



**AGENDA FOR THE COUNCIL MEETING OF THE BOROUGH OF MOUNTAIN LAKES
HELD AT ML HIGH SCHOOL, 96 POWERVILLE ROAD, MOUNTAIN LAKES, NJ 07046
NOVEMBER 14, 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

12) RESOLUTIONS

13) ORDINANCES TO INTRODUCE

- a. 6-22, Amending the Revised General Ordinances of the Borough of Mountain Lakes and Updating Section 229-13 entitled "Schedule IV: Stop Intersections" by the Inclusion of Additional Stop Intersections

14) ORDINANCES TO ADOPT

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. R167-22, Authorizing the Payment of Bills
- b. R168-22, Authorizing the Discretionary Award of a Contract for Trees and Related Supplies to Cerbo's Parsippany Greenhouses in an Amount that May Exceed \$17,500 but Will be Less than \$40,000
- c. R169-22, Authorizing the Discretionary Award of a Contract for Hydro-Raking Services to Solitude Lake Management in an Amount that May Exceed \$17,500 but Will be Less than \$40,000

- d. *R170-22, Authorizing the Execution of an Affordable Housing Coordinating Agency Agreement with the Housing Partnership of Morris County*

***APPROVAL OF MINUTES**
10/24/22 (Regular)

***BOARD, COMMITTEE AND COMMISSION APPOINTMENTS**

- a. *Margaret Berei and Rebecca Hirschfeld to the Shade Tree Commission as student members*
-

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

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 November 14, 2022
CC: Robert Oostdyk, Borough Attorney

Mayor and Council,

Stop Signs Request– MLPD Chief Bennet has submitted a request to install stop signs at three locations. Attached is Chief Bennet's memo. There will be an ordinance amendment addressing these additional locations on the agenda for the meeting.

Birdhouse Mini Libraries – All of you should have received an electronic version of the PowerPoint provided by the Eagle Scout (copy attached). A decision is needed whether to authorize the Scout to move forward with his project.

Tennis Court Rehabilitation Update – See attached memo

Open Next Steps

- Status of NJ Lead Service Line Letter – Envelopes are being prepared in-house. Letter being prepped for printer. Expected mailing prior to end of month.
- Water Meter Replacement Project Schedule – With meters and related supplies coming into the Borough at a rapid pace, we expect to meet with the vendor within the next couple of weeks to discuss resident notification and the meter installation process. Once we have the meeting, I will share a project timeline with you.

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

Respectfully,
Mitchell



Shawn M. Bennett
CHIEF OF POLICE

Police Department

Borough of Mountain Lakes

400 Boulevard
Mountain Lakes, NJ 07046
(973) 334-1413 • Fax (973) 334-4123



To: Mitchell Stern, Borough Manager
CC: Gordon Stuss, Traffic Safety Committee Chair
Fm: Chief Shawn Bennett
Date: 10/19/22
Re: Stop Intersection Ordinance 229-13

Manager Stern,

The Traffic Safety Committee has received several requests from residents to place stop signs at the following intersections:

1. Pinewood at Pinewood
2. Martin's Lane at Martin's Lane
3. Ball Road at Bellvale Road.

The Traffic Safety Committee has reviewed the requests and supports the implementation of the stop signs. I have also reviewed the requests. I believe that the stop signs should be placed at the above locations and added to Local Ordinance 229-13: Stop Intersections.

Best Regards,

Chief Shawn Bennett

Mini Library Project

By: Andrew Wilmot





What are “Mini Libraries”?



- Small Birdhouse like structure
- Holds 20-25 books
- A place to get books other than library
- Take one leave one system
- Books for all ages



Benefits

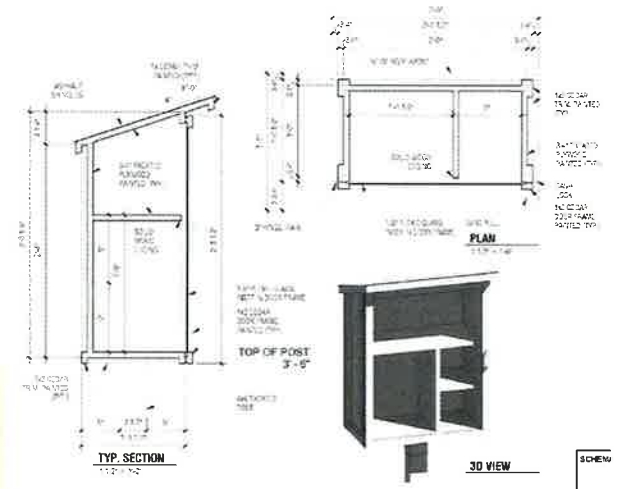
- Promotes reading
- Helps schools with summer reading
- Bring community together
- Exposes people to books not in the library
- Constantly new things in it



Examples/Blueprints



Approximate External Dimensions



Proposed Location

Island Beach



* The blue bucket represents the future "Mini Library"



Proposed Locations

Birchwood



* The blue bucket represents the future "Mini Library"



Proposed Locations

Midvale Park



* The blue bucket represents the future "Mini Library"

Proposed Locations

Taft Field

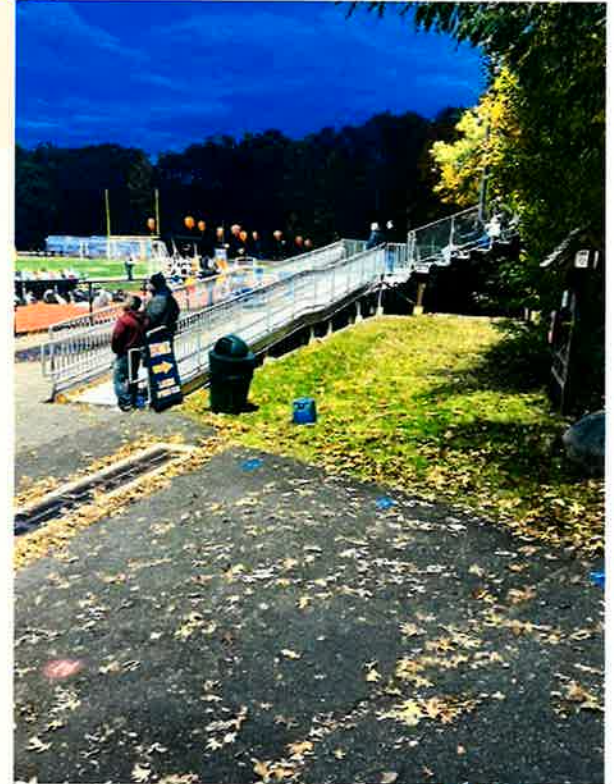
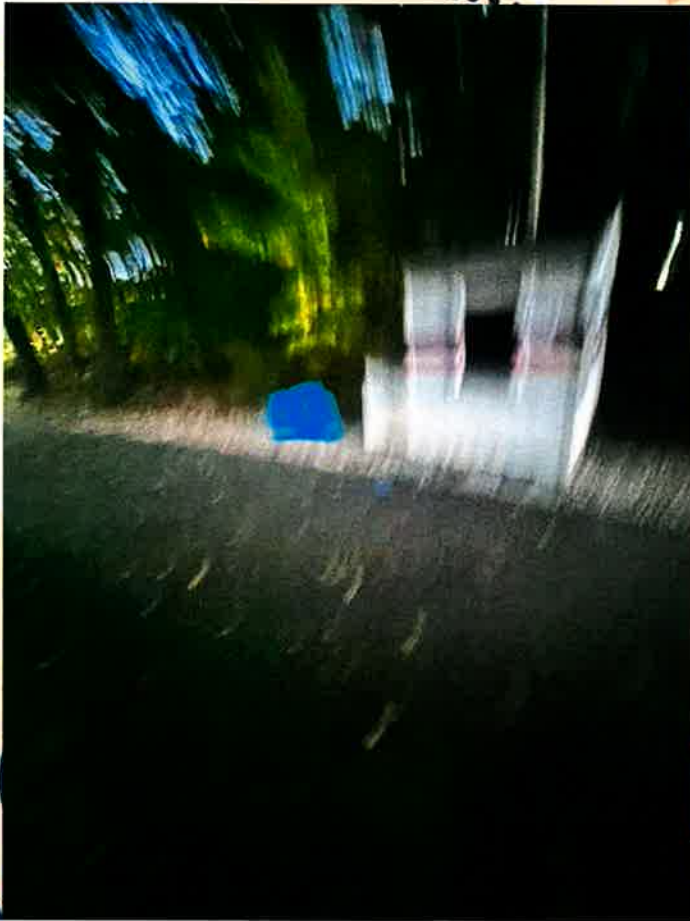


