIS - GOOSE MANAGEMENT - CUST# 6001777	75.15	75.15
21179	4069 - UNITED BUSINESS SYSTEMS	PO 25977 CANON COPIERS - 3rd QTR 2022 - PRINTING	912.02	912.02
21180	1062 - UNITED SITE SERVICES	PO 25250 APR - DEC 2022 PORTA JOHNS - CUST ID# 14	758.75	
		PO 25927 BH: PORTAJOHNS / TEMP FENCING - BLANKET S	301.00	1,059.75
21181	2749 - VERIZON	PO 25086 2022 INTERNET SVC: A/C# 853-478-043-0001	37.33	
		PO 25086 2022 INTERNET SVC: A/C# 853-478-043-0001	37.33	
		PO 25086 2022 INTERNET SVC: A/C# 853-478-043-0001	52.33	126.99
21182	2135 - VERIZON WIRELESS	PO 25995 ACCT# 882388054-00001 / SEPT 05 - OCT 04	602.89	602.89
21183	832 - W.W. GRAINGER, INC	PO 25717 BH RENO: MATERIALS	4,089.68	
		PO 25932 BH: RENOVATIONS - SUPPLIES	33.54	4,123.22
21184	4003 - WARSHAUER ELECTRIC SUPPLY CO.	PO 24759 BH: RENOVATIONS / ELECTRICAL SUPPLIES -	2,047.09	
		PO 25889 BH: RENOVATIONS - ELECTRICAL SUPPLIES	17,265.18	19,312.27
21185	4367 - WATCH DOG GOOSE PATROL, LLC	PO 25954 GOOSE REPELLANTS	186.22	186.22
21186	4225 - WILLIAMS SCOTSMAN, INC	PO 24661 BH: RENOVATIONS - 2022 TRAILER RENTAL -	224.00	224.00
21187	4334 - YOUR WAY CONSTRUCTION, INC.	PO 25476 INTERVALE ROAD IMPROVEMENT	252,294.25	252,294.25
TOTAL				502,552.02

## Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	2,308.97			
01-201-20-110-020	MAYOR & COUNCIL - OTHER EXP'S	99.00			
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	191.20			
01-201-20-140-020	COMPUTER SERVICES	299.74			
01-201-20-155-020	LEGAL SERVICES - OTHER EXPENSE	10,466.32			
01-201-20-165-020	ENGINEERING SERVICES	1,558.80			
01-201-21-180-020	PLANNING BOARD - OTHER EXPENSE	13.63			
01-201-21-185-020	BD OF ADJUST - OTHER EXPENSES	115.38			
01-201-23-220-020	GROUP INSURANCE PLANS-EMPLOYEE	225.00			
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	2,727.81			
01-201-26-290-020	STREETS & ROADS - OTHER EXP.	8,109.17			
01-201-26-300-020	SHADE TREE COMMISSION - O/E	688.40			
01-201-26-305-020	SOLID WASTE - OTHER EXPENSES	41,996.63			
01-201-26-310-020	BLDG & GROUNDS - MUNIC BLDG	353.54			
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	2,748.37			
01-201-27-330-020	BOARD OF HEALTH - OTHER EXP.	6,746.00			

## Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-27-337-020	WOODLAND COMMITTEE - OTHER EXPENSE	147.00			
01-201-28-370-020	PARKS & PLAYGROUNDS OTHER EXP.	348.92			
01-201-28-375-020	MAINT OF PARKS (BEACHES/LAKES)	7,916.12			
01-201-29-390-020	AID TO PUBLIC LIBRARY	26,004.25			
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	1,665.74			
01-201-31-437-020	NATURAL GAS	589.04			
01-201-31-440-020	TELECOMMUNICATIONS	1,568.43			
01-201-31-447-020	PETROLEUM PRODUCTS	5,374.22			
01-260-05-100	DUE TO CLEARING			0.00	151,028.99
01-275-55-000-000	RESERVE FOR TAX APPEALS			26,767.50	
01-290-55-000-005	T-MOBILE DUE TO CROWN CASTLE			1,999.81	
<b>TOTALS FOR</b>	<b>Current Fund</b>	<b>122,261.68</b>	<b>0.00</b>	<b>28,767.31</b>	<b>151,028.99</b>
02-200-40-700-400	Recycling Tonnage Grant			999.98	
02-200-40-700-490	AMERICAN RESCUE PLAN			1,065.25	
02-260-05-100	DUE TO CLEARING			0.00	2,065.23
<b>TOTALS FOR</b>	<b>FEDERAL AND STATE GRANTS</b>	<b>0.00</b>	<b>0.00</b>	<b>2,065.23</b>	<b>2,065.23</b>
04-215-55-989-000	2020 CAPITAL ORD. 8-20 BORO HALL RENOV.			42,262.87	
04-215-55-992-000	2022 CAPITAL ORDINANCE 2-22			254,292.75	
04-260-05-100	DUE TO CLEARING			0.00	296,555.62
<b>TOTALS FOR</b>	<b>General Capital</b>	<b>0.00</b>	<b>0.00</b>	<b>296,555.62</b>	<b>296,555.62</b>
05-201-55-520-520	Water Operating - Other Expenses	13,201.42			
05-260-05-100	DUE TO CLEARING			0.00	13,201.42
<b>TOTALS FOR</b>	<b>Water Operating</b>	<b>13,201.42</b>	<b>0.00</b>	<b>0.00</b>	<b>13,201.42</b>
07-201-55-520-520	Sewer Operating - Other Expenses	39,698.36			
07-260-05-100	DUE TO CLEARING			0.00	39,698.36
<b>TOTALS FOR</b>	<b>Sewer Operating</b>	<b>39,698.36</b>	<b>0.00</b>	<b>0.00</b>	<b>39,698.36</b>
13-260-05-100	DUE TO CLEARING			0.00	2.40
13-295-56-000-000	DOG LICENSE FEES-DUE STATE NJ			2.40	
<b>TOTALS FOR</b>	<b>Animal Trust</b>	<b>0.00</b>	<b>0.00</b>	<b>2.40</b>	<b>2.40</b>

Total to be paid from Fund 01 Current Fund 151,028.99  
 Total to be paid from Fund 02 FEDERAL AND STATE GRANTS 2,065.23  
 Total to be paid from Fund 04 General Capital 296,555.62  
 Total to be paid from Fund 05 Water Operating 13,201.42  
 Total to be paid from Fund 07 Sewer Operating 39,698.36  
 Total to be paid from Fund 13 Animal Trust 2.40

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502,552.02



## Checks Previously Disbursed

21102	NJLM	PO# 25948	2022 NJ League Conference Registra	70.00	10/19/2022
21103	COSTCO WHOLESALE	PO# 26003	POLICE: 2022 HALLOWEEN CANDY	2,000.00	10/20/2022

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2,070.00

Totals by fund      Previous Checks/Voids      Current Payments      Total

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
Fund 01 Current Fund		2,070.00	151,028.99	153,098.99	
Fund 02 FEDERAL AND STATE GRANTS			2,065.23	2,065.23	
Fund 04 General Capital			296,555.62	296,555.62	
Fund 05 Water Operating			13,201.42	13,201.42	
Fund 07 Sewer Operating			39,698.36	39,698.36	
Fund 13 Animal Trust			2.40	2.40	
BILLS LIST TOTALS		2,070.00	502,552.02	504,622.02	

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

Meeting Date: 10/24/2022 For bills from 10/07/2022 to 10/20/2022

Check#	Vendor	Description	Payment	Check Total
5321	4350 - PULTE GROUP	PO 25833 REFUND OF ESCROW & SITE INSPECTION ESCROW	1,528.49	1,528.49
	TOTAL			1,528.49

## **Summary By Account**

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
17-101-01-001-002	Escrow - Developers - Checking			0.00	1,528.49
17-500-00-091-310	PULTE GROUP - ENCLAVE SITE INSPEC. FEE			408.75	
17-500-00-091-315	PULTE HOMES PLANNING BOARD APPLICATION			1,119.74	
<b>TOTALS FOR</b>	<b>Developer's Escrow</b>	<b>0.00</b>	<b>0.00</b>	<b>1,528.49</b>	<b>1,528.49</b>

Total to be paid from Fund 17 Developer's Escrow

1,528.49

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1,528.49

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

Meeting Date: 10/24/2022 For bills from 10/07/2022 to 10/20/2022

Check#	Vendor	Description	Payment	Check Total
5500	1177 - LAKELAND TRACK AND FIELD	PO 25936 2022 CROSS COUNTRY FEES	700.00	700.00
5501	2037 - TJ'S SPORTWIDE TROPHY & AWARDS, INC	PO 25382 TENNIS: Mike O'Donnell Memorial Plaque	1,058.00	1,058.00
TOTAL				1,758.00

**Summary By Account**

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
33-101-01-001-001	CASH - RECREATION			0.00	1,758.00
33-600-00-090-000	Recreation Trust Reserves			1,758.00	
TOTALS FOR	Recreation Trust	0.00	0.00	1,758.00	1,758.00

Total to be paid from Fund 33 Recreation Trust

1,758.00

1,758.00

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

**RESOLUTION 166-22**

**“RESOLUTION AUTHORIZING THE AWARD OF CONTRACT FOR SOLID WASTE AND DUAL STREAM RECYCLABLE  
COLLECTION”**

**WHEREAS**, the Borough published specifications and solicited bids for solid waste and dual stream recyclable collection, and

**WHEREAS**, only one bid was received on September 14, 2022, and

**WHEREAS**, the specifications contained several options and the Borough has decided to award a contract for the Base Bid Option 1A – 3 Year - “Home side collection of solid waste and recyclable materials - Borough retains ownership of recyclable material – Alternate Collection”; and

**WHEREAS**, the bid for the Base Bid was received from Suburban Disposal Inc. in the amount of \$2,200,000.00 for a three year period.

**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 Suburban Disposal Inc., shall be awarded the contract for home side collection of solid waste and recyclable materials – Borough retains ownership of recyclable material – Option 1A, in an amount of \$2,200,000.00 for a three year period.

XX

**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 24, 2022.

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

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

**CERTIFICATION OF THE AVAILABILITY OF FUNDS FOR YEARS 2023-2025**

01-201-26-305-021 – SOLID WASTE GARBAGE CONTRACT \$1,100,000.00

01-201-26-305-022 – SOLID WASTE RECECYLING CONTRACT\$1,100,000.00

  
\_\_\_\_\_  
Monica Gosicki, CFO



**BOROUGH OF MOUNTAIN LAKES**

**UNIFORM BID SPECIFICATIONS**

**SOLID WASTE**

**AND RECYCLABLE MATERIALS**

**COLLECTION SERVICE**

**WEDNESDAY, SEPTEMBER 14, 2022**

**11:00AM**

**July 2022**

**Borough of Mountain Lakes  
Office of the Qualified Purchasing Agent  
55 Pocono Road  
Mountain Lakes, New Jersey, 07046  
(973) 344-1577**

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**BOROUGH OF MOUNTAIN LAKES  
55 POCONO ROAD  
MOUNTAIN LAKES, NJ 07046**

**NOTICE TO BIDDERS**

**PROPOSALS FOR THE COLLECTION, REMOVAL, AND DISPOSAL OF SOLID WASTE, BULK WASTE,  
AND DESIGNATED RECYCLABLES**

Sealed bids for the Collection, Removal, and Disposal of Solid Waste, Bulk Waste, and Designated Recyclables will be received by the Borough of Mountain Lakes, Office of Qualified Purchasing Agent, Department of Public Works Office Conference Room, at 55 Pocono Road, Mountain Lakes, New Jersey, 07046, on **WEDNESDAY, SEPTEMBER 14, 2022 at 11:00 a.m. prevailing time**, at which time and place they will be publicly opened and read aloud. Bids may be hand-delivered or mailed by certified mail to the office of the **Qualified Purchasing Agent only**. Borough of Mountain Lakes will not be responsible for any bid mailed which is lost in transit or delivered late by the Postal Service. Bids will not be accepted after said hour.

Specifications and bid proposal forms may be obtained at the office of the Qualified Purchasing Agent, 55 Pocono Rd., Mountain Lakes, New Jersey, 07046 between the hours of 8:30 a.m. and 3:30 p.m. daily except Saturdays, Sundays and Holidays. Bids or proposals shall be made on the forms provided and attached to the specifications which shall be submitted intact and otherwise must conform to the general instructions, specifications, terms and conditions which are on file and available to all bidders without charge.

A bid bond, certified check or cashier's check made payable to the order of the Borough of Mountain Lakes, or a duly executed bid bond in the amount of 10% of each bid, not to exceed \$20,000, must be deposited by the bidder.

Bidders must comply with the following New Jersey State Statutes:

P.L. 1975, Chapter 127 (Affirmative Action Program)

P.L. 1975, Chapter 127 (Mandatory Equal Employment) N.J.S.A. 10:5-31 et seq and N.J.A.C. 17:37

P.L. 1977, Chapter 33 (Statement of Ownership)

N.J.S.A. 40A:11-18 (American Goods and Products to be used where possible)

P.L. 2004, Chapter 157, amending N.J.S.A. 52:32:44 (Business Registration Act)

N.J.S.A. 19:44A-2013 (P.L. 2005, c.271, s.3) New Jersey Election Law Enforcement Commission

Bid proposals must be placed in sealed, opaque envelopes, addressed to the Borough of Mountain Lakes, Office of the Qualified Purchasing Agent, 55 Pocono Road, Mountain Lakes, New Jersey, 07046 and marked clearly on the outside of the envelope "BID DOCUMENTS ENCLOSED, SOLID WASTE AND RECYCLABLE MATERIALS COLLECTION SERVICE".

The Borough reserves the right to reject any and all bids or to waive any minor informalities or irregularities in the proposal received and to accept the bid which is in the best interest of the Borough.

Mitchell Stern, Borough Manager

## **1 INSTRUCTIONS TO BIDDERS**

### **1.1 THE BID**

The Borough of Mountain Lakes in Morris County, New Jersey, is soliciting bid proposals from solid waste collection contractors interested in providing solid waste and recyclable material collection and disposal services for a period of three (3) or five (5) years, to commence on January 1, 2023, in accordance with the terms of these Bid Specifications and N.J.A.C. 7:26H-6 et seq.

### **1.2 CHANGES TO THE BID SPECIFICATIONS**

Notice of revisions or addenda to advertisements or bid documents relating to bids will, no later than five days, Saturdays, Sundays and holidays excepted, prior to the date for acceptance of bids, be published in the (Morris County) Daily Record and in the The Star Ledger.

### **1.3 BID OPENING**

All bid proposals will be publicly opened and read by the Qualified Purchasing Agent at 55 Pocono Road, Mountain Lakes, New Jersey, 07046. Bids must be delivered by hand or by mail to the Qualified Purchasing Agent no later than **11:00 a.m. on WEDNESDAY, SEPTEMBER, 14, 2022**. All bid proposals will be date and time stamped upon receipt. Bidder is solely responsible for the timely delivery of the bid proposal and no bids shall be considered which are presented after the public call for receiving bids. Any Bid Proposal received after the date and time specified will be returned, unopened, to the bidder.

### **1.4 DOCUMENTS TO BE SUBMITTED**

The following documents shall be submitted by every bidder at the time and date specified in the public notice to prospective bidders:

1. Certified photocopies of bidder's certificate of public convenience and necessity and an approval letter issued in conformance with N.J.S.A. 13:1E-126;
2. Questionnaire setting forth experience and qualifications;
3. Bid Guarantee in the form of a bid bond, certified check or cashier's check in the amount of 10% of the total amount of the bid proposal, not to exceed \$20,000; payable to the Borough of Mountain Lakes;
4. Statement of Ownership Disclosure.
5. Non-collusion affidavit;
6. Certificate of surety;
7. Disclosure of Investment Activities in Iran.
8. Americans with Disabilities Act
9. Equipment Certification.
10. Copy of Valid NJ Business Registration Certificate.
11. Bid Proposal Form.
12. Acknowledgement of Revisions and Notices;

All of the foregoing shall be submitted in accordance with the instructions hereinafter contained. The division of the Bid Specifications into parts is merely for convenience and ready reference; all parts of the Bid Specifications constitute a single document.

## **2. DEFINITIONS**

"Bid proposal" means all documents, proposal forms, affidavits, certificates, statements required to be submitted by the bidder at the time of the bid opening.

"Bid guarantee" means the bid bond, cashier's check or certified check submitted as part of the bid proposal, payable to the contracting unit, ensuring that the successful bidder will enter into a contract.

"Bid specifications" means all documents requesting bid proposals for municipal solid waste collection services contained herein.

"Certificate of insurance" means a document showing that an insurance policy has been written and includes a statement of the coverage of the policy.

"Collection site" means the location of waste containers on collection day.

"Collection source" means a generator of designated collected solid waste to whom service will be provided under the contract.

"Consent of surety" means a contract guaranteeing that if the contract is awarded, the surety will provide a performance bond.

"Contract" means the written agreement executed by and between the successful bidder and the governing body and shall include the bid proposal, and the bid specifications.

"Contract administrator" is the person authorized by the contracting unit to procure and administer contracts for solid waste collection services.

"Contracting unit" means a municipality or any board, commission, committee, authority or agency, and which has administrative jurisdiction over any district other than a school district, project, or facility, included or operating in whole or in part, within the territorial boundaries of any county or municipality which exercise functions which are appropriate for the exercise by one or more units of local government, and which has statutory power to make purchases and enter into contracts or agreements for the performance of any work or the furnishing or hiring of any materials or supplies usually required, the costs or contract price of which is to be paid with or out of public funds.

"Contractor" means the lowest responsible bidder to whom award of the contract shall be made.

"Designated collected recyclable material" means newspaper, mixed office paper, corrugated cardboard, chipboard, mixed paper, co-mingled recyclables and white goods.

"Designated collected solid waste" means solid waste types 10 and 13. Designated collected solid waste shall not consist of recyclable materials, hazardous waste, or solid animal and vegetable wastes collected by swine producers licensed by the State Department of Agriculture to collect, prepare and feed such waste to swine on their own farms.

"Disposal facility" means those sites designated in the Morris County Solid Waste Management Plan for use by the Borough of Mountain Lakes, owned and operated by the Morris County Municipal Utilities Authority, Edwards Road, Parsippany, New Jersey, or State approved disposal facility.

"Dual Stream" means the method of collecting bottles, cans, and other containers separately in one recycling bucket, from paper grades which are collected separately in another recycling bucket.

"Governing body" means the governing body of the municipality, when the contract or agreement is to be entered into by, or on behalf of the municipality as further defined at N.J.A.C. 40A:11-2.

"Holiday" means a regularly scheduled collection day on which the authorized Disposal Facilities are closed, and may include New Year's Day, Memorial Day, Labor Day, Thanksgiving Day and Christmas Day.

"Legal newspaper" means the Daily Record and The Star Ledger.

"Proposal forms" mean those forms that must be used by all bidders to set forth the prices for services to be provided under the contract.

"Service Area" means the geographic area described below. The service area is as follows:

The corporate limits of the Borough of Mountain Lakes in the County of Morris.

"Surety" means a company that is duly certified to do business in the State of New Jersey and that is qualified to issue bonds in the amount and of the type and character required by these specifications.

### **3. BID SUBMISSION REQUIREMENTS**

#### **3.1. BID PROPOSAL**

- A. Each document in the bid proposal must be properly completed in accordance with N.J.A.C. 7:26H-6.5. No bidder shall submit the requested information on any form other than those provided in these bid specifications.
- B. Bid Proposals shall be hand delivered or mailed in a sealed envelope through the U.S. Postal Service, and the name and address of the bidder and the name of the bid as set forth in the Public Advertisement for Bids must be written clearly on the outside of the sealed envelope. No bid proposal will be accepted past the date and time specified by the Borough of Mountain Lakes in the advertisement for bids.
- C. Each bidder shall sign, where applicable, all bid submissions as follows:
  - 1. For a corporation, by a principal executive officer;
  - 2. For a partnership or sole proprietorship, by a general partner or the proprietor respectively; or
  - 3. A duly authorized representative if:
    - a. The authorization is made in writing by a person described in sections 1 and 2 above; and
    - b. The authorization specifies either an individual or a position having responsibility for the overall operation of the business.
- D. The bid proposal contains option bids. The Borough of Mountain Lakes may, at its discretion, award the contract to the bidder whose aggregate bid price for the chosen option, or any combination of options is the lowest responsible bidder; provided, however, the Borough of Mountain Lakes shall not award the contract based on the bid price for separate options.
- E. Any Bid Proposal that does not comply with the requirements of the bid specifications and N.J.A.C. 7:26H-6.1 et seq., shall be rejected as non-responsive.

#### **3.2. BID GUARANTY**

A Bid Guaranty in the form of a Bid Bond, Cashier's Check or Certified Check, made payable to the Borough of Mountain Lakes in the amount of 10% of the highest aggregate year bid submitted, not to exceed twenty thousand dollars (\$20,000) must accompany each Bid Proposal. In the event that the bidder to whom the Contract is awarded fails to enter into the Contract in the manner and within the time required, the award to the bidder shall be rescinded and the bid guaranty shall become the property of the Borough of Mountain Lakes.

#### **3.3. EXCEPTIONS TO THE BID SPECIFICATIONS**

Any conditions, limitations, provisos, amendments, or other changes attached or added by the bidder to any of the provisions of these Bid Specifications or any changes made by the bidder on the Proposal Forms shall result in the rejection of the Bid Proposal by the Borough of Mountain Lakes.

#### **3.4. BRAND NAME OR EQUIVALENT**

Whenever the Work Specifications identify a brand name, trade name or a manufacturer's name, this designation is used for classification or descriptive purposes only, and the bidder may substitute an equal product, subject to the approval of the Borough of Mountain Lakes.

**3.5. COMPLIANCE**

The bidder shall be familiar with and comply with all applicable local, state and federal laws and regulations in the submission of the Bid Proposal and, if the bidder is awarded the contract, in the performance of the contract.

**3.6. CONFLICT OF INTEREST AND NON-COLLUSION**

Each bidder must execute and submit as part of the Bid Proposal a "Non-Collusion Affidavit" which at a minimum shall attest that:

- A. The bidder has not entered into any agreement or participated in any collusion with any other person, corporate entity or government entity, or competitive bidding either alone or with any other person, corporate entity or government entity in connection with the above named project;
- B. All statements made in the bid proposal are true and correct and made with the full knowledge that the contracting unit relies upon the truth of those statements in awarding the contract; and
- C. No person or business is employed to solicit or secure the contract in exchange for a commission, percentage brokerage agreement or contingency fee unless such person possesses a Certificate of Public Convenience and Necessity and a License issued pursuant to N.J.A.C. 7:26-16 et seq.

**3.7. NO ASSIGNMENT OF BID**

The bidder may not assign, sell, transfer or otherwise dispose of the Bid or any portion thereof or any right or interest therein. This section is not intended to limit the ability of the successful bidder to assign or otherwise dispose of its duties and obligations under the contract provided that the Borough of Mountain Lakes agrees to the assignment or other disposition. No such assignment of disposition shall become effective without the written approval of the New Jersey Department of Environmental Protection.



#### **4. AWARD OF CONTRACT**

##### **4.1. GENERALLY**

- A. The Borough of Mountain Lakes shall award the contract or reject all bids within the time specified in the invitation to bid, but in no case more than 60 days, except that the bids of any bidders who consent thereto may, at the request of the contracting unit, be held for consideration for such longer period as may be agreed. All bidders will be notified of the Borough of Mountain Lakes' decision, in writing, by certified mail.
- B. The contract will be awarded to the bidder whose aggregate bid price for the selected option or options is the lowest responsible bid.
- C. The Borough of Mountain Lakes reserves the right to reject any bid not prepared and submitted in accordance with the provisions hereof, and to reject any or all bids. In the event that the Borough of Mountain Lakes rejects all bids, the Borough of Mountain Lakes shall publish a notice of re-bid no later than ten days, Saturdays, Sundays and holidays excepted, prior to the date for acceptance of bids.

##### **4.2. NOTICE OF AWARD AND EXECUTION OF CONTRACT**

Within fourteen calendar days of the award of the contract, the Borough of Mountain Lakes shall notify the successful bidder in writing, at the address set forth in the Bid Proposal and such notice shall specify the place and time for delivery of the executed contract, the performance bond, the vehicle dedication affidavit and the appropriate affirmative action documentation. Failure to deliver the aforementioned documents as specified in the notice of award shall be cause for the Borough of Mountain Lakes to declare the contractor non-responsive and to award the contract to the next lowest bidder.

##### **4.3. RESPONSIBLE BIDDER**

The Borough of Mountain Lakes shall determine whether a bidder is "responsible" in accordance with N.J.S.A. 40A:11-6.1 and N.J.A.C. 7:26H-6.8. The Bid Proposal of any bidder that is deemed not to be "responsible" shall be rejected.

##### **4.4. PERFORMANCE BOND**

The successful bidder shall provide a performance bond issued by a Surety in an amount equal to no more than 100% of the annual value of the contract. The successful bidder shall provide said performance bond to the contract administrator at 55 Pocono Road, Mountain Lakes, New Jersey 07046 prior to, or concurrent with the delivery of the executed contract. The performance bond for each succeeding year shall be delivered to the Borough of Mountain Lakes with proof of full payment of the premium one hundred twenty (120) days prior to the expiration of the current bond.

Failure to deliver a performance bond for any year of a multi-year, contract one hundred twenty (120) days prior to the termination of the current bond will constitute a breach of contract and will entitle the Borough of Mountain Lakes to terminate the contract upon the expiration of the current bond. Notwithstanding termination pursuant to this section, the contractor is obligated to fully perform through the date of termination of the contract and damages shall be assessed in an amount equal to the costs incurred by the Borough of Mountain Lakes in re-bidding the contract.

