

***RESOLUTIONS**

- a. *R171-22, Authorizing the Payment of Bills*
- b. *R172-22, Authorizing the Execution of Grant Agreement to the FY 2021 Local Efficiency Achievement Program Implementation Grant Agreement between the State of New Jersey, Department of Community Affairs, Division of Local Government Services and the Mountain Lakes Borough*
- c. *R173-22, Authorizing the Renewal of North Jersey Municipal Employee Benefits Fund*
- d. *R174-22, Authorizing the Transfer of Appropriations*

***APPROVAL OF MINUTES**

11/14/22 (Regular)

***BOARD, COMMITTEE AND COMMISSION APPOINTMENTS**

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

INTEROFFICE MEMORANDUM

TO: Mitchell Stern, Borough Manager

SUBJECT: Third Quarter 2022 Current Budget Report

DATE: October 26, 2022

Attached is the third quarter budget report for the current fund budget:

Summary:

Revenues: The Borough should realize all revenues by year end. The Uniform Construction Code was at 67.81% of total budgeted amount at 9/30/22, but an additional \$30,960.00 was received so far in October.

Expenditures: After reviewing all of the budget line items the line items of concern are:

- Legal Services – The labor attorney line item is over budget by \$25,287.24, due to labor contract and PBA grievance. Depending on the overall balance in the legal account a transfer will be needed in November.
- Police Salaries and Wages – Overtime – Due to multiple retirements in 2022 the department is currently operating with 11 out of 13 officers (one on terminal leave and one still in field training). In order to maintain minimum staffing levels overtime was needed to cover vacation, sick, and mandatory training for the officers. It is estimated that \$60,000.00 will have to be transferred into this account.
- Petroleum Products – Due to price increases during the year a transfer will be needed into this account to cover the expenses through year end.

Revenues: The majority of our revenue accounts as of 9/30/22 are either at or above 75% collected of the budgeted amount.

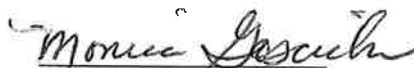
- Board of Education Field Lease and Solid Waste Fees – The third and fourth quarters were paid in October.
- Interest and Costs – Tax Collection and Receipts from Delinquent taxes – the budgeted amounts should be realized by the tax sale.
- The tax collection percentage was 99.56% in the first quarter, 99.20% in the second quarter, and 97.97% in the third quarter. The tax sale is set for 12/14/22 and as of 10/21/22, 8 tax accounts are on the list.

Expenditures:

- All Salary & Wage accounts – All salary and wage accounts have the first pay in October charged to them since the funds were transferred on 9/27/22. All part time hourly employees are paid after they work, so the amounts charged to those accounts will be lower.
- General Administration Other Expenses – As of 9/30/22 the budget expenditures are under budget. The majority of the Affordable Housing Administration services line item has not been spent.
- Mayor & Council Other Expenses – There are funds remaining in the seminars, books/supplies, and volunteer recognition line items. The volunteer recognition line item will be spent in December.
- Municipal Clerk Other Expenses – The codification of ordinances and election expenses line item have not been completely paid for yet.
- Finance Other Expenses – The entire yearly contract for MSI has been paid.
- Annual Audit – The amount budgeted is for the 2021 audit completed in 2022. It is paid in full.

- Tax Assessor – Other Expense – The funds are encumbered for the annual reassessment. No bills have been submitted for tax map revisions this year.
- Reserve for Tax Appeals – Other Expenses – The entire budget amount was transferred to the Reserve account to pay out the settled appeals.
- Legal – Other Expense – The attorney’s retainer has been encumbered for the year. Nothing has been expended for tax appraisals and the majority of the funds in the litigation line item is still unspent. We are over budget for the Labor attorney by \$25,287.24. Funds will need to be transferred into this account before year end.
- Engineering – Other Expenses – The engineering bills are paid through June and the bi-annual dam inspection line item is over by \$2,200.00. Depending on the engineering bills for the remainder of the year we will have to determine if a transfer is needed.
- Planning Board Other Expenses – The legal bills have been paid through August and nothing has been spent for the consultant.
- Board of Adjustment Other Expenses – The percentage expended and encumbered is 79.14, that includes the legal contract encumbered for the remainder of the year. Nothing has been charged to the engineering review of ordinances line item.
- Code Enforcement Other Expenses – These funds are primarily used to clean up maintenance violations. There have not been any so far this year.
- Group Insurance – As of 9/30/22 the group health insurance is paid through September 2022. We are within budget for this account.
- Insurance – Liability, Worker’s Compensation, and Unemployment Compensation – All three of these are paid out for three quarters. There are additional funds remaining in the liability insurance account because we received a reimbursement for the risk management fees.
- Health Insurance Benefit Waiver – The payments are made for the year.
- Unemployment Compensation – The entire budget amount has been transferred to the unemployment trust account. All claims are paid from the trust account.
- Traffic and Safety Committee – Other Expense – No purchases have been made so far this year. The Police Chief will discuss with the Committee what is needed and purchase those items before year end.
- Inter local Service Agreements – Both accounts are encumbered for the entire year.
- Emergency Management Other Expenses – Only a few items were needed so far this year.
- Fire Department – Safety – Other Expense – Funds remain in the training line item which will not be spent this year.
- Streets & Roads - Other Expense – There are funds remaining in several other expense line items. The snow removal line item has funds remaining because we had mild weather in the beginning of the year. There are funds remaining in pothole repairs and pothole repairs contracted. The following line items are over budget; equipment and tools, tree removal, training and education, department supplies, office/computer supplies, and custodial supplies. The overall account should be okay at year end.
- Shade Tree Other Expenses – The Shade Tree Commission is working with the Borough Manager to finalize the list of trees to be removed.
- Solid Waste Other Expenses – The entire contract for the garbage and recycling is encumbered for the remainder of the year.
- Recycling Tax – The tax is only paid through July but it has an encumbrance that will hopefully cover the tax through the end of the year. If not then a transfer will be needed.
- Building & Grounds – Municipal Building – Funds are remaining because not as many expenses were incurred due to the renovation of town hall.
- Vehicle Repairs & Maintenance – The overall budget is a little under budget right now, we will continue to monitor it.
- Board of Health Other Expenses – The contract for the year is encumbered.

- Environmental Committee – The membership, education, and miscellaneous line items are the only amounts that have expenditures so far this year. The Committee has not submitted requisitions for the other line items.
- Woodland Committee Other Expenses – The restorative vegetation and education line items are the only lines that have expenditures so far this year. Requisitions have not been submitted by the Committee for the other line items.
- Dog Regulation – The entire budget amount has been transferred to the trust account. The trust account balance should be sufficient to pay any remaining 2022 animal control expenses.
- Recreation Salary & Wage – The Borough is waiting for reimbursement from the swim association for the salaries and wages expended during the summer. There will be funds remaining in some line items to use for transfers later in the year.
- Maintenance of Parks – Funds are remaining in this account for hydro raking and nutrient inactivation which will be completed before year end.
- Aid to Public Library – This is encumbered through the end of the year.
- Accumulated Leave Compensation – Salary & Wage – These funds have been moved to the trust account.
- Celebration of Public Events – Expenses were incurred for the Memorial Day parade, the expenses for Mountain Lakes Day were paid out of the trust account.
- Electricity and Street Lighting – The electricity and street lighting are paid through August.
- Natural Gas & Telecommunications – These accounts should be within budget.
- Petroleum Products – This account shows a balance of \$16,596.33, however \$18,880.00 is due to the police trust for outside service details. A transfer will have to be done in November for an estimated amount of \$17,000.00. We will continue to monitor this account.
- Reserve for Salary Adjustment Salary & Wage – This amount can be used for transfers.
- PERS – There are funds remaining in this account to cover the employers' bill for the retro salaries for 2022.
- PFRS – There are funds remaining in this account to cover the employers' bill for the retro salary for 2022.
- Length of Service Awards – This is for the volunteer fire department members and will be paid out in 2023 for all members who qualified during 2022.
- Capital Improvement Fund – The budgeted amount was transferred to the general capital account to be used as down payment money for capital ordinances.
- Grant Expenditures – All amounts are transferred to the grant account and the individual charges are made against the grant fund.
- Debt Service – Payments are made in accordance with the debt service schedule, we will be within budget.
- Deferred Charges – These are funds budgeted to pay for the 5-year reassessment emergency and the balance of capital ordinances not funded by bonds.
- Reserve for Uncollected Taxes – A journal entry was made to charge out the full budget amount and credit Amount to be Raised by Taxation.


 Monica Goscicki
 Chief Financial Officer

Current Fund - Revenue Budgets									
		Activity to 9/30/2022				Activity to 9/30/2021			
Account Number	Description	Budget	Activity	Balance	% Received	Budget	Activity	Balance	% Received
01-190-07-200-000	AMOUNT TO BE RAISED BY TAXATION	\$6,752,338.83	-\$26,369,392.09	\$33,121,730.92	-390.52%	6,862,370.53	-25,786,069.50	32,648,440.03	-375.76%
01-192-08-101-000	ANTICIPATED SURPLUS	\$1,400,000.00	\$1,050,000.00	\$350,000.00	75.00%	1,319,338.00	1,319,338.00	0.00	100.00%
01-192-08-101-004	CAPITAL SURPLUS - GENERAL CAPITAL	\$5,000.00	\$5,000.00	\$0.00	100.00%	43,841.00	43,841.00	0.00	100.00%
01-192-08-103-000	LICENSES - LIQUOR	\$12,000.00	\$13,188.00	-\$1,188.00	109.90%	12,000.00	12,688.00	-688.00	105.73%
01-192-08-104-000	OTHER LICENSES	\$1,500.00	\$1,585.00	-\$85.00	105.67%	2,000.00	1,590.00	410.00	79.50%
01-192-08-105-000	FEES & PERMITS	\$41,500.00	\$37,697.70	\$3,802.30	90.84%	41,500.00	34,025.65	7,474.35	81.99%
01-192-08-106-010	CLERK'S FEES & PERMITS	\$3,500.00	\$6,626.00	-\$3,126.00	189.31%	3,500.00	9,092.00	-5,592.00	259.77%
01-192-08-110-000	MUNICIPAL COURT FINES & COSTS	\$12,500.00	\$29,292.47	-\$16,792.47	234.34%	20,000.00	9,557.96	10,442.04	47.79%
01-192-08-112-000	INTEREST & COSTS-TAX COLLECTION	\$42,000.00	\$39,503.15	\$2,496.85	94.06%	50,000.00	30,315.45	19,684.55	60.63%
01-192-08-113-000	INTEREST ON INVESTMENTS	\$20,500.00	\$21,051.53	-\$551.53	102.69%	20,500.00	26,707.90	-6,207.90	130.28%
01-192-08-115-000	CABLE FRANCHISE FEES	\$18,085.00	\$18,085.43	-\$0.43	100.00%	17,323.00	17,322.99	0.01	100.00%
01-192-08-116-000	UTILITY FUND BALANCE	\$145,947.00	\$145,947.00	\$0.00	100.00%	37,250.00	37,250.00	0.00	100.00%
01-192-08-118-000	RECREATION FEES & INCOME	\$75,000.00	\$95,550.00	-\$20,550.00	127.40%	60,000.00	97,743.00	-37,743.00	162.91%
01-192-08-119-000	RENT FROM RAILROAD STATIONS	\$39,338.00	\$30,388.77	\$8,949.23	77.25%	38,192.00	29,503.62	8,688.38	77.25%
01-192-08-120-000	T-MOBILE CELL TOWER LEASE	\$73,500.00	\$63,805.50	\$9,694.50	86.81%	71,000.00	55,021.51	15,978.49	77.50%
01-192-08-121-000	T-MOBILE CELL LEASE-1/2 DUE TO CROWN CASTLE	\$21,000.00	\$15,650.15	\$5,349.85	74.52%	20,000.00	15,193.26	4,806.74	75.97%
01-192-08-122-000	BOARD OF EDUCATION-FIELD LEASE	\$45,000.00	\$24,441.59	\$20,558.41	54.31%	45,000.00	0.00	45,000.00	0.00%
01-192-08-123-000	VERIZON GROUND LEASE (AS OF 1/1/17)	\$33,500.00	\$29,068.65	\$4,431.35	86.77%	33,000.00	25,323.84	7,676.16	76.74%
01-192-08-125-000	SOLID WASTE FEES	\$53,600.00	\$32,282.36	\$21,317.64	60.23%	53,600.00	32,080.00	21,520.00	59.85%
01-192-08-126-000	TRASH BAG RECEIPTS	\$190,000.00	\$158,737.50	\$31,262.50	83.55%	188,000.00	151,512.50	36,487.50	80.59%
01-192-08-160-000	UNIFORM CONSTRUCTION CODE FEES	\$141,000.00	\$95,617.00	\$45,383.00	67.81%	141,000.00	162,334.00	-21,334.00	115.13%
01-192-09-000-000	STATE AID REVENUE (NON-GRANT)	\$417,293.00	\$317,998.75	\$99,294.25	76.21%	417,293.00	317,998.75	99,294.25	76.21%
01-192-10-000-000	FEDERAL & STATE GRANT REVENUE	\$210,484.41	\$210,484.41	\$0.00	100.00%	52,192.17	52,192.17	0.00	100.00%
01-192-15-499-000	RECEIPTS DELINQUENT TAX	\$205,000.00	\$196,162.08	\$8,837.92	95.69%	325,000.00	189,657.40	135,342.60	58.36%
01-192-18-001-000	CURRENT YEAR TAXES RECEIVED	\$0.00	\$25,669,360.72	-\$25,669,360.72		0.00	25,145,279.20	-25,145,279.20	
01-192-20-200-000	UNANTICIPATED REVENUES (MRNA)	\$0.00	\$94,901.28	-\$94,901.28			171,201.27	-171,231.27	
TOTALS		\$9,959,586.24	\$2,033,032.95	\$7,926,553.29		9,873,899.70	2,200,699.97	7,673,169.73	

10/25/2022

Borough of Mountain Lakes Budget Comparison

Current Fund - Expenditure Budgets

Activity to 9/30/2022

Activity to 9/30/2021

Account Number	Description	Budget	Activity	Encumbered	Balance	% Expended	% Expended & Encumbered	Budget	Activity	Encumbered	Balance	% Expended	% Expended & Encumbered
01-201-20-100-001	GENERAL ADMIN - SALARY & WAGES	\$139,057.99	\$110,260.64	\$0.00	\$28,797.35	79.29%	79.29%	133,157.00	102,249.11	0.00	30,907.89	76.79%	76.79%
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	\$92,600.00	\$35,082.90	\$13,811.09	\$43,706.01	37.89%	52.80%	82,600.00	39,996.31	4,330.04	38,273.65	48.42%	53.66%
01-201-20-110-020	MAYOR & COUNCIL - OTHER EXP'S	\$6,100.00	\$1,710.00	\$315.00	\$4,075.00	28.03%	33.20%	6,000.00	1,457.00	1,504.00	3,039.00	24.28%	49.35%
01-201-20-120-001	MUNICIPAL CLERK - SALARY/WAGE	\$39,407.56	\$30,978.37	\$0.00	\$8,429.19	78.61%	78.61%	38,639.00	30,575.92	0.00	8,063.08	79.13%	79.13%
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	\$21,700.00	\$5,383.87	\$2,142.48	\$14,173.65	24.81%	34.68%	21,200.00	9,006.57	1,356.61	10,836.82	42.48%	48.88%
01-201-20-130-001	FINANCE - SALARY & WAGE	\$68,732.41	\$50,721.38	\$0.00	\$18,011.03	73.80%	73.80%	66,499.00	49,127.58	0.00	17,371.42	73.88%	73.88%
01-201-20-130-020	FINANCE - OTHER EXPENSES	\$12,112.00	\$9,471.31	\$1,565.05	\$1,075.64	78.20%	91.12%	11,055.00	7,789.11	2,015.35	1,250.54	70.46%	88.69%
01-201-20-135-020	ANNUAL AUDIT	\$24,059.00	\$24,058.50	\$0.00	\$0.50	100.00%	100.00%	24,383.00	24,383.00	0.00	0.00	100.00%	100.00%
01-201-20-140-020	COMPUTER SERVICES	\$40,700.00	\$28,733.33	\$1,261.99	\$10,704.68	70.60%	73.70%	36,950.00	24,267.19	5,665.47	23,017.34	22.37%	37.17%
01-201-20-145-001	TAX COLLECTOR - SALARY & WAGE	\$37,419.52	\$29,623.90	\$0.00	\$7,795.62	79.17%	79.17%	36,686.00	29,042.97	0.00	7,643.03	79.17%	79.17%
01-201-20-145-020	TAX COLLECTOR - OTHER EXPENSES	\$6,325.00	\$4,905.95	\$90.00	\$1,329.05	77.56%	78.99%	4,715.00	1,789.83	336.14	2,589.03	37.96%	45.09%
01-201-20-150-001	TAX ASSESSOR - SALARY & WAGE	\$22,950.00	\$18,168.75	\$0.00	\$4,781.25	79.17%	79.17%	24,790.00	19,625.48	0.00	5,164.52	79.17%	79.17%
01-201-20-150-020	TAX ASSESSOR - OTHER EXPENSES	\$22,600.00	\$11,143.31	\$9,900.00	\$1,556.69	49.31%	93.11%	22,600.00	8,064.20	12,900.00	1,635.80	35.68%	92.76%
01-201-20-151-020	RESERVE FOR TAX APPEALS - OTHER EXPENSE	\$100,000.00	\$100,000.00	\$0.00	\$0.00	100.00%	100.00%	200,000.00	200,000.00	0.00	0.00	100.00%	100.00%
01-201-20-155-020	LEGAL SERVICES - OTHER EXPENSE	\$120,000.00	\$82,269.02	\$16,666.64	\$21,064.34	68.56%	82.45%	115,000.00	63,046.34	12,499.98	39,453.68	54.82%	65.69%
01-201-20-165-020	ENGINEERING SERVICES	\$49,300.00	\$6,891.10	\$15,800.00	\$26,608.90	13.98%	46.03%	35,700.00	9,686.53	0.00	26,013.47	27.13%	27.13%
01-201-21-180-001	PLANNING BOARD - SALARY & WAGE	\$13,230.72	\$8,342.14	\$0.00	\$4,888.58	63.05%	63.05%	12,236.00	8,690.60	0.00	3,545.40	71.02%	71.02%
01-201-21-180-020	PLANNING BOARD - OTHER EXPENSE	\$12,750.00	\$5,550.95	\$370.06	\$6,828.99	43.54%	46.44%	12,150.00	3,609.08	167.17	8,373.75	29.70%	31.08%
01-201-21-185-001	BD OF ADJUST - SALARY & WAGE	\$13,230.72	\$8,342.10	\$0.00	\$4,888.62	63.05%	63.05%	12,236.00	8,690.59	0.00	3,545.41	71.02%	71.02%
01-201-21-185-020	BD OF ADJUST - OTHER EXPENSES	\$38,260.00	\$8,031.44	\$22,247.70	\$7,980.86	20.99%	79.14%	15,860.00	11,403.77	3,815.01	641.22	71.90%	95.96%
01-201-22-195-001	UNIFORM CONST CODE-SALARY/WAGE	\$132,799.84	\$98,086.75	\$0.00	\$34,713.09	73.86%	73.86%	126,059.00	96,629.32	0.00	29,429.68	76.65%	76.65%
01-201-22-195-020	UNIFORM CONST - OTHER EXPENSES	\$17,650.00	\$12,775.28	\$595.00	\$4,279.72	72.38%	75.75%	14,010.00	11,120.68	0.00	2,889.32	79.38%	79.38%
01-201-22-196-020	CODE ENFORCEMENT - OTHER EXPENSE	\$46,918.56	\$38,538.11	\$0.00	\$8,380.45	82.14%	82.14%	44,528.00	34,156.88	0.00	10,371.12	76.71%	76.71%
01-201-23-210-020	INSURANCE - LIABILITY	\$500.00	\$0.00	\$0.00	\$500.00	0.00%	0.00%	500.00	100.00	0.00	400.00	20.00%	20.00%
01-201-23-215-020	WORKERS COMPENSATION	\$110,553.03	\$69,680.06	\$5,180.00	\$35,692.97	63.03%	67.71%	105,117.00	65,060.25	0.00	40,056.75	61.89%	61.89%
01-201-23-220-020	GROUP INSURANCE PLANS-EMPLOYEE	\$87,136.08	\$65,352.06	\$0.00	\$21,784.02	75.00%	75.00%	85,792.00	64,343.25	0.00	21,448.75	75.00%	75.00%
01-201-23-222-020	HEALTH BENEFIT WAIVER	\$362,321.55	\$264,166.99	\$12,296.32	\$85,858.24	72.91%	76.30%	391,197.00	326,425.21	16,967.49	47,804.30	83.44%	87.78%
01-201-23-225-020	INSURANCE - UNEMPLOYMENT COMPENSATION	\$10,000.00	\$10,000.00	\$0.00	\$0.00	100.00%	100.00%	4,396.00	4,333.47	0.00	62.53		
01-201-25-240-001	POLICE DEPT - SALARY & WAGE	\$1,805,782.43	\$1,402,822.97	\$282.98	\$402,676.48	77.69%	77.70%	1,957,451.00	1,613,616.46	0.00	343,834.54	82.43%	82.43%
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	\$112,810.00	\$51,523.53	\$18,079.14	\$43,207.33	45.67%	61.70%	130,420.00	89,832.45	20,173.24	20,414.31	68.88%	84.35%
01-201-25-241-020	TRAFFIC & SAFETY COMM. - OTHER EXPENSE	\$1,600.00	\$0.00	\$0.00	\$1,600.00	0.00%	0.00%	1,600.00	0.00	0.00	1,600.00	0.00%	0.00%
01-201-25-250-020	INTERLOCAL SERVICES: MC DISPATCH - OE	\$105,989.69	\$79,492.26	\$26,497.42	\$0.01	75.00%	100.00%	105,990.00	79,492.26	26,497.43	0.31	75.00%	100.00%
01-201-25-251-020	INTERLOCAL SERVICES: DENVER COURT - OE	\$59,500.00	\$44,625.00	\$14,875.00	\$0.00	75.00%	100.00%	58,516.00	43,887.00	14,629.00	0.00	75.00%	100.00%
01-201-25-252-001	EMERGENCY MGMT - SALARY & WAGE	\$5,500.00	\$4,354.23	\$0.00	\$1,145.77	79.17%	79.17%	5,500.00	4,353.43	0.00	1,146.57	79.15%	79.15%
01-201-25-252-020	EMERGENCY MGMT - OTHER EXPENSE	\$4,100.00	\$233.74	\$0.00	\$3,866.26	5.70%	5.70%	4,925.00	988.07	0.00	3,936.93	20.06%	20.06%
01-201-25-255-001	FIRE DEPT - SALARY & WAGE	\$7,500.00	\$5,937.50	\$0.00	\$1,562.50	79.17%	79.17%	7,500.00	5,937.80	0.00	1,562.20	79.17%	79.17%
01-201-25-255-020	FIRE DEPT - OTHER EXPENSES	\$32,800.00	\$17,518.21	\$4,565.27	\$10,716.52	53.41%	67.33%	32,800.00	18,087.79	5,850.78	8,861.43	55.15%	72.98%
01-201-25-260-020	VOL. AMBULANCE SQUAD CONTRIB	\$0.00	\$0.00	\$0.00	\$0.00			15,000.00	11,250.00	3,750.00	0.00	75.00%	100.00%
01-201-25-265-001	FIRE DEPT - SALARY & WAGE	\$15,703.68	\$12,432.43	\$0.00	\$3,271.25	79.17%	79.17%	15,484.00	12,257.93	0.00	3,226.07	79.17%	79.17%
01-201-25-265-020	FIRE DEPT - SAFETY - OTHER EXP	\$1,500.00	\$136.88	\$0.00	\$1,363.12	9.13%	9.13%	1,500.00	149.68	0.00	1,350.32	9.98%	9.98%
01-201-26-290-001	STREETS & ROADS - SALARY/WAGE	\$365,433.37	\$263,212.56	\$0.00	\$102,220.81	72.03%	72.03%	370,835.00	267,434.62	0.00	103,400.38	72.12%	72.12%
01-201-26-290-020	STREETS & ROADS - OTHER EXP.	\$229,340.00	\$103,009.25	\$52,024.49	\$74,306.26	44.92%	67.60%	221,325.00	99,429.13	43,259.82	78,636.05	44.92%	64.47%