* The blue bucket represents the future "Mini Library"



Proposed Locations

Turf



* The blue bucket represents the future "Mini Library"



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Mitchell Stern
Borough Manager
mstern@mtnlakes.org

400 Boulevard
Mountain Lakes, NJ 07046
P -973-334-3131 ext.2006
F -973-402-3466

To: Borough Council
Date: November 14, 2022
Subj: Tennis Court Rehabilitation Update

Tennis Court Rehabilitation – As part of our shared services approach, discussions of rebuilding the tennis courts have been taking place with the Board of Education for several years, and the Borough has already allocated \$115,000 in capital spending for this project. Until recently, the proposal to rehabilitate the courts has focused on the current surfacing system, Premier Coatings.

Several months ago, the Board of Education provided an alternate proposal to rehabilitate the tennis courts utilizing hardcourt surfacing, which is more traditional and better suited for competitive play. The cost is approximately \$450,000 for the Premier Coatings project (completely re-building one set of courts including new fencing and rehabbing the second) vs \$650,000 for the hardcourt surface project (completely re-building both sets of courts including new fencing). Both of these projects are more expensive than previously anticipated due to the need to completely rebuild one set of courts.

Over the last few months, we have heard from a number of residents and members of the MLHS tennis community who oppose using the Premier Coating system, advocating for the courts to be rebuilt with a hardcourt surface. The concern expressed is that the Premier Coating surface is not suited to competitive play and is an inferior surface in comparison to that offered by other area high schools and communities.

I also spoke with representatives who sell and install both types of surfaces. They agreed that the Premier Coatings surface is inadequate for competitive play. One dealer explained several incidents where schools opted for the Premier Coatings surface, but ultimately ripped up the surface and rebuilt with a hardcourt surface because of player dissatisfaction.



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To: Borough Council
Date: November 14, 2022
Page: 2 of 2

These issues were discussed during our recent Joint Shared Services Committee with members of the School Administration and Board of Education. The Borough representatives of the Joint Shared Services Committee support moving forward with the hardcourt surface project. This is an estimated 20-year project, and we want to make a smart long-term investment.

The School Administration and Board of Education representatives on the Joint Shared Services Committee have been cooperative in working with the Borough to move this project forward. At a 50% cost share, the Borough's portion of the project is estimated at \$325,000. With \$115,000 already allocated for the project, an additional \$210,000 needs to be approved. Options to fund this include:

- Utilize available funds from open capital improvement projects
- Utilize funds from our Capital Improvement Fund
- Authorize additional capital funding for the project
- Any combination of the above

The Borough would follow the advice of our Bond Counsel in utilizing these funds.

The intention is to get agreement from Borough Council on proceeding with the hardcourt project option (at tonight's meeting) and Schools (at their upcoming meeting) so that plans can be put in place to complete this project in Summer 2023.

RESOLUTION AND ORDINANCE REVIEW FOR THE NOVEMBER 14, 2022 MEETING

TO: MAYOR AND COUNCIL

FROM: MITCHELL STERN, MANAGER

RESOLUTIONS

R168-22, AUTHORIZING THE DISCRETIONARY AWARD OF A CONTRACT FOR TREES AND RELATED SUPPLIES TO CERBO'S PARSIPPANY GREENHOUSES IN AN AMOUNT THAT MAY EXCEED \$17,500 BUT WILL BE LESS THAN \$40,000- This resolution is necessary because anticipated purchases will bring the total purchased from this vendor to more than \$17,500 during the 2022 calendar year.

R169-22, AUTHORIZING THE DISCRETIONARY AWARD OF A CONTRACT FOR HYDRO RAKING SERVICES TO SOLITUDE LAKE MANAGEMENT IN AN AMOUNT THAT MAY EXCEED \$17,500 BUT WILL BE LESS THAN \$40,000- this resolution is necessary because anticipated purchases will bring the total purchased from this vendor to more than \$17,500 during the 2022 calendar year. This resolution was not submitted when the funds were allocated to the project and is being submitted now to ensure transparency.

R170-22, AUTHORIZING THE EXECUTION OF AN AFFORDABLE HOUSING COORDINATING AGENCY AGREEMENT WITH THE HOUSING PARTNERSHIP OF MORRIS COUNTY – this resolution allows the Borough to enter into an agreement with the Housing Partnership of Morris County to administer and enforce the regulations of the Council on Affordable Housing and the NJ Uniform Housing Affordability Controls for all the units in the Borough's affordable housing program.

ORDINANCES TO INTRODUCE

6-22, AMENDING THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF MOUNTAIN LAKES AND UPDATING SECTION 229-13, "SCHEDULE IV: STOP INTERSECTIONS" BY THE INCLUSION OF ADDITIONAL STOP INTERSECTIONS – this ordinance amends the current ordinance to add three Stop Intersections located on Ball Road, Martins Lane and Pinewood Lane. This ordinance was requested by the Chief of Police, in concurrence with the Traffic and Safety Committee, and is supported by the Borough Manager.

ORDINANCES TO ADOPT

None.