#### **4.5. AFFIRMATIVE ACTION REQUIREMENTS**

- A. If awarded a contract, the successful bidder will be required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.
- B. Within seven days after receipt of notification of the Borough of Mountain Lakes intent to award any contract the contractor must submit one of the following to the contracting unit:
  - 1. If the Contractor has a federal affirmative action plan approval which consists of a valid letter from the Office of Federal Contract Compliance Programs, the Contractor should submit a photocopy of its letter of approval.
  - 2. If the Contractor has a certificate of employee information report, the Contractor shall submit a photocopy of the certificate.
  - 3. If the Contractor has none of the above, the contracting unit shall provide the Contractor with an (A.A.302) affirmative action employee information report.
- C. If the Contractor does not submit the affirmative action document within the required time period, the Borough of Mountain Lakes may extend the deadline by a maximum of fourteen calendar days. Failure to submit the affirmative action document by the fourteenth calendar day shall be cause for the Borough of Mountain Lakes to declare the Contractor to be non-responsive and to award the contract to the next lowest bidder.

#### **4.6. NEW JERSEY BUSINESS REGISTRATION CERTIFICATE**

All bidders are required by law to submit with the bid proposal to the Borough of Mountain Lakes a "Business Registration Certificate" issued to them by the State of New Jersey.

#### **4.7. VEHICLE DEDICATION AFFIDAVIT**

The Contractor shall execute and submit at the time and place specified in the award notice of a vehicle dedication affidavit which at a minimum shall attest that: The successful bidder will dedicate a fixed number of vehicles, reasonably calculated to meet the requirements of these bid specifications; or to the extent that dedication of a fixed number of vehicles is not feasible, the Contractor shall covenant that the Borough of Mountain Lakes will only be accountable for its proportional share of the waste contained in the collection vehicle and shall be assessed charges based only on its share of the waste at the time of disposal.

#### **4.8. ERRORS IN PRICE CALCULATION**

Any discrepancy between a numerical price and a price written in words shall be resolved in favor of the price as written in words. Any discrepancy between the unit price multiplied by the quantity and a corresponding total price figure set forth in the Proposal Forms(s) shall be resolved in favor of a total price reached by multiplying the unit price by the quantity. The corrected total shall be used to determine the award of the contract. After all Bid Proposals have been read, the bids will be tabulated and adjusted, if necessary, in accordance with this paragraph. If any mathematical corrections must be made on any bid proposal, then the Borough of Mountain Lakes may not award a contract until all tabulations are complete.

## **5. WORK SPECIFICATIONS**

- A. Work under this contract includes the collection, removal and disposal of all solid waste, bulk waste and designated recyclables from each residential, municipal property, condominium units and the board of education property within the Borough of Mountain Lakes. The Borough is comprised of approximately 1,397 single family residential units, 69 condominium units, 4 Board of Education facilities and 2 municipal facilities. Borough properties cover an area of 3.1 square miles and contains 27 miles of traveled roadway. Increases in individual collection points in increments of one percent (1%) added to the collection route will be cause for renegotiating at an additional cost as related and limited solely to the increased collection units. Particularly excluded from bulk collection is material listed in Attachment #4.
- B. Collection Modes – The Contractor will provide bid pricing for the collection alternatives as listed in Section 5.3. The Borough of Mountain Lakes has historically contracted for home side pick-up of solid waste and recyclable materials. The Borough is divided into five (5) districts, with one district per day for collection. The Borough would consider alternatives from bidders if there is a more efficient method of collection, however, the vendor MUST bid on a five district collection system. In addition, the Borough will accept bids with both Borough ownership of recyclable materials, as well as the Contractor retaining ownership of same. The Board of Education requires a twice weekly pickup of solid waste and recyclable material from the four school locations.

### **5.1. SERVICE REQUIRED**

The Contractor shall provide service for each Option awarded by the Borough of Mountain Lakes. The Borough of Mountain Lakes shall select one collection Option for the contract period of three (3) or five (5) years in accordance with any of the option proposals submitted.

### **5.2. COLLECTION AREA**

The Contractor shall provide collection, removal, and disposal from within the territorial and geographical boundaries of the Borough of Mountain Lakes as described below:

The corporate limits of the Borough of Mountain Lakes in the County of Morris.

**5.3. COLLECTION OPTIONS - BASE BID (Options 1A, 1B, 1C and 1D)**

The home side collection of both solid waste and recyclables will be from a home side location within six (6) feet of the driveway of each service location. Homeowners/occupants will keep all receptacles in one location and these containers will be immediately returned to the same location by the Contractor after emptying with lids replaced on top. Contractor shall not be obligated to enter garage or home to collect solid waste or recyclable material. There shall be no limit to the amount of recyclable material placed out for collection. All solid waste and recyclable material containers have a maximum weight limit of 50 pounds per container.

The collection of recyclables will be on an alternating week schedule with commingled one week and cardboard/paper the following week.

The base bid includes the collection of curbside Type 13 bulk waste, excluding white goods, hazardous waste and construction debris, and shall be collected 4 times per year from every residence in the Borough. See Attachment #4 for acceptable and non-acceptable bulk materials.

The base bid includes providing containers/dumpsters and collection services of said dumpster/containers for the solid waste and recycling at the following municipal facilities during the Contract period and according to the following schedule:

1. Borough of Mountain Lakes Municipal Building:
  1. Appropriately sized container for the trash and recyclables to be determined by the Contractor, picked up on a five (5) day per week basis.
2. Borough of Mountain Department of Public Works Building:
  1. Appropriately sized container for the trash and recyclables to be determined by the Contractor, picked up on a minimum of one (1) day per week basis.

NOTE: Vendor must provide a bid on this item in order to be considered a responsive bid.

NOTE: All solid waste disposal costs associated with this collection option will be paid by the Borough of Mountain Lakes to the Morris County Municipal Utilities Authority.

NOTE: All revenues from the marketing of designated recyclable materials will be the property of the Borough of Mountain Lakes.

**NOTE: COLLECTION - ADDITIONAL SERVICE**

If the owner or occupant of any residential property desires an additional waste/recycling pickup above and beyond the service level required in the specifications, such service will be billed directly by the Contractor to the property owner receiving the service at the following rate per additional service pickup:

Year 1 - \$ No Bid.

Year 2 - \$ No Bid.

Year 3 - \$ No Bid.

Year 4 - \$ No Bid.

Year 5 - \$ No Bid.

All solid waste disposal costs associated with this collection option will be paid by the Borough of Mountain Lakes to the Morris County Municipal Utilities Authority.

**BASE BID OPTIONS (ONE MUST BE CHOSEN TO BE A RESPONSIVE BID)**

**OPTION 1A 3 Year Contract – Base Bid - Borough Retains Ownership of Recyclable Materials**

**OPTION 1B 3 Year Contract – Base Bid – Contractor Assumes Ownership of Recyclable Materials**

**OPTION 1C 5 Year Contract – Base Bid - Borough Retains Ownership of Recyclable Materials**

**OPTION 1D 5 Year Contract – Base Bid – Contractor Assumes Ownership of Recyclable Materials**

## **OPTION 2    COLLECTION OF MOUNTAIN LAKES BOARD OF EDUCATION**

The Contractor shall provide containers/dumpsters and container/dumpster collection services for solid waste and recycling at the following Board of Education facilities during the Contract period and according to the following schedule:

1. Mountain Lakes High School - Five (5) day collection during School Year in accordance with the School Calendar, and Two (2) days per week during Summer Session.
  - a. One (1) ten cubic yard container for solid waste.
  - b. Separate containers for mixed/comingled recyclables and paper.. Size and type of container to be determined by the Contractor that will be sufficient to hold all materials at all times.
2. Briarcliff School - Five (5) day collection during School Year in accordance with the School Calendar, and Two (2) days per week during Summer Session.
  - a. One (1) ten cubic yard container for solid waste.
  - b. Separate containers for mixed/comingled recyclables and paper. Size and type of container to be determined by the Contractor that will be sufficient to hold all materials at all times.
3. Lake Drive School - Five (5) day collection during School Year in accordance with the School Calendar, and Two (2) days per week during Summer Session.
  - a. One (1) ten cubic yard container for solid waste
  - b. Separate containers for mixed/comingled recyclables and paper. Size and type of container to be determined by the Contractor that will be sufficient to hold all materials at all times.
4. Wildwood School - Five (5) day collection during School Year in accordance with the School Calendar, and Two (2) days per week during Summer Session.
  - a. One (1) ten cubic yard container for solid waste.
  - b. Separate containers for mixed/comingled recyclables and paper. Size and type of container to be determined by the Contractor that will be sufficient to hold all materials at all times.

NOTE: Under this option, all revenues from the marketing of designated recyclable materials will be the property of the Borough of Mountain Lakes.

NOTE: All solid waste disposal costs associated with this collection option will be paid by the Borough of Mountain Lakes to the Morris County Municipal Utilities Authority.



**OPTION 2    MOUNTAIN LAKES BOARD OF EDUCATION**

**OPTION 2A   3 Year Contract - Board of Education – Borough Retains Ownership of Recyclable Materials**

**OPTION 2B   3 Year Contract - Board of Education – Contractor Assumes Ownership of Recyclable Materials**

**OPTION 2C   5 Year Contract - Board of Education – Borough Retains Ownership of Recyclable Materials**

**OPTION 2D   5 Year Contract - Board of Education – Contractor Assumes Ownership of Recyclable Materials**

#### **5.4. CONTAINERS**

- A. Containers used for collection of solid waste and co-mingled recyclables at single family units shall be a can or barrel made of plastic or metal or another durable material with a tight-fitting cover, constructed to prevent the spillage of contents. It shall be waterproof and shall not exceed 35 gallons in volume or 50 pounds in weight when filled. Containers used for collection of solid waste and commingled recyclables at condominium units and board of education facilities shall be as described above or solid waste type dumpsters, provided by the contractor, depending upon the past collection practices of the residential complex or facility.
- B. Collection of all designated recyclables to include separate containers, one for corrugated cardboard, chipboard, newspaper, and mixed paper, and one for commingled recyclables including vendor acceptable bottles, cans, and plastics, and shall be placed separately in rigid containers (not in plastic bags).
- C. Bulk items placed on the curb for curbside bulk pickup shall be under 500 pounds total.

#### **5.5. COLLECTION SCHEDULE**

- A. All collection services, as described in these specifications, shall be performed on all designated days between 8:00 a.m. and 4:00 p.m..
- B. The following legal holiday shall be exempted from the waste collection schedule:  
Christmas Day (December 25<sup>th</sup>)  
The following legal holidays may be exempted from the waste collection schedule:  
Memorial Day, Labor Day, Thanksgiving Day

In the event the contract desired to implement the optional holidays listed above, Contractor must notice the Borough of its intent no later than November 1<sup>st</sup> of the previous year (ie: no pickup Memorial Day 2023, Borough must be notified no later than November 1, 2022).

- C. In the event of the necessity to cancel a daily collection, Contractor is to notify the Borough of Mountain Lakes (Public Works Director, or his / her designee), as soon as the need becomes known. At time of notification, Contractor is to provide an alternate collection date, preferably the next day, however, not later than the next regularly scheduled collection date for the service area that was missed.

The Borough of Mountain Lakes will alert of the cancelation and alternative pickup date through its established communications channels.

#### **5.6. SOLID WASTE DISPOSAL**

- A. All solid waste collected within the Borough of Mountain Lakes shall be disposed of in accordance with the County of Morris Solid Waste Management Plan. For the term of this contract, all waste collected pursuant to the terms of the contract shall be disposed of at Morris County Municipal Utilities Authority, Edward Road, Parsippany, New Jersey, 07045. The Morris County Municipal Utilities Authority phone numbers are (973) 808-9651 and (973) 829-8585.
- B. The Borough of Mountain Lakes reserves the right to designate another disposal facility in accordance with the County of Morris Solid Waste Management Plan or in the event that the designated Disposal Facility is unable to accept waste. The Borough of Mountain Lakes will assume all additional costs or benefits that are associated with such designation.

**5.7. VEHICLES AND EQUIPMENT**

- A. All vehicles shall be registered with, and conform to the requirements of the New Jersey Department of Environmental Protection, in accordance with N.J.A.C. 7:26-3.1 et seq.
- B. All collection trucks shall be compaction types, completely enclosed and water tight. Subject to the prior approval of the Contract Administrator, the Contractor may employ equipment other than compaction type vehicles on streets whose width precludes the use of such vehicles. The Contractor shall specify whether the vehicles are side, front or rear loading.
- C. All vehicles shall be maintained in good working order and shall be constructed, used and maintained so as to reduce unnecessary noise, spillage and odor. The Contract Administrator shall have the right to inspect all vehicles, at any time, during the term of this contract, and the Contractor shall comply with all reasonable requests relative to the maintenance and repair of said vehicles and other equipment used in the execution of the Contract. All vehicles shall be equipped with a broom and shovel.
- D. The Contract Administrator may order any of the Contractor's vehicles used in performance of the contract out of service if the vehicle is not maintained in accordance with the requirements of these Work Specifications. In such event, the Contractor shall replace such vehicle, at its sole cost and expense, with a conforming vehicle satisfactory to the Contract Administrator.

**5.8. NAME ON VEHICLES**

The name, address and service phone number of the Contractor shall be placed clearly and distinctly on both sides of all vehicles used in connection with the collection services.

**5.9. TELEPHONE FACILITIES AND EQUIPMENT**

- A. The Contractor must provide and maintain an office within reasonable proximity of the Borough of Mountain Lakes with sufficient telephone lines to receive complaints or inquiries. The Contractor shall ensure that phone service is activated prior to the commencement of service.
- B. Telephone service shall be maintained on all collection days, between the hours of 8:00 a.m. and 4:00 p.m.. The Borough of Mountain Lakes shall list the Contractor's telephone number in the Telephone directory along with other listings for the Borough of Mountain Lakes.

**5.10. FAILURE TO COLLECT**

The Contractor shall report to the Contract Administrator, within one (1) hour of the start of the Collection Day, all cases that preclude collection. In the event of severe weather, the Contractor shall collect solid waste no later than the next regularly scheduled collection day. In those cases where collection is scheduled on a one collection per week basis, that collection will be made as soon as possible, but in no event later than the next scheduled collection day.

### **5.11. COMPLAINTS**

The Contractor shall promptly and properly attend to all complaints of customers and all notices, directives, and orders of the Contract Administrator within twenty-four (24) hours of the receipt of same. The Contractor shall be required to maintain a log of all complaints received and the action taken to remedy the complaints. The Contractor shall submit a copy of all complaints received and the action taken to the Borough of Mountain Lakes upon request by the Borough of Mountain Lakes.

### **5.12. SOLICITATION OF GRATUITIES**

The Contractor shall ensure that no agent or employee shall solicit or receive gratuities of any kind for any of the work or services provided in connection with the contract. The Contractor shall be subject to the Liquidated Damage clause herein contained for breach hereof.

### **5.13. INVOICE AND PAYMENT PROCEDURE**

- A. The Contractor shall submit all invoices for collection and/or disposal services in accordance with the requirements of this section.
  - 1. Within 30 days after the end of each calendar month during the term of the contract during which the Contractor provided services as provided in these Bid Specifications, the Contractor will submit an invoice to the Borough of Mountain Lakes for the preceding calendar month (the "Billing Month").
  - 2. Where the Contractor has paid the costs of disposal, the Contractor shall submit a separate invoice to the Borough of Mountain Lakes for reimbursement.
- B. The Borough of Mountain Lakes shall pay all invoices within 30 days of receipt. The Borough of Mountain Lakes will not be obligated to pay a defective invoice until the defect is cured by the Contractor. Borough of Mountain Lakes shall have 30 days from the date of receipt of the corrected invoice to make payment.
- C. Invoices shall specify the number and type of vehicles used for collection in the contracting unit, the loads per truck, and the number of cubic yards and the tonnage of the material disposed of each day during the billing month. The tonnage for which the Borough of Mountain Lakes shall be charged shall be the difference between the weight of the vehicle upon entering the disposal facility and the tare weight of the vehicle.
- D. The Contractor shall submit an invoice setting forth the costs (including all taxes and surcharges) of disposal billed by or paid to the Disposal Facility. Where the Contractor has paid the costs of disposal, the Borough of Mountain Lakes shall reimburse the Contractor for the actual quantity of waste disposed of based on the monthly submission of certified receipts from the Disposal Facility. The invoices shall specify the number and type of vehicle used for collection in the governing body; the number of cubic yards and the tonnage of the material disposed of each day during the billing month; and monthly receipts issued by the disposal facility showing:
  - 1. the amount of the invoice;
  - 2. the origin of the waste;
  - 3. the truck license plate number;
  - 4. the total quantity and weight of the waste; and
  - 5. the authorized tipping rate plus all taxes and surcharges.

- E. Where the Borough of Mountain Lakes will pay the costs of disposal, the disposal facility shall bill the Borough of Mountain Lakes directly for all costs (including taxes and surcharges).

**5.14. COMPETENCE OF EMPLOYEES**

The Contractor's employees must be competent in their work, and if any person employed shall appear incompetent or disorderly, the Borough of Mountain Lakes shall notify the contractor and specify how the employee is incompetent or disorderly and the contractor shall take steps to correct and remedy the situation, including disciplinary action if necessary. Any employee who drives or will drive a vehicle in the course of the employee's employment pursuant to the contract must possess a valid New Jersey driver's license for the type of vehicle operated.

**5.15. SUPERVISION OF EMPLOYEES**

The Contractor shall employ a Superintendent or Foreman who shall have full authority to act for the Contractor. The Contractor shall notify the Contract Administrator, in writing, that a supervisor has been appointed. Such notification shall be given prior to beginning performance of the contract. The Contractor shall promptly notify the Contract Administrator, in writing, of any changes.

**5.16. INSURANCE REQUIREMENTS**

The Contractor shall take out and maintain in full force and effect at all times during the life of this Contract insurance in conformance with the requirements of N.J.A.C. 7:26H-6.17. The insurance policy shall name the Borough of Mountain Lakes as an Additional Named insured indemnifying the Borough of Mountain Lakes with respect to the Contractor's actions pursuant to the Contract.

**5.17. CERTIFICATES**

Upon notification by the Borough of Mountain Lakes, the lowest responsible bidder shall supply to the Contract Administrator, within five days of notification, a certificate of insurance as proof that the insurance policies required by these specifications are in full force and effect.

**5.18. INDEMNIFICATION**

The Contractor shall indemnify and hold harmless the Borough of Mountain Lakes from and against all claims, damages, losses, and expenses including all reasonable expenses incurred by the Borough of Mountain Lakes on any of the aforesaid claims that may result or arise directly or indirectly, from or by reason of the performance of the contract or from any act or omission by the Contractor, its agents, servants, employees or subcontractors and that results in any loss of life or property or in any injury or damage to persons or property.

**6. BIDDING DOCUMENTS**

**6.1 BIDDING DOCUMENTS CHECKLIST**

- ☒ a. Photocopy of bidder's Certificate of Public Convenience and Necessity and an approval letter issued in conformance with N.J.S.A. 13:1E-126.
- ☒ b. Statement of bidder's qualifications, experience, and financial ability.
- ☒ c. A bid guarantee in the form of a bid bond, certified check or cashier's check in the proper amount made payable to the Borough of Mountain Lakes.
- ☒ d. Statement of Ownership Disclosure.
- ☒ e. Non-Collusion Affidavit.
- ☒ f. Consent of surety.
- ☒ g. Disclosure of Investment Activities in Iran.
- ☒ h. Americans with Disabilities Act.
- ☒ i. Equipment Certification.
- ☒ j. Copy of Valid NJ Business Registration Certificate.
- ☒ k. Bid Proposal Form.
- ☒ l. Acknowledgement of Revisions and Notices.

Suburban Disposal Inc.

Name of Firm or Individual

Signature

John Roselle - President

Title

September 14, 2022

Date

**6.2**     **CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY/A-901 APPROVAL LETTER**

Name                      Suburban Disposal Inc. \_\_\_\_\_

Complete Address    54 Montesano Rd. \_\_\_\_\_

Telephone Number    Fairfield, NJ 07004 \_\_\_\_\_

Certificate Number    SW 1292 \_\_\_\_\_

Date.    September 14, 2022 \_\_\_\_\_

ATTACH AN ORIGINAL COPY OF CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY  
TOGETHER WITH AN ORIGINAL COPY OF A-901 APPROVAL LETTER



**6.3**

**STATEMENT OF BIDDER'S QUALIFICATIONS, EXPERIENCE AND FINANCIAL ABILITY**

**AFFIDAVIT**

STATE OF NEW JERSEY       }  
COUNTY OF Morris        }


SS: Borough of Mountain Lakes

I, John Roselle (name of Affiant), am the President of the

Suburban Disposal Inc. (identify relationship to bidder: owner, partner, president or other corporate officer), and

being duly sworn, I depose and say:

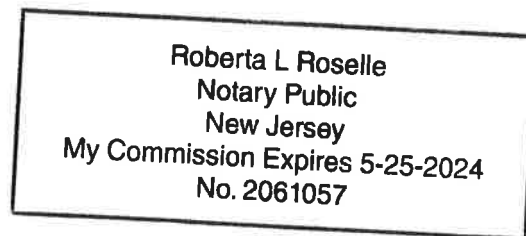
1. All of the answers set forth in the Questionnaire are true and each question is answered on the basis of my personal knowledge.
2. All of the answers given in the Questionnaire are given by me for the express purpose of inducing the Borough of Mountain Lakes to award to Suburban Disposal Inc. (name of bidder) the contract for solid waste collection and recycling services in the event said bidder is the lowest responsible bidder on the basis of the bid proposal which is submitted herewith.
3. I understand and agree that the Borough of Mountain Lakes will rely upon the information provided in the Questionnaire in determining the lowest, responsible bidder to be awarded the contract.
4. I also understand and agree that the Borough of Mountain Lakes may reject the bid proposal in the event that the answer to any of the foregoing questions is false.
5. I do hereby authorize the Borough of Mountain Lakes, or any duly authorized representative thereof, to inquire about or to investigate the answer to any question provided in the Questionnaire, and I further authorize any person or organization that has knowledge of the facts supplied in such statement to furnish the Borough of Mountain Lakes with any information necessary to verify the answers given.

Suburban Disposal Inc.  
Name of Firm or Individual  
  
Signature

John Roselle - President  
Title  
September 14, 2022  
Date

Subscribed and sworn to before me this

14<sup>th</sup> day of September 2022  
Roberta L. Roselle  
Notary Public of New Jersey  
My Commission expires May 25, 2024



Note: A partnership must give firm name and signature of all partners. A corporation must give full corporate name and signature of official, and the corporate seal affixed.

**\*\* Please see attached \*\***

## **QUESTIONNAIRE**

This questionnaire must be filled out and submitted as part of the Bid Proposal for solid waste collection and disposal for the Borough of Mountain Lakes. Failure to complete this form or to provide any of the information required herein shall result in rejection of the Bid Proposal.

Answers should be typewritten or printed neatly in black or blue ink. Answers must be legible. Any answer that is illegible or unreadable will be considered incomplete. If additional space is required, the bidder shall add additional sheets and identify clearly the question being answered.

1. How many years has the bidder been in business as a contractor under your present name?
2. List any other names under which the bidder, its partners or officers have conducted business in the past five years.
3. Has the bidder failed to perform any contract awarded to it by the Borough of Mountain Lakes under its current or any past name in the past five years? If the answer is "Yes", state when, where and why. A complete explanation is required.
4. Has any officer or partner of the bidder's business ever failed to perform any contract that was awarded to him/her as an individual by the Borough of Mountain Lakes in the past five years? If the answer is "Yes", state when, where and why. A complete explanation is required.
5. List all public entity contracts which the bidder or its partners is now performing or for which contracts have been signed, but work not begun. Give the name of the municipality or owner, the amount of the contract and the number of years the contract covers.
6. List any government solid waste collection and disposal services contracts that the bidder has completed within the last five years. Give detailed answers to questions below relating to this subject.
  - (a) Name of contracting unit;
  - (b) Approximate population of contracting unit;
  - (c) Term of contract from to ;

- (d) How were materials collected?
  - (e) Provide location of disposal site or sites and methods used in the disposal of solid waste;
  - (f) Name and telephone number of Contract Administrator or some other official in charge of collection and disposal.
- 
- 7. State all equipment owned by and/or available to the bidder for use in collection of the waste described in the work specifications. Include the make of each vehicle, the year of manufacture, the capacity, years of service, present condition and the type and size of the truck bodies.
  - 8. Where can this equipment described above be inspected?
  - 9. Identify all equipment that is not presently owned or leased by the bidder that will be necessary to perform the services in accordance with the work specifications.
  - 10. Describe how you will obtain such equipment if you are awarded the contract. If such equipment is to be leased, provide the name, address and phone number of the lessor. If the equipment is to be purchased, provide the name, address and phone number of the seller.
  - 11. If the equipment to be leased or purchased is not located at the address(s) given above in answer 8, identify where the equipment can be inspected.
  - 12. List the name and address of three credit or bank references.
  - 13. Supply the most recent annual report, as required to be filed with the Department of Environmental Protection. If the company has recently entered the collection business and has not been required to file an annual report, a financial statement for the most recent year, which includes at a minimum the bidder's assets, shall be submitted, or a financial statement for the most recent year from the bidder's parent company shall be submitted, provided the parent company's financial statement lists the assets of the bidder's company separately.

14. The Borough has traditionally collected solid waste on a one district per day system with five (5) districts. If the bidder can provide an alternative collection method in lieu of the five district collection method presently in place, describe this alternative collection process. The Bid must be prepared based upon the traditional five districts; any alternate schedule must be prepared as a separate bid for each item following the provided table,

## QUESTIONNAIRE

This questionnaire must be filled out and submitted as part of the Bid Proposal for Solid Waste Collection and Removal Services for the Borough/Township. Failure to complete this form or to provide any of the information required herein shall result in rejection of the Bid Proposal.

Answers should be typewritten or printed neatly in black or blue ink. Answers must be legible. Any answer that is illegible or unreadable will be considered incomplete. If additional space is required, the bidder shall add additional sheets and identify clearly the question being answered.