Borough of Mountain Lakes Budget Comparison

Current Fund - Expenditure Budgets

Activity to 9/30/2022

Activity to 9/30/2021

Account Number	Description	Budget	Activity	Encumbered	Balance	% Expended	% Expended & Encumbered	Budget	Activity	Encumbered	Balance	% Expended	% Expended & Encumbered
01-201-26-300-020	SHADE TREE COMMISSION - O/E	\$56,045.00	\$12,024.70	\$356.20	\$43,664.10	21.46%	22.09%	61,425.00	1,552.00	8,680.00	51,193.00	2.53%	16.66%
01-201-26-305-001	SOLID WASTE - SALARY & WAGES	\$26,422.48	\$16,570.47	\$0.00	\$9,852.01	62.71%	62.71%	22,500.00	11,424.83	0.00	11,075.17	50.78%	50.78%
01-201-26-305-020	SOLID WASTE - OTHER EXPENSES	\$650,550.00	\$409,579.59	\$180,593.09	\$60,377.32	62.96%	90.72%	646,688.00	402,453.10	203,863.35	40,371.55	62.23%	93.76%
01-201-26-306-020	RECYCLING TAX	\$4,700.00	\$2,259.00	\$2,211.89	\$229.11	48.06%	95.13%	4,700.00	870.18	0.00	3,829.82	18.51%	18.51%
01-201-26-310-020	BLDG & GROUNDS - MUNIC BLDG	\$22,600.00	\$6,576.13	\$1,341.43	\$14,682.44	29.10%	35.03%	22,600.00	5,797.05	350.99	16,451.96	25.65%	27.20%
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	\$55,080.00	\$24,485.53	\$10,463.79	\$20,130.68	44.45%	63.45%	54,000.00	23,447.83	19,963.49	10,588.68	43.42%	80.39%
01-201-27-330-001	BOARD OF HEALTH - SALARY/WAGE	\$5,000.00	\$3,958.27	\$0.00	\$1,041.73	79.17%	79.17%	5,000.00	3,958.27	0.00	1,041.73	79.17%	79.17%
01-201-27-330-020	BOARD OF HEALTH - OTHER EXP.	\$26,984.00	\$13,492.00	\$13,492.00	\$0.00	50.00%	100.00%	26,585.00	13,292.50	13,292.50	0.00	50.00%	100.00%
01-201-27-335-020	ENVIRONMENTAL COMM - OTHER EXP	\$2,600.00	\$458.23	\$0.00	\$2,141.77	17.62%	17.62%	1,625.00	375.00	0.00	1,250.00	23.08%	23.08%
01-201-27-337-020	WOODLAND COMMITTEE - OTHER EXPENSE	\$2,850.00	\$800.00	\$147.00	\$1,903.00	28.07%	33.23%	3,700.00	1,873.60	395.25	1,431.15	50.64%	61.32%
01-201-27-340-020	DOG REGULATION - OTHER EXPENSE	\$3,900.00	\$3,900.00	\$0.00	\$0.00	100.00%	100.00%	3,000.00	3,000.00	0.00	0.00	100.00%	100.00%
01-201-28-370-001	RECREATION DEPT. - SALARY/WAGE	\$114,552.06	\$111,571.85	\$0.00	\$2,980.21	97.40%	97.40%	109,953.00	104,617.28	0.00	5,335.72	95.15%	95.15%
01-201-28-370-020	PARKS & PLAYGROUNDS OTHER EXP.	\$44,225.00	\$34,210.50	\$946.12	\$9,068.38	77.36%	79.49%	37,125.00	25,771.72	891.61	10,461.67	69.42%	71.82%
01-201-28-375-020	MAINT OF PARKS (BEACHES/LAKES)	\$142,809.00	\$58,958.21	\$24,275.36	\$59,575.43	41.28%	58.28%	135,359.00	51,813.27	21,903.32	61,642.41	38.28%	54.46%
01-201-29-390-020	AID TO PUBLIC LIBRARY	\$312,051.00	\$260,042.50	\$52,008.50	\$0.00	83.33%	100.00%	303,708.00	244,617.90	25,279.00	33,811.10	80.54%	88.87%
01-201-30-415-010	ACCUMULATED LEAVE COMPENSATION - S&W	\$10,000.00	\$10,000.00	\$0.00	\$0.00	100.00%	100.00%	10,000.00	10,000.00	0.00	0.00	100.00%	100.00%
01-201-30-420-020	CELEBRATION OF PUBLIC EVENTS - O/E	\$7,050.00	\$1,580.90	\$0.00	\$5,469.10	22.42%	22.42%	6,250.00	310.00	0.00	5,940.00	4.96%	4.96%
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	\$48,110.00	\$15,071.44	\$900.00	\$32,138.56	31.33%	33.20%	53,025.00	18,518.46	106.85	34,399.69	34.92%	35.13%
01-201-31-436-020	ELECTRICITY - STREET LIGHTING	\$47,940.00	\$26,530.44	\$0.00	\$21,409.56	55.34%	55.34%	47,940.00	24,576.22	3,516.77	19,847.01	51.26%	58.60%
01-201-31-437-020	NATURAL GAS	\$30,200.00	\$16,394.46	\$0.00	\$13,805.54	54.29%	54.29%	25,503.00	16,254.85	0.00	9,248.15	63.74%	63.74%
01-201-31-440-020	TELECOMMUNICATIONS	\$25,000.00	\$11,552.35	\$3,110.95	\$10,336.70	46.21%	58.65%	22,725.00	17,661.09	2,955.82	2,108.09	77.72%	90.72%
01-201-31-447-020	PETROLEUM PRODUCTS	\$54,000.00	\$21,644.37	\$15,759.30	\$16,596.33	40.08%	69.27%	35,000.00	17,846.83	8,131.42	9,021.75	50.99%	74.22%
01-201-31-456-010	RESERVE FOR SALARY ADJUSTMENT - S&W	\$15,500.00	\$0.00	\$0.00	\$15,500.00	0.00%	0.00%	15,500.00	0.00	0.00	15,500.00	0.00%	0.00%
01-201-36-471-020	PERS	\$137,001.00	\$134,314.00	\$0.00	\$2,687.00	98.04%	98.04%	142,137.00	139,544.37	0.00	2,592.63	98.18%	98.18%
01-201-36-472-020	SOCIAL SECURITY (O.A.S.I.)	\$116,102.53	\$88,278.04	\$0.00	\$27,824.49	76.03%	76.03%	116,228.00	92,535.32	0.00	23,692.68	79.62%	79.62%
01-201-36-475-000	PFRS - CONTRIBUTION	\$532,151.00	\$531,573.53	\$0.00	\$577.47	99.89%	99.89%	500,238.00	499,538.00	0.00	700.00	99.86%	99.86%
01-201-36-476-020	LENGTH OF SVS AWARDS (LOSAP)	\$22,500.00	\$0.00	\$0.00	\$22,500.00	0.00%	0.00%	22,500.00	0.00	0.00	22,500.00	0.00%	0.00%
01-201-36-477-020	DCRP - EMPLOYER SHARE	\$8,000.00	\$5,716.47	\$0.00	\$2,283.53	71.46%	71.46%	8,500.00	8,156.85	0.00	343.15	95.96%	95.96%
01-201-41-700-000	GRANT EXPENDITURES	\$229,263.66	\$229,263.66	\$0.00	\$0.00	100.00%	100.00%	52,192.17	52,192.17	0.00	0.00	100.00%	100.00%
01-201-44-901-020	CAPITAL IMPROVEMENT FUND	\$52,248.62	\$52,248.62	\$0.00	\$0.00	100.00%	100.00%	81,313.00	81,313.00	0.00	0.00	100.00%	100.00%
01-201-45-920-020	PAYMENT OF BOND PRINCIPAL	\$845,000.00	\$845,000.00	\$0.00	\$0.00	100.00%	100.00%	690,000.00	690,000.00	0.00	0.00	100.00%	100.00%
01-201-45-925-020	PAYMENT OF BAN PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.75	100.00%	100.00%	225,989.00	225,989.00	0.00	0.00	100.00%	100.00%
01-201-45-930-020	INTEREST ON BONDS	\$324,157.00	\$324,156.25	\$0.00	\$0.75	100.00%	100.00%	152,863.00	152,862.50	0.00	0.50	100.00%	100.00%
01-201-45-935-020	INTEREST ON NOTES	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	100.00%	59,499.00	59,498.56	0.00	0.44	100.00%	100.00%
01-201-46-875-020	DEFERRED CHARGES-SPECIAL EMERG. 5 YEARS	\$25,000.00	\$25,000.00	\$0.00	\$0.00	100.00%	100.00%	25,000.00	25,000.00	0.00	0.00	100.00%	100.00%
01-201-46-880-020	DEFERRED CHARGES	\$493.64	\$493.64	\$0.00	\$0.00	100.00%	100.00%	0.00	0.00	0.00	0.00	100.00%	100.00%
01-201-50-899-020	RESERVE FOR UNCOLLECTED TAXES	\$1,556,528.44	\$1,556,528.44	\$0.00	\$0.00	100.00%	100.00%	1,520,628.53	1,520,628.53	0.00	0.00	100.00%	100.00%
TOTALS		\$9,959,586.24	\$7,984,773.47	\$524,171.26	\$1,450,641.51	80.17%	85.43%	9,873,899.70	8,042,677.14	485,047.90	1,346,174.66	81.45%	86.37%

BOROUGH OF MOUNTAIN LAKES
INTEROFFICE MEMORANDUM

TO: Mitchell Stern, Borough Manager

SUBJECT: Third Quarter 2022 Water Budget Report
Third Quarter 2022 Sewer Budget Report

DATE: October 26, 2022

Attached are the third quarter budget reports for the water operating and sewer operating budgets:

Water Operating:

- The total Water Operating budget for 2022 is \$914,840.79 of that amount \$860,000.00 is from water usage fees. Based on the total budget, three quarters' revenue of the water rents would be \$645,000.00. Our receipts through the third quarter were \$580,816.12 which is 63.49% of the budgeted revenue. The percentage collected for what was billed during the third quarter plus the beginning balance was 87.02%. Any revenue collections that exceed our budgeted amount for the year will go into fund balance. As of 10/19/22 \$257,112.76 has been billed for the third quarter.
- The expenditures paid or charged as of 9/30/22 are 66.59% of the total budget. The salaries and wages and social security are slightly under 75% of the budgeted amount, due to some personnel changes during the year. The other expenses are at 59.32% expended and encumbered. The electric bills are only paid through August, the liability and workmen's compensation insurance is not paid for the 4th quarter, the annual leak survey is not encumbered, and the funds budgeted for the maintenance contract is not encumbered yet.
- The PERS employer bill for 2022 has been paid in full but we will be receiving a bill for the 2022 salary increase in 2023.

Sewer Operating:

- The total Sewer Operating budget is \$1,011,546.62 of that amount \$824,000.00 is from sewer usage fees. Based on the total budget, three quarters' of the revenue would be \$672,921.75. Our receipts through the third quarter were \$796,553.30 which is 78.75% of the budgeted revenue. The percentage collected for what was billed during the third quarter plus the beginning balance was 90.85%. Any revenue collections that exceed the budgeted amount for the year will go into fund balance. As of 10/19/22 \$231,758.56 has been billed for the third quarter.
- The expenditures paid or charged as of 9/30/22 are 74.38% of the total budget. They are on target for the year. The total other expenses are at 74.38% expended and encumbered because the funds due to Parsippany are encumbered for the entire year.
- The PERS employer bill for 2022 has been paid in full but we will be receiving a bill for the 2022 salary increase in 2023



Monica Goscicki
Chief Financial Officer

Borough of Mountain Lakes

Water Operating - Revenue Budgets

Activity to 9/30/2022

Activity to 9/30/2021

Account Number	Description	Budget	Activity	Balance	% Received	Budget	Activity	Balance	% Received
05-192-08-501-000	ANTICIPATED SURPLUS	\$54,840.79	\$54,840.79	\$0.00	100.00%	\$54,713.00	\$54,713.00	\$0.00	100.00%
05-192-17-000-000	WATER OPERATING REVENUES	\$860,000.00	\$524,797.77	\$335,202.23	61.02%	\$840,073.00	\$561,831.69	\$278,241.31	66.88%
05-192-17-100-000	MRNA - INTEREST EARNED	\$0.00	\$1,177.56	-\$1,177.56		\$0.00	\$1,672.39	-\$1,672.39	
TOTALS		\$914,840.79	\$580,816.12	\$334,024.67	63.49%	\$894,786.00	\$617,945.96	\$276,568.92	69.06%

Water Operating - Expenditure Budgets

Activity to 9/30/2022

Activity to 9/30/2021

Account Number	Description	Budget	Activity	Encumbered	Balance	% Expended & Encumbered	Budget	Activity	Encumbered	Balance	% Expended & Encumbered
05-201-55-510-001	Water Operating - Salary & Wages	\$442,562.67	\$327,029.01	\$0.00	\$115,533.66	73.89%	\$434,773.00	\$322,290.61	\$0.00	\$112,482.39	74.13%
05-201-55-520-520	Water Operating - Other Expenses	\$404,817.08	\$211,966.18	\$28,169.68	\$164,681.22	59.32%	\$392,451.00	\$199,243.08	\$22,942.34	\$170,265.58	56.61%
05-201-55-527-000	Water - Capital Outlay	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
05-201-55-531-000	Water - Social Security	\$33,856.04	\$23,784.44	\$0.00	\$10,071.60	70.25%	\$33,260.00	\$24,011.71	\$0.00	\$9,248.29	72.19%
05-201-55-532-000	Water - P.E.R.S.	\$18,605.00	\$18,240.00	\$0.00	\$365.00	98.04%	\$19,302.00	\$18,950.47	\$0.00	\$351.53	98.18%
TOTALS		\$914,840.79	\$581,019.63	\$28,169.68	\$305,651.48	66.59%	\$894,786.00	\$564,495.87	\$22,942.34	\$307,347.79	65.65%
		\$914,840.79	\$581,019.63	\$28,169.68	\$305,651.48		\$894,786.00	\$564,495.87	\$22,942.34	\$307,347.79	

Borough of Mountain Lakes											
Sewer Operating - Revenue Budgets											
Activity to 9/30/2022						Activity to 9/30/2021					
Account Number	Description	Budget	Activity	Balance	% Received	Budget	Activity	Balance	% Received		
07-192-08-501-000	ANTICIPATED SURPLUS	\$177,546.62	\$177,546.62	\$0.00	100.00%	\$53,229.00	\$53,229.00	\$0.00	100.00%		
07-192-17-000-000	SEWER OPERATING REVENUES	\$824,000.00	\$609,751.25	\$194,275.95	74.00%	\$824,000.00	\$629,724.05	\$194,275.95	76.42%		
07-192-17-001-000	SEWER - MISCELLANEOUS FEES	\$10,000.00	\$9,255.43	\$13,648.04	92.55%	\$20,000.00	\$6,351.96	\$13,648.04	31.76%		
TOTALS		\$1,011,546.62	\$796,553.30	\$207,923.99	78.75%	\$897,229.00	\$689,305.01	\$207,923.99	76.83%		
Sewer Operating - Expenditure Budgets											
Activity to 9/30/2022						Activity to 9/30/2021					
Account Number	Description	Budget	Activity	Encumbered	Balance	% Expended & Encumbered	Budget	Activity	Encumbered	Balance	% Expended & Encumbered
07-201-55-510-001	Sewer Operating - Salary & Wages	\$244,062.43	\$182,432.71	\$0.00	\$61,629.72	74.75%	\$240,016.00	\$173,966.40	\$0.00	\$66,049.60	72.48%
07-201-55-520-520	Sewer Operating - Other Expenses	\$725,282.41	\$419,214.28	\$124,362.28	\$181,705.85	74.95%	\$614,814.00	\$423,259.29	\$121,670.11	\$69,884.60	88.63%
07-201-55-527-000	Sewer Operating - Capital Outlay	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
07-201-55-531-000	Sewer Operating - Social Security	\$18,670.78	\$13,118.25	\$0.00	\$5,552.53	70.26%	\$18,361.00	\$12,642.68	\$0.00	\$5,718.32	68.86%
07-201-55-532-000	Sewer Operating - P.E.R.S.	\$13,531.00	\$13,266.00	\$0.00	\$265.00	98.04%	\$14,038.00	\$13,782.16	\$0.00	\$255.84	98.18%
TOTALS		\$1,011,546.62	\$628,031.24	\$124,362.28	\$259,153.10	74.38%	\$897,229.00	\$623,650.53	\$121,670.11	\$151,908.36	83.07%

Borough of Mountain Lakes
Water and Sewer - Billing and Revenue
Third Quarter 2022

	July	August	Sept
Water:			
Beginning Balance	\$3,260.40	\$193,716.42	\$33,783.92
Adjustments (+/-)			
Billed - Including Adjustments	\$249,754.75	\$3,491.32	\$3,866.69
Receipts - Including Adjustments	-\$59,298.73	-\$163,423.82	-\$29,913.89
Ending Balance	\$193,716.42	\$33,783.92	\$7,736.72
Sewer:			
Beginning Balance	\$25,041.65	\$191,600.14	\$49,187.07
Adjustments (+/-)			
Billed - Including Adjustments	\$226,549.15	\$2,123.98	\$3,085.43
Receipts - Including Adjustments	-\$59,990.66	-\$144,537.05	-\$28,788.11
Ending Balance	\$191,600.14	\$49,187.07	\$23,484.39

In Gallons

	1Q		2Q		3Q		4Q		Total		Total	Total Water
	Water	Sewer	Water	Sewer	Water	Sewer	Water	Sewer	Water	Sewer	Water & Sewer	Res & Comm
2015												
Residential	26,103,722.04	25,212,817.04	27,215,618.72	26,066,436.28	31,359,052.64	29,622,529.00	29,374,097.04	28,844,291.68	114,052,490.44	109,746,074.00	223,798,564.44	114,052,490.44
Yard	15,596.04	-	13,772,653.24	-	20,890,566.40	-	266,534.84	-	34,945,350.52	-	34,945,350.52	34,945,350.52
Commercial	3,700,402.04	3,862,147.04	4,061,678.84	2,626,488.12	6,871,637.44	4,717,580.00	3,437,850.28	3,615,369.68	18,071,568.60	14,821,584.84	32,893,153.44	18,071,568.60
	29,819,720.12	29,074,964.08	45,049,950.80	28,692,924.40	59,121,256.48	34,340,109.00	33,078,482.16	32,459,661.36	167,069,409.56	124,567,658.84	291,637,068.40	132,124,059.04
2016												
Residential	17,993,622.04	18,346,543.28	29,706,092.56	28,687,308.08	32,663,837.32	31,481,829.24	23,951,436.80	24,309,167.04	104,314,988.72	102,824,847.64	207,139,836.36	104,314,988.72
Yard	29,381.44	-	19,739,595.16	-	22,902,957.24	-	572,504.24	-	43,244,438.08	-	43,244,438.08	43,244,438.08
Commercial	2,196,989.00	2,263,151.00	4,798,475.44	4,109,352.36	6,218,734.84	4,271,294.80	2,759,778.44	2,946,819.44	15,973,977.72	13,590,617.60	29,564,595.32	15,973,977.72
	20,219,992.48	20,609,694.28	54,244,163.16	32,796,660.44	61,785,529.40	35,753,124.04	27,283,719.48	27,255,986.48	163,533,404.52	116,415,465.24	279,948,869.76	120,288,966.44
2017												
Residential	22,830,865.00	22,888,733.84	25,549,138.96	24,771,044.08	25,109,834.20	24,246,142.36	21,901,129.88	22,293,119.52	95,390,968.04	94,199,039.80	189,590,007.84	95,390,968.04
Yard	155,968.52	-	13,855,956.68	-	16,339,274.68	-	178,372.04	-	30,529,571.92	-	30,529,571.92	30,529,571.92
Commercial	3,139,238.04	3,363,538.04	3,609,992.88	3,263,013.28	3,604,578.64	3,183,025.80	3,130,120.96	3,315,706.04	13,483,930.52	13,125,283.16	26,609,213.68	13,483,930.52
	26,126,071.56	26,252,271.88	43,015,088.52	28,034,057.36	45,053,687.52	27,429,168.16	25,209,622.88	25,608,825.56	139,404,470.48	107,324,322.96	246,728,793.44	108,874,898.56
2018												
Residential	22,446,514.44	23,300,720.20	21,776,923.76	21,640,726.32	27,307,292.16	26,872,337.56	20,798,653.72	21,224,128.40	92,329,384.08	93,037,912.48	185,367,296.56	92,329,384.08
Yard	33,709.00	-	12,321,982.44	-	17,198,510.32	-	19,100.00	-	29,573,301.76	-	29,573,301.76	29,573,301.76
Commercial	3,226,183.48	3,147,937.00	5,651,948.24	3,187,636.00	5,885,141.04	4,933,749.80	3,068,505.36	3,229,948.36	17,831,778.12	14,499,271.16	32,331,049.28	17,831,778.12
	25,706,406.92	26,448,657.20	39,750,854.44	24,828,362.32	50,390,943.52	31,806,087.36	23,886,259.08	24,454,076.76	139,734,463.96	107,537,183.64	247,271,647.60	110,161,162.20
2019												
Residential	20,962,108.84	20,860,361.96	22,743,753.68	22,384,406.92	26,179,373.44	24,992,783.76	24,748,316.12	24,986,100.32	94,633,552.08	93,223,652.96	187,857,205.04	94,633,552.08
Yard	-	-	9,717,477.60	-	17,016,834.56	-	4,488.00	-	26,738,800.16	-	26,738,800.16	26,738,800.16
Commercial	3,184,787.68	3,271,117.96	5,732,355.40	4,905,997.76	7,939,715.84	6,659,473.88	3,954,193.24	3,843,173.24	20,811,052.16	18,679,762.84	39,490,815.00	20,811,052.16
	24,146,896.52	24,131,479.92	38,193,586.68	27,290,404.68	51,135,923.84	31,652,257.64	28,706,997.36	28,829,273.56	142,183,404.40	111,903,415.80	254,086,820.20	115,444,604.24
2020												
Residential	16,901,849.88	17,705,309.64	28,417,748.60	26,505,730.76	29,617,417.48	28,878,829.56	21,933,298.08	22,289,529.12	96,870,314.04	95,379,399.08	192,249,713.12	96,870,314.04
Yard	-	-	12,723,972.08	-	19,910,212.16	-	233,414.04	-	32,867,598.28	-	32,867,598.28	32,867,598.28
Commercial	4,347,081.56	4,086,096.56	3,583,187.12	2,371,519.76	6,612,500.56	3,700,742.28	2,467,370.68	2,208,979.68	17,010,139.92	12,367,338.28	29,377,478.20	17,010,139.92
	21,248,931.44	21,791,406.20	44,724,907.80	28,877,250.52	56,140,130.20	32,579,571.84	24,634,082.80	24,498,508.80	146,748,052.24	107,746,737.36	254,494,789.60	113,880,453.96
2021												
Residential	21,152,078.80	21,384,174.96	28,418,898.96	27,239,013.00	22,507,333.52	22,038,915.92	23,230,304.56	23,318,392.96	95,308,615.84	93,980,496.84	189,289,112.68	95,308,615.84
Yard	41,074.96	-	15,409,320.48	-	14,898,857.64	-	18,879.60	-	30,368,132.68	-	30,368,132.68	30,368,132.68
Commercial	4,120,849.84	3,857,399.84	8,004,680.48	4,560,433.92	7,212,836.04	4,671,035.68	3,244,004.36	2,929,952.88	22,582,370.72	16,018,822.32	38,601,193.04	22,582,370.72
	25,314,003.60	25,241,574.80	51,832,899.92	31,799,446.92	44,619,027.20	26,709,951.60	26,493,188.52	26,248,345.84	148,259,119.24	109,999,319.16	258,258,438.40	117,890,986.56
2022												
Residential	17,974,511.24	18,203,204.92	26,042,142.60	25,338,246.48	27,992,694.04	27,482,293.08	-	-	72,009,347.88	71,023,744.48	143,033,092.36	72,009,347.88
Yard	204.96	-	11,455,515.32	-	22,195,926.92	-	-	-	33,651,647.20	-	33,651,647.20	33,651,647.20
Commercial	2,546,152.20	2,287,952.20	5,554,971.00	3,692,778.72	8,467,266.76	5,253,678.92	-	-	16,568,389.96	11,234,409.84	27,802,799.80	16,568,389.96
	20,520,868.40	20,491,157.12	43,052,628.92	29,031,025.20	58,655,887.72	32,735,972.00	-	-	122,229,385.04	82,258,154.32	204,487,539.36	88,577,737.84