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

[illegible]

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

RESOLUTION 167-22

“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 **November 14, 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 November 14, 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: 11/14/2022 For bills from 10/21/2022 to 11/10/2022

Check#	Vendor	Description	Payment	Check Total
21189	219 - ACCESS	PO 25084 2022 ARCHIVE SERVICES - CUST# 156NFY0479	66.76	66.76
21190	2426 - AGL WELDING SUPPLY CO.	PO 25394 DPW - EQUIPMENT & TOOLS - BLANKET	89.09	89.09
21191	2426 - AGL WELDING SUPPLY CO.	PO 25989 STREETS & ROADS - EQUIPMENT & TOOLS	281.51	281.51
21192	4343 - ALARMAX DISTRIBUTORS, INC	PO 25619 BH: RENOVATIONS - ALARM	12,564.25	12,564.25
21193	196 - ALLIED OIL	PO 26028 DPW - UNLEADED FUEL - BLANKET	2,431.85	2,431.85
21194	3861 - AMAZON CAPITAL SERVICES	PO 25968 RECYCLING GRANT: ORDER# 112-1978912-6401	126.98	
		PO 26010 CLERK: ORDER# 112-3088002-9919451	77.97	
		PO 26023 BH: ORDER# 112-5514379-2529808	949.00	1,153.95
21195	189 - ANCHOR ACE HARDWARE	PO 24925 FIRE DEPT: SUPPLIES - BLANKET	193.95	
		PO 24932 RECREATION DEPARTMENT SUPPLIES - BLANKET	71.50	
		PO 25412 BH: RENOVATIONS S - SUPPLIES BLANKET	74.52	
		PO 25443 DPW - DEPARTMENT SUPPLIES - BLANKET	12.98	352.95
21196	189 - ANCHOR ACE HARDWARE	PO 25988 DPW / WATER DEPARTMENT DEPARTMENT SUPPLI	32.97	
		PO 25988 DPW / WATER DEPARTMENT DEPARTMENT SUPPLI	164.30	197.87
21197	102 - ANDERSON & DENZLER ASSOC., INC	PO 26016 SEPTEMBER 2022 PROFESSIONAL SERVICES	11,233.40	
		PO 26016 SEPTEMBER 2022 PROFESSIONAL SERVICES	259.80	
		PO 26016 SEPTEMBER 2022 PROFESSIONAL SERVICES	692.80	
		PO 26016 SEPTEMBER 2022 PROFESSIONAL SERVICES	1,912.46	14,098.40
21198	4163 - APPRAISAL SYSTEMS, INC.	PO 25216 2022 PROFESSIONAL SERVICE FOR REASSESSME	2,000.00	2,000.00
21199	3973 - ARCARI & IOVINO ARCHITECTS, PC	PO 23185 BORO HALL: CONSTRUCTION ADMINISTRATION P	1,048.75	1,048.75
21200	3957 - ATLANTIC COAST FIBERS, LLC	PO 25839 RECYCLING COSTS - AUGUST to DECEMBER 202	2,702.45	2,702.45
21201	2930 - AWARENESS PROTECTIVE CONSULTANTS	PO 25939 POLICE: TRAINING	495.00	495.00
21202	4366 - BEACON BUILDING PRODUCTS	PO 25903 BH: RENOVATIONS - INSULATION	3,572.52	3,572.52
21203	3673 - BEVACQUA'S AUTOMOTIVE INC.	PO 26039 POLICE: Vehicle Repair	2,197.68	2,197.68
21204	2851 - BOROUGH OF ROCKAWAY	PO 26015 POLICE: TRAFFIC CONTROL	794.17	794.17
21205	450 - CAMPBELL FOUNDRY COMPANY	PO 25801 SEWER DEPARTMENT - OPERATING EQUIPMENT -	2,957.88	2,957.88
21206	4154 - CEMCO	PO 25196 SOLID WASTE - STREET SWEEPING REMOVAL -	1,481.54	1,481.54
21207	545 - CERTIFIED SPEEDOMETER SVC., INC	PO 26072 POLICE: VEHICLE CALIBRATION	132.00	132.00
21208	4090 - CLEAN MAT SERVICES, LLC	PO 25493 FLOOR MATS / DPW - JULY - DEC 2022 BLANK	93.17	93.17
21209	1481 - CORE & MAIN, LP	PO 24354 FURNISH & INSTALL WATER METERS - RESO# 1	35,008.00	35,008.00
21210	4325 - CSI TECHNOLOGY GROUP	PO 25724 POLICE: EVIDENCE MODULE	15,000.00	15,000.00
21211	3503 - CWC CONTINUING ED	PO 25595 DPW - TRAINING & EDUCATION - JIM PAPP	1,300.00	1,300.00
21212	506 - DAN COMO & SONS, INC	PO 25847 SOLID WASTE - LEAF & BRUSH REMOVAL - BLA	1,120.00	1,120.00
21213	576 - DAVE'S TIRE, LLC	PO 26020 POLICE: TIRES	264.40	264.40
21214	639 - DIXON BROTHERS, INC	PO 25999 DPW - DIESEL FUEL	226.47	226.47
21215	4294 - ESO SOLUTIONS, INC	PO 26055 FIRE DEPT: NFIRS COMPLIANCE	1,445.00	1,445.00
21216	4372 - EXTRA DUTY SOLUTIONS	PO 26052 POLICE: TRAFFIC CONTROL	1,778.86	1,778.86
21217	778 - FAIRFIELD MAINTENANCE, INC.	PO 25371 DPW / WATER DEPT. - EQUIPMENT & TOOLS	1,435.25	
		PO 25371 DPW / WATER DEPT. - EQUIPMENT & TOOLS	4,305.75	5,741.00
21218	4125 - FELDMAN BROTHERS ELECTRICAL SUPPLY CO.,	PO 25496 BH: RENOVATIONS - ELECTRICAL SUPPLIES BL	62.12	
		PO 25853 BH: RENOVATIONS - ELECTRICAL SUPPLIES - B	1,556.04	
		PO 25983 BH: RENOVATIONS- ELECTRICAL SUPPLIES BLAN	1,673.12	3,291.28
21219	2517 - FFI FIREFIGHTER ONE, LLC	PO 25884 FIRE DEPT: HELMET FRONTS	160.00	
		PO 25824 FIRE DEPT: ENGINE 1 MAINTENANCE	4,520.52	4,680.52
21220	769 - FOREST LUMBER	PO 25531 STREETS & ROADS - CURB REPAIRS - BLANKET	239.92	
		PO 26025 RECREATION - ACTIVITIES	200.00	439.92
21221	653 - GANNET NEW JERSEY NEWSPAPERS	PO 25159 CLERK - 2022 ADVERTISING - BLANKET	164.67	
		PO 25324 PLANNING/ZONING - 2022 ADVERTISING - BLA	70.98	235.65
21222	814 - GARDEN STATE HIGHWAY PRODUCTS	PO 25776 DPW - SIGNS	1,124.66	1,124.66
21223	876 - GARDEN STATE LABORATORIES, INC	PO 25112 WATER DEPARTMENT - WATER TESTING - BLANK	444.00	444.00
21224	3991 - GRM INFORMATION MANAGEMENT SERVICES	PO 25188 2022 ARCHIVE STORAGE - BLANKET- 2-4 QTR	85.00	85.00
21225	4188 - HERC RENTALS, INC.	PO 25958 BH: RENOVATIONS - EQUIP RENTALS BLANKET	2,760.00	2,760.00
21226	911 - HOME DEPOT CREDIT SERVICES	PO 25887 RECYCLING TONNAGE GRANT - RECYCLING CENT	1,105.64	
		PO 26083 BH: RENOVATION SUPPLIES	1,614.29	2,719.93
21227	3817 - IL TORRENTE PIZZA	PO 25990 TRASH DAY - MEALS	59.33	59.33
21228	3393 - INT'L ASSOC OF LAW ENFORCEMENT FIRE	PO 26024 POLICE: 2022-23 MEMBERSHIP DUES	55.00	55.00
21229	3306 - INTERSTATE BATTERY OF NJ DIST #4573	PO 25134 WATER DEPARTMENT - LINE/ PUMP/ MOTOR REP	27.10	27.10
21230	1072 - JACK DOHENY COMPANIES, INC.	PO 26011 SEWER - EQUIPMENT REPAIR	811.09	811.09
21231	859 - JCP&L	PO 26017 M/A #200 000 020 764: BILL DATE: OCT 12,	428.65	
		PO 26037 ACCT#100 050 702 156 - BILL PRD: 9/29 -	14.07	
		PO 26041 ACCT#100 141 241 693 BILL PRD: 9/24 - 10	60.17	
		PO 26042 ACCT#100 075 505 725 - BILL PRD: 9/24 -	4.09	
		PO 26047 MASTER ACCT# 200 000 569 000 - OCTOBER 2	3,940.34	
		PO 26048 MAST ACCT#200 000 054 011/ BILL DATE: OC	5.71	4,453.03
21232	1066 - JOHNSON TRUCK ACCESSORIES, INC	PO 26000 POLICE: SPEED LIMIT TRAILER REPAIR	69.99	69.99
21233	1074 - JW PIERSON CO.	PO 25755 DPW - DIESEL FUEL - BLANKET	1,098.91	1,098.91
21234	4002 - KAREN BRENNFLECK	PO 26034 RECREATION REIMBURSEMENTS	80.43	80.43
21235	1090 - KENVIL POWER MOWER	PO 25072 DPW - EQUIPMENT REPAIR - BLANKET	41.23	
		PO 26012 DPW - EQUIPMENT REPAIRS	187.18	228.41