1. How many years has the bidder been in business as a contractor under your present name?  
38 Years

2. List any other names under which the bidder, its partners or officers have conducted business in the past five years.  
Louis T. Roselle Inc.  
Eastern Recycling Inc.  
Six Brothers Associates LLC  
Six Brothers Enterprises LLC  
Priority Compactor Repair LLC

3. Has the bidder failed to perform any contract awarded to it by the Contracting Unit under its current or any past name in the past five years? If the answer is "Yes", state when, where and why. A complete explanation is required.  
No

4. Has any officer or partner of the bidder's business ever failed to perform any contract that was awarded to him/her as an individual by the Contracting Unit in the past five years? If the answer is "Yes", state when, where and why. A complete explanation is required.  
No

5. List all public entity contracts which the bidder or its partners is now performing or for which contracts have been signed, but work not begun. Give the name of the municipality or owner, the amount of the contract and the number of years the contract covers. Please see attached.

6. List the government Solid Waste Collection and Removal Services contract that the bidder has completed within the last five years. Give detailed answers to questions below relating to this subject.  
Please see attached.

(a) Name of contracting unit;

(b) Approximate population of contracting unit;

(c) Term of contract from to ;

(d) How were materials collected?

(e) Give location of disposal site or sites and methods used in the disposal of solid waste;

(f) Name and telephone number of Contract Administrator or some other official in charge of collection and disposal.

7. State all equipment owned by and/or available to the bidder for use in collection of the waste described in the work

specifications. Include the make of each vehicle, the year of manufacture, the capacity, years of service, present condition and the type and size of the truck bodies. Please see attached.

8. Where can this equipment described above be inspected?  
54 Montesano Rd., Fairfield, NJ

9. Identify all equipment that is not presently owned or leased by the bidder that will be necessary to perform the services in accordance with the work specifications.  
All equipment owned.

10. Describe how you will obtain such equipment if you are awarded the contract. If such equipment is to be leased, provide the name, address and phone number of the lessor. If the equipment is to be purchased, provide the name, address and phone number of the seller. All equipment owned.

11. If the equipment to be leased or purchased is not located at the address(s) given above in answer 9, identify where the equipment can be inspected. All equipment owned.

12. List the name and address of three credit or bank references.

1. TD Bank, 280 Passaic Ave, Fairfield, NJ 07004
2. Cambria Mack, US Hwy 1 & Plainfield Ave, Edison, NJ 08017
3. Financial Federal 1715 Aaron Brenner Drive, Suite 100 Memphis, TN 38120 | 901.756.2840

13. Supply the most recent annual Report, as required to be filed with the Department of Environmental Protection. If the company has recently entered the collection business and has not been required to file an annual report, a financial statement for the most recent year, which includes at a minimum the bidders assets, shall be submitted, or a financial statement for the most recent year from the bidder's parent company shall be submitted, provided the parent company's financial statement lists the assets of the bidder's company separately. Please see attached.

14. Additional remarks.



## **Independent Accountants' Review Report**

**To Management of  
Suburban Disposal, Inc.  
Fairfield, New Jersey**

We have reviewed the accompanying financial statements of Suburban Disposal, Inc. (an S Corporation), which comprise the statements of assets, liabilities and stockholders' equity - income tax basis as of December 31, 2020 and 2019, and the related statements of revenue, expenses and retained earnings - income tax basis for the years then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of company management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the basis of accounting the Company uses for income tax purposes; this includes determining that the basis of accounting the Company uses for income tax purposes is an acceptable basis for the preparation of financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

### **Accountant's Responsibility**

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with the basis of accounting the Company uses for income tax purposes. We believe that the results of our procedures provide a reasonable basis for our conclusion.

### **Accountant's Conclusion**

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with the basis of accounting the Company uses for income tax purposes.

### **Basis of Accounting**

We draw attention to Note 2 of the financial statements, which describes the basis of accounting. The financial statements are prepared in accordance with the basis of accounting the Company uses for income tax purposes, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our conclusion is not modified with respect to this matter.

### **Supplementary Information**

The supplementary information included in Schedules 1 and 2 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements. The supplementary information has been subjected to the review procedures applied in our review of the basic financial statements. We are not aware of any material modifications that should be made to the supplementary information. We have not audited the supplementary information and do not express an opinion on such information.

***The Koenig Group, LLC***

Clark, NJ  
June 22, 2021

1093 Raritan Road, 2nd floor, Clark, NJ 07066

Office also in Montclair, NJ

Tel: 848-235-5405 • Fax: 848-235-5406





## **Independent Accountants' Review Report**

**To Management of  
Suburban Disposal, Inc.  
Fairfield, New Jersey**

We have reviewed the accompanying financial statements of Suburban Disposal, Inc. (an S Corporation), which comprise the statements of assets, liabilities and stockholders' equity - income tax basis as of December 31, 2021 and 2020, and the related statements of revenue, expenses and retained earnings - income tax basis for the years then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of company management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the basis of accounting the Company uses for income tax purposes; this includes determining that the basis of accounting the Company uses for income tax purposes is an acceptable basis for the preparation of financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

### **Accountant's Responsibility**

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with the basis of accounting the Company uses for income tax purposes. We believe that the results of our procedures provide a reasonable basis for our conclusion.

### **Accountant's Conclusion**

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with the basis of accounting the Company uses for income tax purposes.

### **Basis of Accounting**

We draw attention to Note 2 of the financial statements, which describes the basis of accounting. The financial statements are prepared in accordance with the basis of accounting the Company uses for income tax purposes, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our conclusion is not modified with respect to this matter.

### **Supplementary Information**

The supplementary information included in Schedules 1 and 2 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements. The supplementary information has been subjected to the review procedures applied in our review of the basic financial statements. We are not aware of any material modifications that should be made to the supplementary information. We have not audited the supplementary information and do not express an opinion on such information.

***The Koenig Group, LLC***

Clark, NJ  
May 24, 2022

1093 Raritan Road, 2nd floor, Clark, NJ 07066  
Office also in Montclair, NJ  
Tel: 848-235-5405 • Fax: 848-235-5406  
[www.koenigcpa.net](http://www.koenigcpa.net)





**SUBURBAN DISPOSAL, INC.  
(AN S CORPORATION)  
FINANCIAL STATEMENTS**

**FOR THE YEARS ENDED  
DECEMBER 31, 2021 AND 2020**

**SUBURBAN DISPOSAL, INC.**  
**(AN S CORPORATION)**  
**STATEMENTS OF ASSETS, LIABILITIES AND STOCKHOLDERS' EQUITY**  
**INCOME TAX BASIS**  
**DECEMBER 31,**

	<u>2021</u>	<u>2020</u>
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash	\$ 7,519,218	\$ 6,786,351
Accounts Receivable	4,906,785	3,455,122
Employee Loans	280,000	264,555
Fuel Credit Refund Receivable	184,042	398,627
Theft Recovery Receivable	97,925	0
Due From Related Parties	543,979	1,626,232
Prepaid Expenses and Taxes	<u>1,288,039</u>	<u>1,567,359</u>
<b>TOTAL CURRENT ASSETS</b>	<u>14,819,988</u>	<u>14,098,246</u>
<b>PROPERTY AND EQUIPMENT AT COST</b>		
Trucks	38,459,543	36,342,549
Containers	3,262,215	3,188,981
Machinery and Equipment	788,491	788,491
Leasehold Improvements	<u>331,381</u>	<u>331,381</u>
Total Property and Equipment at Cost	42,841,630	40,651,402
Less: Accumulated Depreciation	<u>42,185,283</u>	<u>39,710,489</u>
<b>PROPERTY AND EQUIPMENT - NET</b>	<u>656,347</u>	<u>940,913</u>
<b>OTHER ASSETS</b>		
Purchased Routes - Net	1,135,046	1,254,278
Deposits	42,750	42,750
Loans Receivable - Related Parties	<u>498,256</u>	<u>446,306</u>
<b>TOTAL OTHER ASSETS</b>	<u>1,676,052</u>	<u>1,743,334</u>
<b>TOTAL ASSETS</b>	<u><u>\$ 17,152,387</u></u>	<u><u>\$ 16,782,493</u></u>

**SUBURBAN DISPOSAL, INC.**  
**(AN S CORPORATION)**  
**STATEMENTS OF ASSETS, LIABILITIES AND STOCKHOLDERS' EQUITY**  
**INCOME TAX BASIS**  
**DECEMBER 31,**

	<u>2021</u>	<u>2020</u>
<b>LIABILITIES AND STOCKHOLDERS' EQUITY</b>		
<b>CURRENT LIABILITIES</b>		
Notes Payable - Current Portion	\$ 4,728,446	\$ 5,016,809
Accounts Payable	303,210	1,037,483
Accrued Expenses and Taxes	<u>508,215</u>	<u>385,941</u>
<b>TOTAL CURRENT LIABILITIES</b>	5,539,871	6,440,233
<b>LONG-TERM DEBT</b>		
Notes Payable - Less: Current Portion	<u>3,459,498</u>	<u>6,319,088</u>
<b>TOTAL LIABILITIES</b>	<u>8,999,369</u>	<u>12,759,321</u>
<b>STOCKHOLDERS' EQUITY</b>		
Common Stock, No Par Value, 100 shares		
Authorized, Issued and Outstanding	1,000	1,000
Retained Earnings	<u>8,152,018</u>	<u>4,022,172</u>
<b>TOTAL STOCKHOLDERS' EQUITY</b>	<u>8,153,018</u>	<u>4,023,172</u>
<b>TOTAL LIABILITIES AND STOCKHOLDERS' EQUITY</b>	<u><u>\$ 17,152,387</u></u>	<u><u>\$ 16,782,493</u></u>

**SUBURBAN DISPOSAL, INC.**  
**(AN S CORPORATION)**  
**STATEMENTS OF REVENUE, EXPENSES AND RETAINED EARNINGS - INCOME TAX BASIS**  
**FOR THE YEARS ENDED DECEMBER 31,**

	<u>2021</u>	<u>%</u>	<u>2020</u>	<u>%</u>
<b>OPERATING REVENUE</b>	\$73,401,293	100.00	\$69,790,574	100.00
<b>DISPOSAL FEES</b>	<u>(19,970,715)</u>	<u>(27.21)</u>	<u>(20,381,994)</u>	<u>(29.20)</u>
<b>GROSS PROFIT</b>	<u>53,430,578</u>	<u>72.79</u>	<u>49,408,580</u>	<u>70.80</u>
<b>EXPENSES</b>				
Operating	42,845,003	58.37	41,485,276	59.43
General and Administrative	8,818,318	12.02	7,490,285	10.74
<b>TOTAL EXPENSES</b>	<u>51,663,321</u>	<u>70.39</u>	<u>48,975,561</u>	<u>70.17</u>
<b>INCOME FROM OPERATIONS</b>	<u>1,767,257</u>	<u>2.40</u>	<u>433,019</u>	<u>0.63</u>
<b>OTHER INCOME/(EXPENSES)</b>				
PPP Loan Forgiveness	4,333,300	5.90	0	0.00
Theft Expense	(153,593)	(0.21)	0	0.00
Interest Income	7,452	0.01	0	0.00
Interest Expense	(404,707)	(0.55)	(458,198)	(0.66)
Fuel Surcharge Income	41,714	0.06	43,816	0.06
Fuel Credit Income	184,042	0.25	202,555	0.29
Gain on Disposition of Assets	27,919	0.04	0	0.00
<b>OTHER INCOME/(EXPENSES) - NET</b>	<u>4,036,127</u>	<u>(0.20)</u>	<u>(211,827)</u>	<u>(0.31)</u>
<b>INCOME BEFORE PROVISION FOR INCOME TAXES</b>	5,803,384	7.91	221,192	0.32
Provision for Income Taxes	<u>83,538</u>	<u>0.11</u>	<u>14,446</u>	<u>0.02</u>
<b>NET INCOME</b>	<u>5,719,846</u>	<u>8.02</u>	<u>206,746</u>	<u>0.34</u>
<b>RETAINED EARNINGS</b>				
Beginning of Year	4,022,172		5,735,426	
Less: Distributions	<u>(1,590,000)</u>		<u>(1,920,000)</u>	
End of Year	<u>\$ 8,152,018</u>		<u>\$ 4,022,172</u>	

# Request for Taxpayer Identification Number and Certification

Give form to the  
requester. Do not  
send to the IRS.

Print or type  
See Specific Instructions on page 2.

Name (as shown on your income tax return)

Suburban Disposal Inc.

Business name, if different from above

Check appropriate box: ☐ Individual/sole proprietor ☒ Corporation ☐ Partnership  
☐ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ☐ Other (see instructions) ▶

Address (number, street, and apt. or suite no.)

54 Montesano Rd.

City, state, and ZIP code

Fairfield, NJ 07004

List account number(s) here (optional)

Requester's name and address (optional)

☐ Exempt  
payee

## 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 your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3. Note: If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

or

Employer identification number  
22-12253987

## 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).

**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 on page 4.

Sign Here Signature of U.S. person ▶

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note: If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Date ▶ November 17, 2017

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

Christine Todd Whitman  
Governor



State of New Jersey  
Department of Environmental Protection  
Bureau of Background Disclosure Review

CN-474  
Trenton, NJ 08625-0474  
Phone: (609) 530-8210  
Fax: (609) 530-4999

Robert C. Shan, Jr.  
Commissioner

Mr. John Roselle  
Suburban Disposal, Inc.  
269 Sheppard Avenue  
East Orange, NJ 07026

MAR 04 1995

Dear Mr. Roselle:

RE: Solid Waste Transporter License  
N.J.S.A. 13:1E-126 et seq.

This is to advise you that the investigative report from the Attorney General required under N.J.S.A. 13:1E-126 et seq. has been received by the Department of Environmental Protection.

Based on our review of the investigative report, the disclosure statement, your other application papers and the Department's enforcement history, the Department is issuing a solid waste transporter license to:

**SUBURBAN DISPOSAL, INC.**

This letter will serve as documentation that a solid waste transporter license has been issued. This license must be renewed annually by filing the annual license update form and any other information concerning your company or its operation as required by the Department.

Questions regarding this solid waste transporters license or your Certificate of Public Convenience, and Necessity should be directed to the Bureau of Background Disclosure Review at (609) 530-8210. Questions regarding vehicle registration should be directed to the Bureau of Registration at (609) 530-4004.

Sincerely,

*Alan Kaczorowski*  
Alan Kaczorowski, Chief  
Bureau of Background Disclosure Review

Truck #	Make	Model	Year	Type	Capacity Yrds	Years Service	Condition	Body Type	Body Size
164	Mack	MRU	2017	FE	40	4	Excellent	Heil	40 Yrds
165	Mack	TE	2019	FE	40	2	Excellent	Heil	40 Yrds
168	Mack	TE	2019	FE	40	2	Excellent	Heil	40 Yrds
198	Autocar	ACX	2017	CNG RE	28	4	Excellent	McNeilus	28 Yrds
199	Autocar	ACX	2017	CNG RE	28	4	Excellent	McNeilus	28 Yrds
200	Autocar	ACX	2017	CNG RE	28	4	Excellent	McNeilus	28 Yrds
201	Autocar	ACX	2017	CNG RE	28	4	Excellent	McNeilus	28 Yrds
203	Mack	MRU	2017	RE	32	4	Excellent	McNeilus	32 Yrds
204	Mack	MRU	2017	RE	32	4	Excellent	McNeilus	32 Yrds
205	Autocar	ACX	2017	CNG RE	28	4	Excellent	McNeilus	28 Yrds
206	Autocar	ACX	2017	CNG RE	28	4	Excellent	McNeilus	28 Yrds
207	Mack	MR	2017	RE	32	4	Excellent	McNeilus	32 Yrds
209	Mack	MRU	2018	RE	29	3	Excellent	McNeilus	29 Yrds
210	Autocar	ACX	2017	CNG RE	28	4	Excellent	McNeilus	28 Yrds
211	Autocar	ACX	2017	CNG RE	28	4	Excellent	McNeilus	28 Yrds
212	Autocar	ACX	2017	CNG RE	28	4	Excellent	McNeilus	28 Yrds
213	Mack	MRU	2018	RE	32	3	Excellent	McNeilus	32 Yrds
214	Mack	MRU	2018	RE	32	3	Excellent	McNeilus	32 Yrds
215	Mack	TE	2019	RE	29	2	Excellent	McNeilus	29 Yrds
216	Mack	MRU	2018	RE	32	3	Excellent	McNeilus	32 Yrds
217	Mack	MRU	2018	RE	32	3	Excellent	McNeilus	32 Yrds
223	Mack	TE	2018	RE	32	3	Excellent	McNeilus	32 Yrds
224	Mack	TE	2018	RE	32	3	Excellent	McNeilus	32 Yrds
225	Mack	TE	2018	RE	32	3	Excellent	McNeilus	32 Yrds
228	Mack	TE	2019	RE	32	2	Excellent	McNeilus	32 Yrds
236	Mack	GU	2018	RO	50	3	Excellent	American	32 Yrds
237	Mack	GU	2018	RO	50	3	Excellent	American	50 YRDS
239	Mack	GU	2020	RO	50	1	Excellent	American	50 YRDS

Name	Amount	Term
Borough of Allendale	1,847,000.00	5
Borough of Bay Head	820,000.00	5
Borough of Bogota	1,113,000.00	3
Borough of Brielle	938,000.00	5
Borough of Butler	1,639,000.00	3
Borough of Carteret	3,135,000.00	5
Borough of Chatham	1,602,000.00	5
Borough of Dumont	4,217,000.00	5
Borough of Englishtown	413,000.00	5
Borough of Fair Haven	888,000.00	3
Borough of Glen Ridge	3,491,000.00	5
Borough of Highlands	1,074,000.00	5
Borough of Ho-Ho-Kus	3,276,000.00	5
Borough of Hoptacong	7,392,000.00	5
Borough of Keansburg	3,388,000.00	5
Borough of Kinnelon	2,262,000.00	3
Borough of Lincoln Park	2,150,000.00	5
Borough of Little Silver	1,296,000.00	5
Borough of Madison	1,442,000.00	3
Borough of Morris Plains	1,808,000.00	5
Borough of Mountain Lakes	2,210,000.00	5
Borough of New Providence	2,815,000.00	5
Borough of North Haledon	2,255,000.00	5
Borough of Oakland	2,091,000.00	3
Borough of Oceanport	2,653,000.00	5
Borough of Point Pleasant	4,442,000.00	5
Borough of Ramsey	3,469,000.00	5
Borough of Roselle Park	1,989,000.00	5
Borough of Rumson	1,521,000.00	3
Borough of Saddle River	1,253,000.00	3
Borough of Sea Bright	670,000.00	3
Borough of Ship Bottom	1,022,000.00	5
Borough of Union Beach	1,218,000.00	5
Borough of Wood-Ridge	2,295,000.00	5
Borough of Woodland Park	1,906,000.00	3
City of Clifton	11,295,000.00	3
City of Paterson	20,873,000.00	5
Keyport	1,488,900.00	5
Paterson Board of Education	898,200.00	3
Township of Aberdeen	3,538,625.00	5
Township of Bloomfield	11,369,000.00	5
Township of Eagleswood	516,000.00	5
Township of Fairfield	2,425,000.00	5
Township of Holmdel	873,000.00	3
Township of Mahwah	3,180,000.00	3
Township of Manalapan	8,930,000.00	5
Township of Montville	1,760,000.00	1
Township of West Milford	11,112,000.00	5
Township of West Orange	14,385,000.00	5



<u>Municipality</u>	<u>Phone</u>	<u>Contact</u>	<u>Type</u>	<u>Pop.</u>	<u>From</u>	<u>To</u>	<u>Site</u>
Borough of Allendale	(201) 818-4400	Clerk/Administrator	Curb	5,823	4/15/2016	4/14/2020	Covanta, Totowa, NJ
Borough of Bay Head	732-892-0574	Clerk/Administrator	Rear	977	7/1/2016	12/31/2020	Ocean County Landfill, Manchester, NJ
Borough of Bogota	201-342-1736 x 223	Clerk/Administrator	Curb	6,889	1/1/2017	12/31/2019	Covanta, Totowa, NJ
Borough of Butler	973-838-7200	Clerk/Administrator	Curb	16,050	1/1/2015	12/31/2019	MCUA
Borough of Carteret	(732) 541-3801	Clerk/Administrator	Curb	18,300	1/1/2016	12/31/2020	Middlesex County Landfill, East Brunswick, NJ
Borough of Chatham	(973) 635-0674	Clerk/Administrator	Curb	16,921	1/1/2016	12/31/2020	MCUA
Borough of Dumont	201-387-5022	Clerk/Administrator	Curb	15,212	5/1/2014	4/31/2019	Covanta, Totowa, NJ
Borough of Fair Haven	(732) 747-0241	Clerk/Administrator	Curb	5,437	9/1/2018	3/31/2019	Monmouth County Reclamation Center, Tinton Falls, NJ
Borough of Glen Ridge	973-748-8400	Clerk/Administrator	Curb	6,868	1/1/2015	12/31/2019	ECUA
Borough of Highlands	(732) 872-1158	Clerk/Administrator	Curb	6,178	9/1/2018	5/14/2019	Monmouth County Reclamation Center, Tinton Falls, NJ
Borough of Ho-Ho-Kus	201-652-4400	Clerk/Administrator	Rear	4,065	1/1/2015	12/31/2019	Covanta, Totowa, NJ
Borough of Hoptacong	973-770-1200	Clerk/Administrator	Curb	14,186	7/1/2013	6/30/2018	SCUA
Borough of Island Heights	(732) 270-6415	Clerk/Administrator	Curb	1,563	4/1/2012	3/31/2017	Ocean County Landfill, Manchester, NJ
Borough of Keansburg	(732) 787-0215	Clerk/Administrator	Curb	10,496	9/1/2018	6/30/2019	Monmouth County Reclamation Center, Tinton Falls, NJ
Borough of Kinnelon	973-838-5401	Clerk/Administrator	Curb	9,896	1/1/2017	12/31/2019	MCUA
Borough of Lincoln Park	(973) 694-6100	Clerk/Administrator	Curb	9,191	9/1/2014	8/31/2018	MCUA
Borough of Little Ferry	201.641.9234	Clerk/Administrator	Curb	20,128	1/1/2014	12/31/2018	BCUA
Borough of Madison	973-593-3042	Clerk/Administrator	Curb	12,693	1/1/2015	12/31/2019	MCUA
Borough of Morris Plains	973-538-2224	Clerk/Administrator	Curb	17,593	1/1/2015	12/31/2019	MCUA
Borough of Mountain Lakes	973-334-3131	Clerk/Administrator	Rear	3,888	1/1/2013	12/31/2017	MCUA
Borough of New Providence	908-665-1400	Clerk/Administrator	Curb	10,648	5/1/2014	4/31/2019	UCUA
Borough of North Caldwell	973-228-6411	Clerk/Administrator	Rear	13,771	2/1/2013	1/31/2018	ECUA
Borough of North Haledon	(973) 427-7793	Clerk/Administrator	Curb	13,771	3/15/2010	3/14/2015	Covanta, Totowa, NJ
Borough of Oakland	201-337-8111	Clerk/Administrator	Curb	11,508	7/1/2012	12/31/2016	BCUA
Borough of Oceanport	(732) 222-8221	Clerk/Administrator	Curb	5,116	9/1/2018	4/31/2020	Monmouth County Reclamation Center, Tinton Falls, NJ
Borough of Palisades Park	(201) 585-4100	Clerk/Administrator	Curb	20,716	7/1/2017	12/31/2020	Covanta, Totowa, NJ
Borough of Point Pleasant	732-892-3434 X128	Clerk/Administrator	Curb	22,127	1/1/2017	12/31/2019	Ocean County Landfill, Manchester, NJ
Borough of Prospect Park	973-790-7902 ext. 5	Clerk/Administrator	Curb	5,865	2/1/2016	11/30/2020	Covanta, Totowa, NJ
Borough of Ramsey	201-825-3400	Clerk/Administrator	Curb	13,317	3/11/2013	3/10/2018	BCUA
Borough of Roselle Park	908-245-6222	Clerk/Administrator	Curb	17,452	7/1/2017	6/30/2019	UCUA



**BUSINESS ENTITY ANNUAL STATEMENT**  
**NEW JERSEY ELECTION LAW ENFORCEMENT COMMISSION**  
(609) 292-8700 or Toll Free Within NJ 1-888-313-ELEC (3532)

**THIS FORM MUST BE ELECTRONICALLY FILED AT:**  
**www.elec.nj.gov**

**FORM BE**

This statement is required to be filed by a business entity which has received \$50,000 or more in the aggregate during a calendar year through agreements or contracts with a public entity or public entities.

**Part 1: General Information**

Date of Statement 03/11/2022

Activity for Calendar Year 2021

☐ Check if  
Amendment

**Part 2: Business Entity Information**

Business Name SUBURBAN DISPOSAL INC.

Business Type Other Business Organization ☒

Address 1 54 MONTESANO RD

Address 2 \_\_\_\_\_

City FAIRFIELD

State New Jersey

Zip 07004

\*(Area Code) Telephone Number 973-227-7020

**ACKNOWLEDGEMENT**

I have been authorized by the above named business entity to complete the annual statement, and certify that the statements and/or information contained herein are true. I am aware that if any of the statements or information are willfully false, I may be subject to punishment.

First Name CHRIS

Last Name ROSELLE

Title/Position SEC

Date 03/11/2022

\*(Area Code) Telephone Number 973-227-7020

☒ Check this box to certify the above acknowledgement.

A business entity which has received \$50,000 or more in the aggregate during a calendar year through agreements or contracts with a public entity or public entities, but has made no contributions to candidates or committees, shall file the business entity annual disclosure statement with the Commission to report that no contributions were made during the calendar year.

☒ Check this box if the business entity has not made any reportable contributions during the calendar year.