* Note:

1st Quarter use is January-March current year

2nd Quarter use is April-June current year

3rd Quarter use is July-September current year

4th Quarter use is October-December current year

2022 Reserve Accounts

2022 Reserve Accounts										
	Balance	1st Qtr 2022		2nd Qtr 2022		3rd Qtr 2022		4th Qtr 2022		Balance
	12/31/2021	Increases	Decreases	Increases	Decreases	Increases	Decreases	Increases	Decreases	
Reserve for Tax Appeals	\$299,658.94		\$9,384.99		\$8,364.93	\$100,000.00	\$66,599.67			\$315,309.35
Reserve for Storm Recovery	\$253,905.42	\$9,145.31		\$121,947.98						\$384,998.71
Reserve for Accum. Absences	\$60,891.33		\$10,293.58			\$10,000.00				\$60,597.75
Reserve for Liability Insurance	\$50,000.00									\$50,000.00
Capital Improvement Fund	\$233,619.91			\$52,248.62	\$52,248.00					\$233,620.53
Premium on Bonds	\$5,830.17 *				\$5,000.00					\$830.17
* Premium on Bonds is part of the General Capital Fund Balance. The balance as of 12/31/2021 is the premium from the 2017 bond sale.										

Borough of Mountain Lakes				
Fund	Capital and Trust Accounts			Cash Balance
Number				9/30/2022
4	General Capital			\$ 4,161,576.76
	Subaccounts - Part of the cash balance			
	Capital Improvement Fund Balance	233,620.53		
	Premium on Bonds - Part of Fund Balance	803.17		
6	Water Capital			\$ 13,895.14
8	Sewer Capital			\$ 39,653.14
12	Payroll Agency			\$ 22,027.82
13	Animal Control			\$ 5,327.38
14	Unemployment			\$ 37,541.67
17	Developer's Escrow - Includes cash bonds			\$ 155,836.97
18	Other Trust			\$ 543,738.41
18	Other Trust - Due from Current			\$ 37,197.26
	Subaccounts:			
	Reserve for Municipal Alliance	7,674.76		
	Reserve for Parking Offenses Adj. Act	224.69		
	Fire Marshall Trust	7,489.76		
	Tax Sale Premiums	78,000.00		
	Video Systems for Police Cars	950.00		
	Reserve for Accumulated Absences	50,597.75		
	Reserve for Storm Recovery	384,998.71		
	Reserve for Liability Insurance	50,000.00		
	Reserve for Road Opening - Gellert	1,000.00		
19	Police Outside Services			\$ 41,841.37
20	Affordable Housing			\$ 35,247.17
23	Police Forfeiture of Assets			\$ 3,139.32
26	Flexible Spending			\$ 7,507.38
32	Shade Tree Trust			\$ 21,740.39
33	Recreation			\$ 348,084.51
	Subaccounts:			
	Historic Preservation Comm.	29,332.84		
	Mountain Lakes Centennial Comm.	15,997.97		
	Various Recreation Programs	302,753.70		
49	Net Payroll			27.38

Capital Ordinances

Activity to 09/30/2022

*ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)

Matching: 0421555982000 to 0421555992999

Account Number	Description	Budget	Activity	Encumbered	Balance
=====	=====	=====	=====	=====	=====
04-215-55-982-000	2016 CAPITAL ORDINANCE 06-16	-	-	-	-
04-215-55-982-001	Police - Recording System	3,500.00	3,500.00	-	-
04-215-55-982-002	Police - Pole Cameras	18,500.00	18,500.00	-	-
04-215-55-982-003	Fire - General Equipment	25,000.00	25,000.00	-	-
04-215-55-982-004	Public Works - Street Signs	18,000.00	18,000.00	-	-
04-215-55-982-005	CERT/Police - Radios	5,000.00	5,000.00	-	-
04-215-55-982-006	Public Works - Road Paving	270,000.00	270,000.00	-	-
04-215-55-982-007	Public Works - Road Paving State Aid	160,000.00	160,000.00	-	-
04-215-55-982-008	Public Works - Curbs & Sidewalks	50,000.00	50,000.00	-	-
04-215-55-982-009	Public Works - Storm Drain System	38,000.00	38,260.00	-	(260.00)
04-215-55-982-010	Water Utility - Insertion Valve	23,000.00	23,000.00	-	-
04-215-55-982-011	Water Utility - Hydrant Replacement	12,000.00	12,000.00	-	-
04-215-55-982-012	Public Works - Jet Vac	16,000.00	16,000.00	-	-
04-215-55-982-013	Bldgs & Grds - Borough Hall Roof	35,000.00	35,000.00	-	-
04-215-55-982-014	Bldgs & Grds - Railroad Station Steps	55,000.00	29,030.75	5,500.00	20,469.25
04-215-55-982-015	Bldgs & Grds - Esplanade Steps	12,000.00	12,000.00	-	-
04-215-55-982-016	Recreation - Midvale Boat Dock	15,000.00	15,000.00	-	-
04-215-55-982-017	Public Works - Blvd Traf. Light Generato	6,000.00	6,000.00	-	-
04-215-55-982-018	Recreation - Midvale Park Improvements	26,000.00	26,000.00	-	-
04-215-55-982-019	Manager - Annual Computer Upgrades	17,100.00	12,364.77	-	4,735.23
04-215-55-982-020	Manager - Server Upgrade - ECM	45,000.00	30,700.45	-	14,299.55
04-215-55-982-021	Police - Scheduling Software	3,300.00	3,300.00	-	-
04-215-55-982-022	Recreation - Island Beach Improv.	641,350.00	583,973.86	-	57,376.14
04-215-55-982-023	Recreation - Birchwood Lake Improv.	716,250.00	618,408.21	-	97,841.79
04-215-55-982-024	Sec.20 - Architect & Eng. Beach Projects	165,400.00	161,448.85	-	3,951.15
04-215-55-982-025	Public Works - HD Pick-up	52,000.00	52,000.00	-	-
		2,428,400.00	2,224,486.89	5,500.00	198,413.11
04-215-55-983-000	2017 CAPITAL ORDINANCE 05-17	-	-	-	-
04-215-55-983-001	Police - Dash Cam System	57,300.00	48,161.27	-	9,138.73
04-215-55-983-002	Fire - Personal Protective Gear (6 sets)	7,488.00	7,488.00	-	-
04-215-55-983-003	Fire - Pagers (2)	900.00	900.00	-	-
04-215-55-983-004	Fire - Positive Pressure Fan	4,900.00	-	-	4,900.00
04-215-55-983-005	Public Works-Street Sign Replacement	18,000.00	18,000.00	-	-
04-215-55-983-006	Public Works - Pollard Rd. Paving	50,000.00	50,000.00	-	-
04-215-55-983-007	Public Works - Road Milling @Gas Co Proj	25,000.00	25,000.00	-	-
04-215-55-983-008	Public Works - Pollard Rd. Water Main	375,000.00	375,000.00	-	-

Capital Ordinances

Activity to 09/30/2022

* ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)

Matching: 0421555982000 to 0421555992999

Account Number	Description	Budget	Activity	Encumbered	Balance
04-215-55-983-009	Bldg & Grds-Eng & Design Sunset Lake Dam	99,000.00	79,197.49	975.00	18,827.51
04-215-55-983-010	Public Works - Aeration System-Birchwood	20,000.00	20,000.00	-	-
04-215-55-983-011	Public Works-Pick up Truck Replacement-2	43,000.00	43,000.00	-	-
04-215-55-983-012	Fire - Jaws of Life & Telescopic Ram	11,712.00	11,712.00	-	-
		712,300.00	678,458.76	975.00	32,866.24
04-215-55-984-000	2018 CAPITAL ORDINANCE 4-18	-	-	-	-
04-215-55-984-001	Police Weapon Replacement	10,000.00	9,540.15	-	459.85
04-215-55-984-002	Fire Personal Protective Gear	9,600.00	9,600.00	-	-
04-215-55-984-003	Fire Pager Replacement	900.00	900.00	-	-
04-215-55-984-004	Fire Other Equipment	4,900.00	4,900.00	-	-
04-215-55-984-005	Public Works Repair Concrete Pad - Recyc	40,000.00	40,000.00	-	-
04-215-55-984-006	Public Works Drainage Projects	19,400.00	19,400.00	-	-
04-215-55-984-007	Pub Wks Rd Repav N.Pocono, Cres. & Gro	575,000.00	575,000.00	-	-
04-215-55-984-008	Public Works Curbs and Sidewalks	141,000.00	141,000.00	-	-
04-215-55-984-009	Water System Fire Hydrant Replace.	25,000.00	23,824.22	-	1,175.78
04-215-55-984-010	Water System Entry Door - Well #3	3,500.00	3,500.00	-	-
04-215-55-984-011	Water System Chlorine Injection Well #2	5,000.00	5,000.00	-	-
04-215-55-984-012	Water System Mag Meters Well #2,3,4	20,000.00	20,000.00	-	-
04-215-55-984-013	Manager Borough Hall Architect	50,000.00	42,970.00	-	7,030.00
04-215-55-984-014	Public Works Engine Replac. 2006 Pick up	3,000.00	3,000.00	-	-
04-215-55-984-015	Public Works Replace 1997 Utility Truck	49,000.00	48,075.00	-	925.00
04-215-55-984-016	Public Works Replace 1997 Toro Tractor	43,000.00	43,925.00	-	(925.00)
04-215-55-984-017	Public Works Replace 2006 Code/Bldg Veh	35,000.00	35,000.00	-	-
04-215-55-984-018	Police On Board Computers	30,000.00	29,074.51	-	925.49
04-215-55-984-019	Manager Lightning Detection System	20,000.00	-	-	20,000.00
04-215-55-984-020	Public Works Repair Fence - Recycling	17,900.00	12,803.83	-	5,096.17
04-215-55-984-021	Park Maintenance Cove Park Improvements	16,500.00	-	-	16,500.00
04-215-55-984-022	Park Maintenance Playground Safety Imp.	9,500.00	-	-	9,500.00
04-215-55-984-023	Finance Section 20 Costs	50,000.00	50,000.00	-	-
		1,178,200.00	1,117,512.71	-	60,687.29

Capital Ordinances

Activity to 09/30/2022

*ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)

Matching: 0421555982000 to 0421555992999

Account Number	Description	Budget	Activity	Encumbered	Balance
04-215-55-985-000	2019 CAPITAL ORDINANCE 2-19	-	-	-	-
04-215-55-985-001	POLICE LIVESCAN FINGERPRINT STATION	35,000.00	35,000.00	-	-
04-215-55-985-002	POLICE ELEC. SIGNBOARD/SPEED TRAILER	15,385.00	15,385.00	-	-
04-215-55-985-003	FIRE PERSONAL PROTECTIVE EQUIPMENT	28,800.00	28,458.73	-	341.27
04-215-55-985-004	FIRE OTHER EQUIPMENT	4,900.00	4,817.47	-	82.53
04-215-55-985-005	PUBLIC WORKS VEHICLE LIFT	72,250.00	72,250.00	-	-
04-215-55-985-006	PUBLIC WORKS RD REPAVING POCONO,MIDVALE	428,966.00	428,966.00	-	-
04-215-55-985-007	PUBLIC WORKS CURBS AND SIDEWALKS	141,000.00	141,000.00	-	-
04-215-55-985-008	MANAGER SUNSET LAKE DAM	2,100,000.00	36,177.66	5,011.29	2,058,811.05
04-215-55-985-009	PUBLIC WORKS DUMP TRUCK	195,000.00	195,000.00	-	-
04-215-55-985-010	PUB WORKS ASBESTOS ABATEMENT DPW FAC.	34,500.00	34,500.00	-	-
04-215-55-985-011	PARKS TENNIS COURT SURFACE REPAIRS	14,000.00	-	-	14,000.00
04-215-55-985-012	PARKS TENNIS COURT FENCE	21,000.00	-	-	21,000.00
04-215-55-985-013	PARKS MIDVALE PARK AED INSTALL	6,500.00	-	-	6,500.00
04-215-55-985-014	ENGINEERING - SECTION 20 COSTS	5,000.00	4,805.27	-	194.73
04-215-55-985-015	FINANCE - SECTION 20 COSTS	83,655.00	72,275.74	-	11,379.26
		3,185,956.00	1,068,635.87	5,011.29	2,112,308.84
04-215-55-986-000	2019 CAPITAL ORDINANCE 10-19	-	-	-	-
04-215-55-986-001	ROAD REPAVING, MORRIS AVE.	598,690.00	608,578.38	-	(9,888.38)
04-215-55-986-002	SECTION 20 COSTS - FINANCE COSTS	11,310.00	1,421.62	-	9,888.38
		610,000.00	610,000.00	-	-
04-215-55-987-000	2020 CAPITAL ORDINANCE 4-20	-	-	-	-
04-215-55-987-001	FIRE AIR PACK REPLACEMENTS	41,673.00	41,673.00	-	-
04-215-55-987-002	FIRE AIR BOTTLE REPLACEMENTS	48,852.00	48,852.00	-	-
04-215-55-987-003	PUB WKS 52" MOWER	13,500.00	13,500.00	-	-
04-215-55-987-004	PUB WKS HYDRANT REPLACEMENT	15,000.00	-	-	15,000.00
04-215-55-987-005	PUB WKS ROAD REPAVING, CURBS & SIDEWALKS	111,247.00	105,594.55	-	5,652.45
04-215-55-987-006	PUB WKS IMPROV. TO STORMWATER DRAINAGE	10,000.00	-	-	10,000.00
04-215-55-987-007	POLICE RETROFIT POLICE VEHICLE	15,000.00	14,528.25	-	471.75
04-215-55-987-008	FIRE COMMAND VEHICLE	40,000.00	36,111.00	3,825.00	64.00
04-215-55-987-009	FIRE RETROFIT COMMAND VEHICLE	10,000.00	10,000.00	-	-
04-215-55-987-010	PUB WKS 2 MASON DUMP TRUCKS	135,000.00	135,000.00	-	-
04-215-55-987-011	ENGINEERING SECTION 20 COSTS	10,000.00	9,999.99	-	0.01
04-215-55-987-012	FINANCE SECTION 20 COSTS	30,571.00	30,571.00	-	-

Capital Ordinances

Activity to 09/30/2022

* ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)

Matching: 0421555982000 to 0421555992999

Account Number	Description	Budget	Activity	Encumbered	Balance
04-215-55-987-013	PUB WKS CONDIT ROAD	250,000.00	227,992.39	-	22,007.61
04-215-55-987-014	PUB WKS MORRIS AVE.	151,323.00	151,323.00	-	-
		882,166.00	825,145.18	3,825.00	53,195.82
04-215-55-988-000	2020 CAPITAL ORDINANCE 7-20	-	-	-	-
04-215-55-988-001	PUB WKS CURBS AND SIDEWALKS	6,000.00	-	-	6,000.00
		6,000.00	-	-	6,000.00
04-215-55-989-000	2020 CAPITAL ORD. 8-20 BORO HALL RENOV.	-	-	-	-
04-215-55-989-101	B.H. S&W DEMOLITION-LOWER LEVEL	20,000.00	32,419.35	-	(12,419.35)
04-215-55-989-102	B.H. S&W DEMOLITON-UPPER LEVEL	20,000.00	22,154.64	-	(2,154.64)
04-215-55-989-103	B.H. S&W DEMOLITION-ROOF	10,000.00	15,047.85	1.08	(5,048.93)
04-215-55-989-106	B.H S&W FOOTING-EXCAVATION	15,000.00	27,751.73	-	(12,751.73)
04-215-55-989-108	B.H S&W FOOTING-SLABS	30,100.00	29,017.72	-	1,082.28
04-215-55-989-109	B.H. S&W FOUNDATION-WALLS-BACK ADDITION	20,000.00	20,014.34	-	(14.34)
04-215-55-989-110	B.H. S&W FOOTING-ENTRANCE	31,600.00	37,767.08	-	(6,167.08)
04-215-55-989-111	B.H. S&W FOUNDATION-WALLS-ENTRANCE	27,600.00	26,376.86	-	1,223.14
04-215-55-989-112	B.H. S&W CMU WALLS-LOWER LEVEL	100,580.00	74,489.90	-	26,090.10
04-215-55-989-113	B.H. S&W CMUWALLS-UPPER LEVEL	100,698.00	20,579.05	-	80,118.95
04-215-55-989-114	B.H. S&W WATERPROOFING-FOUNDATION WALL	4,820.00	4,647.46	-	172.54
04-215-55-989-115	B.H. S&W TPO ROOF	52,000.00	28,990.20	-	23,009.80
04-215-55-989-116	B.H. S&W METAL STUD WALLS-UPPER LEVEL	114,462.00	84,421.07	-	30,040.93
04-215-55-989-117	B.H. S&W INSTALL DOOR'S FRAMES-UPPER	7,000.00	7,940.22	-	(940.22)
04-215-55-989-118	B.H. S&W METAL STUDS WALLS-LOWER LEVEL	96,231.00	41,452.31	-	54,778.69
04-215-55-989-119	B.H. S&W INSTALL DOOR'S FRAME-LOWER	9,400.00	6,426.01	-	2,973.99
04-215-55-989-120	B.H. S&W STONE VENEER	74,300.00	418.01	-	73,881.99
04-215-55-989-121	B.H. S&W EXTENDED ROOF WALL	61,200.00	57,396.09	-	3,803.91
04-215-55-989-122	B.H. S&W CEMENT FIBER SIDING	82,250.00	-	-	82,250.00
04-215-55-989-123	B.H. S&W CEILINGS	35,250.00	-	-	35,250.00
04-215-55-989-124	B.H. S&W INSULATION	33,500.00	1,367.17	-	32,132.83
04-215-55-989-125	B.H. S&W STUCCO	48,600.00	4,575.71	-	44,024.29
04-215-55-989-126	B.H. S&W DOORS	16,550.00	376.21	-	16,173.79
04-215-55-989-127	B.H. S&W SECURITY DOOR	3,000.00	-	-	3,000.00
04-215-55-989-128	B.H. S&W GARAGE DOOR	2,800.00	-	-	2,800.00
04-215-55-989-129	B.H. S&W WINDOWS-STORE FRONT	46,300.00	8,004.89	-	38,295.11
04-215-55-989-130	B.H. S&W WINDOWS SUN SHADES	25,000.00	1,139.96	-	23,860.04

Capital Ordinances

Activity to 09/30/2022

* ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)

