



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES  
OCTOBER 23, 2023  
HELD AT ML HIGH SCHOOL, 96 POWERVILLE ROAD, MOUNTAIN LAKES, NJ 07046**

**CALL TO ORDER AND OPEN PUBLIC MEETINGS ACT STATEMENT**

This meeting is being held in compliance with Public Law 1975, Chapter 231, Sections 4 and 13, as notice of this meeting has been reported to The Citizen and the Morris County Daily Record and The Star Ledger on January 9, 2023 and posted in the municipal building.

Mayor Sheikh called the meeting to order at 7:01p.m.

**ROLL CALL ATTENDANCE**

<b>Roll Call</b>	<b><u>Present</u></b>	<b><u>Absent</u></b>		<b><u>Present</u></b>	<b><u>Absent</u></b>
Cannon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Richter	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Korman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Barnett	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Menard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sheikh	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Muilenburg	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

**FLAG SALUTE**

Mayor Sheikh led the salute to the flag.

**EXECUTIVE SESSION**

There was no executive session.

**COMMUNITY ANNOUNCEMENTS**

Councilmember Korman announced that a recent study in Nature magazine revealed that being outside for two or more hours per week had a significant improvement on mental health and encouraged everyone to go outside.

Councilmember Muilenburg announced that Halloween candy donations can be dropped off at Mountain Lakes Library until October 26<sup>th</sup> and at Wildwood School from October 23<sup>rd</sup> to October 26<sup>th</sup>.

Mayor Sheikh wished everyone a happy end to National Hispanic American Heritage Month and advised that the deadline to submit nominations for Citizen of the Year & Janice D. Hunts awards is November 3<sup>rd</sup>.

**SPECIAL PRESENTATIONS**

There were no presentations.

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

There were no reports.

**BOROUGH COUNCIL DISCUSSION ITEMS**

There were no discussion items.

**PUBLIC COMMENT**

Mayor Sheikh opened the meeting to the public.

There was no one from the public wishing to speak.

**ATTORNEY'S REPORT**

Mr. Oostdyk had nothing to report.

**MANAGER'S REPORT**

Borough Manager Stern provided his report (attached). The council asked questions of Mr. Stern and Mr. Stern answered them.



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The Council discussed Borough Manager Stern's recommendation to cease collecting Styrofoam at the Borough's recycling facility and have residents place Styrofoam out with their trash. Councilmember Korman requested that Borough Manager Stern delay making any changes to Styrofoam disposal to give the Environmental Commission a chance to review the Borough's options for Styrofoam recycling. Borough Manager Stern agreed to wait until the next Council meeting to make any changes to the disposal of Styrofoam.

Borough Manager Stern advised that he was contacted by a victim of domestic violence who had spoken during public comment at a previous Council meeting and requested that their address be removed from the minutes. Borough Manager Stern, in consultation with Borough Attorney Oostdyk and Borough Clerk Fox, recommended amending the minutes as requested and only asking for a person's first name during public comment going forward. The Council was in favor of Borough Manager Stern's recommendations.

### **RESOLUTIONS**

There were no resolutions.

### **ORDINANCES TO INTRODUCE**

There were no ordinances to introduce.

### **ORDINANCES TO ADOPT**

There were no ordinances to adopt.

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### **\*CONSENT AGENDA ITEMS**

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

### **\*RESOLUTIONS**

- a. *R191-23, Authorizing the Payment of Bills*
- b. *R192-23, Authorizing the Discretionary Award of a Contract for Security Related Components to Alarmex in an Amount that May Exceed \$17,500 but Will be Less than \$44,000*
- c. *R193-23, Rejecting the Bids for Hydro-raking Services*
- d. *R194-23, Authorizing 2023 Municipal Employee Salary*
- e. *R195-23 Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A. 40A:11-12a*
- f. *R196-23, Amending Personnel Policy and Procedure Manual*
- g. *R197-23, Authorizing the Discretionary Award of a Contract for Concrete Sidewalks to D & L Paving Contractors Inc. in an Amount that May Exceed \$17,500 but Will be Less than \$44,000*
- h. *R198-23, Authorizing the Discretionary Award of a Contract for Paving to Onorati Construction in an Amount that May Exceed \$17,500 but Will be Less than \$44,000*

### **\*APPROVAL OF MINUTES**

*10/9/23 (Regular)*

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



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**\*Approval of the Consent Agenda**

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

**Regarding R194-23, Borough Manager provided background information.**

**DEPARTMENT REPORTS SUBMITTED FOR FILING** (reports are included only if checked)

- ☒ Construction Department
- ☒ Department of Public Works
- ☐ Fire Department
- ☒ Health Department
- ☒ Police Department
- ☐ Recreation Department
- ☐ Code Enforcement/Property maintenance report

**COUNCIL REPORTS**

**Borough Hall Renovation Project** - Borough Manager Stern reported the following: The project is moving along. The Borough will be hiring a vendor to install the sidewalks and building steps. The carpet will be installed shortly. There are no changes to the project schedule since the previous Council meeting.

**Economic Development Advisory Committee** – Councilmember Richter reported that the committee is finalizing the survey to obtain community feedback on what residents would like to see in the Midvale area of the Borough.

**Woodlands Committee**

Councilmember Muilenburg reported that park deer fencing will be taken down and that the committee discussed dead trees in Borough pocket parks, a potential new scout project, the Red Trail project and the 2024 budget.

Mayor Sheikh requested Councilmember Muilenburg determine if residents could assist the Woodlands Committee with the maintenance of pocket parks and Councilmember Muilenburg agreed to do so.

**Traffic & Safety Committee** – Councilmember Korman reported that the committee discussed a resident's request for two additional crosswalks at Morris Avenue to Crane Road and Crane Road to Pocono Road, adding a stop sign at Willow Road and N. Pocono Road, landscape trailers left on Borough roadways, and the Halloween Safe Zone.

**Highlands Subcommittee** – Councilmember Korman reported that there is a consensus among the subcommittee to continue moving forward to opt into the Highlands Regional Masterplan. The Council discussed the next steps and directed the subcommittee to prepare a discussion item for an upcoming Council meeting and Borough Attorney Oostdyk prepare a resolution agreeing to move forward with the next steps in the Highlands Area conformance process.

**PUBLIC COMMENT**

Mayor Sheikh opened the meeting to the public.

There was no one from the public wishing to speak.