<u>Municipality</u>	<u>Phone</u>	<u>Contact</u>	<u>Type</u>	<u>Pop.</u>	<u>From</u>	<u>To</u>	<u>Site</u>
Borough of Rumson	732.842.3300	Clerk/Administrator	Curb	8,555	5/17/2015	5/16/2020	Monmouth County Reclamation Center, Tinton Falls, NJ
Borough of Saddle River	(201) 327-2609	Clerk/Administrator	Curb	10,410	1/1/2018	12/31/2018	Covanta, Totowa, NJ
Borough of Sea Bright	(732) 842-0010	Clerk/Administrator	Curb	1,338	9/1/2018	9/31/2019	Monmouth County Reclamation Center, Tinton Falls, NJ
Borough of Ship Bottom	609-494-2171	Clerk/Administrator	Curb	1,153	6/1/2017	5/31/2017	Ocean County Landfill, Manchester, NJ
Borough of Wood-Ridge	201-939-0202,	Clerk/Administrator	Curb	9,284	7/1/2016	6/30/2021	BCUA
Borough of Woodland Park	973-345-8100	Clerk/Administrator	Curb	12,581	1/1/2015	12/31/2019	Covanta, Totowa, NJ
City of Bayonne	201-858-6000	Clerk/Administrator	Curb	49,850	10/1/2015	12/31/2020	HCUA
City of Clifton	973-470-5800	Clerk/Administrator	Curb	32,734	6/1/2013	5/31/2018	Covanta, Totowa, NJ
City of East Orange	973-266-5310	Clerk/Administrator	Curb	25,182	9/1/2017	8/31/2020	ECUA
City of Irvington	973-399-8111	Clerk/Administrator	Curb	54,233	1/1/2017	12/31/2019	ECUA
City of Paterson	973-321-1600	Clerk/Administrator	Curb	22,824	4/1/2012	3/31/2017	Covanta, Paterson, NJ
Borough of Keyport	(732) 739-3900	Clerk/Administrator	Curb	16,520	9/1/2018	5/31/2019	Monmouth County Reclamation Center, Tinton Falls, NJ
Paterson Board of Education	(973) 321-1000	Clerk/Administrator	Dumpste	NA	9/1/2016	8/31/2019	IWS, Garfield, NJ
Township of Aberdeen	(732) 583-4200	Clerk/Administrator	Curb	19,332	4/1/2012	12/31/2016	Monmouth County Reclamation Center, Tinton Falls, NJ
Township of Belleville	973-450-3322	Clerk/Administrator	Curb	30,299	11/1/2017	10/31/2021	ECUA
Township of Belleville	973-450-3322	Clerk/Administrator	Curb	30,299	1/1/2022	2/28/2022	ECUA
Township of Bloomfield	973-680-4000	Clerk/Administrator	Curb	40,014	7/1/2013	6/30/2018	ECUA
Township of Eagleswood	609.296.3040	Clerk/Administrator	Curb	1,603	9/1/2014	8/31/2019	Ocean County Landfill, Manchester, NJ
Township of Fairfield	973-882-2700	Clerk/Administrator	Curb	7,094	2/1/2013	1/31/2018	ECUA
Township of Holmdel	(732) 946-8666	Clerk/Administrator	Curb	15,555	9/1/2018	12/31/2018	Monmouth County Reclamation Center, Tinton Falls, NJ
Township of Mahwah	201-529-5757	Clerk/Administrator	Curb	21,442	3/1/2017	2/28/2020	New York
Township of Manalapan	(732) 446-3200	Clerk/Administrator	Curb	39,325	1/1/2017	12/31/2019	Monmouth County Reclamation Center, Tinton Falls, NJ
Township of Montville	973-331-3300	Clerk/Administrator	Curb	9,442	4/1/2013	3/31/2018	MCUA
Township of West Orange	973-325-4100	Clerk/Administrator	Curb	39,097	9/10/2013	9/12/2018	ECUA

**6.4 BID GUARANTEE**

KNOW ALL MEN BY THESE PRESENT, that we, the undersigned,

\_\_\_\_\_,  
as Principal, and \_\_\_\_\_, as

Surety, are, hereby, held and firmly bound unto the Borough of Mountain Lakes as OWNER in the penal sum of

\_\_\_\_\_, for payment of which, well and truly to

be made, we, hereby, jointly and severally bind ourselves, successors and assigns.

Signed \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

The condition of the above obligation is such that whereas the Principal has submitted to the Borough of Mountain Lakes a certain BID, attached hereto and hereby made a part hereof to enter into a contract in writing, for a Solid Waste and Recycling Materials Collection Service for the Borough of Mountain Lakes.

NOW, THEREFORE,

(A) If said BID shall be rejected, or

(B) If said BID shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said BID) and shall furnish a BOND, for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said BID, then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its BOND shall be in no way impaired or affected by any extension of the time within which the OWNER may accept such BID; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

\_\_\_\_\_  
Principal (L.S.)

\_\_\_\_\_  
Surety

By: \_\_\_\_\_

**6.4 BID GUARANTEE**

KNOW ALL MEN BY THESE PRESENT, that we, the undersigned,

Suburban Disposal, Inc.

as Principal, and Nationwide Mutual Insurance Company, as

Surety, are, hereby, held and firmly bound unto the Borough of Mountain Lakes as OWNER in the penal sum of  
Ten Percent of Amount Bid Not To Exceed Twenty Thousand and NO/100 Dollars  
(10% NTE \$20,000.00), for payment of which, well and truly to

be made, we, hereby, jointly and severally bind ourselves, successors and assigns.

Signed 14th day of September, 2022

The condition of the above obligation is such that whereas the Principal has submitted to the Borough of Mountain Lakes a certain BID, attached hereto and hereby made a part hereof to enter into a contract in writing, for a Solid Waste and Recycling Materials Collection Service for the Borough of Mountain Lakes.

NOW, THEREFORE,

(A) If said BID shall be rejected, or

(B) If said BID shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said BID) and shall furnish a BOND, for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said BID, then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its BOND shall be in no way impaired or affected by any extension of the time within which the OWNER may accept such BID; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

Suburban Disposal, Inc.

By: [Signature] (L.S.)

Principal

Nationwide Mutual Insurance Company

Surety

By: [Signature]  
Gary B. Kohan, Attorney-in-fact

**6.5**

**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:** Suburban Disposal Inc.

**Organization Address:** 54 Montesano Rd., Fairfield, NJ 07004

**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):

<b>Name of Individual or Business Entity</b>	<b>Home Address (for Individuals) or Business Address</b>
John Roselle Chris Roselle	24 9th Ave., Ortley Beach, NJ 3227 Abbey Lane, Lavallette, NJ
Kerry Roselle Louis Roselle	16 Chestnut Way, Flanders, NJ 104 Nolans Pt. Rd., Lake Hopatcong, NJ
Robert Roselle Daniel Roselle	4 Cambridge Ct., Randolph, NJ 15 Midvale Ave., West Caldwell, NJ



**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.

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 Borough of Mountain Lakes to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):	John Roselle	Title:	President
Signature:		Date:	September 14, 2022

### STOCKHOLDER STATEMENT OF OWNERSHIP

In conformance with Chapter 33 of the Public Laws of 1977, the following listing represents the names and addresses of all stockholders in the bidding corporation or partnership who own ten percent (10%) or more of its stock of any class or of all individual partners in the partnership who own a ten percent (10%) or greater interest therein:

1. Name John Roselle Percentage: 16.67  
Address: 24 9th Ave., Ortley Beach, NJ
2. Name Chris Roselle Percentage: 16.67  
Address: 3227 Abbey Lane, Lavallette, NJ
3. Name Kerry Roselle Percentage: 16.67  
Address: 16 Chestnut Way, Flanders, NJ
4. Name Louis Roselle Percentage: 16.67  
Address: 104 Noland Pt. Rd., Lake Hopatcong, NJ
5. Name Robert Roselle Percentage: 16.66  
Address: 4 Cambridge Ct., Randolph, NJ
6. Name Daniel Roselle Percentage: 16.66  
Address: 15 Midvale Ave., West Caldwell, NJ
7. Name \_\_\_\_\_ Percentage: \_\_\_\_\_  
Address: \_\_\_\_\_
8. Name \_\_\_\_\_ Percentage: \_\_\_\_\_  
Address: \_\_\_\_\_
9. Name \_\_\_\_\_ Percentage: \_\_\_\_\_  
Address: \_\_\_\_\_
10. Name \_\_\_\_\_ Percentage: \_\_\_\_\_  
Address: \_\_\_\_\_



Solid Waste Number SW 1292 : Company: Suburban Disposal, Inc.

Notes:  
 1. List security holders having more than 1% of the total voting power of their securities.

Security Holders' Votes:

2010 ANNUAL REPORT

**Notes:-**

2010 ANNUAL REPORT

Urban Disposal, Inc.  
Security Holders, Voting Powers and Capital Stock

1. List security holders having more than 5% voting powers in Respondent, security holders that are corporate directors, security holders that would have more than 5% voting powers if their securities were converted or if their warrants were exercised. 2. Arrange names of security holders in order of voting power commencing with the highest. 3. Indicate officers and directors with an asterisk. 4. Report the particulars called for concerning each issue and series of common stock, preferred stock, convertible bond and warrant. 5. Amount shown in column (g) with respect to non-par stock without value should be the cash value per share of the consideration received. 6. Indicate the method used to calculate the conversion value of convertible bonds and warrants.

Name of Security Holder (a)	Address of Security Holder (b)	No. of Votes (c)	No. of Shares (d)	Authorized No. of Shares (e)	Par or Stated Value Per Share (f)	Am't. Actually Received (g)	Other (h)
Common Stock Issued							

Name of Security Holder (a)	Address of Security Holder (b)	No. of Votes (c)	No. of Shares (d)	Authorized No. of Shares (e)	Date (f)	Par or Stated Value Per Share (g)	Amt. Actually Issued (h)	Outstanding End Of Year		Dividends Declared	
								Share (i)	Amount (j)	Rate (k)	Amount (l)
Common Stock Issued (Account 201) John Rosella	54 Montesano Rd Fairfield, NJ	16.67	16.67	16.67	1/01	16.67	16.67	16.67	167		
Christopher Roselle	Same	16.67	16.67	16.67	1/01	16.67	16.67	16.67	167		
Daniel Roselle	Same	16.67	16.67	16.67	1/01	16.67	16.67	16.67	167		
Robert Roselle	Same	16.66	16.66	16.66	1/01	16.66	16.66	16.66	166		
Kerry Roselle	Same	16.67	16.67	16.67	1/01	16.67	16.67	16.67	167		
Louis Roselle	Same	16.66	16.66	16.66	1/01	16.66	16.66	16.66	166		
Common Stock Issued (Account 202)											
Common Stock Liability or Conversion (Account 203)											
Total Common Stock		100	100	100		100	100	100	1000		

**6.6 NON-COLLUSION AFFIDAVIT**

STATE OF NEW JERSEY }  
COUNTY OF Morris } s.s.: Borough of Mountain Lakes

I, John Roselle (name of affiant), of the City of Ortley Beach  
in the State of New Jersey, being of full age and duly sworn according to law, on my oath depose and say that:

I am employed by the firm of Suburban Disposal Inc. (name of bidder), the bidder submitting the Bid Proposal for the above named project, in the capacity of President (title of affiant), and I have executed the Bid Proposal with full authority to do so. Further, the bidder has not, directly or indirectly, entered into any agreement, participated in any collusion, or other wise take any action in restraint of free, competitive bidding in connection with the above named project. All statements contained in said Bid Proposal and in this affidavit are true and correct and made with full knowledge that the State of New Jersey and the Borough of Mountain Lakes rely upon the truth of the statements contained in this affidavit and in said bid Proposal in awarding the contract for the said project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage brokerage or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by the  
Suburban Disposal Inc. (name of bidder).

Suburban Disposal Inc.  
Name of Firm or Individual

John Roselle - President  
Title

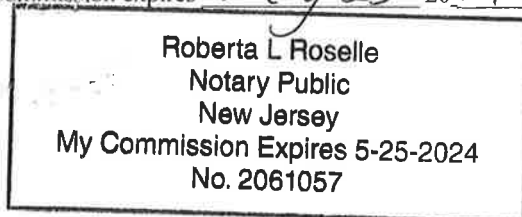
Signature

September 14, 2022  
Date

Subscribed and sworn to before me this

14<sup>th</sup> day of September 2022.  
Roberta L. Roselle  
Notary Public of New Jersey

My Commission expires May 25 2024.





## **6.7**

## CONSENT OF SURETY

A performance bond will be required from the successful contractor on this project, and consequently, all bidders shall submit, with their bid, a consent of surety in substantially the following form:

To: The Borough of Mountain Lakes

Re: Suburban Disposal, Inc.  
(Contractor)

**Solid Waste and Recycling Materials Collection Services**  
(Municipal Waste/Recycling Contract)

This is to certify that the Nationwide Mutual Insurance Company  
(Surety Company)

will provide to the Borough of Mountain Lakes a performance bond in the full amount of awarded contract in the event that said contractor is awarded a contract for the above project.

Suburban Disposal, Inc.  
(CONTRACTOR)  
Nationwide Mutual Insurance Company  
By: Gary B. Kohan  
(Authorized Agent of Surety Company)  
Attorney-in-fact  
September 14, 2022  
(Date)

**CONSENT OF SURETY MUST BE SIGNED BY AN AUTHORIZED AGENT  
OR REPRESENTATIVE OF A SURETY COMPANY AND NOT BY THE  
INDIVIDUAL OR COMPANY REPRESENTATIVE SUBMITTING THE BID.**

**NATIONWIDE MUTUAL INSURANCE COMPANY  
AND SUBSIDIARIES AND AFFILIATES**

Consolidated and Combined Statutory Statements of Admitted Assets, Liabilities and Surplus

(in millions)	December 31,	
	2021	2020
<b>Admitted assets</b>		
<b>Invested assets</b>		
Bonds	\$ 21,081	\$ 17,725
Stocks	7,935	8,352
Mortgage loans, net of allowance	1,985	1,892
Owner occupied real estate, at cost (less accumulated depreciation of \$431 and \$457 as of December 31, 2021 and 2020, respectively)	341	404
Cash, cash equivalents and short-term investments	558	1,187
Other invested assets	6,372	5,357
<b>Total invested assets</b>	<b>\$ 38,272</b>	<b>\$ 34,917</b>
Premiums in course of collection	4,449	4,182
Accrued investment income	164	135
Corporate-owned life insurance	1,657	1,580
Deferred federal income tax asset	1,747	1,990
Other assets	1,416	963
<b>Total admitted assets</b>	<b>\$ 47,705</b>	<b>\$ 43,767</b>
<b>Liabilities and surplus</b>		
<b>Liabilities</b>		
Losses and loss expense reserves	\$ 16,628	\$ 14,792
Unearned premiums	8,447	7,972
Accrued expenses and taxes, other than federal income taxes	791	803
Agents' security compensation plan reserve	993	1,085
Other liabilities	2,824	2,630
<b>Total liabilities</b>	<b>\$ 29,683</b>	<b>\$ 27,282</b>
<b>Surplus</b>		
Surplus notes, net of unamortized issue discount of \$9 as of December 31, 2021 and 2020	\$ 3,545	\$ 3,545
Unassigned surplus	14,477	12,940
<b>Total surplus</b>	<b>\$ 18,022</b>	<b>\$ 16,485</b>
<b>Total liabilities and surplus</b>	<b>\$ 47,705</b>	<b>\$ 43,767</b>

**Certification**

I, Jodi Abbate, VP, Controller, do hereby certify that the foregoing is a true and correct statement of the statutory balance sheet of said Corporation as of December 31, 2021 and 2020 to the best of my knowledge and belief.

*Jodi Abbate*  
Jodi Abbate



**ANDREW SWARTZEL**  
NOTARY PUBLIC • STATE OF OHIO  
Comm. No. 2021-RE-839107  
My Commission Expires Oct. 24, 2028

County of  
FRANKLIN

*Andrew Swartzel*  
3-22-2022



On Your Side™

# Nationwide Mutual Insurance Company

Home Office: Columbus, Ohio

Surety Administrative Office:

1100 Locust Street

Department 2006

Des Moines, IA 50391-2006

1-866-387-0457 • Fax (515) 508-4101

## SURETY DISCLOSURE STATEMENT AND CERTIFICATION

**Nationwide Mutual Insurance Company**, surety on the attached bond, hereby certifies the following:

- (1) The surety meets the applicable capital and surplus requirements of R.S.17:17-6 or R.S.17:17-7 as of the surety's most current annual filing with the New Jersey Department of Insurance.
- (2) The capital and surplus, as determined in accordance with the applicable laws of this State, of the surety participating in the issuance of the attached bond is in the following amount as of December 31, 2021, which amounts have been certified as indicated by certified public accountants KPMG, and will be included in the Annual Statement to be filed with the New Jersey Department of Insurance, 20 West State Street CN-325, Trenton, New Jersey 08625-0325

**Capital (common Stock): \$0**

**Surplus: \$14,476,376,180**

- (3) (a) With respect to each surety participating in the issuance of the attached bond that has received from the United States Secretary of the Treasury a certificate of authority pursuant to 31 U.S.C. § 9305, the underwriting limitation established therein and the date as of which that limitation was effective is as follows:

**Nationwide Mutual Insurance Company**

**\$1,469,194,000**

**July 1, 2022**

- (b) With respect to each surety participating in the issuance of the attached bond that has not received such a certificate of authority from the United States Secretary of the Treasury, the underwriting limitation of that surety as established pursuant to R.S.17:18-9 as of (date on which such limitation was so established) is as follows (indicating for each such surety that surety's underwriting limitation and the date on which that limitation was established):

**Not Applicable**

- (4) The amount of the bond to which this statement and certification is attached is **The Amount Bid**

- (5) If, by virtue of one or more contracts of reinsurance, the amount of the bond indicated under item (4) above exceeds the total underwriting limitation of all sureties on the bond as set forth in items (3)(a) or (3)(b) above, or both, then for each such contract of reinsurance:

- (a) The name and address of each such reinsurer under that contract and the amount of that reinsurer's participation in the contract is as follows:

Reinsure	Address	Amount
----------	---------	--------

**Not Applicable**

- (b) Each surety that is party to any such contract of reinsurance certifies that each reinsurer listed under item (5)(a) satisfies the credit for reinsurance requirement established under P.L.1993, c. 243 (C.17:51B-1 et seq.) and any applicable regulations in effect as of the date on which the bond to which this statement and certification is attached shall have been filed with the appropriate public agency.

## CERTIFICATE

I, **Gary B. Kohan**, as **Attorney-in-Fact** of Nationwide Mutual Insurance Company, a mutual insurance company domiciled in Ohio, DO HEREBY CERTIFY that, to the best of my knowledge, the foregoing statements made by me are true, and ACKNOWLEDGE that, if any of those statements are false, this bond is VOIDABLE.

  
(Signature of certifying agent/officer)

**Attorney-in-Fact**

(Title of certifying agent)

**Gary B. Kohan**

(Printed name of certifying agent/officer)

Dated: **September 14, 2022**

(month, day, year)

Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation

hereinafter referred to severally as the "Company" and collectively as "the Companies" does hereby make, constitute and appoint:

DIANE M DIMARTINO; GARY B KOHAN; KATHLEEN M ROWE;

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

**UNLIMITED**

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

**Execution of Instruments.** Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 20th day of August, 2021.

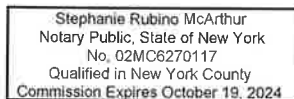


Antonio C. Albanese, Vice President of Nationwide Mutual Insurance Company

**ACKNOWLEDGMENT**

STATE OF NEW YORK COUNTY OF NEW YORK: ss

On this 20th day of August, 2021, before me came the above-named officer for the Company aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Company aforesaid, that the seal affixed hereto is the corporate seal of said Company, and the said corporate seal and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Company.

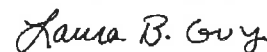


Notary Public  
My Commission Expires  
October 19, 2024

**CERTIFICATE**

I, Laura B. Guy, Assistant Secretary of the Company, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Antonio C. Albanese was on the date of the execution of the foregoing power of attorney the duly elected officer of the Company, and the corporate seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of said Company this 14th day of September, 2022.



Assistant Secretary

**SURETY ACKNOWLEDGMENT**

STATE OF New Jersey

COUNTY OF Burlington

On this 14th day of September 2022

before me personally came Gary B. Kohan

to me known, who, being by me duly sworn, did depose and say that he resides in:

Howell, New Jersey

that he is the Attorney-in-Fact for Nationwide Mutual Insurance Company

the corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that one of the seals affixed to said instrument is such seal; that it was so affixed by said corporation, and that he signed his name thereto by like order.



Notary Public  
Diane M. DiMartino

Diane M DiMartino  
Notary Public  
New Jersey  
My Commission Expires 5-13-2023  
No. 2373452



**6.8****DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**Project Name and Bid No. Solid Waste & Recyclables Collection ServiceBidder's Name Suburban Disposal Inc.**PART 1: CERTIFICATION****BIDDERS MUST COMPLETE PART 1 BY CHECKING EITHER BOX.****FAILURE TO CHECK ONE OF THE BOXES WILL RENDER THE PROPOSAL AS NON-RESPONSIVE**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a Contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, or any of its parents, subsidiaries, or affiliates, is identified on the Department of the Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter list is found on the New Jersey Division of Purchase and Property's web site at <http://www.state.nj.us/treasury/purchase/pdf/chapter25list.pdf>.

Bidders must review this list prior to completing the below certification. Failure to complete the certification will render a bidder's proposal non-responsive. If the municipality finds a person or entity to be in violation of law, action shall be taken as may be appropriate and provided by law, rule or Contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

**PLEASE CHECK THE APPROPRIATE BOX**

☒ **I certify, pursuant to Public Law 2012, c. 25,** that neither the bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P. L. 2012, c. 25 ("Chapter 25 list"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. I will skip Part 2 and sign and complete the Certification below.

**OR**

☐ **I am unable to certify as above** because the bidder and/or one or more of its c parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate, and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines, and/or sanctions will be assessed as provided by law..

**PART 2: PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN**

You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the boxes below.

**EACH BOX WILL PROMPT YOU TO PROVIDE INFORMATION RELATIVE TO THE ABOVE QUESTIONS. PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION. IF YOU NEED ADDITIONAL SPACE, MAKE COPIES OF THIS FORM AND ATTACH HERETO.**

Name \_\_\_\_\_ Relationship to Bidder/Offoror \_\_\_\_\_

Description of Activities \_\_\_\_\_

Duration of Engagement \_\_\_\_\_ Anticipated Cessation Date \_\_\_\_\_

Bidder /Offoror Contact Name \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

**CERTIFICATION**

I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity. I acknowledge that the municipality is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any Contracts with the municipality to notify the municipality in writing of any changes to the answers of information contained herein. I acknowledge 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 recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the municipality and that the municipality at its option may declare any Contract(s) resulting from this certification void and unenforceable.

Full Name (Print) John Roselle

Signature 

Title President

Date September 14, 2022

**APPENDIX A**  
**AMERICANS WITH DISABILITIES ACT OF 1990**  
**Equal Opportunity for Individuals with Disability**

The contractor and the Borough of Mountain Lakes, (hereafter "owner") do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. 5121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim, If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the *owner shall* expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

**6.10**

**EQUIPMENT CERTIFICATION**

The undersigned Bidder hereby certifies as follows:

The bidder owns or controls all the necessary equipment required to accomplish the work described in the specifications.

Name of Bidder: Suburban Disposal Inc.

By:   
(Signature)

Name of above: John Roselle  
(Print)

Title: President

Date: September 14, 2022

**\*\* Please see attached \*\***

**6.11**

**BUSINESS REGISTRATION CERTIFICATE**

*PLEASE PLACE A COPY OF THE CORPORATION NJ BUSINESS REGISTRATION CERTIFICATE*



# STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

**Taxpayer Name:**

SUBURBAN DISPOSAL, INC.

**Trade Name:**

**Address:**

54 MONTESANO ROAD  
FAIRFIELD, NJ 07004-3310

**Certificate Number:**

0446727

**Effective Date:**

March 05, 1979

**Date of Issuance:**

November 18, 2013

**For Office Use Only:**

20131118104441168

# CUSTOMER BILL OF RIGHTS N.J.A.C. 7:26H-5.12

- (a) Collection utilities shall comply with all customer bill of rights provisions identified in (c) below.
- (b) At least once each year, every solid waste collector shall notify its customers that solid waste collection services in this State are available on a competitive basis and to inform them of their rights.
- (c) The customer bill of rights shall set forth the following information:

1. A commercial, industrial or institutional customer has the right to select their solid waste collector on a competitive basis and to discontinue service at any time, unless contractually obligated by a service agreement, provided that the collector is provided with a minimum of seven days' written notice;
2. Residential customers who are responsible for hiring their own collection service have the right to select their solid waste collector on a competitive basis and to discontinue service at any time, provided the collector is given seven days written notice;
3. The solid waste collector shall provide collection services in the service territories listed in its tariff;
4. A statement that the solid waste collector's tariff showing terms and conditions is available for review at the Department and that a complete list of solid waste collectors registered to provide service in their service territory is available from the Division of Solid and Hazardous Waste;
5. The solid waste collector shall handle customer complaints in a prompt, courteous, and efficient manner and that in the event a solid waste collector fails to pick up solid waste on a regularly scheduled day and such failure is not caused by an act or omission of the customer, the collector shall make the pick up as soon as possible, but in no event shall it be later than the next regularly scheduled collection day. Should a collector fail to pick up solid waste from a commercial, industrial or institutional customer on two consecutive collection days, and such failure is not caused by an omission or act of the customer, the customer may cancel any service agreement or contract with the collector;
6. The solid waste collector shall remove and transport solid waste in an environmentally sound manner that safeguards the public health and preserves the quality of the environment;
7. The solid waste collector shall notify its customers in writing at least 10 days prior to any increase or decrease in rates;
8. The solid waste collector shall provide ten days' written notice to the customer prior to the discontinuation of service. A collector may discontinue service for nonpayment of bills provided it gives the customer at least ten days for payment of the bill before issuing the ten day notice of discontinuing service;
9. Where solid waste collection service is provided in containers or other equipment supplied by the solid waste collector, and the service is discontinued either by the solid waste collector or the customer, the solid waste collector shall be required to remove its container or other equipment from the customer's premises within three days of the effective date of discontinuance regardless of the status of the account;
10. The Department is available to resolve service or pricing issues and disputes and the solid waste collector shall not terminate service for non-payment of disputed charges during a Department investigation;
11. The customer may make partial payments on collection services and disposal fees without risk of additional charges, penalties or disruption of service on the unresolved amount of a service or pricing issue or dispute and/or disputes forwarded to the Department for resolution;
12. If a customer will be absent from their residence or business for at least 30 days, the customer may request suspension of solid waste collection services and billing for that period without charge;
13. The collector is responsible for assisting the customer in the selection of the most favorable service to meet the customer's needs at the most reasonable rate;
14. In the event of inclement weather when operation of a solid waste vehicle would pose a threat to the safety of the public and/or the equipment and personnel of the collection company, pick up shall be made as soon as possible on a date later than the next regularly scheduled day. In those cases where collection is made on a once per week basis, pick up shall be made as soon as weather permits;
15. A solid waste collector shall transmit copies of any notice of discontinuance of service to the Department at the same time it is transmitted to the customer;
16. Solid waste services contracts or agreements shall not include any clause which calls for an automatic renewal of the contract or agreement. The automatic renewal clause of any existing contract shall be considered void.
17. Solid waste collection vehicles shall display their name, as it appears on their Certificate of Public Convenience and Necessity, and any "trading as name" on all vehicles and containers.