Matching: 0421555982000 to 0421555992999

Account Number	Description	Budget	Activity	Encumbered	Balance
04-215-55-989-131	B.H. S&W ELEVATOR	-	1,509.37	-	(1,509.37)
04-215-55-989-132	B.H. S&W ELECTRIC	160,000.00	71,824.98	-	88,175.02
04-215-55-989-133	B.H. S&W PLUMBING	125,000.00	75,519.46	-	49,480.54
04-215-55-989-134	B.H. S&W HVAC	165,000.00	122,041.66	-	42,958.34
04-215-55-989-135	B.H. S&W ALARMS	21,200.00	-	12,564.25	8,635.75
04-215-55-989-137	B.H. S&W STAIRS AND RAILINGS	31,000.00	6,816.38	-	24,183.62
04-215-55-989-138	B.H. S&W FLOORS	91,100.00	23,286.00	-	67,814.00
04-215-55-989-139	B.H. S&W MENS AND WOMENS LACKER ROOMS	3,100.00	-	-	3,100.00
04-215-55-989-141	B.H. S&W 7 BATHROOMS 2 JANITOR 2 LOCKER	53,600.00	-	-	53,600.00
04-215-55-989-142	B.H. S&W SITE WORK	20,000.00	36,526.49	-	(16,526.49)
04-215-55-989-145	B.H. S&W MISCELLANEOUS	-	15,022.34	-	(15,022.34)
04-215-55-989-146	B.H. S&W MILLWORK	58,700.00	-	-	58,700.00
04-215-55-989-147	B.H. S&W STRUCTURAL STEEL	22,500.00	102,804.01	-	(80,304.01)
04-215-55-989-148	B.H. S&W CORRDIATION OF WORK	34,000.00	37,646.16	-	(3,646.16)
04-215-55-989-151	B.H. S&W OTHER/RELOCATION/GENERATO	-	6,839.15	-	(6,839.15)
04-215-55-989-155	B.H. S&W ADMINISTRATIVE ASSISTANT	20,000.00	35,212.29	-	(15,212.29)
04-215-55-989-170	B.H. S&W CONTINGENCY	10,109.82	18,910.34	-	(8,800.52)
04-215-55-989-204	B.H. O/E DEMOLITON - CONTAINERS	11,000.00	5,912.15	-	5,087.85
04-215-55-989-205	B.H. O/E DEMOLITON - EQUIPMENT	10,000.00	1,024.05	-	8,975.95
04-215-55-989-207	B.H. O/E EQUIPMENT - RENTAL	6,000.00	4,297.34	1,600.00	102.66
04-215-55-989-208	B.H. O/E FOOTING - SLABS	15,790.00	25,789.94	-	(9,999.94)
04-215-55-989-209	B.H. O/E FOUNDATION - WALLS - BACK ADDITÿ	6,000.00	6,817.29	-	(817.29)
04-215-55-989-210	B.H. O/E FOOTING - ENTRANCE	13,375.00	12,464.41	-	910.59
04-215-55-989-211	B.H. O/E FOUNDTION - WALLS - ENTRANCE	14,600.00	13,116.82	-	1,483.18
04-215-55-989-212	B.H. O/E CMU WALLS - LOWER LEVEL	18,200.00	11,612.55	471.11	6,116.34
04-215-55-989-213	B.H. O/E CMU WALLS - UPPER LEVEL	12,850.00	4,952.29	-	7,897.71
04-215-55-989-214	B.H O/E WATERPROOFING FOUNDATION WALL	4,400.00	3,932.84	-	467.16
04-215-55-989-215	B.H O/E TPO ROOF	145,010.00	121,647.03	27,911.56	(4,548.59)
04-215-55-989-216	B.H. O/E METAL STUD WALLS - UPPER LEVEL	35,300.00	48,342.15	10,656.07	(23,698.22)
04-215-55-989-218	B.H. O/E METAL STUDS WALLS - LOWER LEVELÿ	28,006.00	32,138.74	5,425.97	(9,558.71)
04-215-55-989-220	B.H. O/E STONE VENEER	28,000.00	-	-	28,000.00
04-215-55-989-221	B.H. O/E EXTENDED ROOF WALL	14,800.00	16,084.56	-	(1,284.56)
04-215-55-989-222	B.H. O/E CEMENT FIBER SIDING	53,350.00	-	-	53,350.00
04-215-55-989-223	B.H. O/E CEILINGS	12,100.00	233.10	-	11,866.90
04-215-55-989-224	B.H. O/E INSULATION	32,420.00	21,156.29	4,985.81	6,277.90
04-215-55-989-225	B.H. O/E STUCCO	8,100.00	2,799.23	1,184.88	4,115.89
04-215-55-989-226	B.H. O/E DOORS	94,250.00	49,371.33	22,080.06	22,798.61
04-215-55-989-227	B.H. O/E SECURITY DOOR	7,000.00	9,783.72	-	(2,783.72)
04-215-55-989-228	B.H. O/E GARAGE DOOR	4,000.00	-	-	4,000.00
04-215-55-989-229	B.H. O/E WINDOWS - STORE FRONT	144,000.00	3,839.93	117,643.04	22,517.03

Capital Ordinances

Activity to 09/30/2022

*ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)

Matching: 0421555982000 to 0421555992999

Account Number	Description	Budget	Activity	Encumbered	Balance
04-215-55-989-230	B.H. O/E WINDOWS SUN SHADES	80,000.00	117.08	1,481.95	78,400.97
04-215-55-989-231	B.H. O/E ELEVATOR	110,000.00	72,604.83	34,775.00	2,620.17
04-215-55-989-232	B.H. O/E ELECTRIC	220,209.20	58,062.88	32,315.52	129,830.80
04-215-55-989-233	B.H. O/E PLUMBING	72,089.00	43,929.30	3,562.84	24,596.86
04-215-55-989-234	B.H. O/E HVAC	220,000.00	149,844.92	25,210.27	44,944.81
04-215-55-989-235	B.H. O/E ALARMS	24,299.98	-	-	24,299.98
04-215-55-989-236	B.H. O/E PAINTING	35,000.00	-	-	35,000.00
04-215-55-989-237	B.H. O/E STAIRS AND RAILINGS	37,039.00	27,546.00	7,692.27	1,800.73
04-215-55-989-238	B.H. O/E FLOORS	79,600.00	20,825.90	1,250.00	57,524.10
04-215-55-989-239	B.H. O/E MENS AND WOMENS LOCKER ROOMS	13,100.00	-	-	13,100.00
04-215-55-989-241	B.H. O/E 7 BATHROOMS 2 JANITOR 2 LOCKER	31,400.00	900.00	-	30,500.00
04-215-55-989-242	B.H. O/E SITE WORK	20,000.00	13,546.50	1,000.00	5,453.50
04-215-55-989-243	B.H. O/E RENTAL CONSTR. EQUIP & PURCHASE	120,000.00	53,386.81	8,616.04	57,997.15
04-215-55-989-244	B.H. O/E OSHA - SAFETY EQUIPMENT	12,000.00	3,086.78	-	8,913.22
04-215-55-989-245	B.H. O/E MISCELLANEOUS	125,000.00	46,446.98	8,316.84	70,236.18
04-215-55-989-246	B.H. O/E MILLWORK	15,000.00	-	-	15,000.00
04-215-55-989-247	B.H. O/E STRUCTURAL STEEL	63,061.00	99,540.09	25,378.75	(61,857.84)
04-215-55-989-249	B.H. O/E FURNITURE	81,100.00	-	-	81,100.00
04-215-55-989-250	B.H. O/E IT/TECH	69,000.00	7,389.21	8,750.00	52,860.79
04-215-55-989-251	B.H. O/E OTHER/RELOCATION/GENERATOR	108,000.00	125,605.91	9,850.00	(27,455.91)
04-215-55-989-252	B.H. O/E ARCHITECT	171,000.00	162,257.03	8,742.97	-
04-215-55-989-253	B.H. O/E ENGINEERING	25,000.00	27,970.45	-	(2,970.45)
04-215-55-989-254	B.H. O/E FINANCE	30,000.00	15,837.59	-	14,162.41
04-215-55-989-270	B.H. O/E CONTINGENCY	79,000.00	-	10,544.00	68,456.00
04-215-55-989-301	B.H. S&W Unantic. Added Stair & Roof Drains	-	-	-	-
04-215-55-989-303	B.H. S&W Unantic. Structural steel added labor	-	-	-	-
04-215-55-989-304	B.H. S&W Unantic. Painting the Electric Room	-	-	-	-
04-215-55-989-305	B.H. S&W Unantic. Snow Removal	-	-	-	-
04-215-55-989-306	B.H. S&W Unantic. Defrosting steal deck on roof	-	-	-	-
04-215-55-989-307	B.H. S&W Unantic. Relocating the square tubing	-	(0.01)	-	0.01
04-215-55-989-308	S&W UNANTIC. - RELOC.TRANS. SWITCH FROM GEN & COND	-	-	-	-
		4,463,000.00	2,430,946.47	392,010.28	1,640,043.25
04-215-55-991-000	2021 CAPTIAL ORDINANCE 10-21	-	-	-	-
04-215-55-991-001	ARMORED PLATE CARRIERS	10,511.00	493.87	9,251.13	766.00
04-215-55-991-002	AIR PACK REPLACEMENTS	76,951.00	76,704.10	-	246.90
04-215-55-991-003	TWO SALTERS	10,000.00	11,738.80	-	(1,738.80)
04-215-55-991-004	CHIPPER	55,000.00	57,639.56	-	(2,639.56)

Capital Ordinances

Activity to 09/30/2022

* ACTIVITY = Budget - (Balance + Encumbered) (You can include the break out by journal from the report options)

Matching: 0421555982000 to 0421555992999

Account Number	Description	Budget	Activity	Encumbered	Balance
04-215-55-991-005	TRACK HOE	150,000.00	85,784.21	-	64,215.79
04-215-55-991-006	ELECTRONIC MESSAGE BOARD	15,000.00	15,000.00	-	-
04-215-55-991-007	ROAD REPAVING - NORTH GLEN	228,901.00	236,140.64	-	(7,239.64)
04-215-55-991-008	DO NOT USE!!!!ROAD REPAVING - OTHER	180,561.00	175,172.80	-	5,388.20
04-215-55-991-009	DRAINAGE IMPROVEMENTS	100,000.00	80,752.21	-	19,247.79
04-215-55-991-010	RETROFIT POLICE VEHICLE	15,000.00	15,000.00	-	-
04-215-55-991-011	TRAFFIC LIGHT POCONO/N. POCONO	104,000.00	103,892.50	-	107.50
04-215-55-991-012	ENGINEERING GRUNDENS POND	59,570.00	-	57,650.00	1,920.00
04-215-55-991-013	WATER METER REPLACEMENT PROG.	745,000.00	103,170.72	614,914.28	26,915.00
04-215-55-991-014	ENGINEERING - SECTION 20	10,000.00	9,044.11	-	955.89
04-215-55-991-015	FINANCE - SECTION 20	73,743.00	13,972.52	-	59,770.48
		1,834,237.00	984,506.04	681,815.41	167,915.55
04-215-55-992-000	2022 CAPITAL ORDINANCE 2-22	-	-	-	-
04-215-55-992-001	MOBILE VIDEO RECORDERS	50,000.00	-	13,495.00	36,505.00
04-215-55-992-002	TURNOUT GEAR	15,000.00	14,112.48	-	887.52
04-215-55-992-003	ELECTRONIC MESSAGE BOARD	5,000.00	5,000.00	-	-
04-215-55-992-004	BRINE MACHINE/HOLDING TANK	30,000.00	-	21,953.80	8,046.20
04-215-55-992-005	BRINE SPRAYING TANK	10,000.00	-	-	10,000.00
04-215-55-992-006	ROAD REPAVING - INTERVALE RD.	481,000.00	13,258.76	396,370.70	71,370.54
04-215-55-992-007	ROAD REPAVING - OTHER	250,187.00	8,745.33	217,555.00	23,886.67
04-215-55-992-008	CHIEF'S VEHICLE & RETROFIT	60,000.00	-	5,642.46	54,357.54
04-215-55-992-009	ELECTRIC - SCHOOL RES. OFFIC. VEHICLE	60,000.00	-	-	60,000.00
04-215-55-992-010	RETROFIT 2 POLICE VEHICLES	30,000.00	-	30,000.00	-
04-215-55-992-011	2 FORD F-350 TRUCKS	80,000.00	-	-	80,000.00
04-215-55-992-012	WATER UTILITY TRUCK	70,000.00	-	-	70,000.00
04-215-55-992-013	DPW BATHROOM RENOVATION	15,000.00	-	-	15,000.00
04-215-55-992-014	TENNIS COURT REN. & FENCING	80,000.00	-	-	80,000.00
04-215-55-992-015	ENGINEERING - SECTION 20 COSTS	10,000.00	692.80	-	9,307.20
04-215-55-992-016	FINANCE - SECTION 20 COSTS	47,385.00	-	-	47,385.00
		1,293,572.00	41,809.37	685,016.96	566,745.67
TOTALS		16,593,831.00	9,981,501.29	1,774,153.94	4,838,175.77



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,

Lead Line Notification Letter – The final version of the communication is attached and has been transmitted to the printer. We expect it to go out in the mail within the next several days.

Solid Waste Collection Changes Communication – The final version of this communication is also attached and has been transmitted to the printer. We expect this will also go out within the next several days.

Open Next Steps

New:

- Halsey Field Water Fountain Leak – The fountain and related water line has been turned off and is awaiting repair.

Continued:

- 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

Lead Line Communication



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

Resident
Mountain Lakes, NJ 07046

Re: Notice of Lead Service Line Material

In 2021 the State of New Jersey enacted a law (P.L.2021, Ch.183) requiring all community water systems to replace lead and galvanized steel service lines in their service area within 10 years. Under the law, the Borough of Mountain Lakes Water Department is required to notify customers, non-paying consumers, and any off-site property owners (e.g., landlords) when it is suspected they may be served by a lead or galvanized steel service line. *See definition of Lead Service Line, which includes galvanized steel service lines, at the bottom of this letter.*

Our most recent service line inventory (available at <https://mtnlakes.org/service-line-info>) indicates that the above address may have a **galvanized steel service line**. The information in our inventory is based on an examination of property records, not a physical inspection. To confirm which properties have lead or galvanized steel service lines, a physical inspection of service lines will be completed in 2023 in coordination with the Borough's water meter replacement project.

The Borough will begin replacing lead and galvanized service lines once physical inspections are completed. Updated information about this multi-year project will be communicated as work progresses and will be available at <https://mtnlakes.org/service-line-info>. If you are planning to replace your service line on your own, please contact the Borough's Water Department (973-334-3131, extension 2303) prior to replacement so that we can coordinate our efforts.

The Borough recognizes that residents may have concerns after receiving this notification. Lead test kits for drinking water are available for purchase at a variety of retailers and may be a good option for residents who wish to self-test their water. Residents are encouraged to contact the Borough of Mountain Lakes Water Department at 973-334-3131, extension 2303, with any questions or concerns.

Please share this information with all other people who consume this water at this address, especially those who may not have received this notice directly (for example, people in nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

Please Note: The owner or operator (e.g., landlord) of a multi-unit dwelling (e.g., apartment building) must distribute this information to every resident. Delivery of a hard copy of the notice must be done by hand, or mail, and by posting the information in a conspicuous location in the common area of each dwelling.

For the purposes of this law (P.L.2021, Ch.183), “Lead Service line” is defined as a water supply connection that is made of, or lined with, a material consisting of lead, and which connects a water main to a building inlet. A lead pigtail, lead gooseneck, or other lead fitting shall be considered to be a lead service line, regardless of the composition of the service line or other portions of piping to which such piece is attached. A galvanized service line shall be considered to be a lead service line.

A service line is a portion of pipe that connects the water main to the building inlet as seen in the photo below. Ownership of the service line varies by water system, but for the Borough of Mountain Lakes, the service line is owned in part by the water system and in part by the property owner. The service line materials on both the water system side and the property owner side may contain lead or galvanized steel.

This notice is being sent to you by the Borough of Mountain Lakes Water Department. State Water System ID#: NJ1425001

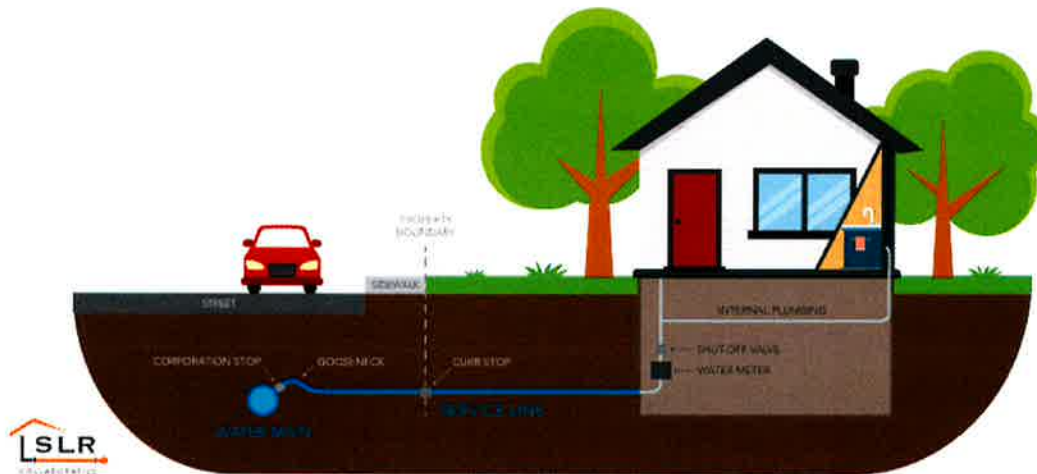


Image from: Lead Service Line Replacement Collaborative (2021)

Date distributed: 11/21/2022

Health Effects of Lead

Lead can cause serious health problems if too much enters your body from drinking water or other sources. It can cause damage to the brain and kidneys and can interfere with the production of red blood cells that carry oxygen to all parts of your body. The greatest risk of lead exposure is to infants, young children, and pregnant women. Scientists have linked the effects of lead on the brain with lowered IQ in children. Adults with kidney problems and high blood pressure can be affected by low levels of lead more than healthy adults. Lead is stored in the bones, and it can be released later in life. During pregnancy, the child receives lead from the mother's bones, which may affect brain development. Contact your local health department or healthcare provider to find out how you can get your child tested for lead if you are concerned about lead exposure. You can find out more about how to get your child tested and how to pay for it at <https://www.state.nj.us/health/childhoodlead/testing.shtml>.

Sources of Lead in Drinking Water

Although most lead exposure occurs from inhaling dust or from contaminated soil, or when children eat paint chips, the U.S. Environmental Protection Agency (USEPA) estimates that 10 to 20 percent of human exposure to lead may come from lead in drinking water. Infants who consume mostly mixed formula can receive 40 percent to 60 percent of their exposure to lead from drinking water. Lead is rarely found in the source of your drinking water but enters tap water through corrosion, or wearing away, of materials containing lead in the water distribution system and household plumbing materials. These materials include lead-based solder used to join copper pipes, brass, and chrome-brass faucets, and in some cases, service lines made of or lined with lead.

New brass faucets, fittings, and valves, including those advertised as "lead-free", may still contain a small percentage of lead, and contribute lead to drinking water. The law currently allows end-use brass fixtures, such as faucets, with up to 0.25 percent lead to be labeled as "lead free". However, prior to January 4, 2014, "lead free" allowed up to 8 percent lead content of the wetted surfaces of plumbing products including those labeled National Sanitation Foundation (NSF) certified. Visit the NSF website at www.nsf.org to learn more about lead containing plumbing fixtures. Consumers should be aware of this when choosing fixtures and take appropriate precautions.

When water stands in lead service lines, lead pipes, or plumbing systems containing lead for several hours or more, the lead may dissolve into your drinking water. This means the first water drawn from the tap in the morning, or later in the afternoon if the water has not been used all day, can contain fairly high levels of lead.

Steps You Can Take to Reduce Exposure to Lead in Drinking Water

For a full list of steps visit: <https://www.state.nj.us/dep/watersupply/dwc-lead-consumer.html>

1. **Run the cold water to flush out lead.** Let the water run from the tap before using it for drinking or cooking any time the water in the faucet has gone unused for more than six hours. The longer the water resides in plumbing the more lead it may contain. Flushing the tap means running the cold-water faucet. Let the water run from the cold-water tap based on the length of the lead service line and the plumbing configuration in your home. In other words, the larger the home or building and the greater the distance to the water main (in the street), the more water it will take to flush properly. Although toilet flushing or showering flushes water through a portion of the plumbing system, you still need to flush the water in each faucet before using it for drinking or cooking. Flushing tap water is a simple and inexpensive measure you can take to protect your health. It usually uses less than one gallon of water.

2. **Use cold, flushed water for cooking and preparing baby formula.** Because lead from lead-containing plumbing materials and pipes can dissolve into hot water more easily than cold water, never drink, cook, or prepare beverages including baby formula using hot water from the tap. If you have not had your water sampled or if you know, it is recommended that bottled or filtered water be used for drinking and preparing baby formula. If you need hot water, draw water from the cold tap and then heat it.
3. **Do not boil water to remove lead.** Boiling water will not reduce lead; however, it is still safe to wash dishes and do laundry. Lead will not soak into dishware or most clothes.
4. **Use alternative sources or treatment of water.** You may want to consider purchasing bottled water or a water filter. Read the package to be sure the filter is approved to reduce lead or contact NSF International at 800-NSF-8010 or www.nsf.org for information on performance standards for water filters.
5. **Determine if you have interior lead plumbing or solder.** If your home/building was constructed prior to 1987, it is important to determine if interior lead solder or lead pipes are present. You can check yourself, hire a licensed plumber, or check with your landlord.
6. **Replace plumbing fixtures and service lines containing lead.** Replace brass faucets, fittings, and valves that do not meet the current definition of "lead free" from 2014 (as explained above). Visit the NSF website at www.nsf.org to learn more about lead containing plumbing fixtures. If you are planning to replace your lead service line, contact us at 973-334-3131, extension 2303.
7. **Remove and clean aerators/screens on plumbing fixtures.** Over time, particles and sediment can collect in the aerator screen. Regularly remove and clean aerators screens located at the tip of faucets and remove any particles.
8. **Test your water for lead.** Call us at 973-334-3131 extension 2303, to find out how to get your water tested for lead. Testing is essential because you cannot see, taste, or smell lead in drinking water. The Borough of Mountain Lakes Water Department is not responsible for testing but will reimburse if sample is under the instances of a lead and/or copper action level exceedance.
9. **Get your child tested.** Contact your local health department or healthcare provider to find out how you can get your child tested for lead if you are concerned about lead exposure. New Jersey law requires that children be tested for lead in their blood at both 1 and 2 years of age and before they are 6 years old if they have never been tested before or if they have been exposed to a known source of lead.
10. **Have an electrician check your wiring.** If grounding wires from the electrical system are attached to your pipes, corrosion may be greater. Check with a licensed electrician or your local electrical code to determine if your wiring can be grounded elsewhere. DO NOT attempt to change the wiring yourself because improper grounding can cause electrical shock and fire hazards.
11. **Water softeners and reverse osmosis units** will remove lead from water but can also make the water more corrosive to lead solder and plumbing by removing certain minerals; therefore, the installation of these treatment units at the point of entry into homes with lead plumbing should only be done under supervision of a qualified water treatment professional.

Trash and Recycling Communication



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

Borough of Mountain Lakes Trash & Recycling Services Effective January 1, 2023

Effective January 1, the Borough's new solid waste contract will go into effect. Below is a description of our new trash and recycling services. Several factors, including resident input, cost, ease and quality of services, sustainability, and community aesthetics, were considered in developing the Borough's new solid waste program. Thank you to our residents for your valuable feedback on our Solid Waste Survey and to the Solid Waste Advisory Committee for working with the Borough on this important task.

AT A GLANCE

- Weekly trash and recyclables collection will continue to be a homeside service.
- The green bag program is being eliminated. There will be a standard trash allotment instead.
- There will be a sticker system for disposal of excess trash.
- Residents who currently have Friday collection of trash and recyclables will move to Wednesday or Thursday collection.
- If residents have extra green bags, they can use them instead of a sticker to dispose of excess trash or sell them back to the Borough through May 2023.
- Recyclables collection will move to an alternating week schedule: Cardboard & Paper collected one week; Plastics, Glass & Metals (Commingled) collected the next week.
- Quarterly Curbside Bulk Trash Collection is a new service that will replace the twice/year bulk trash days at the DPW Recycling Center.

ELIMINATION OF GREEN BAG PROGRAM. STANDARD TRASH ALLOTMENT.

Starting in January, green bags will no longer be required for trash disposal. Instead, place your trash into any trash bags you choose, with a standard weekly allotment per household equivalent to two standard-sized trash cans (approx. 30-35 gallons in size), not exceeding fifty pounds each.

If you have extra green bags and want to sell them back to the Borough, there will be a buy-back program for unused rolls of bags (no single bags!) at Borough Hall through May 2023.



STICKER PROGRAM FOR EXCESS TRASH.

If you have trash in excess of the standard allotment, you may continue to use any green bags you have on hand to dispose of it or purchase stickers from Borough Hall. Stickers will cost \$2.50 each. One sticker is required for each extra bag of trash (max 50lbs each bag). Place the sticker on the top of your bag so it is visible.



TRASH & RECYCLABLES COLLECTION DAY CHANGES.

Solid waste collection will move to a 4 day/week schedule. **This change only affects residents whose current pick-up day is Friday.** See enclosed map for your collection schedule.