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Meeting Date: 11/14/2022 For bills from 10/21/2022 to 11/10/2022

Check#	Vendor	Description	Payment	Check Total
21236	2436 - LAKELAND AUTO PARTS	PO 25925 POLICE: Vehicle Repair 25B	31.99	
21237	2561 - LIFESAVERS, INC.	PO 25964 POLICE: VEHICLE REPAIR	923.59	955.58
21238	4371 - LINA SHIHABUDDIN	PO 26018 POLICE: CPR CARDS	342.00	342.00
21239	4341 - LUCE, SCHWAB & KASE, INC	PO 26001 Road Opening Performance Guarantee Return	1,000.00	1,000.00
21240	1363 - M.J. CORIGLIANO	PO 25708 BH: RENOVATIONS - REFRIGERANT LINE SET	1,841.13	1,841.13
21241	4373 - MAD MAINTENANCE, LLC	PO 26070 POLICE: TOWING	150.00	150.00
21242	3303 - MCLOM	PO 26046 BH: RENOVATIONS - EPOXY FLOOR	1,643.02	1,643.02
21243	3303 - MCLOM	PO 26038 COUNCIL: NJ LEAGUE REGISTRATION - CYNTHI	50.00	50.00
21244	1338 - MGL PRINTING SOLUTIONS, LLC	PO 26076 COUNCIL: NJ LEAGUE REGISTRATION -AUDREY	50.00	50.00
21245	3926 - MITCHELL STERN	PO 25567 CLERK: 2023 DOG/CAT LICENSES	436.00	436.00
21246	2772 - MORRIS COUNTY POLICE CHIEFS ASSOC	PO 26036 ADMIN: CONSTANT CONTACT SUBSCRIPTION- RE	654.50	
21247	1371 - MTN. LAKES BOARD OF EDUCATION	PO 26064 REIMBURSEMENT FOR QUERY PLAN SUBSCRIPTIO	25.00	679.50
21248	1472 - MURPHY MCKEON P.C.	PO 26068 POLICE: 2022 HOLIDAY LUNCHEON	50.00	50.00
21249	2397 - NAPA AUTO PARTS	PO 26021 NOV 2022 MTN LAKES SCHOOL DISTRICT GENER	1,855,504.00	1,855,504.00
21250	2676 - NORTH JERSEY COPY	PO 26049 AUGUST 2022 LEGAL SERVICES - TAX APPEALS	915.00	915.00
21251	2595 - NORTH JERSEY MUNICIPAL EMPLOYEE	PO 24870 POLICE DEPARTMENT - EMERGENCY REPAIRS -	127.74	
21252	2727 - ONE CALL CONCEPTS, INC.	PO 24934 WATER/ DPW VEHICLE REPAIRS/ DEPT SUPPLIE	12.18	139.92
21253	2968 - OPTIMUM	PO 25943 POLICE: INVITATIONS	364.40	
21254	2968 - OPTIMUM	PO 25978 DPW - OFFICE SUPPLIES	99.00	463.40
21255	3659 - OPTIMUM	PO 25083 2022 DENTAL PREMIUMS - GROUP 1624 - MAY	2,782.00	2,782.00
21256	3113 - PHILLIPS PREISS GRYGIEL LEHENY HUGH	PO 24705 ACCT# 12-BML / 2022 JAN - DEC BLANKET	121.19	121.19
21257	4151 - PITNEY BOWES, INC	PO 24602 DPW: 2022 INTERNET SERVICES ACCT# 07876-	161.73	161.73
21258	1787 - R & J CONTROL, INC.	PO 24603 DPW: 2022 CABLE BOXES ACCT# 07876-414565	11.75	11.75
21259	3137 - R.R. DONNELLEY	PO 25158 2022 BORO TRAILER INTERNET SERVICES ACCT	161.08	161.08
21260	1734 - READYREFRESH BY NESTLE	PO 25624 2022 PROFESSIONAL SERVICE CONTRACT - BLA	840.00	840.00
21261	4365 - RHEMONE BRYAN	PO 26031 POSTAGE TAPES FOR LEAD LINE MAILING	279.95	279.95
21262	3990 - RICH TREE SERVICE, INC.	PO 25615 DPW/ BOROUGH HALL/ WATER TOWER - FACILIT	175.00	
21263	4370 - ROTH BLAAS USA, INC	PO 26029 DPW / WATER TOWER - FACILITIES MAINTENAN	263.98	
21264	1824 - RUTGERS, THE STATE UNIVERSITY	PO 26029 DPW / WATER TOWER - FACILITIES MAINTENAN	806.09	1,245.07
21265	4368 - SAMUELS, INC.	PO 25588 CLERK: VITAL RECORD PAPER	85.90	85.90
21266	285 - SHAWN BENNETT	PO 25558 ACCT# 0016496903 - 2022 BLANKET-2 (6 MO	171.19	171.19
21267	1948 - SHEAFFER SUPPLY, INC.	PO 26053 POLICE: REIMBURSEMENT	95.00	95.00
21268	4171 - SHORT LOAD CONCRETE, LLC	PO 25740 DPW - TREE REMOVAL - 15 MELROSE	2,850.00	
21269	114 - SOLITUDE LAKE MANAGEMENT	PO 25767 DPW - TREE REMOVAL - HASWELL FIELD	7,293.75	10,143.75
21270	2774 - STAPLES CONTRACT & COMMERCIAL, LLC	PO 25965 BH: RENOVATIONS -	1,282.70	1,282.70
21271	2774 - STAPLES CONTRACT & COMMERCIAL, LLC	PO 25614 DPW - TRAINING & EDUCATION	390.00	390.00
21272	2037 - TJ'S SPORTWIDE TROPHY & AWARDS, INC	PO 25944 DPW - VEHICLE MAINTENANCE	241.19	241.19
21273	4191 - TRANSUNION RISK & ALTERNATIVE	PO 26071 POLICE: FBINAA QRTLY MEETING	70.00	70.00
21274	4088 - TURN OUT UNIFORMS, INC	PO 25982 BH: RENOVATIONS - MISC. SUPPLIES BLANKET	726.05	726.05
21275	2186 - W.E. TIMMERMAN CO., INC	PO 25522 STREETS & ROADS - CURB REPAIRS	445.00	445.00
21276	832 - W.W. GRAINGER, INC	PO 25105 2022 LAKE MANAGEMENT - BLANKET - CUST# M	6,896.00	6,896.00
21277	4003 - WARSHAUER ELECTRIC SUPPLY CO.	PO 25800 DPW: ORDER# 7365223635	119.89	
21278	4095 - WEATHERWORKS, LLC	PO 25952 POLICE: ORDER# 7367074309.	313.80	
21279	4177 - WEINER LAW GROUP, LLP	PO 25991 ADMIN: ORDER# 7601067087	1,260.52	1,694.21
21280	2182 - WEST CHESTER MACHINERY & SUPPLY CO.	PO 26014 ADMIN: ORDER# 7367437259	386.00	386.00
		PO 25935 PLANNING BOARD: NAME PLATE	21.33	21.33
		PO 24621 POLICE: 2022 SUBSCRIPTION ACCT. ID: 3645	75.00	75.00
		PO 25343 POLICE: BADGE	169.00	169.00
		PO 26006 CLEAN COMMUNITIES - SWEEPER REPAIRS	97.08	97.08
		PO 26013 BH: RENOVATIONS - SEALANT	439.80	439.80
		PO 24248 BH RENO: ELECTRIC - BLANKET	1,114.30	
		PO 26077 BH: RENOVATIONS - ELEC. SUPPLIES BLANKET	622.90	1,737.20
		PO 26082 2022-23 ANNUAL SUBSCRIPTION	1,725.00	1,725.00
		PO 26043 SEPTEMBER 2022 PROFESSIONAL SERVICES - P	600.00	600.00
		PO 24637 DPW - SNOW REMOVAL EQUIPMENT REPAIRS - B	80.16	80.16
TOTAL				2,030,653.65