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**NEXT STEPS AND PRIORITIES**

Mayor Sheikh reviewed the following next steps and priorities:

Next Step	Completed by	Completion date
Review Styrofoam Disposal Options	Green Team & Environmental Commission	November 13 <sup>th</sup> Council Meeting
Determine if Residents Can Assist with Maintenance of Pocket Parks	Woodlands Liaison Councilmember Muilenburg	
Prepare Highlands Discussion Item	Councilmember Korman	
Draft Resolution Agreeing to Move Forward with the Next Steps in the Highlands Area Conformance Process	Borough Attorney	

**ADJOURNMENT at 8:10P.M.**

Motion made by Councilmember Richter, second by Councilmember Muilenburg to adjourn the meeting at 8:10p.m., with all members in favor signifying by "Aye".

Respectfully Submitted,

*Cara Fox*

Cara Fox, Borough Clerk



# 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

TO: Honorable Mayor and Borough Council  
SUBJ: Manager's Report for the Borough Council meeting of October 23, 2023  
CC: Robert Oostdyk, Borough Attorney

**New Jersey Historic Trust Grant Award** – We have been notified by the New Jersey Historic Trust that our grant request for \$7,670 has been approved. This grant is the 20% share of the cost for construction documents for the Mountain Lakes Train Station that was not covered by the Morris County Historic Program grant award (\$30,680).

**Annual Best Practices Inventory** – 2023's Best Practices Inventory consists of 83 questions. Of the 83 questions, 34 are unscored survey questions. Of the 49 scored questions, a score of 29 and above must be attained to avoid any loss of state aid. The Borough has met this requirement with a score of 37.50. The Inventory must be electronically filed with the State no later than November 3<sup>rd</sup>. A copy of the Inventory document is attached to this report.

**Personnel Policies** – At our July 24th Borough Council meeting, I requested amendments to several of our existing personnel policies in order to bring the policies into alignment with those recommended by the JIF. During public participation, questions arose regarding proposed changes to three of the policies. Below, you will find the concerns, along with my response to each.

#### Policy 2.4 – Overtime Policy

The question concerned amending the policy to allow previously scheduled vacation time to be considered time worked for purposes of determining overtime compensation.

*Response: Adding the additional verbiage brings our policy in line with our Borough employees covered by labor agreements, and is also in line with what other local communities offer.*

#### Policy 2.8 – Sick Leave Policy

The question concerned the removal of the utilization of sick time for a death in the family.

*Response: The 2014 version of the Personnel Policy Manual addressed sick time and bereavement time in the same policy. Beginning with the 2022 Personnel Policy Manual, sick time and bereavement time were separated into individual policies. In the 2022 manual, and continuing with this update, the Bereavement policy (3.1) allows for additional bereavement leave utilizing either sick or vacation time.*



# BOROUGH OF MOUNTAIN LAKES

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**Mitchell Stern**  
**Borough Manager**  
mstern@mtnlakes.org

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

SUBJ: Manager's Report for the Borough Council meeting of October 23, 2023

Page: 2 of

Policy 3.6 – New Jersey Family Leave

The question concerned the relaxed definition of “family member”.

*Response: The wording in this policy is set by statute.*

**Styrofoam Recycling** – Following up on the issue of Styrofoam recycling / disposal. As previously announced, our long-time vendor who took our Styrofoam at no charge has gone out of business. In the interim, we have been able to bring Styrofoam to Long Hill Township at no charge. Long Hill Township has recently announced that moving forward, there will be an annual fee incurred (currently \$3,000) to continue bringing Styrofoam to their facility.

To understand the current process in the Borough, residents bring their Styrofoam to our recycling center at the DPW yard and place it into a storage container. Once in the container, our staff has to sort the Styrofoam, as not all Styrofoam is recyclable. Non-recyclable material is then placed in the trash. Acceptable material is broken into small pieces (by hand) and bagged. The bags are then transported to Long Hill. The trip to Long Hill is 23 miles, taking an average of 30-45 minutes each way. Styrofoam is transported to Long Hill at a minimum of once every two weeks, and a minimum of twice per week during the holiday season.

The Morris County Utilities Authority does not accept Styrofoam in their recycling program. Checking with our trash and recycling hauler, the vendor reports that all of the communities he services, except one, disposes of Styrofoam with their trash.

At this time, my recommendation is to cease collecting Styrofoam at our recycling facility and have residents place it out with their trash.

**Bathymetric Study** – Attached, please find the Bathymetric Study reports for all of our lakes. The reports will be added to the Borough's website (Lakes Management page). Work is still being completed on a study of the canal between Mountain and Wildwood Lakes. As soon as I have this report, I'll forward it.



# 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*

TO: Honorable Mayor and Borough Council  
SUBJ: Manager's Report for the Borough Council meeting of October 23, 2023  
CC: Robert Oostdyk, Borough Attorney

**Water Meter Project Update** –As of October 19<sup>th</sup>, 1,127 water meters have been replaced. Appointments for meter changeout continue to be scheduled with residents. Water service line types identified to date: Copper – 1034; Galvanized – 88; Iron Pipe – 2; Poly – 2; Lead – 1. 25 appointments are currently scheduled for changeout. At this time, this leaves us with 89 water service lines that will need to be replaced (lead and galvanized).

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

Respectfully,

Mitchell

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

**RESOLUTION 191-23**

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

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

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

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

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the current bills, dated October 23, 2023 and on file and available for public inspection in the Office of the Treasurer and approved by him for payment, be paid.

XX

**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 23, 2023.

  
\_\_\_\_\_  
Cara Fox, Borough Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon			X			
Korman			X			
Menard	X		X			
Muilenburg		X	X			
Richter			X			
Barnett					X	
Sheikh			X			