(d) Every solid waste collector shall certify to the Department that each customer was provided with a customer bill of rights as required pursuant to (a) above. This certification shall be as follows: "I certify under penalty of law that I have notified each of my customers at least once this year that solid waste collection services in this State are available on a competitive basis as provided in the customer bill of rights and that I have provided each of my customers with a copy of the customer bill of rights in the form set forth at N.J.A.C. 7:26H-5.12. I understand that there are penalties for failing to comply with the provisions of these regulations, including the possibility of a fine. I understand that, in addition to penalties, I will be responsible for penalties as set forth in N.J.S.A. 4B:12A-12, and that violating any provision of these regulations may be grounds for suspension or revocation of any certificate of public convenience and necessity for which I may now hold."

**6.12    BID PROPOSAL**

Proposal for Solid Waste Collection beginning January 1, 2023.

Borough of Mountain Lakes

I or We \_\_\_\_\_

of Suburban Disposal Inc. \_\_\_\_\_

54 Montesano Rd. \_\_\_\_\_

ADDRESS

Fairfield, NJ 07004 \_\_\_\_\_

CITY, STATE, ZIP

hereby agree to provide complete performance in accordance with the Contract and Specifications for the Prices listed on the Proposal Sheets.

NOTE:

**Bidders are required to sign all Option Proposal sheets.**

**Bidders are invited to bid on all or any Option Proposal.**

Signature

**Affix seal if a corporation.**

John Roselle - President

Title



**ACKNOWLEDGMENT OF RECEIPT OF ADDENDA**

The undersigned Bidder hereby acknowledges receipt of the following Addenda:

<u>Addendum Number</u>	<u>Dated</u>	<u>Acknowledge Receipt</u> (initial)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

☒ **No addenda were received:**

Acknowledged for: Suburban Disposal Inc.  
(Name of Bidder)

By:   
(Signature of Authorized Representative)

Name: John Roselle  
(Print or Type)

Title: President

Date: September 14, 2022

**6.14 PROPOSED OPTIONS**

**BASE BID**

Home Side collection of solid waste and recyclable materials from residential and municipal sources. One (1) pickup per week for each residence based upon 5 zones. Municipal pickup includes five (5) day per week for Borough Hall and minimum one (1) day per week for Department of Public Works.

Four times per year bulk waste curbside pickup.

**OPTION 1A – 3 Year - BASE BID – BOROUGH RETAINS OWNERSHIP OF RECYCLABLE MATERIAL**

5 District Collection				Alternate Collection			
YEAR	SOLID WASTE	RECYCLING **	TOTAL		SOLID WASTE	RECYCLING **	TOTAL
1	\$448,000.00	\$430,000.00	\$878,000.00		\$369,000.00	\$343,000.00	\$712,000.00
2	\$461,000.00	\$443,000.00	\$904,000.00		\$380,000.00	\$353,000.00	\$733,000.00
3	\$475,000.00	\$456,000.00	\$931,000.00		\$391,000.00	\$364,000.00	\$755,000.00
TOTAL	\$1,384,000.00	\$1,329,000.00	\$2,713,000.00		\$1,140,000.00	\$1,060,000.00	\$2,200,000.00

Suburban Disposal Inc.

Name of Firm

John Roselle - President

Signature

September 14, 2022

Date

\*\* Recycling Market must be within 15 Miles of the center of the Borough of Mountain Lakes

**Borough of Mountain Lakes**

**Solid Waste and Recyclable Materials Collection Service**

**ALTERNATE COLLECTION BID PROPOSAL**

Collection will occur four (4) days of the week, Monday through Thursday, facilitated with two trucks and two employees per truck. The route presently collected on Friday will be split between Wednesday (routes west of the Boulevard) and Thursday (East of the Boulevard). Quarterly bulk collection will be on the First Friday of the Quarter (or alternatively, the First and Second Fridays of the quarter).



**BASE BID**

Home Side collection of solid waste and recyclable materials from residential and municipal sources. One (1) pickup per week for each residence based upon 5 zones. Municipal pickup includes five (5) day per week for Borough Hall and minimum one (1) day per week for Department of Public Works.

Four times per year bulk waste curbside pickup.

**OPTION 1B – 3 Year - BASE BID – CONTRACTOR ASSUMES OWNERSHIP OF RECYCLABLE MATERIAL**

5 District Collection				Alternate Collection			
YEAR	SOLID WASTE	RECYCLING	TOTAL		SOLID WASTE	RECYCLING	TOTAL
1	No Bid	No Bid	No Bid		No Bid	No Bid	No Bid
2	No Bid	No Bid	No Bid		No Bid	No Bid	No Bid
3	No Bid	No Bid	No Bid		No Bid	No Bid	No Bid
TOTAL	No Bid	No Bid	No Bid		No Bid	No Bid	No Bid

Suburban Disposal Inc.

Name of Firm

Signature

John Roselle - President

September 14, 2022

Date

**BASE BID**

Home Side collection of solid waste and recyclable materials from residential and municipal sources. One (1) pickup per week for each residence based upon 5 zones. Municipal pickup includes five (5) day per week for Borough Hall and minimum one (1) day per week for Department of Public Works.

Four times per year bulk waste curbside pickup.

**OPTION 1C – 5 Year - BASE BID – BOROUGH RETAINS OWNERSHIP OF RECYCLABLE MATERIAL**

5 District Collection				Alternate Collection			
YEAR	SOLID WASTE	RECYCLING **	TOTAL		SOLID WASTE	RECYCLING **	TOTAL
1	\$448,000.00	\$430,000.00	\$878,000.00		\$369,000.00	\$343,000.00	\$712,000.00
2	\$461,000.00	\$443,000.00	\$904,000.00		\$380,000.00	\$353,000.00	\$733,000.00
3	\$475,000.00	\$456,000.00	\$931,000.00		\$391,000.00	\$364,000.00	\$755,000.00
4	\$517,000.00	\$497,000.00	\$1,014,000.00		\$426,000.00	\$397,000.00	\$823,000.00
5	\$564,000.00	\$542,000.00	\$1,106,000.00		\$464,000.00	\$433,000.00	\$897,000.00
TOTAL	\$2,465,000.00	\$2,368,000.00	\$4,833,000.00		\$2,030,000.00	\$1,890,000.00	\$3,920,000.00

Suburban Disposal Inc.

Name of Firm

Signature

John Roselle - President

September 14, 2022

Date

\*\* Recycling Market must be within 15 Miles of the center of the Borough of Mountain Lakes

**BASE BID**

Home Side collection of solid waste and recyclable materials from residential and municipal sources. One (1) pickup per week for each residence based upon 5 zones. Municipal pickup includes five (5) day per week for Borough Hall and minimum one (1) day per week for Department of Public Works.

Four times per year bulk waste curbside pickup.

**OPTION 1D – 5 Year – BASE BID – CONTRACTOR ASSUMES OWNERSHIP OF RECYCLABLE MATERIAL**

5 District Collection				Alternate Collection			
YEAR	SOLID WASTE	RECYCLING	TOTAL		SOLID WASTE	RECYCLING	TOTAL
1	No Bid	No Bid	No Bid		No Bid	No Bid	No Bid
2	No Bid	No Bid	No Bid		No Bid	No Bid	No Bid
3	No Bid	No Bid	No Bid		No Bid	No Bid	No Bid
4	No Bid	No Bid	No Bid		No Bid	No Bid	No Bid
5	No Bid	No Bid	No Bid		No Bid	No Bid	No Bid
TOTAL	No Bid	No Bid	No Bid		No Bid	No Bid	No Bid

Suburban Disposal Inc.

Name of Firm

Signature

John Roselle - President

September 14, 2022

Date

**OPTION 2** - Five (5) day per week collection during School Year/ Two (2) day per week pickup during Summer Session of solid waste and recyclable material from four (4) schools

**OPTION 2A – 3 Year – BOARD OF EDUCATION – BOROUGH RETAINS OWNERSHIP OF RECYCLABLE MATERIAL**

Five day per week - School Year /Two day per week – Summer Session Collection

YEAR	SOLID WASTE	RECYCLING **	TOTAL	
1	\$50,000.00	\$50,000.00	\$100,000.00	
2	\$50,000.00	\$50,000.00	\$100,000.00	
3	\$50,000.00	\$50,000.00	\$100,000.00	
TOTAL	\$150,000.00	\$150,000.00	\$300,000.00	

Suburban Disposal Inc.  
Name of Firm

Signature

John Roselle - President

September 14, 2022

Date

\*\* Recycling Market must be within 15 Miles of the center of the Borough of Mountain Lakes


**OPTION 2 –** Five (5) day per week collection during School Year/ Two (2) day per week pickup during Summer Session of solid waste and recyclable material from four (4) schools

**OPTION 2B – 3 Year - BOARD OF EDUCATION - CONTRACTOR ASSUMES OWNERSHIP OF RECYCLABLE MATERIAL**

Five Day per week - School Year /Two day per week – Summer Session Collection

YEAR	SOLID WASTE	RECYCLING	TOTAL	
1	No Bid	No Bid	No Bid	
2	No Bid	No Bid	No Bid	
3	No Bid	No Bid	No Bid	
TOTAL	No Bid	No Bid	No Bid	

Suburban Disposal Inc.  
Name of Firm

  
Signature

John Roselle - President

September 14, 2022

Date



**OPTION 2 –** Five (5) day per week collection during School Year/ Two (2) day per week pickup during Summer Session of solid waste and recyclable material from four (4) schools.

**OPTION 2C – 5 Year - BOARD OF EDUCATION – BOROUGH RETAINS OWNERSHIP OF RECYCLABLE MATERIAL**

Five day per week - School Year /Two day per week – Summer Session Collection

YEAR	SOLID WASTE	RECYCLING **	TOTAL	
1	\$50,000.00	\$50,000.00	\$100,000.00	
2	\$50,000.00	\$50,000.00	\$100,000.00	
3	\$50,000.00	\$50,000.00	\$100,000.00	
4	\$60,000.00	\$60,000.00	\$120,000.00	
5	\$60,000.00	\$60,000.00	\$120,000.00	
TOTAL	\$270,000.00	\$270,000.00	\$540,000.00	

Suburban Disposal Inc.,

Name of Firm

Signature

John Roselle - President

September 14, 2022

Date

\*\* Recycling Market must be within 15 Miles of the center of the Borough of Mountain Lakes

**OPTION 2 –** Five Day (5) per week collection during School Year/ Two (2) day per week pickup during Summer Session of solid waste and recyclable material from four (4) schools

**OPTION 2D – 5 Year - BOARD OF EDUCATION - CONTRACTOR ASSUMES OWNERSHIP OF RECYCLABLE MATERIAL**

Five day per week - School Year /Two day per week – Summer Session Collection

YEAR	SOLID WASTE	RECYCLING	TOTAL	
1	No Bid	No Bid	No Bid	
2	No Bid	No Bid	No Bid	
3	No Bid	No Bid	No Bid	
4	No Bid	No Bid	No Bid	
5	No Bid	No Bid	No Bid	
TOTAL	No Bid	No Bid	No Bid	

Suburban Disposal Inc.  
Name of Firm

Signature

John Roselle - President

September 14, 2022

Date

**7. CONTRACT DOCUMENTS**

**7.1. CONTRACT**

THIS CONTRACT, made this \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_, by and between the Borough of Mountain Lakes, a body politic and corporate of the State of New Jersey, and hereinafter called the Owner, party of the first part, and \_\_\_\_\_

hereinafter called the Contractor, party of the second part.

WITNESSETH, that in consideration of the agreements herein contained, to be performed by the parties hereto, and of the payments hereinafter agreed to be made, it is mutually agreed as follows:

1. The Contractor agrees to perform all of the work described in the Request for Proposals and agrees to comply with all the terms therein, for the price or prices submitted in the Proposal. Said prices shall be full compensation for the services to be provided, and for all losses and damages arising out of the nature of the work, or from the action of the elements, or from any unforeseen difficulty encountered in the prosecution of the work; and for all risks of any kind connected with the work, and for all expenses incurred by, or in consequence of, the work.

2. The Contractor will commence the services to be provided on the date stipulated and shall provide said services shall be provided in a continuous manner for the contract period.

3. The Contractor will furnish all of the equipment, fuel, labor and all else necessary to provide the services described herein. The Contractor shall provide said services in an expeditious, continuous, and substantial manner, to the satisfaction of the Borough.

4. The Contractor agrees to provide all of the service described in the Contract Documents and agrees to comply with all the terms therein, for the price or prices submitted by him in his Proposal. Said prices shall be full compensation for the services provided, and for all losses and damages arising out of the nature of the work, or from the action of the elements, or from any unforeseen difficulty encountered in the prosecution of the work; and for all risks of any kind connected with the work, and for all expenses incurred by, or in consequence of, the work.

5. The term "Contract Documents" means and will consist of, the Request for Proposals, the Proposals submitted and attached hereto, the Notice of Award and/or any other General Requirements.

6. The Contract Documents enumerated above are hereby made party of this Contract as though they were physically attached hereto, and by execution of this Contract the Contractor acknowledges that he has examined, and is familiar with the contents of the said Contract Documents.

7. The Owner will make payments to the Contractor in the manner and at such times as set forth in the Contract Documents, in such amounts as required by the Contract Documents.

8. This Contract shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

9. The Contractor herein represents that neither the Contractor nor any person owning 5% or more of the stock or equity interest in the Contractor's business has been convicted of an offense under N.J.S.A. 2A:93-2, 2A:93-6, or 2A:97-2 subsequent to September 13, 1977.

10. By execution of this Contract, the Contractor acknowledges that he has examined, and is familiar with, the proposed work.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed in four (4) original

counterparts, the day and year first above written.

Attest:

BOROUGH OF MOUNTAIN LAKES

\_\_\_\_\_

By: \_\_\_\_\_

Attest:

\_\_\_\_\_  
(Name of Contractor)

\_\_\_\_\_

By: \_\_\_\_\_

If the Contractor is a corporation, the signature of the proper officers and the corporation seal shall be affixed.

**7.2. PERFORMANCE BOND**

**FORM SUPPLIED BY**  
**CONTRACTOR**

**\*\* Please see attached \*\***

**7.3. CERTIFICATE OF INSURANCE**

**FORM SUPPLIED BY**  
**CONTRACTOR**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/05/2022

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 SB One Insurance Agency Inc 96 US Highway 208 PO Box 4 Augusta NJ 07822	CONTACT NAME: Jennifer Chesner PHONE (A/C, No, Ext): (973) 579-6776 FAX (A/C, No): (973) 579-0111 E-MAIL: jchesner@sboneinsurance.com ADDRESS:
INSURED Suburban Disposal Inc. And Eastern Recycling Inc. 54 Montesano Road Fairfield NJ 07004	INSURER(S) AFFORDING COVERAGE INSURER A: Starr Surplus Lines Insurance Company INSURER B: Prime Property & Casualty Ins Co INSURER C: Scottsdale Insurance Company INSURER D: Allied World Surplus Lines Insurance Company INSURER E: Palisades Insurance Company INSURER F:

## COVERAGES

CERTIFICATE NUMBER: 2022-2023 Master

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 <input checked="" type="checkbox"/> CG2010 (12/19) <input checked="" type="checkbox"/> CG2037 (12/19) GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: PNC & Waiver of Subro			1000067630221	04/07/2022	04/07/2023	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ 5,000,000 Per Proj/Loc Agg Cap \$ 5,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			PC22040271	04/07/2022	04/07/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			XLS0123759	04/07/2022	04/07/2023	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
D	Commercial Auto Physical Damage			0310-6421	04/07/2022	04/07/2023	Comp 5,000 ded ACV Collision \$5,000 ded ACV Temporary Hired Vehicles \$350,000

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

Certificate Holder is included as an Additional Insured to the above captioned General Liability policy on a primary and non-contributory basis for work the insured is performing along with completed operations provided a written contract exists requiring such a status. Per the terms of the policy, coverage for an additional insured is contingent upon an underlying written agreement with the named insured requiring such coverage. Waiver of subrogation applies to the above General Liability policy.

## CERTIFICATE HOLDER

## CANCELLATION

\*\*\*\*EVIDENCE OF INSURANCE\*\*\*\*

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

*Jennifer Chesner*



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/16/2022

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> SUNZ Insurance Solutions, LLC c/o Fortem HR LLC 2420 Enterprise Road, Suite 103 Clearwater, FL 33763	<b>ID: (Fortem)</b>	<b>CONTACT NAME:</b> Savanah Dorough	<b>FAX (A/C, No):</b>
		<b>PHONE (A/C, No, Ext):</b> 727-712-0909 x33	<b>E-MAIL ADDRESS:</b> sdorough@employershr.net
		<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
		<b>INSURER A:</b> United Wisconsin Insurance Company	29157
		<b>INSURER B:</b>	
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

**COVERAGES** **CERTIFICATE NUMBER:** 66786180 **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
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N / A	WC538-00055-021-SZ	12/1/2021	11/5/2022	<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)

Coverage provided for all leased employees but not subcontractors of: Suburban Disposal Inc  
Client Effective: 12/1/2021  
Coverage provided for all leased employees but not subcontractors of Suburban Disposal Inc.

**CERTIFICATE HOLDER****CANCELLATION**

722019 (NJ)

Proof of Coverage

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

Rick Leonard



**7.4. AFFIRMATIVE ACTION AFFIDAVIT**

STATE OF NEW JERSEY }

COUNTY OF Morris } s.s.: BOROUGH OF MOUNTAIN LAKES

I, John Roselle (name of affiant), of the City of Ortley Beach

in the State of New Jersey being of full age and duly sworn according to law, on my oath depose and say that:

I am employed by the firm of Suburban Disposal Inc. (name of bidder), the bidder submitting the Bid Proposal for the above named project, in the capacity of President (title of affiant), and I have executed the Bid Proposal with full authority to do so. Further, the bidder will comply with the provisions of Public Law 1975, Chapter 127, and shall require all subcontractors to comply with the provisions of Public Law 1975, Chapter 127.

Suburban Disposal Inc.  
Name of Firm

John Roselle - President  
Title

[Signature]  
Signature

September 14, 2022  
Date

Subscribed and sworn to before me this

14<sup>th</sup> day of Sept. 2022.

Roberta L. Roselle  
Notary Public of New Jersey

My Commission expires May 25, 2024.

Roberta L Roselle  
Notary Public  
New Jersey  
My Commission Expires 5-25-2024  
No. 2061057

## **ATTACHMENT #1**

### **Procurement and Service Contract - Mandatory Language**

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, sex, 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, sex, 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 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, sex, affectional or sexual orientation;

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 attempt 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 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, sex, affectional or sexual orientation, 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, sex, affectional or sexual orientation, 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).

VEHICLE DEDICATION AFFIDAVIT

**AFFIDAVIT**

STATE OF NEW JERSEY                    }  
COUNTY OF Morris                    }       SS: Borough of Mountain Lakes

I, John Roselle am the President of the Suburban Disposal Inc.

and being duly sworn, I depose and say:

All statements contained in this affidavit are true and correct and made with full knowledge that the State of New Jersey and the Borough of Mountain Lakes rely upon the truth of the statements contained in this affidavit and in said Bid Proposal in signing the contract for the said project.

At all times during the performance of the collection contract, I agree to commit, for use only in the in the Borough of Mountain Lakes, the number of collection vehicles reasonably calculated to ensure safe, adequate and proper service. I further warrant that in the event that dedication of vehicles for use only in the Borough of Mountain Lakes is not feasible, that the Borough of Mountain Lakes will not be responsible for disposal costs for waste generated outside the Borough of Mountain Lakes.

I also understand and agree that failure to comply with the representations contained herein shall be cause for breach of contract and will entitle the Borough of Mountain Lakes to damages arising therefrom.

Suburban Disposal Inc.  
Name of Firm

John Roselle - President  
Title

[Signature]  
Signature

September 14, 2022  
Date

Subscribed and sworn to before me this

14<sup>th</sup> day of Sept 20 22.

Roberta L. Roselle  
Notary Public of New Jersey

My Commission expires May 25, 2024.

Roberta L Roselle  
Notary Public  
New Jersey  
My Commission Expires 5-25-2024  
No. 2061057

**ATTACHMENT #3****Borough of Mountain Lakes - 2021 MUNICIPAL DATA**RESIDENTIAL SOURCES:

Single family	1,397
Multi-family	0
Apartment/Condominiums	69
Total	1466
Containers	35 Gallon or 50 Pound weight limit

COMMERCIAL SOURCES:

Total	Not applicable
-------	----------------

INSTITUTIONAL SOURCES:

Schools	4 Public Schools
Total	4
Containers	Provided by Vendor

MUNICIPAL SOURCES:

Municipal buildings	2 units – Borough Hall & DPW facility
Total	2
Containers	Containers to be provided by Vendor

POPULATION: Approximately 4,200 with no significant changes projected in the next five years.

AREA: 3.1 square miles

TOTAL ROAD MILES: Approximately 27 road miles

**TONNAGE REPORT :**

**Solid Waste:**

	<b><u>TONS</u></b>
2021	1,337
2020	1,293
2019	1,262
2018	1,305
2017	1,352

**Recyclable Materials:**

<b><u>Commingled</u></b>	<b><u>TONS</u></b>
2021	218
2020	311
2019	263

<b><u>Paper/cardboard</u></b>	<b><u>TONS</u></b>
2021	178
2020	303
2019	318

## ATTACHMENT #4

### Bulk Pickup Guidelines

- A. Bulk Waste is generally defined as “Type 13” Solid Waste, and more locally restricted to the following materials pursuant to the Municipal Code of the Borough of Mountain Lakes:
1. Furniture;
  2. Toys;
  3. Mattresses limited to two (2) per address;
  4. Wood, inclusive of replaced/repared wood fencing sections, and other wood products limited further to two (2) thirty-two (32) gallon containers with pieces cut into three-foot pieces per address.
  5. Rugs and Carpeting (cut into 3-foot sections)
  6. Lawn furniture (non-metal);
  7. Wood doors;
  8. Storm Windows (non-metal);
  9. Storm Doors (non-metal);
  10. Items generated by a homeowner while conducting minor repairs not requiring a zoning or construction permit.
- B. Bulk waste shall be further defined so as to explicitly restrict and prohibit the following materials from collection pursuant to the Municipal Code of the Borough of Mountain Lakes:
1. Electronic Waste;
  2. Ashes;
  3. Dirt;
  4. Tree Trunks;
  5. Stumps;
  6. Branches;
  7. Brush;
  8. Leaves;
  9. Household Garbage;
  10. Pool filters;
  11. Railroad ties;
  12. Rocks and stones;
  13. Asphalt;
  14. Concrete;
  15. Closed-Top Drums;
  16. Automobile Parts;
  17. Appliances (i.e.: refrigerators, washers, dryers, and alike metal products);
  18. Paint;
  19. Chemicals;
  20. Any materials resulting from demolition, alteration, or repair of buildings by a contractor or homeowners which would require a zoning or construction permit.

Bulk waste collected pursuant to paragraph B of this Subsection shall not exceed five hundred (500) pounds per address per pickup.

Certificate Number  
674486

Registration Date: 02/08/2022  
Expiration Date: 02/07/2024



**State of New Jersey**  
**Department of Labor and Workforce Development**  
**Division of Wage and Hour Compliance**

**Public Works Contractor Registration Act**

Pursuant to N.J.S.A. 34:11-56.48, et seq. of the Public Works Contractor Registration Act, this certificate of registration is issued for purposes of bidding on any contract for public work or for engaging in the performance of any public work to:

**2022**  
Suburban Disposal Inc.

**Responsible Representative(s):**

John Roselle, President  
Louis Roselle, Partner  
Robert Roselle, Partner

**Responsible Representative(s):**

Chris Roselle, Secretary  
Kerry Roselle, Partner  
Daniel Roselle, Partner

A handwritten signature in black ink, reading "RA Angelo".

Robert Asaro-Angelo, Commissioner  
Department of Labor and Workforce Development

NON TRANSFERABLE

This certificate may not be transferred or assigned and may be revoked for cause by the Commissioner of Labor and Workforce Development.