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE				
01-201-20-110-020	MAYOR & COUNCIL - OTHER EXP'S	1,356.77			
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	100.00			
01-201-20-130-020	FINANCE - OTHER EXPENSES	343.80			
01-201-20-140-020	COMPUTER SERVICES	794.51			
01-201-20-145-020	TAX COLLECTOR - OTHER EXPENSES	172.83			
		221.85			

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-150-020	TAX ASSESSOR - OTHER EXPENSES	2,000.00			
01-201-20-155-020	LEGAL SERVICES - OTHER EXPENSE	915.00			
01-201-20-165-020	ENGINEERING SERVICES	1,912.40			
01-201-21-180-020	PLANNING BOARD - OTHER EXPENSE	644.73			
01-201-21-185-020	BD OF ADJUST - OTHER EXPENSES	887.58			
01-201-23-220-020	GROUP INSURANCE PLANS-EMPLOYEE	2,782.00			
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	2,161.20			
01-201-25-252-020	EMERGENCY MGMT - OTHER EXPENSE	862.50			
01-201-25-255-020	FIRE DEPT - OTHER EXPENSES	1,798.95			
01-201-26-290-020	STREETS & ROADS - OTHER EXP.	20,855.34			
01-201-26-305-020	SOLID WASTE - OTHER EXPENSES	5,363.32			
01-201-26-310-020	BLDG & GROUNDS - MUNIC BLDG	528.75			
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	8,539.28			
01-201-28-370-020	PARKS & PLAYGROUNDS OTHER EXP.	316.40			
01-201-28-375-020	MAINT OF PARKS (BEACHES/LAKES)	6,931.53			
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	512.69			
01-201-31-436-020	ELECTRICITY - STREET LIGHTING	3,940.34			
01-201-31-447-020	PETROLEUM PRODUCTS	2,757.23			
01-207-55-000-000	LOCAL SCHOOL TAXES PAYABLE			1,855,504.00	
01-260-05-100	DUE TO CLEARING			0.00	1,923,203.00
TOTALS FOR	Current Fund	67,699.00	0.00	1,855,504.00	1,923,203.00
02-200-40-700-340	Clean Communities Grant			97.08	
02-200-40-700-400	Recycling Tonnage Grant			1,232.62	
02-200-40-700-490	AMERICAN RESCUE PLAN			279.95	
02-200-40-700-500	LEAP GRANT			15,000.00	
02-260-05-100	DUE TO CLEARING			0.00	16,609.65
TOTALS FOR	FEDERAL AND STATE GRANTS	0.00	0.00	16,609.65	16,609.65
04-215-55-989-000	2020 CAPITAL ORD. 8-20 BORO HALL RENOV.			33,544.51	
04-215-55-991-000	2021 CAPITAL ORDINANCE 10-21			35,008.00	
04-215-55-992-000	2022 CAPITAL ORDINANCE 2-22			13,806.43	
04-260-05-100	DUE TO CLEARING			0.00	82,358.94
TOTALS FOR	General Capital	0.00	0.00	82,358.94	82,358.94
05-201-55-520-520	Water Operating - Other Expenses	3,017.29			
05-260-05-100	DUE TO CLEARING			0.00	3,017.29
TOTALS FOR	Water Operating	3,017.29	0.00	0.00	3,017.29
07-201-55-520-520	Sewer Operating - Other Expenses	4,028.77			
07-260-05-100	DUE TO CLEARING			0.00	4,028.77
TOTALS FOR	Sewer Operating	4,028.77	0.00	0.00	4,028.77
13-260-05-100	DUE TO CLEARING			0.00	436.00
13-286-56-000-000	RESERVE - ANIMAL LICENSE FUND			436.00	
TOTALS FOR	Animal Trust	0.00	0.00	436.00	436.00
18-260-05-100	Due to Clearing			0.00	1,000.00
18-300-70-000-300	RES. FOR ROAD OPEN. - SHIHABUDDIN			1,000.00	
TOTALS FOR	Other Trust	0.00	0.00	1,000.00	1,000.00

Total to be paid from Fund 01 Current Fund	1,923,203.00
Total to be paid from Fund 02 FEDERAL AND STATE GRANTS	16,609.65
Total to be paid from Fund 04 General Capital	82,358.94
Total to be paid from Fund 05 Water Operating	3,017.29