- If your current collection day is FRIDAY and you live east of the Boulevard, your new collection day will be WEDNESDAY
- If your current collection day is FRIDAY and you live west of the Boulevard, your new collection day will be THURSDAY

ALTERNATING WEEK COLLECTION OF RECYCLABLES.

The Borough is moving to a new collection schedule for recyclables. Paper & Cardboard will be picked up one week; Plastics, Glass & Metals (Commingled) will be picked up the following week. Moving to this new schedule will save taxpayer dollars (by making collection more efficient) and reduce the contamination of recyclables (which makes them more valuable to the Borough). The Borough Recycling Center is an option for dropping off recyclables between collection days. See enclosed calendar for your 2023 collection schedule.

NEW SERVICE: QUARTERLY CURB-SIDE BULK TRASH COLLECTION

The Borough is adding quarterly curb-side bulk trash collection as a new service. More details, including the 2023 bulk trash collection schedule, will be shared in the new year. This service will replace the twice/year Bulk Trash Days at the Borough's Recycling Center.

QUESTIONS? Visit www.mtnlakes.org/recycle to learn more or contact the Mountain Lakes Department of Public Works at 973-334-1577.

HomeSide Recycling Collection

Recyclables (along with your regular trash) should be put out for pickup by 7AM on your weekly collection day by the side of your home or garage in the appropriate containers. Contaminated recycling can cause an entire load of recyclables to be rejected, at a significant cost to Borough taxpayers, so please follow these guidelines carefully.

**Do not put
recyclables
in plastic
bags!**

When in Doubt, Throw It Out!

Plastics, Glass & Metals (Commingled)

Plastic, glass & metal recyclables can be mixed together and placed in a rigid reusable container such as a recycling bin or garbage can. Each container should be no more than 50 pounds in weight or 30-35 gallons in size. Recyclables must be clean, empty & dry.

- ✓ **#1, #2, #5 Plastics:** Plastic bottles, jars, jugs & other rigid plastic containers. Flatten your plastic containers to save space. No lids!
- ✓ **Glass:** Clear, amber & green bottles and jars
- ✓ **Metals:** Metal cans, can lids, bottle caps, clean aluminum dishes & foil
- ✓ **Aseptics:** Milk cartons & juice boxes
- ✗ **UNACCEPTABLE Items:** Plastic bags, plastic wrap, plastic lids, windowpanes, mirrors, ceramics, pyrex, drinking glasses, aerosol cans and VCR/VHS tapes.



Paper & Cardboard

All paper & small cardboard must be placed in a recycling bin or paper bag, or tied in small bundles. Corrugated cardboard must be **FLATTENED**. Large pieces of cardboard may be placed outside of your recycling container.

- ✓ Corrugated Cardboard (flattened)
- ✓ Newspapers, magazines, junk mail, and clean paper bags
- ✓ Envelopes with or without windows
- ✓ Cracker, cereal & frozen food boxes
- ✓ Manila folders & spiral notebooks
- ✓ Sticky notes, postcards & greeting cards
- ✓ Non-metallic wrapping paper
- ✗ **UNACCEPTABLE Items:** Shredded office paper, food contaminated paper, including **greasy pizza boxes**, Tetra Pak cartons, padded envelopes, waxed cardboard & paper, paper towel & napkins, tissue paper, metallic wrapping paper, blueprint paper, construction paper, self-adhesive labels.



Visit <http://www.mtnlakes.org/recycle> to learn more.

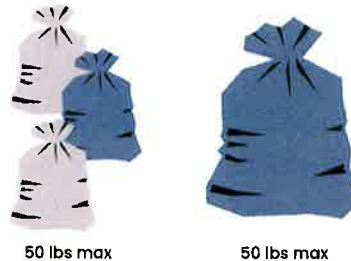
HomeSide Trash Collection

Household trash (along with your recyclables) should be put out for pickup by 7AM on your weekly collection day by the side of your home or garage in the appropriate containers. Starting January 2023, green bags will no longer be required for trash disposal. Instead, place your trash into any trash bags you choose, with a standard weekly allotment per household equivalent to two standard-sized trash cans (approximately 30-35 gallons in size), not exceeding fifty pounds each.

The standard trash allotment per household is two 30-35 gallon cans, weighing a max of 50 pounds each

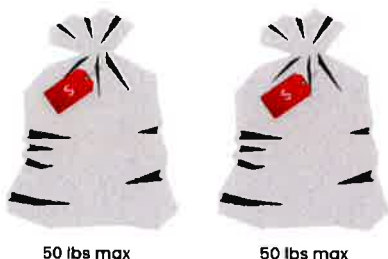


Trash bags do not need to be put in a garbage can, but need to meet these same weight restrictions



STICKER PROGRAM FOR EXCESS TRASH: If you have trash in excess of the standard allotment, you may continue to use any green bags you have on hand to dispose of it or purchase stickers from Borough Hall. Stickers cost \$2.50 each. One sticker is required for each extra bag of trash (max 50lbs per bag). Place the sticker on your bag visibly.

If you have trash in excess of the standard allotment, you can purchase stickers from the Borough to dispose of it



You also can use any green bags you still have on hand (instead of a sticker) to dispose of excess trash





BOROUGH OF MOUNTAIN LAKES 2023 RECYCLING PICKUP CALENDAR

This calendar is also available at www.mtnlakes.org/recycle.



PLASTICS, GLASS & METALS (COMMINGLED)



These recyclables may be mixed together & placed in a rigid reusable container such as a recycling bin or garbage can. RECYCLABLES MUST BE CLEAN, EMPTY & DRY.
Put your Commingled Recyclables out for collection on the brown week.

PAPER & CARDBOARD

Place these recyclables in a recycling bin or paper bag, or tie in small bundles. Corrugated cardboard must be FLATTENED.
Put your Paper & Cardboard recyclables out for collection on the blue week.



JANUARY 2023

	S	M	T	W	T	F	S
Paper	1	2	3	4	5	6	7
Commingled	8	9	10	11	12	13	14
Paper	15	16	17	18	19	20	21
Commingled	22	23	24	25	26	27	28
Paper	29	30	31				

FEBRUARY 2023

	S	M	T	W	T	F	S
Paper				1	2	3	4
Commingled	5	6	7	8	9	10	11
Paper	12	13	14	15	16	17	18
Commingled	19	20	21	22	23	24	25
Paper	26	27	28				

MARCH 2023

	S	M	T	W	T	F	S
Paper				1	2	3	4
Commingled	5	6	7	8	9	10	11
Paper	12	13	14	15	16	17	18
Commingled	19	20	21	22	23	24	25
Paper	26	27	28	29	30	31	

APRIL 2023

	S	M	T	W	T	F	S
Paper							1
Commingled	2	3	4	5	6	7	8
Paper	9	10	11	12	13	14	15
Commingled	16	17	18	19	20	21	22
Paper	23	24	25	26	27	28	29
Commingled	30						

MAY 2023

	S	M	T	W	T	F	S
Commingled		1	2	3	4	5	6
Paper	7	8	9	10	11	12	13
Commingled	14	15	16	17	18	19	20
Paper	21	22	23	24	25	26	27
Commingled	28	29	30	31			

JUNE 2023

	S	M	T	W	T	F	S
Commingled					1	2	3
Paper	4	5	6	7	8	9	10
Commingled	11	12	13	14	15	16	17
Paper	18	19	20	21	22	23	24
Commingled	25	26	27	28	29	30	

JULY 2023

	S	M	T	W	T	F	S
Commingled							1
Paper	2	3	4	5	6	7	8
Commingled	9	10	11	12	13	14	15
Paper	16	17	18	19	20	21	22
Commingled	23	24	25	26	27	28	29
Paper	30	31					

AUGUST 2023

	S	M	T	W	T	F	S
Paper				1	2	3	4
Commingled	6	7	8	9	10	11	12
Paper	13	14	15	16	17	18	19
Commingled	20	21	22	23	24	25	26
Paper	27	28	29	30	31		

SEPTEMBER 2023

	S	M	T	W	T	F	S
Paper							1
Commingled	3	4	5	6	7	8	9
Paper	10	11	12	13	14	15	16
Commingled	17	18	19	20	21	22	23
Paper	24	25	26	27	28	29	30

OCTOBER 2023

	S	M	T	W	T	F	S
Commingled	1	2	3	4	5	6	7
Paper	8	9	10	11	12	13	14
Commingled	15	16	17	18	19	20	21
Paper	22	23	24	25	26	27	28
Commingled	29	30	31				

NOVEMBER 2023

	S	M	T	W	T	F	S
Commingled				1	2	3	4
Paper	5	6	7	8	9	10	11
Commingled	12	13	14	15	16	17	18
Paper	19	20	21	22	23	24	25
Commingled	26	27	28	29	30		

DECEMBER 2023

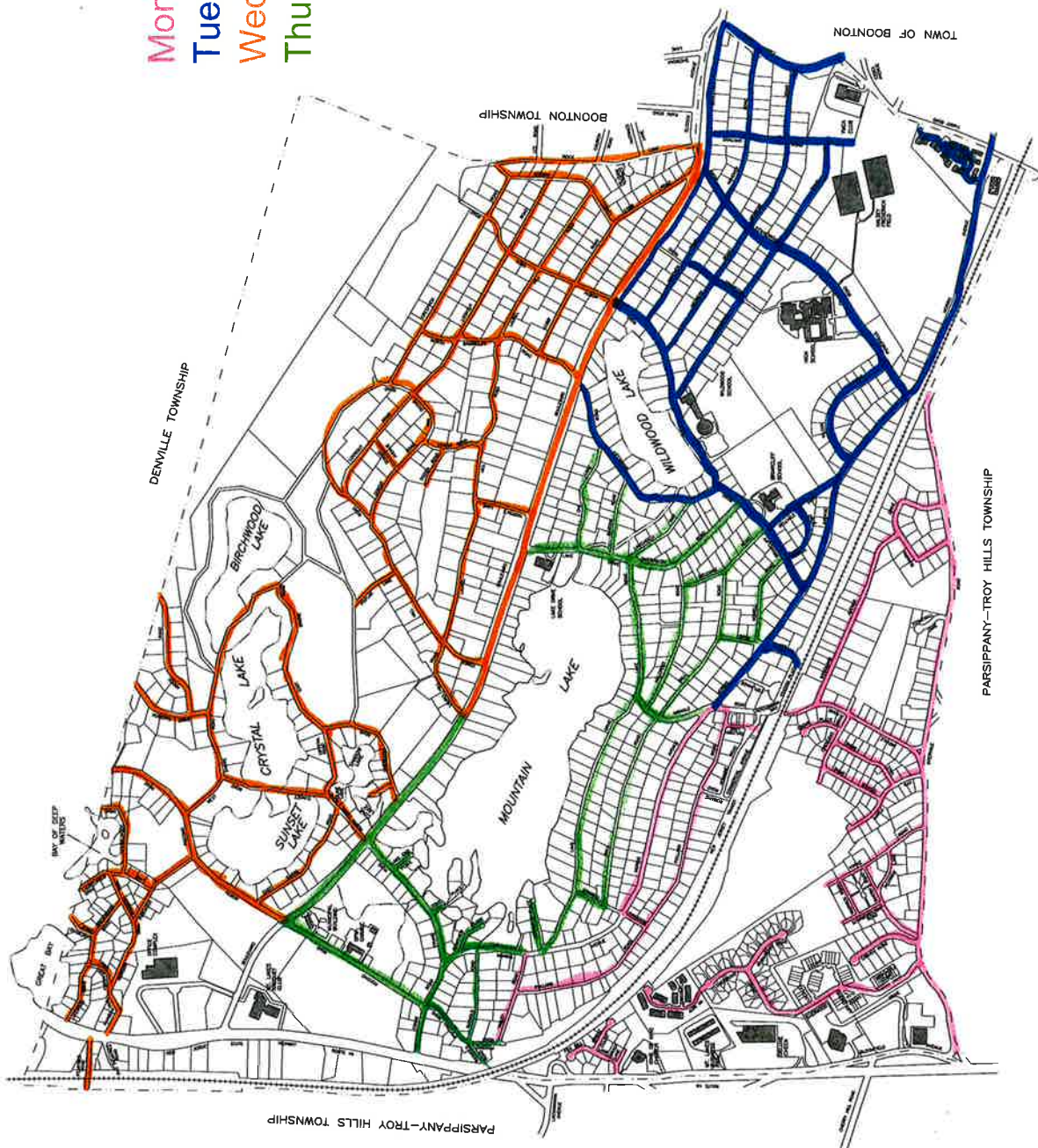
	S	M	T	W	T	F	S
Commingled							1
Paper	3	4	5	6	7	8	9
Commingled	10	11	12	13	14	15	16
Paper	17	18	19	20	21	22	23
Commingled	24	25*	26	27	28	29	30
Paper	31						

*Our only scheduled non-service day is Christmas Day.

If your normal collection day falls on 12/25, put your recyclables and trash out the next day for collection.

KEY

Monday – Pink
Tuesday – Blue
Wednesday – Orange
Thursday – Green



STREET MAP

Borough of Mountain Lakes
Morris County, New Jersey

Prepared for:
ANDERSON & DENZLER ASSOC.
Consulting Engineers
June 14, 2010

RESOLUTION AND ORDINANCE REVIEW FOR THE NOVEMBER 28, 2022 MEETING

TO: MAYOR AND COUNCIL

FROM: MITCHELL STERN, MANAGER

RESOLUTIONS

R172-22, AUTHORIZING THE EXECUTION OF GRANT AGREEMENT TO THE FY 2021 LOCAL EFFICIENCY ACHIEVEMENT PROGRAM IMPLEMENTATION GRANT AGREEMENT BETWEEN THE STATE OF NEW JERSEY, DEPARTMENT OF COMMUNITY AFFAIRS, DIVISION OF LOCAL GOVERNMENT SERVICES AND THE MOUNTAIN LAKES BOROUGH – this resolution is required to request an extension to the term period of the grant due to the Borough experiencing delays in purchase order processing and supply chain issues.

R173-22, AUTHORIZING THE RENEWAL OF NORTH JERSEY MUNICIPAL EMPLOYEE BENEFITS FUND – this resolution authorizes Employee Benefits Consulting Services Group, LLC to continue to serve as the agent responsible for the Borough's employee dental benefits. The contract amount has not change from last year and is a continuation with the same provider.

R174-22, AUTHORIZING THE TRANSFER OF APPROPRIATIONS - this resolution authorizes the CFO to transfer excess appropriations to appropriations that are insufficient to meet current needs as authorized by N.J.S.A. 40A:4-58. A complete explanation from our CFO is included with the resolution.

R175-22, SUPPORTING FEDERAL LEGISLATION TO ESTABLISH A GRANT PROGRAM TO FUND STATE AND LOCAL LAW ENFORCEMENT EFFORTS TO COMBAT AUTO THEFTS – Passage of this resolution signals Borough Council support of proposed federal legislation that will provide grant funding to help combat the current auto theft epidemic. This resolution is brought forth by Mountain Lakes Police Chief Shawn Bennett and is supported by the Borough Manager.

ORDINANCES TO INTRODUCE

None.

ORDINANCES TO ADOPT

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.

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

ORDINANCE 6-22

[illegible]

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

RESOLUTION 171-22

“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 28, 2022** and on file and available for public inspection in the Office of the Treasurer and approved by him for payment, be paid.

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CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on November 28, 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: 11/28/2022 For bills from 11/11/2022 to 11/22/2022

Check#	Vendor	Description	Payment	Check Total
21281	3861 - AMAZON CAPITAL SERVICES	PO 26075 CLERK: ORDER# 112-2665610-5697057	21.98	21.98
21282	102 - ANDERSON & DENZLER ASSOC., INC	PO 26106 OCTOBER 2022 PROFESSIONAL SERVICES	259.80	
		PO 26106 OCTOBER 2022 PROFESSIONAL SERVICES	779.40	
		PO 26106 OCTOBER 2022 PROFESSIONAL SERVICES	346.40	
		PO 26106 OCTOBER 2022 PROFESSIONAL SERVICES	8,789.00	
21283	2775 - CAPITOL SUPPLY CONSTRUC PROD, INC	PO 24671 WATER DEPARTMENT - EQUIPMENT - BLANKET	96.00	96.00
21284	3650 - CARA FOX	PO 26119 REIMBURSEMENT: NJLOM 2022 Mileage, Tolls	221.11	221.11
21285	1481 - CORE & MAIN, LP	PO 24354 FURNISH & INSTALL WATER METERS - RESO# 1	24,600.00	24,600.00
21286	2971 - DIRECT ENERGY BUSINESS	PO 26104 ACCT#: 614054 - 936656 - OCT 2022	297.42	297.42
21287	2517 - FF1 FIREFIGHTER ONE, LLC	PO 25697 FIRE DEPT: AIR PACKS	1,952.70	1,952.70
21288	859 - JCP&L	PO 26107 MASTER ACCT#200 000 574 000/ BILL DATE:	67.56	123.51
		PO 26108 M/A #200 000 054 011/ BILL DATE: NOV 7,	8.20	
		PO 26109 ACCT#100 076 421 971/ BILL PRD: 10/07 -	47.75	
		PO 26110 MAST ACCT# 200 000 021 275 / BILL DATE:	9,440.24	
		PO 26035 DECEMBER 2022 HOLIDAY CONCERT FOR SENIOR	100.00	
21289	859 - JCP&L	PO 25072 DPW - EQUIPMENT REPAIR - BLANKET	35.88	35.88
21290	4000 - KATHY PIZAR	PO 26069 DPW - VEHICLE REPAIR - BLANKET	30.61	30.61
21291	1090 - KENVIL POWER MOWER	PO 26101 FIRE DEPT: TRAINING	275.00	275.00
21292	2436 - LAKELAND AUTO PARTS	PO 26124 REIMBURSEMENT FOR THE RECYCLING CALENDAR	180.00	180.00
21293	2976 - MC DEPT. OF LAW & PUBLIC SAFETY	PO 25223 SOLID WASTE DISPOSAL - BLANKET	10,210.03	11,505.63
21294	3926 - MITCHELL STERN	PO 26085 TRASH DAY - TIPPING FEES	1,295.60	
21295	1295 - MORRIS CTY MUNICIPAL UTILITIES	PO 24833 BH: LEASE PAYMENTS FOR TEMP BORO HALL	2,575.00	
		PO 25090 JUNE - DEC 2022 MTN LAKES PUBLIC LIBRAR	26,004.25	
		PO 26102 OCTOBER 2022 LEGAL SERVICES - TAX APPEAL	345.00	
21296	4196 - MOUNTAIN LAKES REALTY, LLC	PO 26091 POLICE: VEHICLE REPAIR	183.63	183.63
21297	1394 - MTN. LAKES PUBLIC LIBRARY	PO 24656 2022 DEDICATED EFAX LINE - ACCT# 954962	32.67	32.67
21298	1472 - MURPHY MCKEON P.C.	PO 24614 POLICE: TOLLS - BLANKET 2022 - Acct# 200	41.21	41.21
21299	2397 - NAPA AUTO PARTS	PO 26105 OCT-NOV 2022 SERVICE	1,034.14	1,034.14
21300	4235 - NET2PHONE, INC.	PO 25083 2022 DENTAL PREMIUMS - GROUP 1624 - MAY	2,692.00	2,692.00
21301	3367 - NEW JERSEY EZ PASS	PO 26074 FIRE DEPT: COMMAND VEHICLE	73.00	73.00
21302	1553 - NEW JERSEY NATURAL GAS	PO 25158 2022 BORO TRAILER INTERNET SERVICES ACCT	161.08	161.08
21303	2595 - NORTH JERSEY MUNICIPAL EMPLOYEE	PO 25219 2022 POSTAGE MACHINE LEASE - ACCT# 331	448.05	448.05
21304	1754 - NORTHEAST COMMUNICATIONS, INC.	PO 25558 ACCT# 0016496903 - 2022 BLANKET-2 (6 MO	376.34	376.34
21305	3659 - OPTIMUM	PO 24852 DPW - EMERGENCY TREE REMOVAL - BLANKET	3,000.00	3,000.00
21306	4143 - PITNEY BOWES GLOBAL FINANCIAL	PO 26117 2022 HYDRO RAKING	20,000.00	20,000.00
21307	1734 - READYREFRESH BY NESTLE	PO 25232 SOLID WASTE / RECYCLING COLLECTION - 20	36,939.99	37,819.99
21308	3990 - RICH TREE SERVICE, INC.	PO 26090 TRASH DAY - DUMPSTERS	880.00	
21309	114 - SOLITUDE LAKE MANAGEMENT	PO 26073 POLICE: Uniforms Items	84.98	
21310	1981 - SUBURBAN DISPOSAL, INC	PO 25245 2022 SEWER MAINTENANCE CHARGES - BLANKET	39,416.67	
		PO 25086 2022 INTERNET SVC: A/C# 853-478-043-0001	52.33	
21311	4088 - TURN OUT UNIFORMS, INC	PO 25086 2022 INTERNET SVC: A/C# 853-478-043-0001	37.33	126.99
21312	1736 - TWP OF PARSIPPANY - TROY HILLS	PO 25086 2022 INTERNET SVC: A/C# 853-478-043-0001	37.33	
21313	2749 - VERIZON	PO 25086 2022 INTERNET SVC: A/C# 853-478-043-0001	37.33	
		PO 26098 ACCT# 882388054-00001 / OCT 05 - NOV 04	560.14	
		PO 24661 BH: RENOVATIONS - 2022 TRAILER RENTAL -	224.00	
21314	2135 - VERIZON WIRELESS			560.14
21315	4225 - WILLIAMS SCOTSMAN, INC			224.00
TOTAL				194,253.82

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	448.05			
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	243.09			
01-201-20-140-020	COMPUTER SERVICES	289.52			
01-201-20-155-020	LEGAL SERVICES - OTHER EXPENSE	345.00			
01-201-20-165-020	ENGINEERING SERVICES	779.40			
01-201-23-220-020	GROUP INSURANCE PLANS-EMPLOYEE	2,692.00			
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	137.17			
01-201-25-255-020	FIRE DEPT - OTHER EXPENSES	2,300.70			
01-201-26-290-020	STREETS & ROADS - OTHER EXP.	3,035.88			
01-201-26-305-020	SOLID WASTE - OTHER EXPENSES	49,026.79			
01-201-26-306-020	Recycling Tax	298.83			
01-201-26-310-020	BLDG & GROUNDS - MUNIC BLDG	365.36			
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	214.24			
01-201-28-370-020	PARKS & PLAYGROUNDS OTHER EXP.	100.00			
01-201-28-375-020	MAINT OF PARKS (BEACHES/LAKES)	20,000.00			
01-201-29-390-020	AID TO PUBLIC LIBRARY	26,004.25			
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	55.95			

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-31-437-020	NATURAL GAS	1,331.56			
01-201-31-440-020	TELECOMMUNICATIONS	516.70			
01-260-05-100	DUE TO CLEARING			0.00	108,184.49
TOTALS FOR	Current Fund	108,184.49	0.00	0.00	108,184.49
02-200-40-700-400	Recycling Tonnage Grant			180.00	
02-260-05-100	DUE TO CLEARING			0.00	180.00
TOTALS FOR	FEDERAL AND STATE GRANTS	0.00	0.00	180.00	180.00
04-215-55-989-000	2020 CAPITAL ORD. 8-20 BORO HALL RENOV.			2,799.00	
04-215-55-991-000	2021 CAPITAL ORDINANCE 10-21			24,600.00	
04-215-55-992-000	2022 CAPITAL ORDINANCE 2-22			8,789.00	
04-260-05-100	DUE TO CLEARING			0.00	36,188.00
TOTALS FOR	General Capital	0.00	0.00	36,188.00	36,188.00
05-201-55-520-520	Water Operating - Other Expenses	9,833.37			
05-260-05-100	DUE TO CLEARING			0.00	9,833.37
TOTALS FOR	Water Operating	9,833.37	0.00	0.00	9,833.37
07-201-55-520-520	Sewer Operating - Other Expenses	39,867.96			
07-260-05-100	DUE TO CLEARING			0.00	39,867.96
TOTALS FOR	Sewer Operating	39,867.96	0.00	0.00	39,867.96

Total to be paid from Fund 01 Current Fund	108,184.49
Total to be paid from Fund 02 FEDERAL AND STATE GRANTS	180.00
Total to be paid from Fund 04 General Capital	36,188.00
Total to be paid from Fund 05 Water Operating	9,833.37
Total to be paid from Fund 07 Sewer Operating	39,867.96
	<u>194,253.82</u>



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

Meeting Date: 11/28/2022 For bills from 11/11/2022 to 11/22/2022

Check#	Vendor	Description	Payment	Check Total
5505	3878 - PAUL ZIMMERMAN FOUNDRIES	PO 25896 HPC: HOUSE PLAQUE - 34 COBB RD	255.50	255.50
	TOTAL			255.50

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
33-101-01-001-001	CASH - RECREATION			0.00	255.50
33-600-00-090-000	Recreation Trust Reserves			255.50	
TOTALS FOR	Recreation Trust	0.00	0.00	255.50	255.50

Total to be paid from Fund 33 Recreation Trust

255.50

255.50

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

RESOLUTION 172-22

“RESOLUTION AUTHORIZING THE EXECUTION OF GRANT AGREEMENT TO THE FY 2021 LOCAL EFFICIENCY ACHIEVEMENT PROGRAM IMPLEMENTATION GRANT AGREEMENT BETWEEN THE STATE OF NEW JERSEY, DEPARTMENT OF COMMUNITY AFFAIRS, DIVISION OF LOCAL GOVERNMENT SERVICES AND THE MOUNTAIN LAKES BOROUGH”

WHEREAS, the State of New Jersey has allocated \$2.0 million in Local Efficiency Achievement Program (LEAP) funds to promote shared service initiatives among peer local school units across New Jersey; and

WHEREAS, on May 4, 2021, the State of New Jersey, Department of Community Affairs and Mountain Lakes executed a Local Efficiency Achievement Program (LEAP) agreement with a term of April 22, 2021, to October 31, 2022; and

WHEREAS, the Borough is experiencing delays in purchase order processing due to lack of responsiveness from vendor in providing quotes along with anticipated supply chain issues; and

WHEREAS, the Borough has requested an extension to the term period of the grant (#I-2021-2022-01) and remains committed to identify and achieve greater efficiencies and enhancing the quality of services within its borders; and

WHEREAS, the Director has determined to extend the term of the grant period to January 31, 2023 subject to the Borough executing an extension agreement.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the Borough Manager is hereby authorized to execute the extension to the Grant Agreement 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 28, 2022.