State of New Jersey

DEPARTMENT OF PUBLIC UTILITIES  
BOARD OF  
PUBLIC UTILITY COMMISSIONERS

NQ. SW. 122

TRANSFER

CERTIFICATE

OF  
PUBLIC CONVENIENCE AND NECESSITY

Granted to:

NAME STEWART DISPOSAL, INC.  
ADDRESS ONE EIGHT PLEASANT PARKWAY, LIVINGSTON, NEW JERSEY 07039

FOR AUTHORITY TO ENGAGE IN THE BUSINESS OF SOLID WASTE COLLECTION AS DEFINED IN  
N.J.A.C. 17:27A-1 ET SEQ. AND N.J.S.A. 18:12-1 ET SEQ. IN AND ABOUT THE STATE OF NEW JERSEY  
N.J.R.P.U. CERTIFICATE NO. 6759  
THE AMOUNT GRANTED HEREIN SHALL NOT EXCEED THAT PREVIOUSLY REQUESTED IN THE APPLICATION  
IN DOCKET NO. 772-140 AND AUTHORIZED BY SW NO. 1202.

ON NOVEMBER 7, 1979 IN DOCKET NO. 794-380 AUTHORIZED THE TRANSFER OF ASSETS AND  
THE ISSUANCE OF A CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY SW NO. 1202 FROM  
AN ASSET IN STEWART DISPOSAL, INC. AND IS SUBJECT TO THE  
ATTACHED EXHIBIT HEREIN IS PART HEREOF BY REFERENCE.

IT IS MADE A CONDITION OF THIS CERTIFICATE THAT THE HOLDER SHALL  
OPERATE IN COMPLIANCE WITH THE AUTHORITY HERETIN GRANTED UNDER  
THE PROVISIONS OF N.J.S.A. 18:12A-1 ET SEQ. AND N.J.S.A. 18:12-1 ET SEQ.  
AND FAILURE SO TO DO SHALL CONSTITUTE SUFFICIENT GROUNDS FOR  
SUSPENSION, CHANGE OR REVOCATION, PURSUANT TO N.J.S.A. 48:1-1 ET SEQ.

Date of Issue November 7, 1979  
BOARD OF PUBLIC UTILITY COMMISSIONERS  
Samuel A. Calabrese  
Secretary

Certification 26810

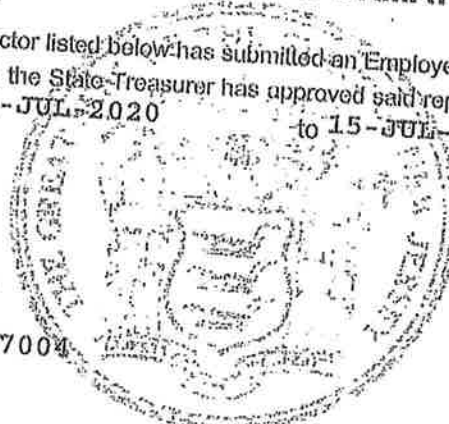
# **CERTIFICATE OF EMPLOYEE INFORMATION REPORT**

**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-2020** to **15-JUL-2023**

**SUBURBAN DISPOSAL, INC.**  
**54 MONTESANO ROAD**  
**FAIRFIELD**

**NJ 07004**



*Elizabeth Maher Muoio*

**ELIZABETH MAHER MUOIO**  
State Treasurer

**NJDEP - CERTIFICATE OF  
PUBLIC CONVENIENCE AND NECESSITY  
(CPCN)**

**ANNUAL UTILITY REPORT  
FOR SOLID WASTE  
COLLECTORS/TRANSPORTERS  
AND BROKERS**

**CALENDAR YEAR 2021**

**DUE JUNE 1, 2022**

**Note: This Report has been changed substantially since last year.  
This Utility Report is not the Annual A-901 Update submitted to the  
Attorney General's Office!**

## What you need to know about the:

### **2021 SOLID WASTE ANNUAL UTILITY REPORT:**

The 2021 Annual Utility Report has been divided into separate parts: Section A for Collector/Transporter Operations and Section B for Broker Operations.

Your 2021 Solid Waste Annual Utility Report (Annual Report) is due no later than **JUNE 1, 2022**

You are **required** to submit this report even if there was **no activity** during calendar year 2021 **OR** if you discontinued service during calendar year 2021.

If you have discontinued service during calendar year 2021 you are required to report all revenue generated as of the date of discontinuance.

**This report is NOT the annual A-901 update which you are required to submit separately to the Office of the Attorney General.**

### **REVIEW AND ASSESSMENT OF THE ANNUAL REPORT**

Your Annual Report will be reviewed for completeness, verified and approved by NJDEP.

An annual fee assessment will be calculated at the rate of  $\frac{1}{4}$  of 1% of your reported gross operating revenue with a \$600 minimum fee. The Department of Treasury, Division of Revenue will mail your invoice to you directly. Please promptly pay this fee assessment directly to the Division of Revenue and include the invoice with your payment.

#### **Do Not Send Your Payments to the NJDEP**

**It is important that you submit payment promptly as NJDEP is required to refer all overdue fees to Collections within 90 days of the date the fee is assessed.**

**PROMPTLY MAIL BOTH THE INVOICE AND YOUR PAYMENT DIRECTLY TO TREASURY AT THE ADDRESS LISTED BELOW:**

New Jersey Department of Treasury  
Division of Revenue  
PO Box 417  
Trenton NJ 08646-0417

**If you have any questions about the 2021 Annual Utility Report please contact the Bureau of Planning & Licensing  
Phone: (609) 984-4250  
E-mail: [swutility@dep.nj.gov](mailto:swutility@dep.nj.gov)**

**Important Note: Due to the Public Health Emergency all employees of the Economic Regulation Unit are currently working remotely. E-mail is the preferred and faster method of communication. Phone messages to the above number will be returned in most cases within 24 hours**

## **ELECTRONIC SIGNATURE & DIGITAL NOTARY REQUIRED:**

All signatures in this report must be affixed using the electronic signature method within Adobe Acrobat Reader. In addition, a digital notarization is required pursuant to N.J.S.A. 12A:12-11.

Digital Notary Explanation: The State of New Jersey allows an electronic signature of a person authorized to perform notary services for a record that is made under oath. This Annual Report includes an oath to be made by the "Proprietor, Partner, President or other principal officer of the utility."

## **FAILURE TO FILE A COMPLETED ANNUAL REPORT:**

You must submit a **COMPLETED** Annual Report and pay the appropriate assessment or your company may be subject to any/all of the following:

- A hold placed on your company's registered decals
- Your company may be subject to penalties
- Your company may have its CPCN **revoked** in accordance with N.J.A.C. 7:26H-5.15(f)1

**If you no longer wish to participate in New Jersey's solid waste industry, please fill out the Notice of Surrender form found at the end of this report and mail as directed.**

- **Note: If you surrender you may still be required to pay the annual utility assessment for the previous calendar year.**

**2021 ANNUAL UTILITY REPORT CHECKLIST:**

- ☐ DOWNLOAD THE ANNUAL REPORT AND INSTRUCTIONS FOR COMPLETING THE REPORT AT: <https://www.state.nj.us/dep/dshw/swpl/cpcn.html>
- ☐ This report must be downloaded to your computer and completed using the fillable PDF file. Paper copies of the annual report will no longer be accepted.
- ☐ This report must be completed and returned signed and notarized even if there was no solid waste activity in calendar year 2021.
- ☐ Type your **CPCN SW number** (4-digits, beginning with 0, 1, 2 or 3) at the upper right-hand corner of Page 2. The SW number will automatically be entered on each subsequent page.
- ☐ File this report in the solid waste utility's certificate name *exactly* as shown on the CPCN.
- ☐ COMPLETE EVERY QUESTION. Indicate "N/A" for all questions that are not applicable to your company and its operations.
- ☐ SIGN and NOTARIZE this Annual Report as per the instructions manual (Section 2E - page 4).
- ☐ Keep a copy of this Annual Report for your records pursuant to N.J.A.C. 7:26H-1.20.
- ☐ Submit a Customer List (if applicable – see page 11 for instructions for collectors/transporters, and page 23 for instructions for brokers). Customer Lists for companies that are Collectors/Transporters and Brokers must be submitted on separate pages that may be attached using the **Attach Files** button on those pages.
- ☐ Accurately report Gross Operating Revenue. Gross Operating Revenues consist of reportable revenues which are derived from customer bills, fees, sales and services for certain types of solid waste (defined on page 5).

**PLEASE E-MAIL COMPLETED, SIGNED AND NOTARIZED ANNUAL UTILITY  
REPORT TO [swutility@dep.nj.gov](mailto:swutility@dep.nj.gov):**

## **GROSS OPERATING REVENUE** **REPORTABLE AND NON-REPORTABLE REVENUE**

The Gross Operating Revenue generated from the collection or brokering of solid waste in New Jersey is required to be reported in the Collector/Transporter and Broker Utilities Annual Report in accordance with **N.J.S.A. 48:2-60**:

**Reportable Waste** includes revenue derived from the collection/transportation, brokering, and/or disposal of the following solid waste types:

### **Waste Type ID 10, 12, 13, 13C, 23, 25, 27, 27A and 27I**

(See next page for detailed descriptions of Waste Types)

- That is **generated in NJ** and directly transported to a disposal facility **in or out of NJ**.
- That is **generated in NJ** and transported to a transfer station, landfill, incinerator, or rail carrier in NJ.
- That is residual waste (waste remaining after recyclable material has been removed) from a transfer station/material recovery facility and directly transported to a disposal facility in or out of NJ, or transported to a rail carrier in NJ.
- Important Note: If you have an A-901 you cannot claim “self-generated” waste. Self-generators are exempt from holding an A-901 license and must be registered as such with the NJDEP Transportation Oversight Unit. Solid waste that is considered “self-generated” as in demolition and construction **IS** considered reportable waste for all companies that hold a CPCN.

### **NON-REPORTABLE GROSS OPERATING REVENUE:**

- Waste not generated in NJ
- ID 72 Bulk liquid and semi-liquids
- ID 73 Septic tank clean-out wastes
- ID 74 Liquid sewage sludge
- Grease Trap Waste disposed at sewage treatment plant
- Waste collected from a NJ transfer station or rail carrier and directly transported out of NJ for disposal
- Recyclable material hauled to a recycling facility
- Hazardous Waste
- Medical Waste

**NEW JERSEY ADMINISTRATIVE CODE N.J.A.C. 7:26-2:13**

(g) Waste identification and definition of solids includes the following:

**1. Solid wastes; waste ID number and definitions:**

- i. **10 Municipal** (household, commercial and institutional): Waste originating in the community consisting of household waste from private residences, commercial waste which originates in wholesale, retail or service establishments, such as, restaurants, stores, markets, theatres, hotels and warehouses, and institutional waste material originated in schools, hospitals, research institutions and public buildings.
- ii. **12 Dry sewage sludge:** Sludge from a sewage treatment plant which has been digested and dewatered and does not require liquid handling equipment.
- iii. **13 Bulky waste:** Large items of waste material, such as appliances and furniture. Discarded automobiles, trucks and trailers and large vehicle parts, and tires are included under this category.
- iv. **13C Construction and demolition waste:** Waste building material and rubble resulting from construction, remodeling, repair, and demolition operations on houses, commercial buildings, pavements and other structures. The following materials may be found in construction and demolition waste: treated and untreated wood scrap; tree parts, tree stumps and brush; concrete, asphalt, bricks, blocks and other masonry; plaster and wallboard; roofing materials; corrugated cardboard and miscellaneous paper; ferrous and non-ferrous metal; non-asbestos building insulation; plastic scrap; dirt; carpets and padding; glass (window and door); and other miscellaneous materials; but shall not include other solid waste types.
- v. **23 Vegetative waste:** Waste materials from farms, plant nurseries and greenhouses that are produced from the raising of plants. This waste includes such crop residues as plant stalks, hulls, leaves and tree wastes processed through a wood chipper. Also included are non-crop residues such as leaves, grass clippings, tree parts, shrubbery and garden wastes.
- vi. **25 Animal and food processing wastes:** Processing waste materials generated in canneries, slaughterhouses, packing plants or similar industries, including animal manure when intended for disposal and not reuse. Also included are dead animals. Animal manure, when intended for reuse or composting, is to be managed in accordance with the criteria and standards developed by the Department of Agriculture as set forth at N.J.S.A. 4:9-38.
- vii. **27 Dry industrial waste:** Waste materials resulting from manufacturing, industrial and research and development processes and operations, and which are not hazardous in accordance with the standards and procedures set forth at 7:26G. Also included are nonhazardous oil spill cleanup waste, dry nonhazardous pesticides, dry nonhazardous chemical waste, and residue from the operations of a scrap metal shredding facility.
- viii. **27A** Waste material consisting of asbestos or asbestos containing waste.
- ix. **27I** Waste material consisting of incinerator ash or ash containing waste.

(h) Waste identification and definition of liquids include the following:

**1. Liquid wastes; waste ID number and definitions:**

- i. **72 Bulk liquid and semiliquids:** Liquid or a mixture consisting of solid matter suspended in a liquid media which is contained within, or is discharged from, any one vessel, tank or other container which has the capacity of 20 gallons or more. Not included in this waste classification are septic tank clean-out wastes and liquid sewage sludge.
- ii. **73 Septic tank clean-out wastes:** Pumpings from septic tanks and cesspools. Not included are wastes from a sewage treatment plant.
- iii. **74 Liquid sewage sludge:** Liquid residue from a sewage treatment plant consisting of sewage solids combined with water and dissolved materials.



**2021 CPCN ANNUAL REPORT FOR**  
**COLLECTORS/TRANSPORTERS AND BROKERS**

FILL IN **ALL** INFORMATION BELOW:

**CHECK ALL THAT APPLY:**

- ☒ COLLECTOR/TRANSPORTER  
☐ BROKER

**1. INFORMATION**

**\*Required: Working Contact Information**

\*OFFICIAL COMPANY NAME: Suburban Disposal, Inc.  
(This is the name registered with the Division of Commercial Recordings)

\*EMAIL: crosele@suburbandisposalinc.com

\*STREET ADDRESS: 54 Montesano Road

\*CITY, STATE, ZIP Fairfield New Jersey 07004

\*FEIN (or LAST 4# OF SS# FOR SOLE PROPRIETOR): 22-2253987

\*OFFICE TELEPHONE: 973-675-1757

\*CELL PHONE: N/A FAX NUMBER: 973-675-1404

WEBSITE: www.suburbandisposalinc.com

\*BILLING/MAILING ADDRESS: ☐ CHECK HERE IF SAME AS ABOVE:

STREET ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

**2. LIST OFFICERS AND EQUITY HOLDERS:**

*Name	<b>John Roselle</b>	*Title	<b>President</b>	*Equity	<b>16.67</b>
Name	<b>Christopher Roselle</b>	Title	<b>Secretary</b>	Equity	<b>16.67</b>
Name	<b>Daniel Roselle</b>	Title	<b>N/A</b>	Equity	<b>16.66</b>

**3. NAME OF REGISTERED AGENT(Out of State Companies) :** \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_

**2021 CPCN ANNUAL REPORT FOR**  
**COLLECTORS/TRANSPORTERS AND BROKERS**

FILL IN ALL INFORMATION BELOW:

CHECK ALL THAT APPLY:

- ☒ COLLECTOR/TRANSPORTER  
☐ BROKER

1. INFORMATION

**\*Required: Working Contact Information**

\*OFFICIAL COMPANY NAME: \_\_\_\_\_  
(This is the name registered with the Division of Commercial Recordings)

\*EMAIL: \_\_\_\_\_

\*STREET ADDRESS: \_\_\_\_\_

\*CITY, STATE, ZIP \_\_\_\_\_

\*FEIN (or LAST 4# OF SS# FOR SOLE PROPRIETOR): \_\_\_\_\_

\*OFFICE TELEPHONE: \_\_\_\_\_

\*CELL PHONE: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_

WEBSITE: \_\_\_\_\_

\*BILLING/MAILING ADDRESS: ☐ CHECK HERE IF SAME AS ABOVE:

STREET ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

2. LIST OFFICERS AND EQUITY HOLDERS:

Name:	<u>Kerry Roselle</u>	Title	<u>N/A</u>	Equity	<u>16.67</u>
Name:	<u>Louis T. Roselle II</u>	Title	<u>N/A</u>	Equity	<u>16.67</u>
Name:	<u>Robert Roselle</u>	Title	<u>N/A</u>	Equity	<u>16.66</u>

3. NAME OF REGISTERED AGENT(Out of State Companies) : \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_

4. **VEHICLE INFORMATION FOR YOUR SOLID WASTE TRANSPORTATION EQUIPMENT:**

Provide the **number** of solid waste vehicles that require NJDEP issued decals owned and/or operated (include leased vehicles) by the CPCN holder as of **December 31, 2021**.

_____	NO EQUIPMENT
_____	CABS (does not hold waste)
<u>700</u>	CONTAINERS (roll off)
<u>150</u>	SINGLE UNIT VEHICLES (eg. pickup trucks, vans, dump truck)
_____	TRAILERS

5. **VEHICLE LOCATION:** Provide the address of the location of where your solid waste vehicles are stored.

Address:

54 Montesano Road; 2291 Massachusetts Ave; 359 County Road; 668 Ferry Street

City, State, Zip:

Fairfield, NJ 07004; Toms River, NJ 08755; Aberdeen, NJ 07747; Newark, NJ 07105

6. **DID YOUR COMPANY USE A SOLID WASTE BROKER SERVICE?** ☒ NO ☐ YES:  
If YES please see Page 16.

7. **DOES YOUR COMPANY OR ITS PRINCIPALS HAVE ANY CURRENT OR OUTSTANDING JUDGMENTS AND/OR LIENS?** ☒ NO ☐ YES: You must provide the information below for EACH (label and attach a separate page if necessary):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Provide a brief description: \_\_\_\_\_

☐ Check here if additional pages are attached

8. **HAS ANY EMPLOYEE, ASSOCIATE, OFFICER, OR EQUITY HOLDER HAD THEIR SOLID WASTE OPERATING AUTHORITY REVOKED OR SUSPENDED IN NEW JERSEY OR NEW YORK?** ☒ NO ☐ YES: You must provide the name and details concerning this revocation or suspension (label and attach a separate page if necessary):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

State(s) the revocation or suspension occurred: \_\_\_\_\_

Provide a brief description: \_\_\_\_\_

☐ Check here if additional pages are attached

9. **DID YOUR COMPANY SUBCONTRACT SOLID WASTE SERVICES TO ANOTHER SOLID WASTE COLLECTOR/TRANSPORTER IN 2021?** ☐ NO ☒ YES:

You must provide the information below for EACH subcontract (label and attach a separate page if necessary):

“Subcontractor” is any person who engages in the storage, collection, processing, transfer, treatment, or disposal of solid waste *through the use, control or possession of any solid waste vehicle*, pursuant to an oral or written agreement entered into with a prime contractor.

Subcontractor (Solid Waste Hauler Used)	Gross Revenue Received from Customer *	Total Amount Paid to Subcontractor (Hauler)
Pinto Service	\$ 7,128.00	\$ 6,480.00
Direct Waste	\$ 5,940.00	\$ 5,400.00
Pryor Disposal	\$ 19,800.00	\$ 18,000.00
Waste Industries	\$ 13,200.00	\$ 12,000.00

\*Please note the amounts entered in this column will be automatically added to your gross revenue on page 21.

10. **DID YOUR COMPANY ACCEPT AN OFFER TO SUBCONTRACT SOLID WASTE SERVICES FOR ANOTHER SOLID WASTE COLLECTOR/TRANSPORTER IN 2021?** ☐ NO ☒ YES:

You must provide the information below for EACH subcontracting job that your company performed in 2021 (label and attach a separate page if necessary):

Prime Contractor (Solid Waste Hauler that Hired Your Company)	County of Subcontracting Job	Total Amount Received from Prime Contractor **
Pinto Service	Morris	\$ 8,000.00
Direct Waste	Morris	\$ 12,000.00
Direct Waste	Ocean	\$ 12,000.00
Waste Industries	Morris	\$ 36,000.00

\*\*Please note the amounts entered in this column will NOT link to your gross revenue and must be reported accordingly on the disposal page.

## **DESCRIPTION OF BUSINESS**

**Provide a detailed description of your business in the space below. Include the type of business and all solid waste services offered by your company.**

**DO NOT INDICATE "N/A" ON THIS PAGE**

Municipal Contracts: Collection and transportation of solid waste and recycling for various municipalities pursuant to publicly bid multi-year contracts, under which several municipalities contract with and pay the disposal fees directly to the disposal facility, other municipalities disposal charges are paid by the company.

Residential: The company also provides residential disposal services that are not covered under the municipal contracts.

Commercial: Collection and transportation of solid waste & recycling for commercial customers. The company provides and picks up containers from 1 to 10 cubic yards and roll-off containers from 10 to 50 cubic yards.

Subcontractors: The company utilizes subcontractors as needed for disposal services

## **COVID-19 Impacts on the Solid Waste Industry**

1. Please provide a brief description on how Covid-19 affected your solid waste business?

COVID-19 has adversely affected our business. The company has experienced manpower shortages resulting in increased overtime costs and a need for additional administrative staff due to employee absences due to COVID. With regard to the municipal contracts, the value of our bids has become unpredictable due to the fact that residents staying home more often has caused an increase in the volume solid waste directly affecting the profitability of each contract.

---

2. How did Covid-19 affect your customer base? Please label each category that applies to your company with either a "Gain, Lose, or Stay the same"

- Residential: Lose
- Commercial: Stay the same
- Industrial: Stay the same

## **Section A:**

**The following section must be completed by Solid Waste Collectors/Transporters. This includes any CPCN holder that has registered solid waste vehicles and/or collects/transport and disposes of solid waste at solid waste disposal facilities.**

**Solid Waste Brokers are not required to complete Section A and should continue on to Section B of this report (page 23).**

SECTION A

**TARIFF UPDATE (2021)**

**\*\*Form must be completed by ALL SOLID WASTE COLLECTOR/ TRANSPORTERS\*\***

This tariff contains the terms and conditions and schedules of rates governing the services furnished by a public utility and holder/applicant of a Certificate of Public Convenience and Necessity for the collection of solid waste pursuant to N.J.A.C. 7:26H-4.2(a).

**Please fill in ALL information below:**

**1. TERRITORY SERVED:**

**Solid waste collection services provided by this solid waste utility are in the counties of:  
(check all that apply)**

**Check all that apply**

- |   |                                     |                                   |
|---|-------------------------------------|-----------------------------------|
| <input checked="" type="checkbox"/> All New Jersey Counties | <input type="checkbox"/> Gloucester | <input type="checkbox"/> Passaic  |
| <input type="checkbox"/> Atlantic                           | <input type="checkbox"/> Hudson     | <input type="checkbox"/> Salem    |
| <input type="checkbox"/> Bergen                             | <input type="checkbox"/> Hunterdon  | <input type="checkbox"/> Somerset |
| <input type="checkbox"/> Burlington                         | <input type="checkbox"/> Mercer     | <input type="checkbox"/> Sussex   |
| <input type="checkbox"/> Camden                             | <input type="checkbox"/> Middlesex  | <input type="checkbox"/> Union    |
| <input type="checkbox"/> Cape May                           | <input type="checkbox"/> Monmouth   | <input type="checkbox"/> Warren   |
| <input type="checkbox"/> Cumberland                         | <input type="checkbox"/> Morris     |                                   |
| <input type="checkbox"/> Essex                              | <input type="checkbox"/> Ocean      |                                   |

By filing this updated Tariff Document, the company named above agrees to conform with all rules and regulations promulgated by the District Solid Waste Management Plans and the NJ Department of Environmental Protection in accordance with N.J.S.A. 48:13A-1 et seq., and N.J.S.A. 13:1E-1 et seq.

**2. HOURS OF OPERATION:**

	<input type="checkbox"/> MON	<input type="checkbox"/> TUES	<input type="checkbox"/> WED	<input type="checkbox"/> THURS	<input type="checkbox"/> FRI	<input type="checkbox"/> SAT	<input type="checkbox"/> SUN
<b>HOURS:</b>	___ AM	___ AM	___ AM	___ AM	___ AM	___ AM	___ AM
	___ PM	___ PM	___ PM	___ PM	___ PM	___ PM	___ PM

**OR:** ☒ 24 HRS / 7 DAYS A WEEK

☐ 24 HRS / 7 DAYS A WEEK OTHER THAN THE HOLIDAYS LISTED BELOW

On which Holidays do you **NOT** provide services? :

Christmas, New Years, Thanksgiving

---

When a scheduled collection day occurs on a listed holiday, collection will be made on the next scheduled collection day. In those cases where collection is scheduled on one collection-per-week basis, collection will be made as soon as possible.

SECTION A

3. PROVIDE A BLANK SAMPLE INVOICE AND ATTACH TO REPORT  
**Attach Files**

4. SPECIAL CHARGES ON INVOICE: (ex: late fees, fuel, paper billing, mileage)

**Fuel Surcharges, Finance Charges**

5. METHOD OF BILLING:

Please list the billing and payment procedures (example: invoicing)

Invoicing: Daily & Monthly; Payments: Credit Cards, Checks & Paypal

6. TYPES OF SERVICE AND DETAILS

\*Any disposal fees must be a part of the invoice and separate from the services charge\*  
N.J.A.C. 7:26H-4.4(b)(3)

Type of Service	Capacity of truck/container	Rate (fee amount / service)
<i>Examples: roll off, pick up, container rental</i>	<i>Examples: 10 yards, 100 tons</i>	<i>Examples: (\$/week) (\$/ton) (\$/pick up)</i>
Dumpster Front-End or Rear Load	1-8 Cubic Yards	Up to \$30 per cubic yard
Roll-off Service Compacted & Open	8-50 Cubic Yards	Up to \$400 per cubic yard
Roll-off Service Compacted & Open	10-50 Cubic Yards	\$10-\$100 per cubic yard with disposal fee

7. ADDITIONAL INFORMATION: Provide any other pertinent Tariff information or explanations:

Loose Trash Collection (Cans/Bags) - \$10 to \$50 per yard - - - Residential Rear Yard Service - \$10 to \$50 per month



## **INSTRUCTIONS FOR CUSTOMER LISTS/CUSTOMER SERVICE AREA INVENTORY:**

**Customer information must be provided in accordance with N.J.A.C 7:26H- 5.9(c):**  
 Customer lists must contain all of the names and addresses for each (regularly scheduled)  
 residential, commercial, industrial, and institutional customer.