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

Meeting Date: 10/23/2023 For bills from 10/06/2023 to 10/19/2023

Check#	Vendor	Description	Payment	Check Total
22853	101 - 84 LUMBER COMPANY	PO 27743 BH: RENOVATIONS	25.29	25.29
22854	219 - ACCESS	PO 27020 2023 ARCHIVE SERVICES - CUST# 156NFY0479	1,398.14	1,398.14
22855	4019 - ADVANCED FIREPROOF DOOR, INC	PO 26609 BH: RENOVATIONS - HOLLOW METAL DOOR	1,906.92	
		PO 27742 BH: RENOVATIONS - DOORS	1,019.14	2,926.06
22856	4343 - ALARMAX DISTRIBUTORS, INC	PO 27680 BH: RENOVATIONS - SMOKE ALARMS	3,685.25	3,685.25
22857	3861 - AMAZON CAPITAL SERVICES	PO 27719 ADMIN: ORDER# 112-5956693-8156263	38.56	
		PO 27752 POLICE: ORDER# 112-8965486-8111445	23.98	62.54
22858	239 - AMERICAN WEAR, INC.	PO 26992 RECYCLING TONNAGE GRANT	32.85	
		PO 27746 DPW UNIFORM T-SHIRTS	458.25	491.10
22859	189 - ANCHOR ACE HARDWARE	PO 26817 BH: RENOVATIONS - SUPPLIES BLANKET	79.98	
		PO 27657 DPW: DEPARTMENT SUPPLIES - BLANKET	31.97	
		PO 27732 POLICE: MISC/EQUIPMENT SUPPLIES - BLANKE	13.99	125.94
22860	102 - ANDERSON & DENZLER ASSOC., INC	PO 27785 SEPTEMBER 2023 PROFESSIONAL SERVICES	4,841.38	
		PO 27785 SEPTEMBER 2023 PROFESSIONAL SERVICES	2,573.48	
		PO 27785 SEPTEMBER 2023 PROFESSIONAL SERVICES	1,075.50	
		PO 27785 SEPTEMBER 2023 PROFESSIONAL SERVICES	358.50	8,848.86
22861	191 - ASSOC OF NJ ENVIRONMENTAL COMM	PO 27787 ENVIRONMENTAL CONGRESS - MIMI KAPLAN	25.00	25.00
22862	3957 - ATLANTIC COAST RECYLING, LLC	PO 27174 RECYCLING COSTS - 2023 - BLANKET	1,737.12	1,737.12
22863	3103 - BENEFIT ANALYSIS, INC.	PO 26873 2023 FLEXIBLE SPENDING ACCOUNTS - BLANKE	225.00	225.00
22864	3617 - BLOOMFIELD HEALTH DEPARTMENT	PO 27764 OCTOBER 2023 PUBLIC HEALTH SERVICES CONT	2,248.67	2,248.67
22865	4122 - CENTRAL SUPPLY, INC	PO 27781 BH: RENOVATIONS	204.15	204.15
22866	4150 - CLEARY GIACOBBE ALFIERIE JACOBS,	PO 27765 SEPTEMBER 2023 LEGAL ATTORNEY SERVICES	2,040.00	2,040.00
22867	2902 - CLEMENTE'S AUTO BODY	PO 27664 POLICE: VEHICLE REPAIR - POLICE CAR #25-	1,659.00	1,659.00
22868	455 - CONDURSOS GARDEN CENTER	PO 27360 BUILDINGS & GROUNDS - BOROUGH APPEARANCE	452.52	452.52
22869	1481 - CORE & MAIN, LP	PO 24354 FURNISH & INSTALL WATER METERS - RESO# 1	4,755.00	
		PO 25388 LEAD LINE IDENTIFICATION	16,845.00	21,600.00
22870	4325 - CSI TECHNOLOGY GROUP	PO 27782 POLICE: ETICKETING	132.00	132.00
22871	3503 - CWC CONTINUING ED	PO 27531 DPW: EDUCATIOIN CLASSES - ANDREW GALLEGA	1,750.00	1,750.00
22872	506 - DAN COMO & SONS, INC	PO 27561 SOLID WASTE: LEAF/BRUSH REMOVAL- BLANKET	1,120.00	1,120.00
22873	2971 - DIRECT ENERGY BUSINESS	PO 27697 PARKS & BEACHES: ELECTRIC SERVICE Aug-Se	88.51	88.51
22874	652 - DOVER BRAKE AND CLUTCH CO. INC	PO 27291 DPW- EQUIPMENT REPAIR - BLANKET	4.11	4.11
22875	4012 - EDWARD F. JOYCE, IV	PO 27760 REFUND OF OVERPAYMENT OF TAXES BLOCK 43	13,654.38	13,654.38
22876	4542 - ETD DISCOUNT TIRE CENTERS, INC	PO 27602 POLICE:WHEELS/REPAIRS	600.00	600.00
22877	3715 - FED EX	PO 27779 FINANCE - POSTAGE	40.59	40.59
22878	4125 - FELDMAN BROTHERS ELECTRICAL SUPPLY	PO 27736 BH: RENOVATIONS - ELECTRICAL/IT-TECH SUP	707.55	
		PO 27737 BH: RENOVATIONS	2,179.25	2,886.80
22879	1170 - FERGUSON ENTERPRISES #501	PO 26947 DPW: BATHROOM RENOVATION	14.86	14.86
22880	3109 - FERRIERO ENGINEERING, INC	PO 27716 SUNSET LAKE DAM REHAB PROJECT: PROJECT 1	4,821.39	4,821.39
22881	753 - FIRE FIGHTERS EQUIPMENT CO.	PO 27201 DPW - SAFETY EQUIPMENT	765.00	765.00
22882	653 - GANNET NEW JERSEY NEWSPAPERS	PO 27744 ADVERTISING - NOTICE TO BIDDERS	105.98	105.98
22883	876 - GARDEN STATE LABORATORIES, INC	PO 26973 WATER DEPARTMENT - 2023 TREATMENT OF WEL	600.00	600.00
22884	4551 - GARDEN STATE VINYL DESIGNS, LLC	PO 27723 POLICE: VEHICLE MISC.	450.00	450.00
22885	2356 - GEAR WASH	PO 27775 FIRE DEPT: Gear Washing and Repair	752.50	752.50
22886	826 - GENERAL PLUMBING SUPPLY, INC	PO 27791 DPW BATHROOM RENOVATION	87.43	87.43
22887	4533 - GREEN VALLEY LANDSCAPE DESIGN	PO 27445 2023 LAKE CLEAN UP	2,000.00	2,000.00
22888	4188 - HERC RENTALS, INC.	PO 27585 BH: RENOVATIONS - RENTALS BLANKET	1,555.00	1,555.00
22889	911 - HOME DEPOT CREDIT SERVICES	PO 27633 BH: RENOVATIONS - SUPPLIES	529.50	
		PO 27646 DPW - DEPARTMENT SUPPLIES - BLANKET - N	125.90	
		PO 27686 BH: RENOVATIONS - SUPPLIES	1,323.67	
		PO 27789 S & R - EQUIPMENT & TOOLS - SUPPLIES	659.75	2,638.82
22890	4209 - HUNTER CARRIER SERVICES	PO 27055 ADMIN: 2023 PHONES - ACCT BOML- BLANKET	989.75	989.75
22891	3010 - JACKIE BAY	PO 27786 REIMBURSEMENT FOR ANJEC REGISTRATION	128.62	128.62
22892	3932 - JACOBUS & ASSOCIATES, LLC	PO 27643 REFUND DUE TO SUCCESSFUL STATE TAX APPEA	5,481.64	5,481.64
22893	633 - JASON DIMICK	PO 27714 POLICE: REIMBURSEMENT FOR NJPSAC CONFRENC	237.11	237.11
22894	859 - JCP&L	PO 27776 ACCT#100 076 421 971/ BILL PRD: 9/08 - 1	238.45	
		PO 27778 M/A #200 000 020 764: BILL DATE: OCT 11,	104.73	
		PO 27795 MASTER ACCT#200 000 574 000/ BILL DATE:	38.23	381.41
22895	859 - JCP&L	PO 27798 M/A #200 000 054 011/ BILL DATE: OCT 6,	216.86	
		PO 27799 MAST ACCT# 200 000 021 275 / BILL DATE:	3,071.65	3,288.51
22896	1074 - JW PIERSON CO.	PO 27472 DPW - DEISEL FUEL - BLANKET	509.02	509.02
22897	4002 - KAREN BRENNFLECK	PO 27771 REIMBURSEMENT - HUB LAKES BANQUET	78.65	78.65
22898	1090 - KENVIL POWER MOWER	PO 27375 DPW - EQUIPMENT REPAIR - BLANKET	84.24	84.24
22899	1295 - MORRIS CTY MUNICIPAL UTILITIES	PO 26968 SOLID WASTE DISPOSAL - BLANKET	8,903.82	8,903.82
22900	4196 - MOUNTAIN LAKES REALTY, LLC	PO 27761 BH: NOV 2023 LEASE PAYMENTS FOR TEMP BOR	2,575.00	2,575.00
22901	1394 - MTN. LAKES PUBLIC LIBRARY	PO 26924 JUNE - DEC 2023 MTN LAKES PUBLIC LIBRARY	30,936.25	30,936.25
22902	1472 - MURPHY MCKEON P.C.	PO 26891 2023 LEGAL/ RETAINER FEES - BLANKET	4,166.66	
		PO 27731 SEPTEMBER 2023 LEGAL SERVICES - TAX APP	2,644.00	6,810.66
22903	4522 - NATIONAL HIGHWAY PRODUCTS, INC	PO 27405 DPW - SIGNS	1,601.00	1,601.00
22904	4235 - NET2PHONE, INC.	PO 26391 2023 DEDICATED EFAX LINE - ACCT# 954962	32.67	32.67