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
Total to be paid from Fund 07 Sewer Operating		4,028.77			
Total to be paid from Fund 13 Animal Trust		436.00			
Total to be paid from Fund 18 Other Trust		1,000.00			
		<u>2,030,653.65</u>			

North

Checks Previously Disbursed

WT # 222438

21188 PITNEY BOWES BANK, INC Multiple: 4,000.00 10/28/2022

4,000.00

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 01 Current Fund	3,000.00	1,923,203.00	1,926,203.00
Fund 02 FEDERAL AND STATE GRANTS	1,000.00	16,609.65	17,609.65
Fund 04 General Capital		82,358.94	82,358.94
Fund 05 Water Operating		3,017.29	3,017.29
Fund 07 Sewer Operating		4,028.77	4,028.77
Fund 13 Animal Trust		436.00	436.00
Fund 18 Other Trust		1,000.00	1,000.00
BILLS LIST TOTALS	4,000.00	2,030,653.65	<u>2,034,653.65</u>

Current 1,923,203.000 +
For grant 6,609.650 +
 1,939,812.650* +

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

Meeting Date: 11/14/2022 For bills from 10/21/2022 to 11/10/2022

Check#	Vendor	Description	Payment	Check Total
5322	102 - ANDERSON & DENZLER ASSOC., INC	PO 26050 SEPTEMBER 2022 PROFESSIONAL SERVICES - E	1,667.40	1,667.40
5323	4157 - BRIGHT VIEW ENGINEERING	PO 26058 SEPTEMBER 2022 PROFESSIONAL SERVICES - E	2,827.50	2,827.50
5324	4169 - BURGIS ASSOCIATES, INC.	PO 26060 SEPTEMBER 2022 PROFESSIONAL SERVICES - E	465.00	465.00
5325	4170 - DEWBERRY ENGINEERS, INC	PO 26061 SEPTEMBER 2022 PROFESSIONAL SERVICES - E	720.00	720.00
5326	3113 - PHILLIPS PREISS GRYGIEL LEHENY HUGH	PO 26044 SEPTEMBER PROFESSIONAL SERVICES - ESCROW	1,520.00	1,520.00
5327	1916 - STICKEL, KOENIG, SULLIVAN & DRILL,	PO 26051 SEPT/OCT 2022 PROFESSIONAL SERVICES - ES	918.75	918.75
5328	4349 - SUNRISE DEVELOPMENT, INC	PO 25816 REFUND - P/B AND INSPECTION FEE ESCROW	22,722.02	22,722.02
5329	4177 - WEINER LAW GROUP, LLP	PO 26059 SEPTEMBER 2022 PROFESSIONAL SERVICES - E	635.00	635.00
TOTAL				31,475.67

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
17-101-01-001-002	Escrow - Developers - Checking				
17-500-00-050-231	Sunrise Senior Living Management			0.00	31,475.67
17-500-00-091-316	SUNRISE - INSPECTION FEES			5,253.98	
17-500-00-091-319	HIGHVIEW HOMES LLC			17,468.04	
17-500-00-091-322	BLUE 701, LLC			3,483.25	
17-500-00-091-402	THE CRAIG SCHOOL			210.00	
17-500-00-091-404	HIGHVIEW HOMES LLC INSPECTION FEE ESCROW			3,746.60	
17-500-00-091-409	EUROIMMUN US INC.			534.40	
				779.40	
TOTALS FOR	Developer's Escrow	0.00	0.00	31,475.67	31,475.67

Total to be paid from Fund 17 Developer's Escrow

31,475.67

31,475.67

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

Meeting Date: 11/14/2022 For bills from 10/21/2022 to 11/10/2022

Check#	Vendor	Description	Payment	Check Total
5502	3728 - JAKE DENOOTER	PO 26008 2022 ML SAILING EXPENSES	2,208.41	2,208.41
5503	4002 - KAREN BRENNFLECK	PO 26034 RECREATION REIMBURSEMENTS	440.00	440.00
5504	4243 - ROCKAWAY LANES, INC.	PO 26033 TEEN CAMP 2022 - BOWLING	1,086.00	1,086.00
TOTAL				3,734.41

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
33-101-01-001-001	CASH - RECREATION			0.00	3,734.41
33-600-00-090-000	Recreation Trust Reserves			3,734.41	
TOTALS FOR	Recreation Trust	0.00	0.00	3,734.41	3,734.41

Total to be paid from Fund 33 Recreation Trust

3,734.41

3,734.41

**BOROUGH OF MOUNTAIN LAKES
COUNTY OF MORRIS, NJ
RESOLUTION 168-22**

“RESOLUTION AUTHORIZING THE DISCRETIONARY AWARD OF A CONTRACT FOR TREES AND RELATED SUPPLIES TO CERBO’S PARSIPPANY GREENHOUSES IN AN AMOUNT THAT MAY EXCEED \$17,500 BUT WILL BE LESS THAN \$40,000”

WHEREAS, the Borough of Mountain Lakes has utilized Cerbo’s Parsippany Greenhouses for the purchase of trees and related supplies; and

WHEREAS, the Borough of Mountain Lakes has entered into purchase contracts with Cerbo’s Parsippany Greenhouses in the current year; and

WHEREAS, it is anticipated that additional purchase contracts will be required in an amount in excess of \$17,500 but less than \$40,000; and

WHEREAS, the New Jersey Pay-to-Play Law N.J.S.A. 19:44A-20.4 et seq. requires contracts in excess of \$17,500 to be issued in a fair and open or non-fair and open manner; and

WHEREAS, Cerbo’s Parsippany Greenhouses, has provided the required documentation, which is on file with the Borough, for a non-fair and open contract to be awarded; and

WHEREAS, the Chief Finance Officer has certified that funds are available for all work to date and will certify the availability of funds prior to any future contracts being authorized, and;

WHEREAS, it is the recommendation of the Borough Manager that should they be needed, contracts in excess of \$17,500 but less than \$40,000 be authorized in the manner required by law.

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

1. Should they be needed, contracts in excess of \$17,500 but less than \$40,000 may be authorized in the manner required by law.
2. The Borough Manager is hereby authorized and directed to execute the necessary documents related to this resolution.

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 November 14, 2022.

Mitchell Stern, Acting Municipal Clerk

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

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

RESOLUTION 169-22

“RESOLUTION AUTHORIZING THE DISCRETIONARY AWARD OF A CONTRACT FOR HYDRO RAKING SERVICES TO SOLITUDE LAKE MANAGEMENT IN AN AMOUNT THAT MAY EXCEED \$17,500 BUT WILL BE LESS THAN \$40,000”

WHEREAS, the Borough of Mountain Lakes has utilized Solitude Lake Management for lakes management services; and

WHEREAS, the Borough of Mountain Lakes has entered into purchase contracts with Solitude Lake Management in the current year; and

WHEREAS, it is anticipated that additional service contracts will be required in an amount in excess of \$17,500 but less than \$40,000; and

WHEREAS, the New Jersey Pay-to-Play Law N.J.S.A. 19:44A-20.4 et seq. requires contracts in excess of \$17,500 to be issued in a fair and open or non-fair and open manner; and

WHEREAS, Solitude Lake Management, has provided the required documentation, which is on file with the Borough, for a non-fair and open contract to be awarded; and

WHEREAS, the Chief Finance Officer has certified that funds are available for all work to date and will certify the availability of funds prior to any future contracts being authorized, and;

WHEREAS, it is the recommendation of the Borough Manager that should they be needed, contracts in excess of \$17,500 but less than \$40,000 be authorized in the manner required by law.