Mitchell Stern, Acting Municipal Clerk

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



State of New Jersey

DEPARTMENT OF COMMUNITY AFFAIRS

101 SOUTH BROAD STREET

PO Box 803

TRENTON, NJ 08625-0803

PHILIP D. MURPHY
Governor

LT. GOVERNOR SHEILA Y. OLIVER
Commissioner

GRANT AGREEMENT AMENDMENT

FY 2021 LOCAL EFFICIENCY ACHIEVEMENT PROGRAM IMPLEMENTATION GRANT AGREEMENT BETWEEN THE STATE OF NEW JERSEY, DEPARTMENT OF COMMUNITY AFFAIRS, DIVISION OF LOCAL GOVERNMENT SERVICES AND THE MOUNTAIN LAKES BOROUGH

WHEREAS, the State of New Jersey has allocated \$2.0 million in Local Efficiency Achievement Program (LEAP) funds to promote shared service initiatives among peer local school units across New Jersey; and

WHEREAS, the Department of Community Affairs, Division of Local Government Services ("DLGS") administers the LEAP Grant, and the LEAP Implementation Grants provide reimbursement for qualifying expenses incurred in the implementation of a local or regional service agreements, or for the coordination of programs and services authorized under the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 et seq.); and

WHEREAS, the LEAP Implementation Grant exists to help cover costs associated with K-12 Regionalization and Countywide School District studies and implementation - including one-time reimbursable costs for project completion or transition support for school districts; and

WHEREAS, on May 4, 2021, the STATE OF NEW JERSEY, DEPARTMENT OF COMMUNITY AFFAIRS, DIVISION OF LOCAL GOVERNMENT SERVICES, having offices at 101 South Broad Street, Trenton, NJ 08625-0800, and the Mountain Lakes Borough, located at 400 Boulevard, Mountain Lakes, NJ 07046, executed a Local Efficiency Achievement Program (LEAP) agreement with a term of April 22, 2021, to October 31, 2022; and



WHEREAS, the Mountain Lakes Borough is experiencing delays in purchase order processing due to lack of responsiveness from vendor in providing quotes along with anticipated supply chain issues; and

WHEREAS, the Mountain Lakes Borough has requested an extension to the term period of the grant (#I-2021-2022-01) and remains committed to identify and achieve greater efficiencies and enhancing the quality of services within its borders.

NOW, THEREFORE, BE IT RESOLVED, the Director has determined to extend the term of the grant period to January 31, 2023.

ACCEPTED AND AGREED TO FOR RECIPIENT

By: _____ DATE: _____
(Grantee/Chief Administrative Officer)

NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS GRANT APPROVAL OFFICER:

By: _____
Jacquelyn A. Suárez, Director
Division of Local Government Services

RESOLUTION 167-21[illegible]

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 22, 2021.

Cara Fox

Cara Fox, Deputy Borough Clerk

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

**LOCAL EFFICIENCY ACHIEVEMENT PROGRAM
IMPLEMENTATION GRANT AGREEMENT BETWEEN THE STATE OF NEW
JERSEY, DEPARTMENT OF COMMUNITY AFFAIRS, DIVISION OF LOCAL
GOVERNMENT SERVICES**

AND

Mountain Lakes Borough

FY 2021/2022 GRANT # I-2021-2022-01

A grant contractual agreement with the New Jersey Department of Community Affairs is composed of two major parts: the General Terms and Conditions for Administering a Grant/Loan and the individual Grant Agreement document which includes the cover page, the signature page, the Agreement Data Sheet and the following sections: A. Specific Terms and Conditions; B. Agreement Budget C. Work Plan; and D. Program Provisions. By signature on this Grant/Loan Agreement, the above-named Recipient agrees to the specific provisions stated in the four sections of this Grant/Loan Agreement. In addition, the Recipient agrees to comply with all provisions of the State of New Jersey, Department of Community Affairs, General Terms and Conditions for Administering a Grant/Loan - Issue Date: February 1998 (Last Amended April 2018). The General Terms and Conditions for Administering a Grant/Loan are incorporated in this Grant/Loan Agreement by reference. The Recipient hereby acknowledges receipt of the General Terms and Conditions for Administering a Grant/Loan document or understands that a copy of the General Terms and Conditions for Administering a Grant/Loan may be obtained upon request to the Division funding this grant.

RECIPIENT AND DEPARTMENT AUTHORIZED SIGNATURES

The Recipient named below agrees to perform the activities and scope of work as described in, Section C. of this Grant Agreement. The provisions of this Grant Agreement, as well as the provisions of the General Terms and Conditions for Administering a Grant/Loan, incorporated into this agreement by reference, including any subsequent amendments, shall constitute the terms and conditions of the agreement between the New Jersey Department of Community Affairs, Division of Local Government Services and the Recipient.

If this Grant Agreement including the General Terms and Conditions for Administering a Grant/Loan correctly states the Recipient's understanding of the terms and conditions of this award from the New Jersey Department of Community Affairs, please indicate concurrence with these terms and conditions by having the appropriate officer sign as ACCEPTED AND AGREED below and return it to the Department.

FOR RECIPIENT USE ONLY:

ACCEPTED AND AGREED TO FOR RECIPIENT

By:  DATE: 5/4/21
(Grantee/Chief Administrative Officer)

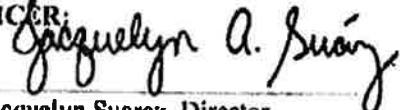
NAME: Mitchell Storn
(Print)

FOR NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS APPROVAL ONLY:
DEPARTMENT FISCAL APPROVAL OFFICER CERTIFICATION:

BY: 
Jeannine DeHart, Administrative Analyst 4
Office of Fiscal Services

I attest that sufficient funds have been appropriated by the State Legislature and are available for this grant/loan award.

NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS GRANT APPROVAL
OFFICER:

BY: 
Jacquelyn Suarez, Director
Division of Local Government Services

GRANT AGREEMENT DATA SHEET

PROJECT INFORMATION

FUNDING PROGRAM NAME: LEAP Implementation Grant

PROJECT TITLE: Police Records System

PROJECT AREA(S): Borough of Mountain Lakes and Morris County Communications Division

RECIPIENT INFORMATION

LEAD AGENCY LOCAL UNIT NAME: Mountain Lakes Borough

ADDRESS: 400 Boulevard, Mountain Lakes, NJ 07046

CONTACT INFORMATION: Mitchell Stern, Borough Manager

PARTICIPATING LOCAL UNIT NAME: Morris County Communications

ADDRESS: P.O. Box 900, Morristown, NJ 07963

CONTACT INFORMATION: Michael Peoples, Director

PARTICIPATING LOCAL UNIT NAME:

ADDRESS:

CONTACT INFORMATION:

STATE INFORMATION

DEPARTMENT: NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS

DIVISION: Division of Local Government Services

ADDRESS: 101 South Broad Street, 2nd Floor, P.O. Box 803, Trenton, NJ 08625

CONTACT PERSON: Laurie Ann Doyle

TELEPHONE NUMBER: (609) 292-4132

FUNDING AMOUNT AND SOURCE OF FUNDS

ACCOUNT NUMBER: 2021-495- 022-8030-667

AMOUNT: \$38,340

GRANT AWARD PERIOD

April 22, 2021 THROUGH: October 31, 2022

LENGTH OF AWARD PERIOD: 18 Months

LIQUIDATION OF OBLIGATIONS MUST BE MADE BY: December 31, 2022

PURPOSE OF GRANT: This award will provide funding for Police Records System

SECTION A: SPECIFIC TERMS AND CONDITIONS

By virtue of the execution of this LEAP Implementation Grant Agreement, the Recipient Grantee agrees that all of the terms and conditions set forth in the General Terms and Conditions for Administering a Grant/Loan are incorporated herein. The specific Grant Agreement provisions are detailed as follows:

THIS AGREEMENT is made by and between the STATE OF NEW JERSEY, DEPARTMENT OF COMMUNITY AFFAIRS, DIVISION OF LOCAL GOVERNMENT SERVICES, having offices at 101 South Broad Street, Trenton, NJ 08625-0800, hereinafter "DLGS" and "Municipality, County, Commission, School District or Authority" Lead Agency, Mountain Lakes Borough, located at 400 Boulevard, Mountain Lakes, New Jersey, 07046, hereinafter "Grantee."

WHEREAS, to advance the Shared Services Czars' mission to promote and implement Grantee service sharing, consolidation, and regionalization, the State of New Jersey, through DLGS, has established the Local Efficiency Achievement Program ("LEAP") Implementation Grant, making funding available statewide to support New Jersey local units' development and implementation of shared service projects across the State of New Jersey; and

WHEREAS, LEAP grants provide reimbursement for qualifying expenses incurred in the implementation of a local or regional service agreement, or for the coordination of programs and services authorized under the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65 et seq.; and

WHEREAS, LEAP Implementation Grant project criteria include advancing efficiency in the provision of services, improving operational effectiveness, reducing the cost of staff time associated with providing service, involving at least two governmental units, reflecting a documented commitment in the form of a certified governing body resolution from each participating local unit to proceed to implementation of the shared service, and identifying qualifying reimbursable one-time start-up costs associated with implementation of the shared service agreement; and

WHEREAS, LEAP Implementation Grant awards to eligible unit projects may be up to \$250,000 per project, which may count for up to a maximum of seventy-five (75%) percent of qualifying reimbursable one-time start-up costs associated with implementation of the shared service agreement; and

WHEREAS, the project known as Police Records System which will provide funding for Police Records System shared service agreement, between Borough of Mountain Lakes and Morris County Communications Division, has been selected for a LEAP Implementation Grant award.

NOW, THEREFORE, IN CONSIDERATION OF THE PROMISES, COVENANTS AND AGREEMENTS SET FORTH HEREIN, THE DLGS AND GRANTEE AGREE AS FOLLOWS:

1. **LEAP IMPLEMENTATION GRANT AMOUNT:** The DLGS awards a grant to Mountain Lakes Borough in the amount of \$38,340 for Police Records System.
2. The Grantee and all participating local units shall provide the following matching funds and/or in-kind services to the approved project: Police Records System.
3. **GRANTEE REPRESENTATION:** The Grantee hereby affirmatively certifies that:
 - A. The Grantee possesses legal authority to accept LEAP Implementation Grant funds and shall provide a resolution, motion or similar action duly adopted as an official act by the Grantee authorizing acceptance of the LEAP Implementation Agreement, including all supplementary provisions and assurances contained herein; and
 - B. The Grantee shall fully cooperate and make available to the DLGS information related to the LEAP Implementation Grant awarded project, results, techniques involved, and conclusions reached for purposes of publication or other use; and
 - C. The executed shared service agreement, if any, between participating local, county or regional government agencies shall remain up-to-date and enforced throughout the LEAP Implementation Grant Award period.

The Grantee agrees and attests that if any of the representations made by the Grantee under this paragraph are intentionally or willfully false or fraudulent, the DLGS may immediately declare the Grantee in default of this LEAP Implementation Grant Agreement, allowing for the remedies as provided for herein.

4. **LEAP IMPLEMENTATION GRANT GENERAL PROCESS AND PROCEDURES:**
The Grantee agrees as follows:

- A. The Grantee shall provide sufficient funds, resources and necessary supplies and/or equipment above and beyond grant amount to complete implementation of the shared service project for which funding was awarded; and
- B. The Grantee shall not utilize LEAP Implementation Grant funds to support salaries, fringe benefits, rent, utilities, telephone maintenance, general administrative costs, early retirement incentive programs or costs related to alcohol, out-of-DLGS or out-of-

country travel, prizes and awards, honoraria, lobbying expenses, fundraising events/expenses, grant-writing costs, fines and penalties, taxes, deficit funding and refreshments for meetings. If approved in advance, salaries are eligible during a limited transition period when the service is being implemented, but once the transition period is complete (no more than a three-year period) authorized salaries and other operating costs are local responsibilities; and

- C. The LEAP Implementation Grant Award \$38,340, Thirty eight thousand three hundred forty dollars, will be considered the maximum amount of assistance; the value of any time or other costs above the maximum grant amount approved by the LEAP shall not be reimbursable through LEAP; and
- D. The LEAP Implementation Grant Award project period for this shared service implementation project is from April 22, 2021 to October 31, 2022, hereinafter "Project Period Expiration Date." Liquidation of obligations under this LEAP Implementation Grant Agreement shall be completed by: December 31, 2022; and
- E. The Scope of Work Funded by the LEAP Implementation Grant Encompasses the activities delineated in Section C; and
- F. The Grantee hereby agrees to perform the work in the authorized Scope of Work in the manner and upon the terms therein specified; and
- G. Following execution of this LEAP Implementation Grant Agreement, the Grantee shall be permitted to move funds between authorized categories for eligible items without requesting prior approval from the DLGS; and
- H. The Grantee shall submit a Financial Status Report (FSR) Expense Report, Payment Voucher and Project Progress Report with each reimbursement payment request. Copies of fully executed purchase orders and cancelled checks (front and back) documenting expenditure of funds for which reimbursement is sought shall be included with reimbursement payment request. Reimbursement payment requests can be submitted at any time throughout the implementation project, however, must be submitted at least every three (3) months accompanied by a Project Progress Report. Reimbursement payments will be made via electronic transfer of funds to the account and financial institution identified by the Grantee in accordance with the Division's batch payment schedule. Reimbursement payment requests received more than two (2) months after the close of the fiscal year during which costs were incurred cannot be guaranteed. The LEAP Implementation Grant is a reimbursed-based program. No advance payments or drawdown of grant funds shall be provided; and

- I. The Grantee may request its final reimbursement payment at the conclusion the of approved project period set forth in subsection 3(d) above. The conclusion of the project cannot occur before the execution of the shared service agreement for which LEAP Implementation Grant funds were provided, except as otherwise provided in writing by the DLGS. Regardless of the date of the conclusion of the approved project period, a grant recipient must submit a final report documenting that all administrative responsibilities and required activities under the approved shared services project have been satisfactorily completed by the date of conclusion of the approved project period. The report must describe the benefits derived from the LEAP Implementation Grant Award and specify challenges or barriers confronted during implementation, savings realized, efficiencies achieved, quality of service improvement and the transferability of the project/program to other jurisdictions; and
- J. The Grantee shall comply with LEAP Implementation Grant Agreement stipulations, standards, or conditions; failure to do so could result in suspension of agreement, withholding of further grant payments, prohibition of additional obligations or project funds pending corrective action, disallowance of all or part of the cost associated with the noncompliance and termination of agreement or taking of other available legal remedies; and
- K. The LEAP Implementation Grant Award shall be considered closed upon full satisfaction of all conditions and covenants contained herein and upon closeout of the LEAP Implementation Grant Agreement by the DLGS; and
- L. The Grantee shall maintain and retain accounting and other grant-related records and information for the duration of the project funded by the grant, as required by applicable DLGS and local laws and regulations, for no less than two (2) calendar years. Such records shall be subject to examination, audit and inspection by the DLGS and/or other federal, DLGS, or local agency that has jurisdictional authority.

5. METHOD OF PAYMENT:

- A. Payment under this LEAP Implementation Grant Agreement will be made subsequent to submission by the Grantee of complete financial and performance reports, and all invoices, bills and other documents necessary to justify the payment. To receive payment, Grantee must certify and execute a request for reimbursement form and a State of New Jersey payment voucher.

- B. Progress payments are to be made on a periodic basis. Such payments shall be processed only upon receipt of the required financial and narrative reports. Payments are to be made in the form of reimbursement of documented expenditures.
 - C. The DLGS may withhold payment of any costs disallowed as improperly incurred under the terms, conditions and/or Scope of Work of this LEAP Implementation Grant Agreement.
6. **REPORTING OBLIGATIONS:** Extensions of reporting due dates may be granted upon written request to the DLGS. If reports are not submitted as required, the DLGS may, at its discretion, suspend payments under this or any other Grant Agreement entered into between the DLGS and the Grantee. If the Grantee has a history of unsatisfactory performance and/or the Grantee does not submit satisfactory reports, the DLGS may require additional and more detailed reports from the Grantee.
7. **PERFORMANCE MONITORING:** The Grantee must monitor continuously the performance under this agreement to assure that time schedules are being met, projected work by time periods is being accomplished, and other performance goals are being achieved as applicable and as defined in the approved Scope of Work. The Grantee must inform the DLGS of the following types of conditions which affect program objectives and performance as soon as they become known:
- A. Problems, delays, or adverse conditions which will materially affect the ability to attain project objectives, prevent the meeting of time schedules and goals, or preclude the attainment of project work by established time periods. Each disclosure is to be accompanied by a statement of the action taken, or contemplated, and any DLGS assistance needed to resolve the situation.
 - B. Favorable developments or events which enable time schedules and goals to be met sooner than anticipated.

The DLGS may, at its discretion, make site visits to:

- A. Review project accomplishments and management control systems.
- B. Audit the grant during implementation of the agreement.
- C. Provide such technical assistance as may be required.

8. **PROJECT REVISION AND MODIFICATION:**

A. The Grantee must make written application to the DLGS for approval of all proposed major changes to the funded project's scope, schedule or budget.

i. Major changes are defined as:

1. Any change which alters the scope of the funded project as described in the approved Scope of Work constitutes a major change.

2. Any change which delays the project period schedule specified in this Grant Agreement, by more than ninety days constitutes a major change.

ii. The Grantee must apply for authorization to undertake a major change at least twenty working days prior to the proposed change. The DLGS will review and comment on the application within 20 working days. The DLGS will issue all approvals for major changes in writing to the Grantee. Unapproved changes could result in the cancellation of the entire DLGS grant allocation for the project.

B. The DLGS may request changes in the Scope of Work to be performed by the Grantee. Such changes, including any increase or decrease in the amount of the project budget, which are mutually agreed upon between the DLGS and the Grantee, must be incorporated in formal written amendments to this agreement.

C. The DLGS may reduce the grant budget and the Scope of Work of this agreement if:

i. The DLGS notifies the Grantee that the Grantee is making program expenditures and/or progress at a rate which, in the judgment of the DLGS, will result in substantial failure to expend the grant amount or fulfill the purposes of the grant; and

ii. After consultation, the Grantee is unable to develop to the satisfaction of the DLGS a plan to rectify its low level of program expenditures or progress; and

iii. The DLGS, upon thirty-days' notice to the Grantee, reduces the grant amount so that the revised grant amount fairly projects program expenditures and progress over the agreement period. This reduction must take into account Grantee's fixed costs.

9. TERMINATION, SUSPENSION AND EXPIRATION: The following definitions apply for the purposes of this Section:

- A. Termination - The termination of this Grant Agreement means the cancellation of assistance under an agreement at any time prior to the Project Period Expiration date. Funded activities should stop unless the Grantee wants to continue at its own expense and is not otherwise required by the DLGS to stop for good cause.
- B. Suspension - The suspension of this Grant Agreement means a temporary cessation of DLGS support or assistance pending corrective action by Grantee or pending a decision to terminate the agreement by the DLGS. Project activities should stop unless the Grantee wants to continue at its own expense and is not otherwise required by the DLGS to stop for good cause.
- C. Project Period Expiration - The expiration of the Project Period of this agreement is the automatic deadline when all work must be complete in order to be eligible for DLGS support or assistance absent a formal written amendment to this agreement executed by both parties. All allowable project costs must be expended by the Project Period Expiration Date. The DLGS will not reimburse any project-related costs expended beyond the Project Period Expiration Date.
- D. If the Grantee has not begun to implement the approved Scope of Work by the first anniversary of the effective date of the Grant Agreement, the DLGS may terminate this Grant Agreement.
- E. If the grantee fails to submit any required reports for two successive reporting periods, the DLGS may terminate the LEAP Implementation Grant.
- F. Should the Grantee fail to comply with the stipulations or conditions contained in this agreement, the DLGS may, upon notice to the Grantee, suspend the Grant Agreement and withhold further payments; prohibit the Grantee from incurring additional obligations of grant funds pending corrective action by the Grantee; or decide to terminate the grant in accordance with paragraph C of this section. The DLGS may allow all necessary and proper costs which the Grantee could not reasonably avoid during the period of suspension provided that this action is compliant with the governing law and regulations.
- G. If the Grantee fails to comply with stipulations or conditions contained in this agreement, the DLGS may terminate the grant. The DLGS must promptly notify the Grantee, in writing, of the determination with reasons for the termination. Termination becomes effective 30 days after the grantee is notified of termination except when the grantee comes into compliance with all stipulations and conditions of this agreement by the end of the 30th day.