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

Meeting Date: 10/23/2023 For bills from 10/06/2023 to 10/19/2023

Check#	Vendor	Description	Payment	Check Total
22905	1553 - NEW JERSEY NATURAL GAS	PO 27797 SEPT-OCT 2023 SERVICE	642.44	642.44
22906	4168 - NEW JERSEY RECREATION & PARK ASSOC.	PO 27586 2023 Fall Workshop - Karen Brennfleck	65.00	65.00
22907	1533 - NJ DEPT OF COMMUNITY AFFAIRS	PO 27733 3RD QTR 2023 STATE PERMIT SURCHARGE FEES	2,275.00	2,275.00
22908	1562 - NJLM	PO 27740 COUNCIL: LEAGUE TICKETED EVENT - KORMAN	45.00	45.00
22909	2595 - NORTH JERSEY MUNICIPAL EMPLOYEE	PO 27004 2023 DENTAL PREMIUMS - GROUP 1624 - MAY	2,786.00	2,786.00
22910	4213 - OPTIMUM	PO 27520 2023 BORO (TEMP SPACE) INTERNET SVCS. AC	170.64	170.64
22911	3113 - PHILLIPS PREISS GRYGIEL LEHENY HUGH	PO 25624 2022 PROFESSIONAL SERVICE CONTRACT - BLA	1,202.50	
		PO 27551 PROFESSIONAL SERVICES FOR ORDINANCE REVI	672.50	1,875.00
22912	1714 - POWER PLACE, INC.	PO 27769 DPW EQUIPMENT REPAIRS	15.77	15.77
22913	1787 - R & J CONTROL, INC.	PO 26969 DPW / WATER TOWER - FACILITIES MAINTENAN	815.00	
		PO 26969 DPW / WATER TOWER - FACILITIES MAINTENAN	300.00	1,115.00
22914	3249 - RUTGERS	PO 27431 DPW - TRAINING & EDUCATION	1,129.00	1,129.00
22915	4543 - SCHMIDT'S WHOLESALE, INC	PO 27591 FIRE HYDRANTS	8,073.03	8,073.03
22916	1948 - SHEAFFER SUPPLY, INC.	PO 27690 BH: RENOVATIONS - MISC SUPPLIES - BLANK	345.36	
		PO 27726 WATER DEPT - SUPPLIES - BLANKET	20.40	365.76
22917	1994 - SHERWIN-WILLIAMS COMPANY	PO 27285 BH: RENOVATIONS - QUOTE	608.20	
		PO 27801 BH: RENOVATIONS	567.12	1,175.32
22918	1943 - STRUCTURAL STONE CO., INC.	PO 27396 BH RENO: MATERIALS	1,477.86	1,477.86
22919	603 - TOWNSHIP OF DENVILLE	PO 27749 4THQ23 PROPERTY TAXES - TOWPATH	1,201.35	1,201.35
22920	4191 - TRANSUNION RISK & ALTERNATIVE	PO 27724 POLICE: RISK MANAGEMENT - SEPTEMBER 2023	75.00	75.00
22921	4088 - TURN OUT UNIFORMS, INC	PO 27572 POLICE: SPECIALS UNIFORM PURCHASE - JEFF	231.98	231.98
22922	1736 - TWP OF PARSIPPANY - TROY HILLS	PO 26949 2023 SEWER MAINTENANCE CHARGES - BLANKET	37,397.05	37,397.05
22923	4069 - UNITED BUSINESS SYSTEMS	PO 27748 CANON COPIERS - 3RD QTR 2023 - PRINTING	984.46	984.46
22924	1062 - UNITED SITE SERVICES	PO 26961 PORTA JOHNS - 2023 MAY-DEC - CUST ID# 1	494.75	
		PO 27684 BH: 2023 PORTAJOHNS / TEMP FENCING - SIT	301.00	795.75
22925	4480 - VERIZON	PO 27489 PD: 2023 INTERNET SERVICES: ACCT 357-156	139.00	139.00
22926	4481 - VERIZON	PO 27490 DPW: 2023 INTERNET SERVICES ACCT# 457-15	41.58	
		PO 27490 DPW: 2023 INTERNET SERVICES ACCT# 457-15	28.71	
		PO 27490 DPW: 2023 INTERNET SERVICES ACCT# 457-15	28.71	99.00
22927	2135 - VERIZON WIRELESS	PO 27774 ACCT# 882388054-00001 / SEPT 05 - OCT 04	664.75	664.75
22928	4489 - WALLINGTON PLUMBING & HEATING SUPPLY CO.	PO 27276 BH: RENOVATIONS - HVAC BLANKET	1,067.86	
		PO 27745 BH: RENOVATIONS - PLUMBING SUPPLIES	166.05	1,233.91
22929	4177 - WEINER LAW GROUP, LLP	PO 26850 Professional Services 2023 Planning Bd A	600.00	600.00
22930	2161 - WELDON ASPHALT, INC.	PO 27644 S & R: POTHOLE REPAIRS - BLANKET	1,310.77	1,310.77
22931	4225 - WILLIAMS SCOTSMAN, INC	PO 26340 BH: RENOVATIONS - 2023 TRAILER RENTAL -	224.00	224.00
22932	4547 - ZIPP & TANNENBAUM, LLC FBO HESS RETAIL S	PO 27759 REFUND DUE TO SUCCESSFUL STATE TAX APPEA	32,187.75	32,187.75
22933	4548 - ZIPP & TANNENBAUM, LLC FBO MOUNTAIN LAKES	PO 27763 REFUND - SUCCESSFUL STATE TAX APPEAL - M	350,892.49	350,892.49
TOTAL				593,108.44

## Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-192-18-001-000	CURRENT YEAR TAXES RECEIVED			13,654.38	
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	2,024.34			
01-201-20-110-020	MAYOR & COUNCIL - OTHER EXP'S	45.00			
01-201-20-140-020	COMPUTER SERVICES	309.64			
01-201-20-155-020	LEGAL SERVICES - OTHER EXPENSE	8,850.66			
01-201-20-165-020	ENGINEERING SERVICES	2,573.48			
01-201-21-180-020	PLANNING BOARD - OTHER EXPENSE	600.00			
01-201-21-185-020	BD OF ADJUST - OTHER EXPENSES	672.50			
01-201-23-220-020	GROUP INSURANCE PLANS-EMPLOYEE	3,011.00			
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	1,271.86			
01-201-25-255-020	FIRE DEPT - OTHER EXPENSES	752.50			
01-201-26-290-020	STREETS & ROADS - OTHER EXP.	8,826.37			
01-201-26-305-020	SOLID WASTE - OTHER EXPENSES	11,513.41			
01-201-26-306-020	Recycling Tax	247.53			
01-201-26-310-020	BLDG & GROUNDS - MUNIC BLDG	452.52			
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	2,259.00			
01-201-27-330-020	BOARD OF HEALTH - OTHER EXP.	2,248.67			
01-201-27-335-020	ENVIRONMENTAL COMM - OTHER EXP	153.62			
01-201-28-370-020	PARKS & PLAYGROUNDS OTHER EXP.	486.07			
01-201-28-375-020	MAINT OF PARKS (BEACHES/LAKES)	2,600.73			
01-201-29-390-020	AID TO PUBLIC LIBRARY	30,936.25			
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	648.55			
01-201-31-437-020	NATURAL GAS	642.44			
01-201-31-440-020	TELECOMMUNICATIONS	1,687.17			

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-31-447-020	PETROLEUM PRODUCTS	509.02			
01-203-21-185-020	(2022) BD OF ADJUST - OTHER EXPENSES		1,202.50		
01-260-05-100	DUE TO CLEARING			0.00	489,016.09
01-290-55-000-001	DUE TO NJ - DCA TRAINING FEES			2,275.00	
01-400-65-100	Fund Balance Clearing			388,561.88	
<b>TOTALS FOR</b>	<b>Current Fund</b>	<b>83,322.33</b>	<b>1,202.50</b>	<b>404,491.26</b>	<b>489,016.09</b>
02-200-40-700-400	Recycling Tonnage Grant			32.85	
02-200-40-700-490	AMERICAN RESCUE PLAN			16,845.00	
02-260-05-100	DUE TO CLEARING			0.00	16,877.85
<b>TOTALS FOR</b>	<b>FEDERAL AND STATE GRANTS</b>	<b>0.00</b>	<b>0.00</b>	<b>16,877.85</b>	<b>16,877.85</b>
04-215-55-984-000	2018 CAPITAL ORDINANCE 4-18			1,175.78	
04-215-55-987-000	2020 CAPITAL ORDINANCE 4-20			6,897.25	
04-215-55-989-000	2020 CAPITAL ORD. 8-20 BORO HALL RENOV.			14,417.12	
04-215-55-991-000	2021 CAPTIAL ORDINANCE 10-21			4,755.00	
04-215-55-992-000	2022 CAPITAL ORDINANCE 2-22			532.64	
04-215-55-996-000	2023 CAPITAL ORDINANCE 8-23			4,364.19	
04-215-55-997-000	CAPITAL ORD. 12-23			4,821.39	
04-215-55-998-000	2023 CAPITAL ORD. 13-23 BORO HALL RENOV.			6,131.03	
04-260-05-100	DUE TO CLEARING			0.00	43,094.40
<b>TOTALS FOR</b>	<b>General Capital</b>	<b>0.00</b>	<b>0.00</b>	<b>43,094.40</b>	<b>43,094.40</b>
05-201-55-520-520	Water Operating - Other Expenses	6,297.61			
05-260-05-100	DUE TO CLEARING			0.00	6,297.61
<b>TOTALS FOR</b>	<b>Water Operating</b>	<b>6,297.61</b>	<b>0.00</b>	<b>0.00</b>	<b>6,297.61</b>
07-201-55-520-520	Sewer Operating - Other Expenses	37,822.49			
07-260-05-100	DUE TO CLEARING			0.00	37,822.49
<b>TOTALS FOR</b>	<b>Sewer Operating</b>	<b>37,822.49</b>	<b>0.00</b>	<b>0.00</b>	<b>37,822.49</b>

Total to be paid from Fund 01 Current Fund  
 Total to be paid from Fund 02 FEDERAL AND STATE GRANTS  
 Total to be paid from Fund 04 General Capital  
 Total to be paid from Fund 05 Water Operating  
 Total to be paid from Fund 07 Sewer Operating

489,016.09

16,877.85

43,094.40

6,297.61

37,822.49

593,108.44

plus . \$2781.40

plus - 9798.90

\* \$596,688.74 \*  
transfer amt

WT # 223395

## Checks Previously Disbursed

22845	COMMISSIONER OF NEW JERSEY	PO# 27729	DEPT. OF LABOR - ADMINISTRATIVE FE	237.40	10/10/2023
22848	STATE OF NJ - PWT DIVISION OF TAXAT	PO# 27754	STATE OF NJ - PUBLIC COMMUNITY WAT	798.90	10/13/2023
22849	NJ MOTOR VEHICLE COMMISSION	PO# 27767	POLICE: VEHICLE REGISTRATION 25-05	85.00	10/16/2023
22850	NJ MOTOR VEHICLE COMMISSION	PO# 27768	POLICE: VEHICLE REGISTRATION 25-06	85.00	10/16/2023
22852	COSTCO WHOLESALE	PO# 27794	POLICE: 2023 HALLOWEEN SAFE ZONE C	2,374.00	10/18/2023