### **CUSTOMER LIST FORMAT**

The list should be organized by municipality and sequentially numbered and set forth in numerical order by street address with the streets set forth in alphabetical order. Additionally, the Department is requesting the frequency of service, a description of service and the rates charged:

**\*\*All Customer Lists submitted to the Department are confidential  
and not subject to public review N.J.A.C 7:26H-5.9(c)(4)\*\***

### **SAMPLE**

<u>Customer #</u>	<u>Name</u>	<u>Address</u>	<u>Service Provided</u>	<u>Rate Charged</u>	<u>Frequency of Service</u>
1.	ABC	One A Street, Allentown, NJ 10000	Roll off	Amount / Service	weekly
2.	DCE	One B Street, Allentown, NJ 10000	Curb side pick up	Amount / Service	2x month
1.	FGH	One A Street, Basking Ridge, NJ 20000	Container rental	Amount / Service	On call
2.	IJK	One B Street, Basking Ridge, NJ 20000	Roll off	Amount / Service	3 x month

**Regularly Scheduled Customers:** Residential (NOT INCLUDING MUNICIPAL CONTRACTS), commercial and/or industrial customers that receive solid waste collection services on a regular basis, i.e. weekly, monthly, bi-weekly, bi-monthly. Provide the number of customers in the appropriate column for each corresponding county (page 15). **These customers must be provided to the department as part of a separate customer list.**

**On-Call Customers:** Customers that are provided solid waste collection services on an "on-call" basis. According to N.J.A.C. 7:26H-5.9, **if solid waste collection services were provided more than one time during the year, even though the service locations varied, then these on-call customers must be included on a customer list.**

**One- time Customers:** Customers that were provided solid waste collection services one time during the year. **You do not need to include these customers in your customer list.**

**Municipal Contracts/Residential Contracts:** A contract between a municipality and a collector for solid waste collection services. Provide the municipality, the county in which the Municipality is located, and the approximate number of customers that the contract covers.

**\*\*If a customer list is required, please submit as an attachment using the  
"Attach Files" button below. \*\***

**Attach Files**

### CUSTOMER SERVICE AREA INVENTORY

<b><u>MUST BE INCLUDED ON A CUSTOMER LIST</u></b>					
County	# of Scheduled Residential	# of Scheduled Commercial	# of Scheduled Industrial	# of Repeated On-Call Customers	# of One-Time Only Customers (SERVICE PROVIDED ONCE WITHIN YEAR)
Atlantic	0	0	0	0	0
Bergen	5	14	0	0	0
Burlington	0	0	0	0	0
Camden	0	0	0	0	0
Cape May	0	0	0	0	0
Cumberland	0	0	0	0	0
Essex	0	81	0	0	0
Gloucester	0	0	0	0	0
Hudson	0	0	0	0	0
Hunterdon	0	0	0	0	0
Mercer	0	3	0	0	0
Middlesex	0	28	0	0	0
Monmouth	2	391	0	0	0
Morris	1	76	0	0	0
Ocean	0	284	0	0	0
Passaic	0	3	0	0	0
Salem	0	0	0	0	0
Somerset	0	5	0	0	0
Sussex	0	2	0	0	0
Union	0	12	0	0	0
Warren	0	0	0	0	0

<b><u>Municipal/ Residential Contracts</u></b>		
**if you need more space, you may create your own spreadsheet using this format and attach it to this report.**		
Municipality	County	Approximate # of Customers
See Attached	Various	

SECTION A

**BROKERS USED IN 2021**

If your company has **USED** Solid Waste Broker Services, please provide the information below for calendar year 2021. You may prepare your own spreadsheet containing the below information in the same format:

“Brokers” are defined as a person or entity *who for direct or indirect compensation* arranges agreements between a business concern and its customers for the collection, transportation, treatment, storage, recycling, processing, transfer or disposal of solid waste.

A	B	C	D	E
Name of Solid Waste Broker	Address: Street, City, State and Zip	Does your company have and on-going contract with this Broker ?	Broker's CPCN SW #	Total Amount of Payment Received from Broker
N/A		<input type="checkbox"/> Yes <input type="checkbox"/> No	SW _____	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	SW _____	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	SW _____	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	SW _____	
		<input type="checkbox"/> Yes <input type="checkbox"/> No	SW _____	

SECTION A

**RELATED COMPANIES**

List all related companies that operate in New Jersey and any related out-of-state disposal facilities where New Jersey solid waste is sent. **Please include related brokers, collection companies, disposal facilities, truck leasing companies, or real estate leasing companies.**

COMPANY NAME AND ADDRESS	TYPE OF SERVICE RELATED COMPANY PERFORMS	TOTAL FEE PAID TO RELATED COMPANY DURING 2021
Six Brothers Associates, LLC Fairfield, NJ 07004	Rental Real Estate	\$ 0.00
Six Brothers Enterprises, LLC Fairfield, NJ 07004	Rental Real Estate	\$ 240,000.00
Louis T. Roselle, Inc. Fairfield, NJ 07004	Solid Waste Hauling	\$ 0.00
Eastern Recycling, Inc. Fairfield, NJ 07004	Recycling	\$ 0.00
Priority Compactor Repair, LLC Pine Brook, NJ 07058	Equipment Repairs	\$ 802.35



READ THIS PAGE **ENTIRELY** BEFORE CONTINUING

INSTRUCTIONS FOR REPORTING DISPOSAL INFORMATION – PAGE 20  
SAMPLE DISPOSAL PAGE FOUND ON PAGE 19

1. **Name and Address of Disposal Facility Used During 2021:** Provide the name of the facility that your company has used to dispose of the waste collected by your company. Provide the address of the facility.
2. **Facility Type:** Circle one.  
TS – *Transfer Station*. LF – *Landfill*. RC – *Rail Carrier*. RRF – *Resource Recovery Facility/ Incinerator*
3. **Waste Type:** Provide the Waste Type ID.
  - ID 10 Municipal (includes household, commercial and institutional)
  - ID 12 Dry Sewage Sludge
  - ID 13 Bulky Waste
  - ID 13C Construction and demolition waste
  - ID 23 Vegetative waste
  - ID 25 Animal and food processing waste
  - ID 27 Dry industrial waste (e.g. “dirty dirt”)
  - ID 27A Waste material consisting of asbestos or asbestos containing waste
  - ID 27I Waste consisting of incinerator ash or ash containing waste
4. **County Origin of Waste:** The New Jersey county from which your company has collected the waste. DO NOT RECORD MORE THAN ONE COUNTY IN EACH SPACE.
5. **Total Tons Picked up in County:** The total tons of waste your company has collected from the corresponding county.
6. **Total Tons Disposed at Facility:** The total tons of solid waste that your company disposed at the facility for the year 2021.
7. **Total Amount of Disposal Fee Paid to Facility:** The total amount your company was charged to dispose of solid waste at the corresponding facility. This information can be found on receipts or on origin and disposal forms obtained from the disposal facility.
8. **Recycling Tax Paid:** Collectors/transporters disposing of solid waste generated/collected in NJ to an *out of state* facility, or at a *rail carrier* within NJ are subject to a \$3 per ton recycling tax.
9. **Gross Revenue:** Should not be reported as an estimate; value must be true. Do not subtract “Recycling Tax” or “Total Amount of Disposal Fee Paid to Facility” to determine Gross Revenue. Gross Revenue is the total amount of money the collector has received from the collection of solid waste *before* any deductions from taxes, disposal fees, and any other associated expenses. **Gross Operating Revenues consist of reportable revenues as described on Page 5, which are derived from customer bills, fees, sales, and services.**

If you require additional pages to report your disposal information, please use the “Duplicate This Page” at the bottom of the Disposal Information page.

## SECTION A

## DISPOSAL INFORMATION

**\*\*Sample Page\*\***

[illegible]

SECTION A

### DISPOSAL INFORMATION

Please provide the information below for each disposal facility (landfills, transfer stations, rail facilities, incinerators) used by your company for calendar year 2021: (see sample page 19 for an example of a completed page)

**Facility Type:** TS – *Transfer Station*. LF – *Landfill*. RC – *Rail Carrier*. RRF – *Resource Recovery Facility/ Incinerator*

**Gross Revenue:** Gross Revenue is the total amount of money the collector has received from the collection of solid waste *before* any deductions from taxes, disposal fees, and any other associated expenses.

Name and Address of Disposal Facilities Used in 2021	Facility Type	Waste Type	County Origin of Waste	Total Tons Picked up in County	Total Tons Disposed at Facility	Total Amount of Disposal Fee Paid to Facility	Recycling Tax Paid	Gross Revenue
Covanta Paterson - Paterson, NJ	TS <input checked="" type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>	10/13	Bergen	76,926.31	32,052.96	\$ 437,496.03	\$ 0.00	\$ 3,584,773.59
Covanta Paterson - Paterson, NJ	TS <input checked="" type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>	10/13	Passaic	118,498.44	108,468.29	\$ 1,480,501.23	\$ 0.00	\$ 12,869,345.42
Covanta Totowa - Totowa, NJ	TS <input checked="" type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>	10/13	Bergen	76,926.31	5,221.32	\$ 71,266.64	\$ 0.00	\$ 585,108.76
Crossroads TS - Hillsburn, NY	TS <input checked="" type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>	10/13	Bergen	76,926.31	10,413.89	\$ 0.00	\$ 0.00	\$ 1,166,995.75
ECUA - Newark, NJ	TS <input type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input checked="" type="checkbox"/>	10	Essex	127,893.33	123,149.76	\$ 4,662,233.10	\$ 0.00	\$ 18,708,370.30
Gaeta Recycling - Paterson, NJ	TS <input checked="" type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>	10/13	Bergen	76,926.31	13,649.53	\$ 415,369.06	\$ 0.00	\$ 1,529,586.30
Gaeta Recycling - Paterson, NJ	TS <input checked="" type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>	10	Passaic	118,498.44	10,030.15	\$ 305,227.65	\$ 0.00	\$ 1,190,038.72
Mazza & Sons - Tinton Falls, NJ	TS <input checked="" type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>	13	Monmouth	120,501.98	2,306.57	\$ 240,000.00	\$ 0.00	\$ 283,728.27
<b>Total Gross Revenue:</b>								\$ 39,917,947.11

Calculate Totals

Duplicate This Page



SECTION A

**DISPOSAL INFORMATION**

Please provide the information below for each disposal facility (landfills, transfer stations, rail facilities, incinerators) used by your company for calendar year 2021: (see sample page 19 for an example of a completed page)

**Facility Type:** TS – *Transfer Station*. LF – *Landfill*. RC – *Rail Carrier*. RRF – *Resource Recovery Facility/ Incinerator*

**Gross Revenue:** Gross Revenue is the total amount of money the collector has received from the collection of solid waste *before* any deductions from taxes, disposal fees, and any other associated expenses.

Name and Address of Disposal Facilities Used in 2021	Facility Type	Waste Type	County Origin of Waste	Total Tons Picked up in County	Total Tons Disposed at Facility	Total Amount of Disposal Fee Paid to Facility	Recycling Tax Paid	Gross Revenue
MCUA - East Brunswick, NJ	TS <input type="checkbox"/> LF <input checked="" type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>	10/13	Middlesex	13,421.29	13,421.29	\$ 164,018.75	\$ 0.00	\$ 953,030.51
Monmouth County Reclamation - Tinton Falls, NJ	TS <input type="checkbox"/> LF <input checked="" type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>	10/13	Monmouth	120,501.98	118,195.41	\$ 5,446,502.59	\$ 0.00	\$ 14,539,068.38
Morris County MUA - Parsippany, NJ	TS <input checked="" type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>	10/13	Morris	65,904.48	65,904.48	\$ 263,946.75	\$ 0.00	\$ 7,050,188.47
Ocean County Landfill - Manchester, NJ	TS <input type="checkbox"/> LF <input checked="" type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>	10/13	Ocean	38,240.49	38,240.49	\$ 2,250,429.34	\$ 0.00	\$ 4,700,115.22
Sussex County - Vernon, NJ	TS <input type="checkbox"/> LF <input checked="" type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>	10/13	Sussex	10,306.46	10,306.46	\$ 367,242.69	\$ 0.00	\$ 1,508,293.75
Union County RRF - Rahway, NJ	TS <input type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input checked="" type="checkbox"/>	10	Union	8,229.86	8,229.86	\$ 450,187.10	\$ 0.00	\$ 2,197,059.84
Waste Management - Hillsdale, NJ	TS <input checked="" type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>	10	Bergen	76,926.31	8,852.99	\$ 564,635.85	\$ 0.00	\$ 992,079.01
I.W.S. - Garfield, NJ	TS <input checked="" type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>	10/13	Bergen	76,926.31	6,735.62	\$ 257,414.66	\$ 0.00	\$ 754,803.43
<b>Total Gross Revenue:</b>								\$ 32,694,638.61

Calculate Totals

Duplicate This Page



SECTION A

**DISPOSAL INFORMATION**

Please provide the information below for each disposal facility (landfills, transfer stations, rail facilities, incinerators) used by your company for calendar year 2021: (see sample page 19 for an example of a completed page)

**Facility Type:** TS – *Transfer Station*. LF – *Landfill*. RC – *Rail Carrier*. RRF – *Resource Recovery Facility/ Incinerator*

**Gross Revenue:** Gross Revenue is the total amount of money the collector has received from the collection of solid waste *before* any deductions from taxes, disposal fees, and any other associated expenses.

Name and Address of Disposal Facilities Used in 2021	Facility Type	Waste Type	County Origin of Waste	Total Tons Picked up in County	Total Tons Disposed at Facility	Total Amount of Disposal Fee Paid to Facility	Recycling Tax Paid	Gross Revenue
I.W.S. - Garfield, NJ	TS <input checked="" type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>	10/13	Essex	127,893.33	4,743.57	\$ 181,284.65	\$ 0.00	\$ 721,359.55
Mercer County Improvement Authority - Trenton, NJ	TS <input checked="" type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>	10	Mercer	195.00	195.00	\$ 16,575.00	\$ 0.00	\$ 21,279.48
	TS <input type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>							
	TS <input type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>							
	TS <input type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>							
	TS <input type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>							
	TS <input type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>							
	TS <input type="checkbox"/> LF <input type="checkbox"/> RC <input type="checkbox"/> RRF <input type="checkbox"/>							
Total Gross Revenue:								\$ 742,639.03

Calculate Totals

Duplicate This Page

## SECTION A

### **OTHER SOURCES OF GROSS OPERATING REVENUE**

Please indicate all sources of revenue derived from other services provided for the collection and/or transportation of solid waste in New Jersey for calendar year 2021. These sources may include but are not limited to: Subcontracting of waste hauling, leasing of vehicles for the collection of solid waste, etc.

[illegible]

## GROSS OPERATING REVENUE BY COUNTY FOR SOLID WASTE COLLECTION/TRANSPORTATION SERVICES

Please provide the Gross Operating Revenues derived from any solid waste collected/transported in any New Jersey county during 2021.

**TOTAL AMOUNT COLLECTED FROM EACH COUNTY SHOULD ADD UP TO TOTAL GROSS OPERATING REVENUE.**

Gross Revenue is the total amount of money the collector has received from the collection of solid waste *before* any deductions from taxes, disposal fees, and any other associated expenses.

**Gross Operating Revenues consist of reportable revenues which are derived from customer bills, fees, sales and services.**

County	2021 Collector Gross Revenue
Atlantic	0.00
Bergen	8,613,346.84
Burlington	0.00
Camden	0.00
Cape May	0.00
Cumberland	0.00
Essex	19,429,729.85
Gloucester	0.00
Hudson	0.00
Hunterdon	0.00
Mercer	21,279.48
Middlesex	953,030.51
Monmouth	14,822,796.65
Morris	7,050,188.47
Ocean	4,700,115.22
Passaic	14,059,384.14
Salem	0.00
Somerset	0.00
Sussex	1,508,293.75
Union	2,197,059.84
Warren	0.00
Subcontracts (from pg 9)	46,068.00

**Total Gross Operating  
Revenue During Calendar  
Year 2021:**

**\$73,401,292.75**  
**Collector Total**

Calculate Totals

**END OF SECTION A**

## **Section B:**

**The following section must be completed by Solid Waste Brokers who manage, administer and arrange through a contract or other means, for compensation, the solid waste needs of clients, utilizing other licensed collectors/transporters, in all counties of New Jersey.**

**Solid Waste Collectors/Transporters who do not have a Solid Waste Broker license, should continue on to page 30 (“Certifications”).**

## **INSTRUCTIONS FOR CUSTOMER INFORMATION/CUSTOMER LISTS FOR BROKERS**

**Customer information must be provided in accordance to N.J.A.C 7:26H- 5.9(c):** Customer lists must contain all of the names and addresses for each (regularly scheduled) residential, commercial, industrial, and institutional customer.

**\*\* SW Brokers are regulated utilities subject to the Solid Waste Utility Control Act N.J.A.C 7:26H and therefore are required to submit a customer list\*\***

### **CUSTOMER LIST FORMAT**

The list should be organized by municipality and sequentially numbered and set forth in numerical order by street address and the streets set forth in alphabetical order. Additionally, the Department is requesting the frequency of service, a description of service and the rates charged.

**\*\* All Customer Lists submitted to the Department are confidential and not subject to public review N.J.A.C 7:26H-5.9(c)(4)\*\***

### **SAMPLE**

<u>Customer #</u>	<u>Name</u>	<u>Address</u>	<u>Service Provided</u>	<u>Rate Charged</u>	<u>Frequency of Service</u>
1.	ABC	One A Street, Allentown, NJ 10000	Roll off	Amount / Service	weekly
2.	DCE	One B Street, Allentown, NJ 10000	Curb side pick up	Amount / Service	2x month
1.	FGH	One A Street, Basking Ridge, NJ 20000	Container rental	Amount / Service	On call
2.	IJK	One B Street, Basking Ridge, NJ 20000	Roll off	Amount / Service	3 x month

**Regularly Scheduled Customers:** Residential (NOT INCLUDING MUNICIPAL CONTRACTS), commercial and/or industrial customers that receive solid waste collection services on a regular basis, i.e. weekly, monthly, bi-weekly, bi-monthly. **These customers must be provided to the department as part of a separate customer list.**

**On-Call Customers:** Customers that are provided solid waste collection services on an "on-call" basis. According to N.J.A.C. 7:26H-5.9, **if solid waste collection services were provided more than one time during the year, even though the service locations varied, then these on-call customers must be included on a customer list.**

**One- time Customers:** Customers that were provided solid waste collection services one time during the year. **You do not need to include these customers in your customer list.**

**\*\*If a customer list is required, please submit as an attachment using the "Attach Files" button below or on the next page. \*\***

**Attach Files**

SECTION B

**CUSTOMER SERVICE AREA INVENTORY FOR BROKERS**

<b><u>MUST BE INCLUDED ON A CUSTOMER LIST</u></b>					
County	# of Scheduled Residential	# of Scheduled Commercial	# of Scheduled Industrial	# of Repeated On-Call Customers	# of One-Time Only Customers <small>(SERVICE PROVIDED ONCE WITHIN YEAR)</small>
Atlantic					
Bergen					
Burlington					
Camden					
Cape May					
Cumberland					
Essex					
Gloucester					
Hudson					
Hunterdon					
Mercer					
Middlesex					
Monmouth					
Morris					
Ocean					
Passaic					
Salem					
Somerset					
Sussex					
Union					
Warren					

**Attach Files**

SECTION B

**COLLECTORS/TRANSPORTERS USED IN 2021**

Provide the information below for collectors/transporters hired through brokering services during the calendar year of 2021 for **EACH COUNTY**. If you need additional space you may duplicate this page with the "Duplicate This Page" button below:

\_\_\_\_\_ COUNTY (LIST ONLY 1 COUNTY PER FORM)

A	B	C	E
Solid Waste Hauler Used	Does your company have and on-going contract with this Collector/Transporter?	CPCN Number (SW#) of Solid Waste Hauler Used	Total Amount Paid to Hauler
	<input type="checkbox"/> Yes <input type="checkbox"/> No	SW _____	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	SW _____	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	SW _____	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	SW _____	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	SW _____	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	SW _____	

## SECTION B

**GROSS OPERATING REVENUE BY COUNTY FOR  
BROKERING SERVICES**

Please provide the Gross Operating Revenues derived from all solid waste broker services in New Jersey during 2021.

**TOTAL AMOUNT COLLECTED FROM EACH COUNTY SHOULD ADD UP TO TOTAL GROSS OPERATING REVENUE.**

Gross Revenue is the total amount of money the collector has received from the collection of solid waste *before* any deductions from taxes, disposal fees, and any other associated expenses

**Gross Operating Revenues consist of reportable revenues which are derived from customer bills, fees, sales and services.**

County	2021 Broker Gross Revenue
Atlantic	
Bergen	
Burlington	
Camden	
Cape May	
Cumberland	
Essex	
Gloucester	
Hudson	
Hunterdon	
Mercer	
Middlesex	
Monmouth	
Morris	
Ocean	
Passaic	
Salem	
Somerset	
Sussex	
Union	
Warren	

**Total Gross Operating  
Revenue During Calendar  
Year 2021:**

\$ 0.00

Calculate Totals

Broker Total

**END OF SECTION B**



## **CLAIMING ZERO GROSS OPERATING REVENUE FOR COLLECTORS/TRANSPORTERS**

### **Acceptable Reasons for Reporting Zero Gross Operating Revenue**

- **Currently Not Operating** – If your company has been inactive in 2021 you must explain why, how long your company has been inactive, and when you intend to resume operation.
- **Collection/Transport/Brokering of Non-Regulated Materials** – Provide details of your operations and provide the solid waste ID or the non-regulated waste that your company collects/transport.
- **Collection/Transport/Brokering of Waste Not Generated in NJ** – Provide details of your operations and the origin of the waste that your company is collecting/transporting.
- **Waste Collected/Brokered to be collected from NJ Transfer Station or Rail Carrier and Transported Out of State** - Provide details of your operations.
- **Other** - Provide a detailed explanation for claiming zero revenue.

### **Unacceptable Reasons for Reporting Zero Gross Operating Revenue**

- **Self-Generated Waste** - Self-generators are exempt from holding an A-901 License and a CPCN. Companies that do hold a CPCN should, therefore, not be reporting waste as “self-generated”.
- **Sub-Contractors**- All utilities holding a CPCN must report revenue regardless of contracting work with other Solid Waste Utilities.

**\*\*If you are claiming zero revenue for the calendar year of 2021, see the next page to provide details and certify zero gross operating revenue.\***

**CERTIFICATION FOR COMPANIES CLAIMING ZERO  
GROSS OPERATION REVENUE**

The certification below should only be completed by CPCN holders that are claiming zero gross operating revenue for calendar year 2021. You must also provide, in detail, the reason you are claiming zero revenue.

**ZERO GROSS OPERATING REVENUE CERTIFICATION:**

I certify under the penalty of law that this company's reportable Gross Operating Revenue as described on page 5, which are derived from fees, sales, services, and interest from all solid waste collected in NEW JERSEY during 2021 was ZERO dollars (\$0.00).

I also acknowledge that review of financial records of my company may be performed at any time by NJDEP to verify zero gross operating revenue.

I, N/A hold the title of \_\_\_\_\_ and am  
(NAME OF OWNER/AUTHORIZED MEMBER) (TITLE)

duly authorized to sign this Annual Report showing Zero Gross Operating Revenue on behalf

of: \_\_\_\_\_  
(OFFICIAL COMPANY NAME)

\_\_\_\_\_  
Print Name of Owner/Authorized Member

\_\_\_\_\_  
Signature of Owner/Authorized Member

\_\_\_\_\_  
Today's Date

**PROVIDE REASON(S) FOR REPORTING ZERO GROSS ANNUAL REVENUE:**

**\*Do not indicate "N/A" if claiming zero revenue\***

## **CERTIFICATIONS**

**\*\*Please sign the "Customer Bill of Rights" OR check the box below accordingly\*\***

**CUSTOMER BILL OF RIGHTS** (If you have **Regularly Scheduled Customers**, read and certify)

Regularly scheduled customers are considered residential, commercial, and/or industrial customers that receive solid waste collection services on a regular basis, i.e. weekly, monthly, bi-weekly, bi-monthly

I certify under penalty of the law that I have notified each of my Regularly Schedule Customers at least once this year that solid waste collection services in New Jersey are available on a competitive basis as provided in the Customer Bill of Rights and that I have provided each of my customers with a copy of the customer bill of rights in the form set forth at N.J.A.C. 7:26H-5.12(b). **The Customer Bill of Rights may be downloaded at: <http://www.nj.gov/dep/dshw/resource/custbillofrights.pdf>**

I, John Roselle hold the title of President and am duly  
(NAME OF OWNER/AUTHORIZED MEMBER) (TITLE)

authorized to sign this Customer Bill of Rights on behalf of: Suburban Disposal, Inc.  
(OFFICIAL COMPANY NAME)

John Roselle  
Print Name of Owner/Authorized Member

John Roselle Digitally signed by John Roselle  
Date: 2022.05.18 09:51:07 -04'00'  
Signature of Owner/Authorized Member

5/18/22  
Today's Date

**OR**

☐ **I DO NOT have Regularly Scheduled Customers**

Regularly scheduled customers are considered, commercial, and/or industrial customers that receive solid waste collection services on a regular basis, i.e. weekly, monthly, bi-weekly, bi-monthly.