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

1. Should they be needed, contracts in excess of \$17,500 but less than \$40,000 may be authorized in the manner required by law.
2. The Borough Manager is hereby authorized and directed to execute the necessary documents related to this resolution.

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 November 14, 2022.

Mitchell Stern, Acting Municipal Clerk

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

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

RESOLUTION 170-22

**“RESOLUTION AUTHORIZING THE EXECUTION OF AN AFFORDABLE HOUSING COORDINATING AGENCY AGREEMENT
WITH THE HOUSING PARTNERSHIP OF MORRIS COUNTY”**

WHEREAS, the Borough of Mountain Lakes Fair Share Plan promotes an affordable housing program pursuant to the Fair Housing Act (N.J.S.A. 52:27D-301, et. seq.); and

WHEREAS, the Mayor and Council of the Borough of Mountain Lakes wish to enter into an agreement with the Housing Partnership of Morris County for the purpose of administering and enforcing the affordability controls and the Affirmative Marketing Plan of the Borough of Mountain Lakes, adopted in accordance with the regulations of the Council on Affordable Housing 5:94 et.seq. and the New Jersey Uniform Housing Affordability Controls pursuant to N.J.A.C. 5:80-26 et.seq.; and

WHEREAS, the agreement designates the Housing Partnership of Morris County as the Administrative Agent for all the units in the Borough of Mountain Lakes affordable housing program.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Mountain Lakes, County of Morris, that the Mayor and Municipal Clerk are hereby authorized to execute the Affordable Housing Coordinating Agency Agreement between the Borough of Mountain Lakes and the Housing Partnership for Morris County in the form attached hereto.

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 November 14, 2022.

Mitchell Stern, Acting Municipal Clerk

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

AFFORDABLE HOUSING COORDINATING AGENCY AGREEMENT
between
BOROUGH OF MOUNTAIN LAKES
and **HOUSING PARTNERSHIP FOR MORRIS COUNTY**

THIS AGREEMENT, made this 1st day of November 2022, by and between:

HOUSING PARTNERSHIP FOR MORRIS COUNTY, a non-profit corporation of the State of New Jersey, with offices at 2 East Blackwell Street, Suite 12, Dover, New Jersey, 07801 (Hereinafter "HPMC" and/or the Administrative Agent)

and

BOROUGH OF MOUNTAIN LAKES, a municipal corporation of the State of New Jersey, with offices at the Municipal Building, 400 Boulevard, Mountain Lakes, NJ 07046 (Hereinafter the "Municipality")

WHEREAS, the Housing Partnership for Morris County (HPMC) is a non-profit corporation of the State of New Jersey whose purpose includes increasing the accessibility and availability of affordable housing in Morris County; and

WHEREAS, HPMC proposes to enter into an agreement as set forth herein with the Borough of Mountain Lakes to provide services to administer the program for the sale of the Municipality's Affordable Housing Units ("sale units").

NOW THEREFORE, in consideration of the mutual promises, covenants and representations herein contained, the parties hereto for themselves, their successors and assigns hereby agree as follows:

1. Agency and Enforcement Delegation

The Administrative Agent will act primarily as an agent of the Borough of Mountain Lakes; and Borough of Mountain Lakes will delegate to the Administrative Agent and the Administrative Agent accepts primary responsibility for enforcing substantive provisions of the Act and the Rules. The Borough of Mountain Lakes will retain the ultimate responsibility for ensuring effective compliance with the Rules and the Administrative Agent will come under the supervision of the Borough of Mountain Lakes's Municipal Housing Liaison.

2. Termination and Renewal

The Agreement will automatically renew on a yearly basis. It may be terminated by either party, by giving 90 calendar days advanced written notice to the other, to the address and in the form as set forth, below, provided however, that no such termination may take effect unless and until an alternate Administrative Agent has been selected by the Borough of Mountain Lakes and approved by all required governmental authorities.

3. Assignment of Affordable Housing Units

For the term of the Agreement , and without exception, the Agreement entered into between the Housing Partnership and the Borough of Mountain Lakes will govern the provision of affordability control services for all existing for sale affordable housing units located within the Borough of Mountain Lakes that fall under the jurisdiction of the Act as of the date of this agreement.

4. Responsibilities of the Administrative Agent

The Administrative Agent will be responsible to perform the duties and responsibilities of an administrative agent as are set forth in the Rules, including those set forth in Sections 5:80-26.14, 16 and 18 thereof, which include:

- 1) Affirmative Marketing
 - (a) Conduct an outreach process to insure affirmative marketing of affordable housing units in accordance with the Affirmative Marketing Plan of Borough of Mountain Lakes and the provisions of N.J.A.C. 5:80-26.15;
 - (b) Attend continuing education opportunities on affordability controls, compliance monitoring and affirmative marketing as offered or approved by COAH or any other state agency; and
 - (c) Provide counseling services to low and moderate income applicants on subjects such as budgeting, credit issues, mortgage qualification and home buyer education as part of the application fee paid by the clients.
- 2) Household Certification
 - (a) Solicit, schedule, conduct and follow up on interviews with interested households;
 - (b) Conduct interviews and obtain sufficient documentation of gross income and assets upon which to base a determination of income eligibility for a low or moderate income unit;
 - (c) Provide written notification to each applicant as to the determination of eligibility or non-eligibility;
 - (d) Require that all certified applicants for restricted units execute a certificate substantially in the form of the ownership certificates set forth in Appendices J and K of N.J.A.C. 5:80-26.1 et seq;
 - (e) Create and maintain a referral list of eligible applicant households living in the housing region and eligible applicant households with members working in the housing region where the units are located; and
 - (f) Employ a random selection process as provided in the Affirmative Marketing Plan of the Municipality when referring households for certification to affordable units.