3,580.30

Totals by fund	Previous Checks/Voids	Current Payments	Total
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Fund 01 Current Fund	2,781.40	489,016.09	491,797.49
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ACCOUNT	DESCRIPTION		CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
Fund 02	FEDERAL AND STATE GRANTS		16,877.85	16,877.85		
Fund 04	General Capital		43,094.40	43,094.40		
Fund 05	Water Operating	798.90	6,297.61	7,096.51		
Fund 07	Sewer Operating		37,822.49	37,822.49		
BILLS LIST TOTALS		3,580.30	593,108.44	596,688.74		

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

Meeting Date: 10/23/2023 For bills from 10/06/2023 to 10/19/2023

Check#	Vendor	Description	Payment	Check Total
5376	102 - ANDERSON & DENZLER ASSOC., INC	PO 27755 SEPT 2023 PROFESSIONAL SERVICES - ESCROW	7,031.16	7,031.16
5377	1916 - STICKEL, KOENIG, SULLIVAN & DRILL,	PO 27721 SEPT 2023 PROFESSIONAL SERVICES - ESCROW	432.00	432.00
5378	4177 - WEINER LAW GROUP, LLP	PO 27756 SEPT 2023 PROFESSIONAL SERVICES - ESCROW	225.00	225.00
TOTAL				7,688.16

## Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
17-101-01-001-002	Escrow - Developers - Checking			0.00	7,688.16
17-500-00-091-306	LAWRENCE H. KLEINER - BARKA			501.08	
17-500-00-091-322	BLUE 701, LLC			179.25	
17-500-00-091-404	HIGHVIEW HOMES LLC INSPECTION FEE ESCROW			3,240.70	
17-500-00-091-412	TFJ MOUNTAIN LAKES, LLC			179.25	
17-500-00-091-413	NOUVELLE, LLC - INSPECTON FEES			2,887.00	
17-500-00-091-419	264 MORRIS AVE. LLC			700.88	
TOTALS FOR	Developer's Escrow	0.00	0.00	7,688.16	7,688.16

Total to be paid from Fund 17 Developer's Escrow

7,688.16

7,688.16

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

Meeting Date: 10/23/2023 For bills from 10/06/2023 to 10/19/2023

Check#	Vendor	Description	Payment	Check Total
5587	3728 - JAKE DENOYER	PO 27751 2023 SAILING MAINTENANCE REIMBURSEMENT	1,830.52	1,830.52
5588	2555 - THE STATION AT MTN. LAKES, LLC	PO 27800 Proposed Gift Certificate for Parent Vol	200.00	200.00
TOTAL				2,030.52

## Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
33-101-01-001-001	CASH - RECREATION			0.00	2,030.52
33-600-00-090-000	Recreation Trust Reserves			2,030.52	
TOTALS FOR	Recreation Trust	0.00	0.00	2,030.52	2,030.52

Total to be paid from Fund 33 Recreation Trust

2,030.52

2,030.52

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

**RESOLUTION 192-23**

**“RESOLUTION AUTHORIZING THE DISCRETIONARY AWARD OF A CONTRACT FOR SECURITY RELATED COMPONENTS TO  
ALARMEX IN AN AMOUNT THAT MAY EXCEED \$17,500 BUT WILL BE LESS THAN \$44,000”**

**WHEREAS**, the Borough of Mountain Lakes has a need to purchase security related components for the Borough Hall Renovation Project; and

**WHEREAS**, the Borough of Mountain Lakes has identified AlarMex as a supplier of the security related components; and

**WHEREAS**, it is anticipated that the purchase contract with AlarMex will exceed \$17,500 but be less than \$44,000; and

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

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

**WHEREAS**, the Chief Finance Officer will certify that funds are available upon submission of a purchase requisition; and

**WHEREAS**, it is the recommendation of the Borough Manager that should they be needed, contracts in excess of \$17,500 but less than \$44,000 be authorized in the manner required by law.

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

1. Should they be needed, contracts in excess of \$17,500 but less than \$44,000 may be authorized in the manner required by law.
2. The Borough Manager is hereby authorized and directed to execute the necessary documents related to this resolution.

XX

**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 23, 2023.

  
\_\_\_\_\_  
Cara Fox, Borough Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon			X			
Korman			X			
Menard	X		X			
Muilenburg		X	X			
Richter			X			
Barnett					X	
Sheikh			X			

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

**RESOLUTION 193-23**

**“RESOLUTION REJECTING THE BIDS FOR HYDRO-RAKING SERVICES”**

**WHEREAS**, on September 21, 2023 and October 12, 2023 the Borough of Mountain Lakes received bids for hydro-raking services; and

**WHEREAS**, there were no bids received on September 21, 2023 and there were (3) bids received on October 12, 2023 per the summary below; and

**WHEREAS**, one bid was not in compliance with the bid specifications and two bids were in excess of the budget for the project; and

**WHEREAS**, the Borough Manager recommends the bids be rejected for the reasons cited above.

**NOW THEREOFRE BE IT RESOLVED**, the bids listed below are hereby rejected as being over budget or not in compliant with the bid specifications and the Borough Manager is authorized to negotiate hydro-raking services for the Borough pursuant to the requirements of N.J.S.A 40A:11-4.

SumCo Eco Contracting 2 Centennial Drive Peabody, MA	\$888,333
Spectraserve Inc. 75 Jacobus Avenue Kearny, NJ	\$396,000
Paragon Integrated Services – no address given	\$15, 177 Bid Incomplete

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\_\_\_\_\_  
Cara Fox, Borough Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon			X			
Korman			X			
Menard	X		X			
Muilenburg		X	X			
Richter			X			
Barnett					X	
Sheikh			X			



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

**RESOLUTION 194-23**

**"RESOLUTION AUTHORIZING 2023 MUNICIPAL EMPLOYEE SALARY"**

**WHEREAS**, the Borough Council adopted Ordinance #3-22 setting the salary ranges for various Borough positions; and

**WHEREAS**, the Borough Council of the Borough of Mountain Lakes desires to set the specific salaries for full-time and permanent part-time non-contract Borough employees for the year 2023.

**NOW, THEREFORE, BE IT RESOLVED**, that the following salaries are effective October 23, 2023.

**BE IT FURTHER RESOLVED** that the Borough Manager is authorized to set the salary level according to the salary ranges in Ordinance #3-22 for all non-permanent part-time and seasonal employees.