10. ACCESS TO RECORDS: The Grantee agrees to make available to the DLGS, or any federal agency whose funds are expended in the course of this agreement, or any of their duly authorized representatives, pertinent accounting records, books, documents, papers as may be necessary to monitor and audit Grantee operations in accordance with single audit and other governing audit standards. All visitations, inspections, and audits, including visits and requests for documentation in the discharge of the DLGS's responsibilities, as a general rule, provide for prior notice when reasonable and practical; however, the DLGS retains the right to make unannounced visitations, inspections, and audits as deemed necessary. The DLGS reserves the right to have access to all work papers produced in connection with audits made by the Grantee or by independent Certified Public Accountants or licensed public accountants hired by the Grantee to perform such audits.

11. RECORDS RETENTION:

- A. Financial records, supporting documents, statistical records, and all other records in the Grantee's financial management system or otherwise pertinent to the agreement must be retained for a period of two years from the expiration of the grant with the following qualification: if any litigation, claim, or audit is started before the expiration of the two-year period, the records are to be retained until all litigation, claims, or audit findings involving the records have been resolved, or three years from grant expiration, whichever is later. The retention period starts from the date of submission of the final expenditure and performance report.
- B. The DLGS may request transfer of certain records to its custody from the Grantee when it determines that the records possess long-term retention value and will make arrangements with the Grantee to retain any records that are continually needed for joint use.

12. AUTHORIZATIONS AND APPROVALS: Unless specifically stated otherwise, wherever this agreement requires the written approval or authorization of the DLGS, that approval or authorization must be given in writing by the Director of Local Government Services or her designee.

13. FINANCIAL MANAGEMENT SYSTEM:

- A. The Grantee is responsible for maintaining an adequate financial management system. The Grantee must notify the DLGS if the Grantee cannot comply with the requirements established in this section.
- B. Grantee financial management system must provide for:
 - i. Accurate, current, and complete disclosure of the financial results of each program or contract.
 - ii. Records that adequately identify the source and application of funds for DLGS-supported activities. These records must contain information pertaining to the disposition of all DLGS assistance received for the project, as well as any other grants, contributions, gifts or donations for the project.
 - iii. Effective internal and accounting controls over all funds, property, and other assets. The Grantee must safeguard all assets and assure that they are used solely for authorized purposes.
 - iv. Submission of periodic financial reports detailing authorized expenditures to date and supported by appropriate documentation.
 - v. Procedures for determining reasonableness, allowability, and allocability of costs.

14. AUDIT REQUIREMENTS - GRANTS OVER \$100,000:

- A. All State agencies which disburse federal grants, State grants or State Aid funds to recipients which expend \$750,000 or more in State or federal financial assistance within their fiscal year, must require that these recipients have annual organization-wide audits performed in accordance with the revised Single Audit Act, OMB Circular No. A-133, and State Policy.
- B. All State agencies which disburse federal grants, State grants or State Aid funds to recipients which expend less than \$750,000 but \$100,000 or more in State and/or federal financial assistance within their fiscal year, must require that these recipients have either a financial audit performed in accordance with the Government Auditing Standards (Yellow Book) or a program specific audit performed in accordance with the revised Single Audit Act, and OMB circular No. A-133 Revised, Section 235.

- 15. NO ASSIGNMENT:** The Grantee shall not assign the organization's obligations or interest under this LEAP Implementation Grant Agreement.

16. **DEFERRAL OF EXERCISE OF DLGS' RIGHTS:** No delay or omission by the DLGS to exercise any right or power shall impair the DLGS's right to exercise any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient by the DLGS.
17. **GOVERNING LAW AND JURISDICTION:** The rights and obligations of the parties, and the terms and conditions of this LEAP Implementation Grant Agreement shall be governed by the laws of the State of New Jersey. The Grantee hereby consent(s) to the jurisdiction of the Superior Court of New Jersey and agree(s) that any lawsuits of any nature pertaining to this LEAP Implementation Grant Agreement shall be brought in that Court only.
18. **AMENDMENTS MUST BE IN WRITING:** This LEAP Implementation Grant Agreement constitutes the entire agreement between the DLGS and the Grantee and supersedes all prior agreements, representations and/or understandings, oral or written. The terms and conditions of this LEAP Implementation Grant Agreement may only be amended by written agreement signed by the DLGS and the Grantee.
19. **OTHER DOCUMENTATION REQUIREMENTS:** The Grantee agrees to execute any and all other documentation applicable to and required by the DLGS to process LEAP Implementation Grant funds or close out the project at the conclusion of the project period.
20. **COOPERATION BY GRANTEE:** The Grantee shall act in good faith and use best efforts to cooperate with the DLGS and to timely respond to requests or provide required documents as necessary. Any such request or approval sought by the DLGS shall not be unreasonably withheld by the Grantee.
21. **THIRD PARTY REQUIREMENTS:** A written contract is required for all consultants, contractors, and subcontractors performing grant-assisted project activities. The Grantee must be responsible for compliance by all third parties with the terms, conditions and requirements of this Grant Agreement, and for any claims arising out of the third-party contracts, and as a condition of any third-party contract, the signatories must hold the State harmless from any claims by the third parties which may arise under this Grant Agreement.
22. **AVAILABILITY OF FUNDS:** The Grantee hereby recognizes and agrees that funding of the grant awarded under this LEAP Implementation Grant Agreement by the DLGS is expressly dependent upon the continued availability of funds appropriated to the DLGS by the State Legislature. Neither DCA, nor the State of New Jersey shall be held liable for the failure to provide funding for the grant awarded hereunder because of the absence of available funds.
23. **DEFAULT:** Any one or more of the following events shall constitute an event of default under this LEAP Implementation Grant Agreement (an "Event of Default"):

- A. Failure to perform any covenant or promise under this LEAP Implementation Grant Agreement, or making any representation or warranty in this LEAP Implementation Grant Agreement, or in the application for the grant, or in any report, certificate, financial statement or other instrument furnished which is false or misleading in any material respect;
- B. If any Event of Default, as defined hereunder, has occurred and remains uncured under any other agreement entered into between the DLGS and the Grantee.

24. REMEDIES UPON DEFAULT: Upon the existence of any Event of Default, the DLGS, after giving notice and reasonable opportunity to cure the default may, in its sole discretion, do any of the following, alone or in combination:

Terminate this LEAP Implementation Grant Agreement;

- A. Rescind the grant award, reclaim funds or withhold grant funding not yet received, or disqualify a Grantee from participating in future grant awards if any condition of the grant program is unmet, including if grant funds received by the Grantee are not properly accounted for, or if the Grantee fails to meet reporting or certification requirements;
- B. File an action at law against the Grantee to obtain a judgment against the Grantee to recover the full amount of all grant funds paid; or
- C. Pursue any other remedies against the Grantee including any civil and criminal remedies allowed by law.

The DLGS' rights under this paragraph shall survive termination of the LEAP Implementation Grant Agreement. Failure to insist on the prompt performance by the Grantee of its obligations pursuant to this LEAP Implementation Grant Agreement is not a waiver by the DLGS of any of its rights hereunder.

25. INDEMNIFICATION: The Grantee shall assume all risk of and responsibility for any and all claims, demands, suits, actions, recoveries, judgments and expenses and costs and expenses in connection therewith for any and all damages sustained by reason of property loss, personal injury or any other losses which shall arise from or result directly or indirectly in regard to this LEAP Implementation Grant Agreement. The Grantee agrees to indemnify and hold harmless the DLGS and their respective members, agents, officers, employees and servants from all losses, claims, damages, liabilities, and costs whatsoever (including all costs, expenses and reasonable counsel fees incurred in investigating and defending such losses and

claims, etc.), brought by any person or entity. The provisions of this paragraph shall survive the expiration or earlier termination of this LEAP Implementation Grant Agreement.

- 26. LEGAL ACTION:** In the event that a lawsuit or other action of any kind is instituted by or on behalf of the DLGS against the Grantee related to this LEAP Implementation Grant Agreement, the Grantee agrees to pay such additional sums as a court may adjudge for reasonable attorney fees and to pay all costs and other fees incurred by or on behalf of the DLGS for this lawsuit or other action.
- 27. COMPLIANCE WITH ALL LAWS:** The Grantee will comply with all Federal, DLGS, County and municipal laws, rules and regulations applicable to the project, regardless of whether the provision is cited in this LEAP Implementation Grant Agreement, including, but not limited to:
- A. Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.
 - B. The New Jersey Law Against Discrimination, N.J.S.A. 10:5-1 et seq., N.J.S.A. 10:5.31 et seq., and N.J.A.C. 17:27-1.1 et seq.
 - C. The New Jersey State Treasury Circular Letter 93-05, Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid Payments
 - D. OMB Circulars A-21, A-87, and A-122 (Cost Principles: Educational Institutions; State and Local Governments; Non-Profit Organizations, respectively)
 - E. OMB Circulars A-102 and A-110 (Uniform Administrative Requirements for Grants in Aid and Other Agreements: State and Local Governments; Institutions of Higher Education, Hospitals and Other Non-Profit Organizations, respectively)
- 28. LEVEL OF FUNDING:** This Agreement and level of funding is in no way to be construed as a commitment on the DLGS' part as to the level of funding for any future extensions or new agreements.
- 29. CONFLICTS OF INTEREST PROHIBITED:** No person shall be employed or retained as a consultant under this agreement by the Recipient or any of its sub-recipients while he/she or a member of his/her immediate family is a member of the governing body of the Recipient; exercises supervisory authority over his/her position; or serves on a Board or committee which—either by rule or practice—regularly nominates, recommends, or screens candidates for his/her position. Exceptions to this provision must be requested in writing from the Division of Local Government Services. For the purpose of this paragraph, a member of an immediate family shall include the following persons: Husband, Wife, Father, Father-in-Law, Mother, Mother-

in-Law, Brother, Brother-in-Law, Sister, Sister-in-Law, Son, Son-in-Law, Daughter, or Daughter-in-Law.

30. LEASES PERIOD LIMITATIONS: No leases for buildings, equipment, or vehicles dependent upon LEAP Challenge grant funding for continuation can be entered into which extend beyond the period of the grant agreement. Leases must include a clause stating the agency has the right to terminate said lease in the event that funding from the Department of Community Affairs is terminated prior to the original agreement termination date. This clause must be included in all agreements for leasing of vehicle(s), equipment or buildings.

31. MISCELLANEOUS:

A. Notices. All notices, requests, repayments and other communications shall be in writing and shall be deemed duly given when personally delivered, or sent by United DLGSs mail, registered or certified, return receipt requested, postage prepaid, to the addresses set forth hereunder:

DCA:

Director
Division of Local Government Services
101 South Broad Street, P.O. Box 803
Trenton, NJ 08625

Grantee:

(Mailing Address)

B. Disclaimer of Agency Relationship. The Grantee's status shall be that of an independent principal and not as an agent or employee of the State. Nothing contained in the agreement shall be construed to create, either expressly or by implication the relationship of agency between the State and the Grantee or its subcontractors.

C. Severability. In case any term or provision of this agreement shall be held invalid, illegal, or unenforceable, in whole or in part, neither the validity of any other term or provision shall in any way be affected by such holding unless the invalid provision renders performance or enforcement of the remainder of the agreement impossible.

D. The rights and remedies of the DLGS under this LEAP Implementation Grant Agreement shall be subject to the New Jersey Tort Claims Act, N.J.S.A. 59:1-1, et seq., and the New Jersey Contractual Liability Act, N.J.S.A. 59:13-1 et seq., the provisions of which are incorporated herein by reference.

**THIS CONCLUDES SECTION A OF THE LEAP IMPLEMENTATION GRANT AGREEMENT.
THE REMAINDER OF THIS PAGE IS LEFT INTENTIONALLY BLANK.**

ONE-TIME IMPLEMENTATION EXPENDITURES

LEAP Implementation Grant Agreement
FY2021/2022 GRANT # «GRANT»

SECTION C: SCOPE OF WORK

LEAP Implementation Grant / Statement of Work												
Project Title: <u>Records management shared services</u>												
Project Goal: <u>Upgrade our Technology to a level of pre-shared services</u>												
Scope of Work	Estimated Task Completion Date FY2021/2022											
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Deliverable #1:												
<u>Implement CSI Evidence mod</u>												
Task #1: <u>CSI Evidence Module</u>									✓			
Task #2:												
Task #3:												
Task #4:												
Task #5:												
Deliverable #2:												
<u>Purchase EZ Draw Accident software</u>												
Task #1: <u>EZ Draw</u>									✓			
Task #2:												
Task #3:												
Task #4:												
Task #5:												
Deliverable #3:												
<u>Convert 12 years Data to New Rms</u>												
Task #1: <u>CSI Data conversion</u>											✓	
Task #2:												
Task #3:												
Task #4:												
Task #5:												

LEAP Challenge Grant / Statement of Work												
Project Title: <i>Records Management Shared SWS</i>												
Project Goal:												
Scope of Work	Estimated Task Completion Date FY2021/2022											
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Deliverable #4: <i>Install CSI Scheduling Software</i>												
Task #1: <i>CSI Scheduling Software</i>									✓			
Task #2:												
Task #3:												
Task #4:												
Task #5:												
Deliverable #5: <i>Install E-ticketing Hardware/Software</i>												
Task #1:									✓			
Task #2:												
Task #3:												
Task #4:												
Task #5:												
Deliverable #6: <i>Initial CSI Annual Fee</i>												
Task #1: <i>CSI Annual Fee</i>												✓
Task #2:												
Task #3:												
Task #4:												
Task #5:												

**Add additional pages if necessary

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

RESOLUTION 173-22

"RESOLUTION AUTHORIZING THE RENEWAL OF NORTH JERSEY MUNICIPAL EMPLOYEE BENEFITS FUND"

WHEREAS, a number of public entities in the State of New Jersey have joined together to form the North Jersey Municipal Employee Benefits Fund, hereafter referred to as "FUND", as permitted by N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 et seq., and;

WHEREAS, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date, and;

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND;

WHEREAS, the governing body of the Borough of Mountain Lakes, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

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

- I. Become a member of the FUND for the period outlined in the LOCAL UNIT's Indemnity and Trust Agreements.
- II. Will participate in the following type (s) of coverage (s):
 - a. Dental Insurance as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management.
- III. Adopts and approves the FUND's Bylaws.
- IV. Execute an application for membership and any accompanying certifications.

BE IT FURTHER RESOLVED that the Borough Manager is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- I. Approval of the LOCAL UNIT by the FUND.
- II. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- III. Approval by the New Jersey Department of Insurance and Department of Community Affairs.

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 28, 2022.

Mitchell Stern, Acting Municipal Clerk

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

NORTH JERSEY MUNICIPAL EMPLOYEE BENEFITS FUND

INDEMNITY AND TRUST AGREEMENT

THIS AGREEMENT made this [REDACTED] day of [REDACTED], 2022, in the County of

[REDACTED], State of New Jersey, By and Between the **North Jersey Municipal Employee Benefits Fund** referred to as "FUND" and the governing body of the

[REDACTED] a duly constituted LOCAL UNIT OF GOVERNMENT, hereinafter referred to as "LOCAL UNIT".

WITNESSETH:

WHEREAS, the governing bodies of various local units of government, as defined in N.J.A.C. 11:15-3.2, have collectively formed a Joint Insurance Fund as such an entity is authorized and described in N.J.S.A. 40A:10-36 et. seq. and the administrative regulations promulgated pursuant thereto; and

WHEREAS, the LOCAL UNIT has agreed to become a member of the FUND in accordance with and to the extent provided for in the Bylaws of the FUND and in consideration of such obligations and benefits to be shared by the membership of the FUND;

NOW THEREFORE, it is agreed as follows:

1. The LOCAL UNIT accepts the FUND's Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of said Bylaws and the pertinent statutes and administrative regulations pertaining to same.

2. The LOCAL UNIT agrees to participate in the FUND with respect to dental insurance, as defined in N.J.S.A. 17B:17-4, and as authorized in the LOCAL UNIT's resolution to join.

3. The LOCAL UNIT agrees to become a member of the FUND and to participate in the dental insurance coverages offered for an initial period, (subject to early release or termination pursuant to the Bylaws), such membership to commence on **January 1, 2023** and ending on **December 31, 2025** at 12:01 AM provided, however, that the LOCAL UNIT may withdraw at any time upon 90 day written notice to the FUND.

4. The LOCAL UNIT certifies that it has never defaulted on payment of any claims if self-insured and has not been cancelled for non-payment of insurance premiums for a period of at least two (2) years prior to the date of this Agreement.

5. In consideration of membership in the FUND, the LOCAL UNIT agrees that it shall jointly and severally assume and discharge the liability of each and every member of the FUND, for the periods during which the member is receiving coverage, all of whom as a condition of membership in the FUND shall execute an Indemnity and Trust Agreement similar to this Agreement and by execution hereto, the full faith and credit of the LOCAL UNIT is pledged to the punctual payments of any sums which shall become due to the FUND in accordance with the Bylaws thereof, this Agreement or any applicable Statute. However, nothing herein shall be construed as an obligation of the LOCAL UNIT for claims and expenses that are not covered by the FUND, or for that portion of any claim or liability within the LOCAL UNIT retained limit or in an amount which exceeds the FUND's limit of coverage.

6. If the FUND in the enforcement of any part of this Agreement shall incur necessary expenses or become obligated to pay attorney's fees and/or court costs, the LOCAL UNIT agrees to reimburse the FUND for all such reasonable expenses, fees, and costs on demand.

7. The LOCAL UNIT and the FUND agree that the FUND shall hold all moneys in excess of the LOCAL UNIT's retained loss fund paid by the LOCAL UNIT to the FUND as fiduciaries for the benefit of FUND claimants all in accordance with N.J.A.C. 11:15-3 et. seq.

8. The FUND shall establish and maintain Claims Trust Accounts for the payment of dental insurance claims in accordance with N.J.S.A. 40A:10-36 et. seq., N.J.S.A. 40A:5-1 and such other statutes and regulations as may be applicable. More specifically, the aforementioned Trust Accounts shall be utilized solely for the payment of claims, allocated claim expense and stop loss insurance or reinsurance premiums for each risk or liability as follows:

- a) Employer contributions to group dental insurance
- b) Employee contributions to contributory group dental insurance
- c) Employer contributions to contingency account
- d) Employee contributions to contingency account
- e) Other trust accounts as required by the Commissioner of Insurance

9. Notwithstanding 8 above, to the contrary, the FUND shall not be required to establish separate trust accounts for employee contributions provided the FUND provides a plan in its Bylaws for the recording and accounting of employee contributions of each member.

10. Each LOCAL UNIT of government who shall become a member of the FUND shall be obligated to execute an Indemnity and Trust Agreement similar to this Agreement.

ADOPTED: _____
Date

BY: _____

ATTEST: _____

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

RESOLUTION 174-22

“RESOLUTION AUTHORIZING THE TRANSFER OF APPROPRIATIONS”

WHEREAS, there were excess appropriations to the 2022 Appropriation Budget for the Current Fund; and

WHEREAS, other appropriations are insufficient to meet current needs.

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, as authorized by N.J.S.A. 40A:4-58, the Chief Financial Officer (CFO) is hereby authorized and directed to make the following transfers:

FROM:

<u>ACCOUNT NO.</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<u>SALARIES & WAGES:</u>		
01-201-28-340-001	RECREATION S&W	\$17,800.00
<u>OTHER EXPENSES:</u>		
01-203-20-100-020	ADMINISTRATION O/E	\$15,000.00
01-201-23-210-020	INSURANCE – LIABILITY	\$10,800.00
01-201-26-290-020	STREETS & ROADS O/E	\$11,600.00
01-201-26-310-020	BLDG & GROUNDS O/E	\$8,900.00
01-201-28-375-020	MAIN. OF PARKS O/E	\$10,000.00
01-201-30-420-020	CELEBRATION OF PUBLIC EVENTS	<u>\$5,400.00</u>

TOTAL **\$79,500.00**

TO:

<u>ACCOUNT NO.</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<u>SALARIES & WAGES:</u>		
01-201-25-240-001	POLICE S&W	\$60,000.00
<u>OTHER EXPENSES:</u>		
01-201-31-447-020	PETROLEUM PRODUCTS	\$18,700.00
01-201-20-130-020	FINANCE O/E	<u>\$ 800.00</u>

TOTAL **\$79,500.00**

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 28, 2022.

Mitchell Stern, Acting Municipal Clerk

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

BOROUGH OF MOUNTAIN LAKES
BUDGET TRANSFERS 2022
EXPLANATION OF TRANSFERS

Current Budget:

Funds Available

Recreation S&W

Funds were remaining in the line items for lifeguards and Assistant Beach Director. 17,800

Administration O/E

Funds are available because the Affordable Housing Administration services line item will not be completely spent. 15,000

Liability Insurance O/E

There are funds remaining in the liability insurance line item because we received a reimbursement for risk management fees. 10,800

Streets & Roads O/E

Funds budgeted for pothole repairs, both in house and contracted will not be needed. 11,600

Buildings & Grounds O/E

Funds are remaining because not as many expenses were incurred due to the renovation of town hall. 8,900

Maintenance of Parks/Beaches O/E

Funds are available in the maintenance of the beaches line item. Not as much work was needed at the beaches as was budgeted for. 15,000

Funds Needed

Police S&W

Due to multiple retirements in 2022 the department is currently operating with 11 out of 13 officers (one on terminal leave and one still in field training). In order to maintain minimum staffing levels overtime was needed to cover vacation, sick, and mandatory training for the officers. 60,000

Petroleum Products O/E

Due to the increase in price for petroleum products more funds are needed in this line item. 18,700

Finance O/E

The office supplies line item is over budget due to increased costs especially for printer cartridges. 800

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

RESOLUTION 175-22

**“RESOLUTION SUPPORTING FEDERAL LEGISLATION TO ESTABLISH A GRANT PROGRAM TO FUND STATE AND
LOCAL LAW ENFORCEMENT EFFORTS TO COMBAT AUTO THEFTS”**

WHEREAS, nearly 500,000 vehicles worth an estimated \$4.5 billion were stolen nationwide in the first half of 2022, representing a 25% increase in thefts compared to the first half of 2019; and

WHEREAS, the numbers here in New Jersey have increased faster than the national average, with auto thefts in the state on pace to rise by over 30% from 2020 to 2022; and

WHEREAS, car thieves and their organizations have become more emboldened and dangerous, including burglarizing homes, carrying firearms and using stolen vehicles in the commission of violent crimes; and

WHEREAS, proposed legislation, the bipartisan Auto Theft Prevention Act, introduced by Representatives Mikie Sherrill and Don Bacon, would provide a dedicated source of funding for state and local law enforcement agencies for resources to combat auto thefts under the U.S. Department of Justice’s Community Oriented Policing Services; and

WHEREAS, the Department of Justice will be permitted to award funds for equipment such as automated license plate readers, hiring additional law enforcement officers and support staff, additional compensation, resources for joint task forces, data collection, and research activities; and

WHEREAS, these are resources that have been identified by local police departments, sheriffs, prosecutors and the Office of the Attorney General of New Jersey as necessary to addressing the rise in auto thefts.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that it strongly supports legislation in regards to funding to address the auto theft epidemic in New Jersey and protect the welfare of our community; and

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to Representative Mikie Sherrill and to the New Jersey League of Municipalities.