- 3) Affordability Controls
- (a) Furnish to attorneys form of deed restrictions and mortgages for recording at the time of conveyance of title of each restricted unit;
 - (b) Maintain a file on each restricted unit for its control period, including a copy of the recorded deed with restrictions, recorded mortgage and note, as appropriate; Create files if they are not in existence within the Township;
 - (c) Communicate with lenders regarding foreclosure and provide one on one counseling for affected households; and
 - (e) Ensure with the Municipality the issuance of Continuing Certificates of Occupancy or certifications pursuant to N.J.A.C. 5:80-26.10.
- (4) Resale
- (a) Institute and maintain an effective means of communicating information between owners and the Administrative Agent regarding the availability of restricted units for resale; and
 - (b) Institute and maintain an effective means of communicating information to low and moderate income households regarding the availability of restricted units for resale.
- (5) Processing Requests from Unit Owners with the consent of the Municipal Housing Liaison (where required):
- (a) Review and approve or deny requests from owners of restricted units who wish to take out home equity loans or refinance during the term of their ownership. Counsel the unit owners regarding the financial viability and implications of securing the refinance. Require the applicants to complete a recapture mortgage and note, which must be filed with the County of Morris at the expense of the unit owner. Require the unit owner to sign and have notarized attachment J, which outlines the requirements of affordable housing under state regulations.
 - (b) Provide information on current and pending comps to appraisers of refinanced and for sale units in order to save the municipal tax collector or assessor time in researching this information.
 - (c) Review and approve requests to increase sales prices from owners of restricted units who wish to make capital improvements to the units that would affect the selling price, such authorizations to be limited to those improvements resulting in additional bedrooms or bathrooms and the cost of central air conditioning systems as set forth in UHAC 5:80-26.9 Capital improvements to ownership units;
 - (d) Notify the Borough of Mountain Lakes of an owner's intent to sell a restricted unit; and

- (e) Process requests and make recommendations to the governing body on requests by owners of restricted units for hardship waivers, provided the unit has been on the market for a minimum of six months based on three factors: 1) they have or are willing to reduce the price; 2) they have made any necessary repairs to the unit to bring it into compliance with its original condition and 3) they have engaged the services of a Realtor without a successful sale..
- (6) Enforcement
 - (a) Secure annually from the Borough of Mountain Lakes lists of all affordable housing units for which tax bills are mailed to absentee owners and notifying all such owners that they must either move back to their unit or sell it;
 - (b) Send annual mailings to all owners of affordable dwelling units, reminding them of the notices and requirements outlined in N.J.A.C... 5:80-26.18(D)4 as long as the Township has provided notice of consequences to those who have not responded in the prior year and has taken steps to enforce non-compliance;
 - (c) Create and publish a written operating manual, as approved by COAH, setting forth procedures for administering such affordability controls if required by COAH; and
 - (d) Provide annual reports to the Borough of Mountain Lakes, as required, so the Borough of Mountain Lakes may comply with the monitoring requirements of COAH with the assistance of the Assistant MHL, who has been contracted directly by the municipality.
 - (e) For any future development, secure from all developers and sponsors of restricted units, at the earliest point of contact in the processing of the project or development, written acknowledgment of the requirement that no restricted unit can be offered or in any other way committed, to any person, other than a household duly certified to the unit by the Administrative Agent.
- (7) The Administrative Agent will have authority to take all actions necessary and appropriate to carry out its responsibilities hereunder.
- (8) Records received, retained, retrieved, or transmitted under the terms of the contract may constitute public records of the Borough of Mountain Lakes as defined by NJSA 47:3-16, and are the legal property of the Borough of Mountain Lakes. The Administrative Agent named must agree to administer and dispose of such records in compliance with the State's public records laws and associated administrative rules.

Such records include but are not limited to and may be amended by the State from time to time as warranted:

1. Affordable Housing Project File
2. Affordable Housing Project File – Approved

3. Affordable Housing Project File – Denied/Withdrawn
4. Affordable Housing Project File – Referral List
5. Affordable Housing Application File – Individual
6. Affordable Housing Application File – Certification Approved
7. Affordable Housing Application File – Certificate Denied/Expired
8. Affordable Housing Unit File
9. Affordable Housing Unit File –Mailing of Notification of Responsibilities
10. Affordable Housing Unit Inventory
11. Affordable Housing Trust Fund and/or Regional Contribution Agreement Bank Account
12. Enforcement File – Projects and Units
13. Monitoring Reports – Annual Submission
14. Development of and adhering to the Municipal Operating Manual

5. Responsibilities of the Borough of Mountain Lakes

The Borough of Mountain Lakes shall:

- (1) Provide to the Administrative Agent the name, title and telephone number of the municipal official designated as the Municipal Housing Liaison to the Administrative Agent on all matters related to this Agreement;
- (2) Ensure that applicable local ordinances are not in conflict with and enable efficient implementation of, the Rules and provisions of this Agreement;
- (3) Monitor the status of all restricted units in the Borough of Mountain Lakes's Fair Share Plan;
- (4) Compile, verify and submit annual reports as required by COAH;
- (5) Coordinate meetings with affordable housing providers and Administrative Agent, as applicable;
- (6) Develop an Affirmative Marketing Plan and distribute to the Administrative Agent or commission the Housing Partnership for Morris County to develop an Affirmative Marketing Plan as outlined in the Addendum (this has been completed and submitted by the Housing Partnership and the municipality to COAH in May 2011);
- (7) Provide existing data on current waiting lists and names on file, as well as copies of existing deeds, correspondence and filings for existing units from the tax assessor's office;
- (8) Ensure that all restricted units are identified as affordable within the tax assessor's office and any Municipal Utility Authority (MUA). The Borough of Mountain Lakes and MUA shall promptly notify the Administrative Agent of a change in billing address, payment delinquency of two billing cycles, transfer of title or institution of a writ of foreclosure on all affordable units; and

- (9) Provide all reasonable and necessary assistance to the Administrative Agent in support of efforts to enforce provisions of the Act, the Rules, deed covenants, mortgages, court decisions or other authorities governing the affordability control services to be provided under the Agreement.

6. Proposal for Cost of Services

- (1) *This contract shall commence on November 1, 2022 .*
- (2) *Payment for one year's service shall be \$3,050 effective January 1, 2023. Invoices will be submitted by the Housing Partnership and paid according to the following schedule:*
 - a. *June 30* *\$1,525*
 - b. *December 31* *\$1,525**All invoices submitted to the Borough of Mountain Lakes will be paid with 30 days of receipt.*

7. New Affordable Housing Units

Please note if new affordable housing units are scheduled to be constructed, the following applies:

1. The cost of advertising and re-advertising is to be paid by the Developer.
2. The cost of printing/copying applications and other related materials are to be paid by the Developer.
3. All postal costs associated with the marketing and occupancy is to be paid by the Developer.
4. The municipality may have to provide a Municipal Operating Manual to COAH or any body representing the state for an additional fee paid to the AA.
5. All marketing and outreach would entail additional fees for which the developer would be responsible.

7. Agreement

The written Agreement between the Housing Partnership and the Borough of Mountain Lakes, together with its Exhibits, will constitute the sole agreement between the parties with respect to the matters covered therein and no other written or oral communication exists which shall bind the parties with respect thereto, provided however, that the Agreement may be modified by written amendments clearly identified as such and signed by both the Borough of Mountain Lakes and the Housing Partnership.

All scope of work shall be determined and approved prior to execution by MHL and the Housing Partnership's Executive Director.

HPMC will provide the Municipal Manager, or any other designated Municipal official, with on-going information regarding the status of the sale units in the format or forum requested by the Municipality. HPMC is available to report to or serve as an ex-officio member of a Municipal Affordable Housing

Committee or any other appropriate group that requires affordable housing information or consultation regarding the sale units.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day of the year first above written.

ATTEST: BOROUGH OF MOUNTAIN LAKES

Witness

Date _____ Date _____

ACKNOWLEDGEMENT

ATTEST: HOUSING PARTNERSHIP FOR
MORRIS COUNTY

Jessica Padilla Gonzalez, Executive Director

Witness

Date _____ Date _____