<b>TITLE</b>	<b>SALARY</b>
Recreation Director / Executive Assistant to Borough Mgr. and/or Borough Clerk	\$60,000

XX

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\_\_\_\_\_  
Cara Fox, Borough Clerk

<b>Name</b>	<b>Motion</b>	<b>Second</b>	<b>Aye</b>	<b>Nay</b>	<b>Absent</b>	<b>Abstain</b>
<b>Cannon</b>			<b>X</b>			
<b>Korman</b>			<b>X</b>			
<b>Menard</b>	<b>X</b>		<b>X</b>			
<b>Muilenburg</b>		<b>X</b>	<b>X</b>			
<b>Richter</b>			<b>X</b>			
<b>Barnett</b>					<b>X</b>	
<b>Sheikh</b>			<b>X</b>			

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

**RESOLUTION 195-23**

**"RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS FOR CONTRACTING  
UNITS PURSUANT TO N.J.S.A. 40A:11-12A"**

**WHEREAS**, the Borough of Mountain Lakes, pursuant to N.J.S.A. 40A:11-12A and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, the Borough of Mountain Lakes has the need on a timely basis to purchase goods or services utilizing State contracts; and

**WHEREAS**, the Borough of Mountain Lakes intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts.

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Mountain Lakes authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list, pursuant to all conditions of the individual State contracts; and

**BE IT FURTHER RESOLVED**, that the governing body of the Borough of Mountain Lakes pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer; and

**BE IT FURTHER RESOLVED**, that the duration of the contracts between the Borough of Mountain Lakes and the Referenced State Contract Vendors shall be from January 1, 2023 to December 31, 2023.

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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 October 23, 2023.

  
\_\_\_\_\_  
Cara Fox, Borough Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon			X			
Korman			X			
Menard	X		X			
Muilenburg		X	X			
Richter			X			
Barnett					X	
Sheikh			X			

### Referenced State Contract Vendors

<u>Commodity/Service</u>	<u>Vendor</u>	<u>State Contract #</u>
Office Furniture	The Hon Company	19FOOD00927

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

**RESOLUTION 196-23**

**“RESOLUTION AMENDING PERSONNEL POLICY AND PROCEDURE MANUAL”**

**WHEREAS**, Section 5-3 of the Revised General Ordinances of the Borough of Mountain Lakes provides for the adoption of a Personnel Policy and Procedure Manual for the employees of the Borough of Mountain Lakes, and

**WHEREAS**, a complete revision of the Personnel Policy and Procedure Manual had been approved by the Borough Council on February 14, 2022, and

**WHEREAS**, the Borough Council wishes to amend / add the following policies to the Personnel Policy and Procedure Manual: Overtime, Sick Leave and New Jersey Family Leave.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the policies listed in paragraph three are hereby amended / added to the Borough of Mountain Lakes Personnel Policy and Procedure Manual, and is hereby adopted and incorporated in its entirety, and

**BE IT FURTHER RESOLVED** that a copy of the policies listed in paragraph three shall be available for inspection in the office of the Borough Clerk.

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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 October 23, 2023.

  
\_\_\_\_\_  
Cara Fox, Borough Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon			X			
Korman			X			
Menard	X		X			
Muilenburg		X	X			
Richter			X			
Barnett					X	
Sheikh			X			

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

**RESOLUTION 197-23**

**“RESOLUTION AUTHORIZING THE DISCRETIONARY AWARD OF A CONTRACT FOR CONCRETE SIDEWALKS TO D & L  
PAVING CONTRACTORS INC. IN AN AMOUNT THAT MAY EXCEED \$17,500 BUT WILL BE LESS THAN \$44,000”**

**WHEREAS**, the Borough of Mountain Lakes has a need for concrete sidewalks for the Borough Hall Renovation Project; and

**WHEREAS**, the Borough of Mountain Lakes has identified D & L Paving Contractors Inc. as a vendor for concrete sidewalks; and

**WHEREAS**, it is anticipated that the purchase contract with D & L Paving Contractors Inc. will exceed \$17,500 but be less than \$44,000; and

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

**WHEREAS**, D & L Paving Contractors Inc. has provided the required documentation, which is on file with the Borough, for a non-fair and open contract to be awarded; and

**WHEREAS**, the Chief Finance Officer will certify that funds are available upon submission of a purchase requisition; and

**WHEREAS**, it is the recommendation of the Borough Manager that should they be needed, contracts in excess of \$17,500 but less than \$44,000 be authorized in the manner required by law.

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

1. Should they be needed, contracts in excess of \$17,500 but less than \$44,000 may be authorized in the manner required by law.
2. The Borough Manager is hereby authorized and directed to execute the necessary documents related to this resolution.

XX

**CERTIFICATION:** I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 23, 2023.

  
\_\_\_\_\_  
Cara Fox, Borough Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon			X			
Korman			X			
Menard	X		X			
Muilenburg		X	X			
Richter			X			
Barnett					X	
Sheikh			X			

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

**RESOLUTION 198-23**

**“RESOLUTION AUTHORIZING THE DISCRETIONARY AWARD OF A CONTRACT FOR PAVING TO ONORATI  
CONSTRUCTION IN AN AMOUNT THAT MAY EXCEED \$17,500 BUT WILL BE LESS THAN \$44,000”**

**WHEREAS**, the Borough of Mountain Lakes has a need for paving for the Borough Hall Renovation Project; and

**WHEREAS**, the Borough of Mountain Lakes has identified Onorati Construction as a vendor for paving; and

**WHEREAS**, it is anticipated that the purchase contract with Onorati Construction will exceed \$17,500 but be less than \$44,000; and

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

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

**WHEREAS**, the Chief Finance Officer will certify that funds are available upon submission of a purchase requisition; and

**WHEREAS**, it is the recommendation of the Borough Manager that should they be needed, contracts in excess of \$17,500 but less than \$44,000 be authorized in the manner required by law.

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

1. Should they be needed, contracts in excess of \$17,500 but less than \$44,000 may be authorized in the manner required by law.
2. The Borough Manager is hereby authorized and directed to execute the necessary documents related to this resolution.

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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 October 23, 2023.

  
\_\_\_\_\_  
Cara Fox, Borough Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon			X			
Korman			X			
Menard	X		X			
Muilenburg		X	X			
Richter			X			
Barnett					X	
Sheikh			X			



**BOROUGH OF MOUNTAIN LAKES**

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

# **CONSTRUCTION OFFICE**

## **MONTHLY ACTIVITY REPORT**

**SEPTEMBER 2023**

### **ADMINISTRATIVE SUMMARY**

The lull in construction activity continued through the month. The scope and quantity of projects has yet to materialize this year. Zoning permit applications and Planning Board/Zoning Board of Adjustment appeals are not providing an indication that construction activity will increase in the fourth quarter of this year. This current trend must be monitored for any needed changes to the local enforcing agency.

The four-unit veterans housing project has entered the final stages of construction. The interior finishes are being installed and the exterior site improvements are continuing.