## VERIFICATION AND OATH FOR 2021 ANNUAL REPORT FILING

NAME OF PERSON COMPLETING THIS FORM:

Christopher Roselle

RELATIONSHIP TO BUSINESS:

Secretary

CONTACT NUMBER:

973-675-1757

The 2021 Annual Utility Report for Solid Waste Collectors/Transporters and Brokers must be verified and certified by the oath of the President or another principal general officer if other than the respondent and must be approved as a "key employee" as defined by N.J.S.A. 13:1E-127(f).

**Oath** To be made by the Proprietor, Partner, President or other principal officer of the utility:

John Roselle, President

(Insert name of Owner or Officer and Title)

"I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment" N.J.A.C. 7:26H-5.9(d)

I acknowledge that submitting false information to the Department of Environmental Protection may subject my company to potential enforcement actions, penalties and/or revocation of the A-901 license and CPCN.

John Roselle

Digitally signed by John Roselle  
Date: 2022.05.18 09:52:56 -04'00'

(Signature of Owner or Officer)

State of NJ County of Morris

Sworn to and subscribed before me

this 18 day of May, 2022

MaryAnne Volpe

Print Name of Notary Public or Officer Authorized to Administer Oath

MaryAnne Volpe Digitally signed by MaryAnne Volpe  
Date: 2022.05.18 09:54:11 -04'00'

Signature of Notary Public or Officer Authorized to Administer Oath

My Commission expires: 12/10/25



**IMPORTANT NOTICE:** If your company is NO LONGER in business, please use this form to SURRENDER your A-901, CPCN and Decals, and MAIL to the address below. **DO NOT** submit if your company will continue to engage in NJ's waste industry.

New Jersey Department of Environmental Protection (NJDEP)

**Notice of Surrender**

***A-901 License, Certificate of Public Convenience and Necessity (CPCN) and Waste Transporter Decals***

Please read carefully. Legibly print and complete all information below:

COMPANY NAME: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL: \_\_\_\_\_

NAME OF ALL COMPANY OWNER(S): \_\_\_\_\_ ; \_\_\_\_\_ :

\_\_\_\_\_ ; \_\_\_\_\_ ; \_\_\_\_\_

Additional Owners? Please check here ☐ and print name(s) on additional sheet

I, \_\_\_\_\_ ; hold the title of \_\_\_\_\_, and hereby  
(NAME OF AUTHORIZED OWNER) (TITLE)  
notify NJDEP, effective immediately, that I am voluntarily surrendering the A-901 License, CPCN, and all  
transporter decals issued to \_\_\_\_\_, and will no longer engage in the  
(COMPANY NAME)  
solid and/or hazardous waste business in New Jersey. I am fully aware that I must reapply, and be granted  
a license if I intend to re-enter the waste industry in the future.

I agree with these statements above and certify that I am duly authorized to sign and submit this "Notice of Surrender" on behalf of the company, its owners and members.

\_\_\_\_\_  
Print Name of Authorized Owner

\_\_\_\_\_  
Signature of Authorized Owner

\_\_\_\_\_  
Today's Date

Please check boxes below and fill in the correct NUMBERS as indicated:

Certificate of Public Convenience & Necessity (CPCN):	<input type="checkbox"/> YES: SW# _____	<input type="checkbox"/> NO <input type="checkbox"/> N/A
NJDEP Solid Waste Transporter Number (SW Hauler ID):	<input type="checkbox"/> YES: SW ID# _____	<input type="checkbox"/> NO <input type="checkbox"/> N/A
NJDEP Hazardous Waste Transporter Number (HW Hauler ID):	<input type="checkbox"/> YES: HW ID# _____	<input type="checkbox"/> NO <input type="checkbox"/> N/A
Does the company have CURRENT Waste Transporter Decals?	<input type="checkbox"/> YES*: #SW: _____; #HW: _____	<input type="checkbox"/> NO <input type="checkbox"/> N/A
Do you have any decal placed on Leased Vehicles/Equipment?	<input type="checkbox"/> YES*	<input type="checkbox"/> NO <input type="checkbox"/> N/A

\*Current transporter decals placed on any **owned or leased containers; vehicles; and/or equipment**, are inactive upon **signature and must be removed immediately and mailed back to NJDEP** at the address below.

This completed form, and all decals and cab cards should be mailed to:

Roxanne Feasel, NJDEP A-901  
401 E. State St., 2<sup>nd</sup> Floor West Wing  
Mail Code: 401-02C, PO Box 420  
Trenton, NJ 08625-0420



**BOROUGH OF MOUNTAIN LAKES**

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

# **CONSTRUCTION OFFICE**

## **MONTHLY ACTIVITY REPORT**

**SEPTEMBER 2022**

### **ADMINISTRATIVE SUMMARY**

Plan reviews for applications submitted for the construction of the proposed Wawa facility have been completed by all subcodes and the Health Officer. Permits for these applications are ready to be issued. Prior to issuance of these permits we will need to receive fees for the non-residential development fund for low and moderate housing.

An application and construction documents have been received for a four-unit veterans housing facility. This project has received the necessary Planning Board approvals and is currently undergoing construction code plan review.

Research is being conducted into different systems available to archive historic permits. A site visit to Denville Township was taken to speak with users of their system and to see, first hand, the mechanics of processing these documents. Members of the Municipal Construction Officials Association of NJ were polled to see what other systems were being utilized and the pros and cons of each. Program funding will be requested in the proposed 2023 municipal budget.



Mountain Lakes Borough  
400 BOULEVARD  
MOUNTAIN LAKES, NJ 07046

## Construction Permit Activity Report

9/1/2022 -> 9/30/2022

### Summary

	Cost:	Count:				
New:	\$0.00	0	Cubic Footage:	400 Cu.ft	Permits Issued:	26
Addition:	\$4,500.00	1	Square Footage:	40 Sq.ft	Updates Issued:	5
Alteration:	\$287,537.00	29				
Demolition:	\$588.00	1				
Total:	\$292,625.00	31				

Permits	Count	Permit Fees	Admin Fees	Total	Inspections	Passed	Failed	Other
Building:	8	\$2,293.00	\$0.00	\$2,293.00	B 28	23 %82.1	5 %17.9	0 %0
Plumbing:	5	\$400.00	\$0.00	\$400.00	P 18	13 %72.2	4 %22.2	1 %5.6
Electrical:	22	\$3,315.00	\$0.00	\$3,315.00	E 55	41 %74.5	8 %14.5	6 %10.9
Fire:	2	\$160.00	\$0.00	\$160.00	F 4	2 %50	2 %50	0 %0
Elevator:	0	\$0.00	\$0.00	\$0.00	V 0	0 %	0 %	0 %
Mechanical:	14	\$1,320.00	\$0.00	\$1,320.00	M 23	21 %91.3	2 %8.7	0 %0
	51	\$7,488.00	\$0.00	\$7,488.00	128	100	21	7
DCA Training:	0		0	Other Fees	(Note: Does not include result of none)			
DCA State:	27		547	\$0.00				
DCA Minimum:	4		4					
	31		\$551					

Variations	Total	Paid	Certificates	Issued Total	Paid Total
Building	0	0	CA 34	\$0.00	\$0.00
Plumbing	0	0	CCO 0	\$0.00	\$0.00
Electrical	0	0	CO 0	\$0.00	\$0.00
Fire	0	0	CC 0	\$0.00	\$0.00
Mechanical	0	0	TCO 0	\$0.00	\$0.00
Elevator	0	0	TCC 0	\$0.00	\$0.00
Total:	\$0.00	\$0.00	Total: 34	\$0.00	\$0.00

#### NOTE:

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

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

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

Payments (Based on Payment Date)	
Permit (62)	\$8,189.00
NON-UCC (0)	\$0.00
Variation Payments	\$0.00
Penalty (0)	\$0.00
Inspection Payments	\$0.00
Ongoing Invoice	\$0.00
Test Payments	\$0.00
Other Payments	\$0.00
Grand Total	\$8,189.00



# BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

## CONSTRUCTION OFFICE SUMMARY OF FEES COLLECTED

PERIOD	2020 COLLECTED	YEAR TO DATE	COMMENTS	AMOUNT
JANUARY	106,301.00	106,301.00	Enclave and Sunrise fees	98,243.00
FEBRUARY	5,520.00	111,821.00		
MARCH	13,491.00	125,312.00		
APRIL	2,171.00	127,483.00		
MAY	2,476.00	129,959.00		
JUNE	13,410.00	143,369.00		
JULY	3,900.00	147,269.00		
AUGUST	21,791.00	169,060.00		
SEPTEMBER	14,343.00	183,403.00		
OCTOBER	61,757.00	245,160.00	Enclave fees	36,825.00
NOVEMBER	18,634.00	263,794.00		
DECEMBER	6,934.00	270,728.00		

PERIOD	2021 COLLECTED	YEAR TO DATE	COMMENTS	AMOUNT
JANUARY	11,663.00	11,663.00		
FEBRUARY	40,193.00	51,856.00	Enclave fees	27,748.00
MARCH	37,128.00	88,984.00	Enclave fees	28,144.00
APRIL	10,024.00	99,008.00		
MAY	26,651.00	125,659.00		
JUNE	11,789.00	137,448.00		
JULY	12,009.00	149,457.00		
AUGUST	9,533.50	158,990.00		
SEPTEMBER	24,580.00	183,570.00		
OCTOBER	12,533.00	196,103.00		
NOVEMBER	16,916.00	213,019.00		
DECEMBER	9,126.00	222,145.00		

PERIOD	2022 COLLECTED	YEAR TO DATE	COMMENTS	AMOUNT
JANUARY	13,661.00	13,661.00		
FEBRUARY	6,934.00	20,595.00		
MARCH	13,951.00	34,546.00		
APRIL	8,038.00	42,584.00		
MAY	11,802.00	54,386.00		
JUNE	13,103.00	67,489.00		
JULY	15,811.00	83,300.00		
AUGUST	14,815.00	98,115.00		
SEPTEMBER	8,189.00	106,304.00		
OCTOBER				
NOVEMBER				
DECEMBER				



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

**Department Activity**  
**September 2022**

**IN HOUSE**

All regular work details including building maintenance, vehicle repairs and maintenance, trash and recycling collection, trash bag deliveries, street sweeping, lawn maintenance, leaf and brush disposal, daily maintenance

Additionally:

**Streets & Roads Department:**

- DPW
  - Coop paving project completed
  - Snow removal equipment inspected
  - Railing and fence repaired at Esplanade parking lot
  - Brass plaque reinstalled at Esplanade Garden steps
  - Basin repairs throughout Borough
- Recreation Department
  - Flowers planted and mulching at 911 Memorial
  - Repositioned planter at Esplanade
  - Rehabbed and reinstalled two benches at Library and one bench at Tennis Courts
  - Grass seeding at Kaufman Park path
- Water Department
  - Hydrant shut off result of car accident
  - Meter reading started for third quarter

**Vacation/Sick Time:**

- 79 Vacation Hours; 16 Sick Hours



# BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

**Joe Mullaney**  
**Fire Chief**  
[info@mlvfd.com](mailto:info@mlvfd.com)

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

TO: Mitchell Stern  
DATE: 10/18/22  
SUBJECT: September 2022 Report

The following lists the activity for the Mountain Lakes Volunteer Fire Department during the month of September 2022:

## FIRE CALLS (14)

LOCATION	DATE	TIME	DESCRIPTION
Boonton High School	9/4	7:00 PM	Assist BFD with fireworks
310 Route 46	9/5	1:52 AM	Fire Alarm-Malfunction
105 Route 46	9/7	6:50 PM	Car Fire
23 Oak Lane	9/14	10:22 AM	CO Alarm- Set off in err
9 Briarcliff Rd	9/15	7:37 AM	CO Alarm- Malfunction
84 Ball Road	9/17	1:59 PM	Burning Odor- Light Fixture
RVS School	9/19	3:53 PM	Assist BTFD
301 Rockaway Valley Rd	9/21	12:49 PM	Assist BTFD
255 Boulevard	9/21	8:35 AM	MVA- Fluid Spill
5 Roberts Drive	9/21	7:30 AM	Electrical Fire
34 Hillcrest RD	9/24	2:09 PM	Fire Alarm-Steam from shower
1 Briarcliff Rd	9/25	9:48 AM	Open Burn-Back Yard
76 N. Pocono Road	9/26	1:37 AM	Fire Alarm-Malfunction
15 Point View Place	9/29	9:29 AM	Residential Fire. Assisted by Boonton FD, Boonton Twp, Parsippany Districts 1,2, 4, and 5 Par Troy EMS, County Air Truck County Fire Coordinator, Picatinny FD
3 Qual Run BT	9/30	11:31 AM	Assist Boonton Twp- Alarm

## DRILLS/TRAINING (5)

LOCATION	DATE	TIME	DESCRIPTION
High School	9/11	1:00 PM	JFD Drill
High School	9/13	7 30 PM	Senior Drill

Firehouse	9/21	7:00 PM	Monthly Truck checks
High School	9/25	1:00 PM	JFD Drill
Firehouse	9/27	7:00 PM	JFD Training

#### MEETINGS (2)

LOCATION	DATE	TIME	DESCRIPTION
Firehouse	9/15	8:00 PM	By Laws Committee
Firehouse	9/27	8:00 PM	Business Meeting

#### WORK DETAILS (1)

LOCATION	DATE	TIME	DESCRIPTION
Firehouse	9/2	7:00 PM	Clean Trucks for Boonton parade

#### COMMUNITY EVENTS (1)

LOCATION	DATE	TIME	DESCRIPTION
Boonton	9/3	1:00 PM	Boonton FD Labor Day parade

Total Manhours: 400

# ***Borough of Mountain Lakes***

## **BOARD OF HEALTH**

400 BOULEVARD • MOUNTAIN LAKES, NEW JERSEY 07046

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



### **September Health Department Activity Report – 2022**

Our September 2022 report identifies the activities of the Health Officer, Health Department and staff and provides an overview of the various tasks completed by the department during the month. Additional supplemental reports from Environmental, Nursing, and Health Education are forwarded to detail activities.

COVID-19 Vaccine request are fulfilled for any individual or family that makes a request.

#### **NEW IN SEPTEMBER**

- Quarantine is no longer recommended for people who are exposed to COVID-19 except in certain high risk congregate settings. In schools and ECE settings, which are generally not considered high-risk congregate settings, people who were exposed to COVID-19 can continue to attend school as long as they remain asymptomatic. CDC recommends that individuals who were exposed to COVID-19 wear a well-fitting mask for 10 days after exposure. Learn more [HERE](#)
  - Exposed persons, regardless of vaccination status, are strongly recommended to get tested 5 full days after exposure, on day 6 (date of exposure is considered day 0). If testing is unavailable, school attendance can continue. If the test is positive, they must follow isolation recommendations.
  - If the exposed individual has had COVID-19 within the past 90 days, see specific testing recommendations.
  - After an exposure, students/parents and staff should carefully monitor for fever (100.4°F or greater), cough, shortness of breath, or other COVID-19 symptoms for 10 days. If COVID-19 symptoms develop, students/staff should immediately get tested and follow isolation recommendations.
- Individuals ages 12 and older are now able to obtain a COVID-19 bivalent booster dose, which should be received two months after their most recent booster or primary series. This updated version of COVID-19 boosters offers stronger protections against severe illness and death from Omicron sub-variants.

Monkey Pox vaccine can be provided to those who request vaccine that meet the NJDOH definition of a case or have been exposed. Therefore this vaccine continues to be available through NJDOH channels for Local Health Departments when a case or a contact of a case is reported. We have answered multiple questions regarding Monkey Pox, vaccines and treatments.

A few large-scale vaccine clinics have been opened by NJDOH which include:

- Eric B. Chandler Health Center 277 George St, New Brunswick, NJ 08901 (732) 235-6733
- Hyacinth AIDS Foundation/Project Living Out Loud! Jersey City, NJ 07304 (201) 706-3480
- Neighborhood Health Services 1700 Myrtle Ave, Plainfield, NJ 07063 (908) 540-0229
- North Hudson Community Action Corporation 4800 Kennedy Blvd, Union City, NJ 07087
- North Hudson Community Action Corporation 70 Sip St, Jersey City, NJ 07306
- North Jersey Community Research Initiative (NJCRI) Newark, NJ 07103 (978) 483-3444 ext. 200
- Passaic County Health Department 930 Riverview Suite 250, Totowa, NJ 07512 (973) 811-4396
- University Hospital 140 Bergen St, Newark, NJ 07103 (973) 972-8906
- Zufall Health Center 18 W Blackwell St, Dover, NJ 07801 (973) 891-3419

**COVID MONTHLY UPDATE**

As of September 21, 2022 Mt Lakes has 12 cases as compared to 6 cases August 19, 2022 and 15 cases July 22, 2022. Thus, we can see the case levels have increased slightly over the past month. Hospitalizations and ICU COVID cases have continued to be relatively stable over the past several weeks, with a slight increase recorded.

We participated in ongoing Zoom and Teams meetings with NJ Department of Health, County Agencies, LINCS and Health Officers as needed.

The Nursing Department continued to investigate cases with community implications, especially any identified outbreaks in camps, schools, nursing homes and senior citizen facilities.

**Activities**

- Participate in meetings for ongoing guidance from NJDOH/CDC regarding best practices for quarantine and vaccine programs.
- Provided biweekly COVID report by Friday with State updates, CDC Information and current EPI charts.
- Continue to inform, discuss and answer questions from residents, business owners and agencies regarding issues that are important to them.
- Continue to monitor staff activities regarding public health inspections and complaints. (see environmental, health education and nursing reports)

**Testing and Vaccination Sites:**

- Both public and private COVID sites continue to operate limitedly throughout New Jersey.

Stay Well.

Respectfully Submitted,  
F. Michael Fitzpatrick, Health Officer

# MOUNTAIN LAKES BORO POLICE DEPARTMENT

## Officer Citation Report

From Date : 9/1/2022 To Date : 9/30/2022

Report Date : 10/14/2022 12:36 PM

Officers Name	Badge Number	Traffic Stops	Equipment	Moving	Radar	Parking	Ordinance	Warnings	Total
XX	XX	27	0	0	0	0	0	0	0
XX	XX	1	0	0	0	0	0	0	0
XX	XX	0	0	0	0	0	0	0	0
XX	XX	29	3	0	0	0	0	0	3
XX	XX	47	12	5	0	2	0	0	19
XX	XX	1	0	0	0	0	0	0	0
XX	XX	44	13	4	0	0	0	0	17
XX	XX	1	0	0	0	0	0	0	0
XX	XX	62	8	1	0	0	0	0	9
XX	XX	0	0	0	0	0	0	0	0
XX	XX	12	1	1	0	0	0	0	2
XX	XX	28	8	3	0	0	0	0	11
XX	XX	0	0	0	0	0	0	0	0
<b>Total:</b>		<b>Traffic Stops</b>	<b>Equipment</b>	<b>Moving</b>	<b>Radar</b>	<b>Parking</b>	<b>Ordinance</b>	<b>Warnings</b>	<b>Total</b>
		252	45	14	0	2	0	0	61

**MOUNTAIN LAKES BORO POLICE DEPARTMENT**

Agency Activity Report

By CFS Classification

From Date: 9/1/2022 To Date: 9/30/2022

Report Date: 10/14/2022 12:41:36 PM

Classification code	Description	Total Events	0000-0800	0801-1600	1601-2359
0500	Burglary	1	0	0	1
0600	Theft	2	0	1	1
1800	Narcotics Drug Laws	1	0	0	1
2000	Family Offense	2	0	1	1
2100	Liquor Laws Drunk Driving	2	0	1	1
2400	Disorderly Conduct	8	0	2	6
2600	All Other Offenses	5	0	4	1
4000	Non Criminal Investigations	27	6	11	10
4100	Fire Related	10	4	5	1
5000	Lost Found Property	1	0	0	1
5500	Animal Complaints	18	4	9	5
6000	Traffic Accidents	7	0	3	4
6300	Traffic Enforcement	271	29	136	106
6500	Parking Enforcement	2	1	1	0
6600	Traffic Services	15	0	14	1
7000	Public Services	300	136	55	109
7500	Assist other Agency	78	7	63	8
9000	Administrative	725	296	189	240
	<b>Total:</b>	1475	483	495	497

# Time Used/Overtime by Month

	Sick Time Hours							Vacation/Comp Hours/Pers Day/Bereave							Court Overtime							Department Overtime						
	2016	2017	2018	2019	2020	2021	2022	2016	2017	2018	2019	2020	2021	2022	2016	2017	2018	2019	2020	2021	2022	2016	2017	2018	2019	2020	2021	2022
Jan	58	236	216	79	588	324	36	127.5	22	15	14	0	42	48	\$0	\$0	\$158	\$0	\$154	\$0	\$0	\$3,164	\$2,998	\$4,159	\$4,348	\$9,570	\$7,154	\$6,557
Feb	142	226	252	86	444	266	68	11	84	104	220	111	189.5	252	\$0	\$0	\$0	\$210	\$258	\$0	\$0	\$7,750	\$7,009	\$4,927	\$2,138	\$4,789	\$21,810	\$4,939
March	82	238	310	110	332	180	36	139	198	148.5	168	74.5	81	289	\$0	\$151	\$0	\$0	\$0	\$0	\$447	\$7,689	\$12,822	\$29,829	\$6,254	\$4,081	\$7,510	\$4,771
April	46	209.5	0	106	456	240	94	138	154	250	265.5	0	226	333	\$0	\$0	\$0	\$422	\$0	\$263	\$0	\$4,657	\$5,399	\$12,146	\$27,385	\$3,930	\$12,820	\$10,392
May	69	128	204	96	564	204	46	192	254	178	169	36	681	482	\$0	\$0	\$0	\$993	\$0	\$0	\$0	\$16,276	\$12,700	\$24,263	\$29,828	\$5,202	\$18,415	\$16,682
June	85	140	130	106	540	312	140	299	268	208	254	194	727.5	385	\$0	\$0	\$193	\$0	\$0	\$0	\$161	\$6,362	\$17,917	\$21,572	\$32,632	\$21,692	\$25,194	\$12,050
July	140	318	152	47	442	420	44	592	518	524	84.5	551	877	482	\$0	\$0	\$158	\$0	\$0	\$0	\$0	\$31,836	\$31,018	\$24,005	\$27,180	\$26,802	\$32,344	\$25,516
August	182	272	94	246	312	168	104	528	606	682	748	708	792	541	\$0	\$140	\$193	\$0	\$0	\$263	\$0	\$20,059	\$21,042	\$18,754	\$34,709	\$22,125	\$30,577	\$28,933
Sept	92	276	94	180	256	70	22	364.5	294	375.5	222.5	389	280	549.5	\$354	\$0	\$0	\$0	\$0	\$250	\$161	\$12,484	\$21,047	\$16,316	\$22,108	\$20,166	\$23,313	\$23,754
Oct	94	332	106	154	314	48		414	125	208	216	292	204		\$0	\$0	\$0	\$0	\$0	\$0		\$15,755	\$12,876	\$14,514	\$15,865	\$17,041	\$34,942	
Nov	188	346	148	426	302	44		164	274.5	235.5	176	287	370		\$0	\$0	\$246	\$0	\$0	\$363		\$11,241	\$18,359	\$15,103	\$17,554	\$10,442	\$30,691	
Dec	392	392	254	600	424	206		217.5	171	346.5	144.5	376	265		\$0	\$302	\$0	\$0	\$0	\$0		\$19,991	\$18,360	\$20,920	\$21,126	\$25,206	\$22,102	
Total	1570	3113.5	1960	2236	4974	2482	590	3186.5	2968.5	3275	2682	3018.5	4735	3361.5	\$354	\$593	\$947	\$1,625	\$412	\$1,139	\$769	\$157,266	\$181,548	\$206,506	\$241,128	\$171,046	\$266,872	\$133,594



# **BOROUGH OF MOUNTAIN LAKES**

## **Recreation Department**

### **Department Activity September 2022**

The Recreation Commission met on September 20<sup>th</sup>, 2022. Topics of discussion included an update of the summer programs. We also discussed the July 4 swim races, Teen Camp swim test, Sailing moorings.

- Reviewed summer camps and overall numbers at camps.
- Assisted with various uniform and equipment needs for the Recreation Field Hockey program.
- Continued to update Mountain Lakes website with details of recreation events.
- Researched and booked entertainment/speakers for 55+ group for the remainder of 2022-23 year. All events updated on website.
- Provided support, registration, turf time to fall sports programs: Field hockey, cross country, soccer as needed.
- Met with
- Secured use of beaches for Alumni groups, resident parties, Boy Scouts overnight and Home & School events.
- Met with HUB lakes Board to discuss summer sports. All went well, changes will be passed through in November meeting. Assisted with year end HUB dinner. Attended by 10 ML Residents.
- Laker 55 + - We had 2 separate programs: Advocacy in Aging with Marc Seguin and NJ Politics with Josh Hurwicz. Attendance has been sparse post-Covid. We are averaging about 6-8 people per meeting.
- Scheduled the Tree Lighting (12/4/22) and Menorah (12/18/22). Rec Commission will discuss pros and cons of location of tree lighting in October.
- Secured Adult Basketball Gyms on Wednesday nights, however weekends will not be approved once High School Basketball begins.
- Designed wrestling flyer and opened registration. The Rec Dept took over Junior Laker Wrestling in 12/2019. It was then cancelled for 2020 & 2021. We are trying to rejuvenate the program.



# BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

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

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

TO: Borough Manager Mitchell Stern  
DATE: 10/19/22  
SUBJECT: Monthly Report September 2022

The following lists code enforcement/property maintenance issues for the month of September 2022 :

9/15: Follow up on property maintenance complaint at a Lookout Road residence.

## Smoke and Carbon Monoxide Detector Inspections

DATE	LOCATION	PASS/FAIL
9/8	121 Ball Rd	Pass
9/16	35 Dartmouth Rd	Pass
9/22	145 Morris Ave	Pass
9/29	22 Maple Way	Pass
9/29	264 Morris Ave	Pass

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

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