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 28, 2022.

Mitchell Stern, Acting Municipal Clerk

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

The Auto Theft Prevention Act
Reps. Mikie Sherrill (D-NJ) and Don Bacon (R-NE)

According to the National Insurance Crime Bureau, almost 500,000 vehicles worth an estimated \$4.5 billion were stolen in the first half of 2022, representing a 25% increase in thefts compared to the first half of 2019. Rising auto theft rates have also led to an increase in associated crimes, both those committed during the auto theft and those carried out afterwards using the stolen vehicle, that have greatly impacted public safety in our communities.

In response to these alarming trends, police departments across the nation have devoted additional resources to deterring thefts and prosecuting those responsible, including to a growing extent criminal theft rings. In New Jersey, for example, the state government has made a \$10 million investment in automated license plate recognition technology to help police departments identify and apprehend those involved in motor vehicle thefts. However, under-resourced police departments, particularly in smaller communities, are often unable to fund these types of investments that can play a significant role in keeping our communities safe.

The Legislation Would:

Provide state and local law enforcement agencies with federal grant funding to help them combat auto thefts and stolen vehicle trafficking.

This legislation will create a new competitive grant program within the Office of Community Oriented Policing Services (COPS) to fund state and local law enforcement efforts to combat auto thefts.

Grants can be used by police departments to purchase equipment used to combat auto theft such as law enforcement vehicles and license plate readers, hire additional law enforcement officers and support staff, fund overtime costs and additional compensation for law enforcement officers and support staff, provide resources for joint task forces, and fund law enforcement data collection and research activities related to combating auto theft.

Grants will be made to each state, with prioritization of funds determined by the state's aggregate car theft rate and their percentage change in car thefts over the past three years. States will then provide at least 50% of their funds as subgrants to local law enforcement agencies and at least 25% of their funds as grants to state law enforcement agencies, with the remaining funding available as grants to state or local law enforcement agencies at the discretion of each state's Attorney General.

In addition, the legislation creates a new eligible use of funds within the existing COPS grant program that allows police departments to use their funds on new equipment, hiring, and compensation to help combat auto thefts.

If you have any questions, please contact Chris.Taylor@mail.house.gov with Rep. Sherrill or Matthew.Duglin@mail.house.gov with Rep. Bacon.

(Original Signature of Member)

117TH CONGRESS
2^D SESSION

H. R.

To provide funding to State and local law enforcement agencies to combat auto theft and stolen automobile trafficking, and for other purposes.

IN THE HOUSE OF REPRESENTATIVES

Ms. SHERRILL introduced the following bill; which was referred to the Committee on

A BILL

To provide funding to State and local law enforcement agencies to combat auto theft and stolen automobile trafficking, and for other purposes.

1 *Be it enacted by the Senate and House of Representa-*
2 *tives of the United States of America in Congress assembled,*

3 **SECTION 1. SHORT TITLE.**

4 This Act may be cited as the “Auto Theft Prevention
5 Act”.

6 **SEC. 2. AUTO THEFT PREVENTION GRANT PROGRAM.**

7 (a) ESTABLISHMENT.—Not later than 60 days after
8 the date of the enactment of this Act, the Director of the

1 Office of Community Oriented Policing Services of the De-
2 partment of Justice shall establish an auto theft preven-
3 tion grant program (in this Act referred to as the “Pro-
4 gram”) to provide funding to State law enforcement agen-
5 cies and local law enforcement agencies to combat auto
6 theft and stolen vehicle trafficking.

7 (b) ELIGIBLE RECIPIENT.—The Director shall make
8 grants under the Program to the Attorney General of each
9 State, with the amount awarded determined by prioritizing
10 States with a higher rate of auto thefts as determined by
11 an equal weighting of the—

12 (1) rate of auto thefts faced by the State in the
13 year prior to the date of enactment of this Act; and

14 (2) percentage increase in auto thefts between
15 the year that is three years prior to the date of the
16 enactment of this Act and the year prior to the date
17 of the enactment of this Act.

18 (c) DISTRIBUTION OF FUNDS.—

19 (1) LOCAL LAW ENFORCEMENT AGENCIES.—
20 The Attorney General of a State shall make at least
21 50 percent of a grant awarded under subsection (b)
22 available as competitive subgrants to local law en-
23 forcement agencies to combat auto theft, with the
24 amount awarded determined by prioritizing localities

1 with a higher rate of auto theft as determined by an
2 equal weighting of the—

3 (A) rate of auto thefts faced by the locality
4 in the year prior to the date of enactment of
5 this Act; and

6 (B) percentage increase in auto thefts be-
7 tween three years prior to the date of the enact-
8 ment of this Act and the year prior to the date
9 of the enactment of this Act.

10 (2) STATE LAW ENFORCEMENT AGENCIES.—

11 The Attorney General of a State shall make at least
12 25 percent of a grant awarded under subsection (b)
13 available as competitive grants to State law enforce-
14 ment agencies to combat auto theft.

15 (3) OTHER AMOUNTS.—The Attorney General
16 of a State shall make any proportion of the grant
17 awarded under subsection (b) not allocated under
18 paragraph (1) or (2) available as competitive sub-
19 grants to local law enforcement agencies or competi-
20 tive grants to State law enforcement agencies. Any
21 subgrant made under this paragraph to a local law
22 enforcement agency shall follow the prioritization
23 pursuant to paragraph (1).

24 (d) ELIGIBLE ACTIVITIES.—Amounts from a grant
25 awarded under subsection (b) may only be used for the

1 purpose of combating auto theft and combating stolen
2 automobile trafficking, including—

3 (1) purchasing equipment used to combat auto
4 theft, such as law enforcement vehicles and license
5 plate readers;

6 (2) hiring additional law enforcement officers
7 and support staff to combat auto theft;

8 (3) funding overtime costs and additional com-
9 pensation for law enforcement officers and support
10 staff involved in combating auto theft;

11 (4) providing training for law enforcement offi-
12 cers and support staff to combat auto theft;

13 (5) providing resources for joint task forces es-
14 tablished to combat auto theft; and

15 (6) funding law enforcement data collection and
16 research activities related to combating auto theft.

17 (e) AUTHORIZATION OF APPROPRIATIONS.—There is
18 authorized to be appropriated \$30,000,000 for each of fis-
19 cal years 2023 through 2027 to carry out the Program.

20 **SEC. 3. ADDITIONAL AUTHORIZED USES OF COPS GRANT**
21 **PROGRAM FUNDS.**

22 Section 1701(b) of the Omnibus Crime Control and
23 Safe Streets Act of 1968 (34 U.S.C. 10381(b)) is amend-
24 ed—

1 (1) by redesignating paragraph (23) as para-
2 graph (24);

3 (2) in paragraph (22)—

4 (A) by striking “(21)” and inserting
5 “(22)”; and

6 (B) by redesignating paragraph (22) as
7 paragraph (23); and

8 (3) by inserting after paragraph (21), the fol-
9 lowing:

10 “(22) to combat auto thefts and combat stolen
11 automobile trafficking by purchasing equipment, hir-
12 ing law enforcement officers and support staff, cov-
13 ering overtime and officer compensation costs, ex-
14 panding access to training initiatives, funding joint
15 task forces, and funding law enforcement data col-
16 lection and research activities related to auto
17 thefts;”.

18 **SEC. 4. DEFINITIONS.**

19 For purposes of this Act:

20 (1) **LOCAL LAW ENFORCEMENT AGENCY.**—The
21 term “local law enforcement agency” means any en-
22 tity administered by a locality that exists primarily
23 to prevent and detect crime and enforce criminal
24 laws.

1 (2) LOCALITY.—The term “locality” means any
2 city, county, township, town, borough, parish, vil-
3 lage, or other general purpose political subdivision of
4 a State.

5 (3) STATE.—The term “State” means any
6 State of the United States, the District of Columbia,
7 the Commonwealth of Puerto Rico, the Virgin Is-
8 lands, Guam, American Samoa, and the Common-
9 wealth of the Northern Mariana Islands.

10 (4) STATE LAW ENFORCEMENT AGENCY.—The
11 term “State law enforcement agency” means any
12 State entity that exists primarily to prevent and de-
13 tect crime and enforce criminal laws.



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

CONSTRUCTION OFFICE

MONTHLY ACTIVITY REPORT

OCTOBER 2022

ADMINISTRATIVE SUMMARY

The construction permits for the Wawa facility have been issued. The developer is awaiting final detail approvals for the intersection before starting construction of the building and accessory structures. Additional permit applications will be submitted by Wawa for final fit-out of the retail space. These are not expected until the building is closed-in and utilities have been installed.

The initial plan reviews have been completed on the four-unit veterans housing facility. The architect is in the process of addressing the outstanding issues. The process will continue to assure compliance with the current construction codes.

Staff participated in webinars on new legislation requiring oversight of business registrations and lead paint in residential rental properties.



Mountain Lakes Borough
400 BOULEVARD
MOUNTAIN LAKES, NJ 07046

Construction Permit Activity Report

10/1/2022 -> 10/31/2022

Summary

	Cost:	Count:			
New:	\$843,500.00	1	Cubic Footage:	97,740 Cu.ft	Permits Issued: 35
Addition:	\$0.00	0	Square Footage:	5,585 Sq.ft	Updates Issued: 1
Alteration:	\$871,531.00	34			
Demolition:	\$788.00	1			
Total:	\$1,715,819.00	36			

Permits	Count	Permit Fees	Admin Fees	Total	Inspections	Passed	Failed	Other
Building:	10	\$13,083.00	\$0.00	\$13,083.00	B 19	17 %89.5	2 %10.5	0 %0
Plumbing:	8	\$3,125.00	\$0.00	\$3,125.00	P 13	10 %76.9	3 %23.1	0 %0
Electrical:	24	\$6,812.00	\$0.00	\$6,812.00	E 36	28 %77.8	7 %19.4	1 %2.8
Fire:	4	\$6,540.00	\$0.00	\$6,540.00	F 2	1 %50	1 %50	0 %0
Elevator:	0	\$0.00	\$0.00	\$0.00	V 0	0 %	0 %	0 %
Mechanical:	17	\$1,560.00	\$0.00	\$1,560.00	M 29	29 %100	0 %0	0 %0
	63	\$31,120.00	\$0.00	\$31,120.00	99	85	13	1
DCA Training:	1		363		(Note: Does not include result of none)			
DCA State:	32		976	\$300.00				
DCA Minimum:	3		3					
	36		\$1,342					

Variations	Total	Paid	Certificates	Issued Total	Paid Total
Building 0	0	0	CA 20	\$0.00	\$0.00
Plumbing 0	0	0	CCO 0	\$0.00	\$0.00
Electrical 0	0	0	CO 0	\$0.00	\$500.00
Fire 0	0	0	CC 0	\$0.00	\$0.00
Mechanical 0	0	0	TCO 0	\$0.00	\$0.00
Elevator 0	0	0	TCC 0	\$0.00	\$0.00
Total:	\$0.00	\$0.00	Total: 20	\$0.00	\$500.00

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	\$0.00

Payments (Based on Payment Date)	
Permit (73)	\$33,312.00
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	\$33,312.00



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	33,312.00	139,616.00	Wawa fees	26,104.00
NOVEMBER				
DECEMBER				

BOROUGH OF MOUNTAIN LAKES
DEPARTMENT OF PUBLIC WORKS
Department Activity
October 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
 - Electric line installed for new brine tank
 - Temporary window installed at Library to replace broken window
 - Sinkhole repaired on the Boulevard across from Kaufmann Park
 - Emergency tree removal on East Shore Rd.
 - Planter repair on Esplanade
 - Snow removal equipment prepared for winter
- Recreation Department
 - Barricades set up for Halloween
 - Replanted Island Beach grass
 - Removed lanes, diving boards, docks and ladders from Island Beach and Birchwood Beach
 - Installed lines on Haswell Field
 - Installed geese decoys at Island Beach
 - Installed Sailing Club boat racks at Island Beach
 - Built and installed cornhole board
 - Reinstalled wind nets at Tennis Courts
 - Tree removal from White Trail in Birchwood
- Water Department
 - Sewer and well meters were calibrated
 - Leak detection company completed work
- Stormwater
 - Basin cleaning and repairs continue
- Shared Services
 - Loaned BOE flail mower in exchange for use of BOE bucket truck

Vacation/Sick Time:

- 61.5 Vacation Hours; 105 Sick Hours



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

Joe Mullaney
Fire Chief
info@mlvfd.com

400 Boulevard
Mountain Lakes, NJ 07046
P -973-394-1094

TO: Mitchell Stern
DATE: 11/18/22
SUBJECT: October 2022 Report

The following lists the activity for the Mountain Lakes Volunteer Fire Department during the month of October 2022:

FIRE CALLS (15)

LOCATION	DATE	TIME	DESCRIPTION
9 Cobb Road	10/1	9:46 AM	Fire Alarm- Resident had just Turned on heat and set off alarm
333 Rt 46	10/1	2:33 PM	Fire Alarm- Set off by contractors
YMCA	10/2	2:00 PM	Fire Alarm- Set off in error
68 Crestview Rd	10/3	6:44 AM	Fire Alarm- Water leak
9 Grove Place	10/6	3:54 PM	Fire Alarm- Malfunction
High School	10/12	12:40 PM	Set off by dust from from construction work
59 Hanover Rd	10/13	9:48 AM	CO Alarm. Investigation Revealed a faulty furnace.
48 West Shore Rd	10/15	10:23 AM	CO Alarm- High readings detected in the house. House ventilated.
30 Cobb Rd	10/16	4:57 P	Fire Alarm- Culinary Mishap
Wildwood School	10/17	6:02 AM	Fire Alarm- Malfunction
48 Briarcliff Rd	10/18	10:20 AM	Fire Alarm- Set off by Construction
184 Laurel Hill Rd	10/19	10:38 AM	Fire Alarm-Construction
YMCA	10/22	9:36 AM	Assist Police
Briarcliff School	10/23	7:03 AM	Fire Alarm- Water Leak
Hapgoods	10/26	8:34 PM	Electrical fire in basement

DRILLS/TRAINING (5)

LOCATION	DATE	TIME	DESCRIPTION
High School	10/2	1:00 PM	JFD Drill

Firehouse	10/4	7:00 PM	JFD Drill
Firehouse	10/11	8:00 PM	Senior Drill
High School	10/16	1:00 PM	JFD Drill
Firehouse	10/18	7:00 PM	JFD Drill

MEETINGS (1)

LOCATION	DATE	TIME	DESCRIPTION
Firehouse	10/25	8:00 PM	Business Meeting

WORK DETAILS (0)

LOCATION	DATE	TIME	DESCRIPTION
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COMMUNITY EVENTS (8)

LOCATION	DATE	TIME	DESCRIPTION
Scribbles Pre School	10/6	9:30 AM	Fire Prevention Week Visit
Country Day School	10/7	10:00 AM	Fire Prevention Week Visit
Wildwood School	10/10	9:00 AM	Fire Prevention Week Visit
King of Kings Pre School	10/11	9:30 AM	Fire Prevention Week Visit
Academy For Children	10/12	10: 00 AM	Fire Prevention Week visit
Light Bridge Academy	10/12	10:00 AM	Fire Prevention Week Visit
YMCA	10/14	10:00 AM	Fire Prevention Week Visit
Craig School	10/25	9:30 AM	Fire Prevention Week Visit

Total Manhours: 590

Borough of Mountain Lakes

BOARD OF HEALTH

400 BOULEVARD • MOUNTAIN LAKES, NEW JERSEY 07046

Telephone: (973) 334-3131 • Fax: (973) 402-5595



October Health Department Activity Report – 2022

Our October 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.

Recent Notable Updates:

- 9/28: NJDOH Updated COVID-19 Isolation And Post-Exposure Recommendations For Community Settings. Read more [HERE](#)
 - This document applies to most community settings, including workplaces and schools, and the public.
- 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.

Flu/COVID Vaccination Clinics –

A dual immunization clinic was planned and implemented on October 19, 2022. The program was successful with good participation. Vaccines are available should a need be determined for follow up clinics.

Monkey Pox vaccine requests have declined since September. We have vaccine availability as needed through the State Department of Health vaccine channels. Residents can contact the Health Department if they have a monkey pox vaccine need.

COVID MONTHLY UPDATE

As of October 6, 2022 Mt Lakes has 2 cases as compared to 12 cases September 21, 2022 and 6 cases August 19, 2022. Thus, we can see the case levels have decreased 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 : 10/1/2022 To Date : 10/31/2022

Report Date : 11/21/2022 7:34 AM

Officers Name	Badge Number	Traffic Stops	Equipment	Moving	Radar	Parking	Ordinance	Warnings	Total
XX	XX	80	10	4	0	0	0	0	14
XX	XX	1	0	0	0	0	0	0	0
XX	XX	0	0	0	0	0	0	0	0
XX	XX	6	1	6	0	0	0	0	7
XX	XX	64	12	3	0	0	0	0	15
XX	XX	3	0	1	0	0	0	0	1
XX	XX	9	4	4	0	0	0	0	8
XX	XX	0	0	0	0	0	0	0	0
XX	XX	48	7	15	0	0	0	0	22
XX	XX	0	0	0	0	0	0	0	0
XX	XX	1	0	0	0	0	0	0	0
XX	XX	11	3	0	0	0	0	0	3
XX	XX	0	0	0	0	0	0	0	0
		Traffic Stops	Equipment	Moving	Radar	Parking	Ordinance	Warnings	Total
Total:		223	37	33	0	0	0	0	70

MOUNTAIN LAKES BORO POLICE DEPARTMENT

Agency Activity Report

By CFS Classification

From Date: 10/1/2022 To Date: 10/31/2022

Report Date: 11/21/2022 7:37:12 AM

Classification code	Description	Total Events	0000-0800	0801-1600	1601-2359
0500	Burglary	1	0	1	0
0600	Theft	3	1	2	0
1100	Fraud	2	0	2	0
1400	Malicious Mischief	5	1	1	3
1500	Weapons Offense	1	0	0	1
2000	Family Offense	3	0	1	2
2400	Disorderly Conduct	5	1	2	2
2600	All Other Offenses	1	0	0	1
4000	Non Criminal Investigations	23	5	10	8
4100	Fire Related	16	4	9	3
5000	Lost Found Property	5	1	3	1
5500	Animal Complaints	15	3	8	4
6000	Traffic Accidents	9	0	7	2
6300	Traffic Enforcement	253	29	127	97
6500	Parking Enforcement	7	0	6	1
6600	Traffic Services	6	0	5	1
7000	Public Services	314	119	62	133
7500	Assist other Agency	56	3	48	5
9000	Administrative	717	293	206	218
	Total:	1442	460	500	482

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	120	414	125	208	216	292	204	502.5	\$0	\$0	\$0	\$0	\$0	\$0	\$161	\$15,755	\$12,876	\$14,514	\$15,865	\$17,041	\$34,942	\$25,878
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	710	3186.5	2968.5	3275	2682	3018.5	4735	3864	\$354	\$593	\$947	\$1,625	\$412	\$1,139	\$929	\$157,266	\$181,548	\$206,506	\$241,128	\$171,046	\$266,872	\$159,472

October

<u>Total Overtime</u>
<u>Hours Paid</u>
306.00

<u>Total</u>	<u>Total</u>	<u>% of Hrs Equating to</u>
<u>Vaca/Comp Hrs</u>	<u>Vaca/Comp/Personal/Bereave Hrs</u>	<u>Creating OT</u>
502.5	120.5	23.98%

<u>Total Sick Time</u>	<u>Total Sick Time</u>	<u>% of Hrs Equating to</u>
<u>Hrs</u>	<u>Hrs Creating OT</u>	<u>OT</u>
120	66	55.00%

**** Operating with 12 Officers.**

1.5 hrs Arrest processing
 17 hrs Halloween/Mischief Night
 4 hrs Community CPR Class
 3 hrs community policing at Sunrise House
 91 hrs mandatory training
 3 hrs Misc

BOROUGH OF MOUNTAIN LAKES

Recreation Department

Department Activity October 2021

The Recreation Commission met on October 25th. The Commission mostly discussed the Christmas Tree Lighting. It was decided to have tree lighting at Kaufman Park. The date is Sunday, December 4th at 5:00 pm. The Menorah will also be at Kaufman Park on Sunday December 18th at 5:00 pm. We will contact the elementary school to confirm if they would like to move their Caroling Event to Island Beach since Island will also be lit for the holidays. The Commission also discussed ways to increase attendance for Laker 55. We will post meetings on the Borough electronic board as many senior citizens do not

- Continued to provide support to Recreation Field Hockey program. FH was very flexible this year and sometimes utilized the Briarcliff field when the turf was utilized.
- FH mostly served the older girls in town this year. There is a private club team which seems to be filling the need for the younger girls.
- Began gym bookings for Junior Laker Basketball. Very smooth process this year.
- Met with the new Athletic Director, Kevin Wallace. Kevin and I have a very good working relationship as he has been the Summer Rec Camp Director for the past years.
- Assisted residents, Boys Scouts, Girl Scouts, and the Home and School Association for facilities requests at Island Beach and Birchwood Lake.
- Hosted the Mountain Lakes 55+ Lakers meeting on October 21st featuring Jay Thomas, resident of ML and founding engineer on the Space X program.
- Began planning for Mountain Lakes High School & Briarcliff ski club. Awaiting vendor for busing. Ski Club will be at Camelback Mountain this year. Meeting November 8th.
- Many changes were made to the program's registration this year. Camelback is requiring a list of students and to pay in advance to the group reservations department (similar to Teen Camp).
- HUB Lakes Meeting – Could not attend – Rec Commission member, Mark Odenwelder attended in my absence.
- Scary Movie Night (JAWS) at Island Beach for Middle School Age Kids. October 22nd. Success.
- Confirmed insurance for the 2 5Ks in the borough in November. The new checklist is working well with the Police Department.
- Opened Wrestling registration. Very few kids signed up so far.
- Planning Basketball Clinic at Wilson Court for Teacher's Convention Days along with Tyler Basketball.



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

Joe Mullaney
Code Enforcement Officer
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: 11/18/22
SUBJECT: Monthly Report October 2022

The following lists code enforcement/property maintenance issues for the month of October 2022:

10/4: Follow up on complaint from DPW about possible illegal dumping at a Tower Hill Rd residence. Investigation showed no dumping violations but due to construction going on at the residence the matter was referred to the Borough Engineer
10/21: Follow up on property maintenance violations at a Glen Rd residence.
10/23: Political signs removed from Borough property along the Boulevard
10/24: Political signs removed from Rt 46 median.

Smoke and Carbon Monoxide Detector Inspections

DATE	LOCATION	PASS/FAIL
10/13	116 Kenilworth Rd	Pass
10/26	27 Glen Road	Pass
10/27	251 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.