Intersection improvements are underway for the Wawa store along Route 46. Traffic control lights, turn lanes, curbing and drainage work are all being installed. The exterior finishes for the building are being applied as well as the interior finishes, equipment and appliances. The parking area concrete work has been completed around the building and at the fuel pump islands.



Mountain Lakes Borough  
400 BOULEVARD  
MOUNTAIN LAKES, NJ 07046

## Construction Permit Activity Report

9/1/2023 -> 9/30/2023

### Summary

	Cost:	Count:				
New:	\$0.00	0	Cubic Footage:	0 Cu.ft	Permits Issued:	19
Addition:	\$0.00	0	Square Footage:	0 Sq.ft	Updates Issued:	2
Alteration:	\$176,183.00	21				
Demolition:	\$0.00	0				
Total:	\$176,183.00	21				

Permits	Count	Permit Fees	Admin Fees	Total	Inspections	Passed	Failed	Other
Building:	3	\$1,345.00	\$0.00	\$1,345.00	B 21	17 %81	4 %19	0 %0
Plumbing:	4	\$455.00	\$0.00	\$455.00	P 13	13 %100	0 %0	0 %0
Electrical:	15	\$1,605.00	\$0.00	\$1,605.00	E 14	13 %92.9	1 %7.1	0 %0
Fire:	4	\$340.00	\$0.00	\$340.00	F 4	3 %75	1 %25	0 %0
Elevator:	0	\$0.00	\$0.00	\$0.00	V 0	0 %	0 %	0 %
Mechanical:	9	\$1,090.00	\$0.00	\$1,090.00	M 10	10 %100	0 %0	0 %0
	35	\$4,835.00	\$0.00	\$4,835.00	62	56	6	0
DCA Training:	0		0		(Note: Does not include result of none)			
DCA State:	19		335	\$50.00				
DCA Minimum:	2		2					
	21		\$337					

Variations	Total	Paid	Certificates	Issued Total	Paid Total
Building 0	0	0	CA 3	\$0.00	\$0.00
Plumbing 0	0	0	CCO 0	\$0.00	\$0.00
Electrical 0	0	0	CO 0	\$0.00	\$0.00
Fire 0	0	0	CC 1	\$25.00	\$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: 4	\$25.00	\$0.00

#### NOTE:

Information gathered is based on the Issue date for that item, ie permit issue date, certificate issue date.

This will cause discrepancies between the payments section which uses Payment date. Example you took in money for a CO but the CO has not been issued yet.

Permit Subcode Exempted (State) Fees			Permit Subcode Waived (Local) Fees		
	Record Count	Total Exempted		Record Count	Total Waived
Building	0	\$0	Building	0	\$0
Plumbing	0	\$0	Plumbing	0	\$0
Electrical	0	\$0	Electrical	0	\$0
Fire	0	\$0	Fire	0	\$0
Mechanical	0	\$0	Mechanical	0	\$0
Elevator	0	\$0	Elevator	0	\$0
Total:		\$0	Total:		\$0
Record Count Total Exempted			Violations Fines Paid		
DCA Fees 0		\$0	Issued 0	\$0.00	\$0.00

Payments (Based on Payment Date)	
Permit (47)	\$5,562.00
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	\$5,562.00





Mountain Lakes Borough  
400 BOULEVARD  
MOUNTAIN LAKES, NJ 07046

## Building Summary Report Comparison

Building Summary between the dates of 9/1/2023 and 9/30/2023.

Permit Summary	9/1/2023-9/30/2023	9/1/2022-9/30/2022	Month Diff %	YTD	YTD last Year	YTD Diff %
Permits Issued:	19	26	-26.9%	219	243	-9.9%
Updates Issued:	2	5	-60%	35	43	-18.6%
Inspections Scheduled:	62	136	-54.4%	974	1296	-24.8%
Inspections Passed:	56	108	-48.1%	788	1043	-24.4%
Inspections Failed	6	21	-71.4%	111	211	-47.4%
Certificates Of Occupancy Issued:	0	0	NA	9	19	-52.6%
Certificates of Approval Issued:	3	34	-91.2%	149	286	-47.9%
Cert Continuing Occupancy Issued:	0	0	NA	0	0	NA
Permit Payments Count:	47	62	-24.2%	511	607	-15.8%
Fee Collected:	\$5,222	\$8,039	-35%	\$104,850	\$102,879	1.9%
Fee Collected (Subcodes Only):	\$4,835	\$7,488	-33%	\$93,968	\$93,492	0.5%
Violations	0	0	NA	8	7	14.3%
Violation Payments	\$0.00	\$0.00	NA	\$1,250.00	\$600.00	108.3%
Ongoing Location Payments	\$0.00	\$0.00	NA	\$0.00	\$0.00	NA
Ongoing Test Payments	\$0.00	\$0.00	NA	\$0.00	\$0.00	NA



# BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

## CONSTRUCTION OFFICE SUMMARY OF FEES COLLECTED

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	5,991.00	145,607.00		
DECEMBER	8,991.00	154,598.00		

PERIOD	2023 COLLECTED	YEAR TO DATE	COMMENTS	AMOUNT
JANUARY	6,040.00	6,040.00		
FEBRUARY	18,631.00	24,671.00		
MARCH	17,114.00	41,785.00		
APRIL	7,334.00	49,119.00		
MAY	11,092.00	60,211.00		
JUNE	12,920.00	73,131.00		
JULY	21,403.00	94,534.00		
AUGUST	7,709.00	102,243.00		
SEPTEMBER	5,562.00	107,805.00		
OCTOBER				
NOVEMBER				
DECEMBER				

# **BOROUGH OF MOUNTAIN LAKES**

## **DEPARTMENT OF PUBLIC WORKS**

### **Department Activity**

**September 2023**

#### **IN HOUSE**

All regular work details including building maintenance, vehicle maintenance and repairs, trash and recycling collection, trash bag deliveries, street sweeping, lawn maintenance, leaf and brush disposal, daily maintenance.

#### **Additionally:**

#### **Streets & Roads:**

##### **DPW-**

- Delivery of styrofoam to recycle facility
- Black top – Dixon Road
- Black top repair – Laurel Hill Road
- Roadside mower cutting
- Tree inspections
- Basin cleaning throughout town
- Clean up and landscaping - Fanny Road pillar - Boulevard
- Site work at Borough Hall
- Site work at tennis courts
- Worked on Mel Safety Survey

#### **Recreation:**

- New soccer goal posts installed at Hasewell
- New soccer nets installed at Taft
- Basketball pole bumpers installed at Wilson court
- Swept Island parking lot post storm
- Removed ladders and diving boards at Birchwood Lake
- Cut low branches around playgrounds at Taft and Hasewell

#### **Water Department:**

- 2 Service repairs on Laurel Hill Road
- Service repair on Ball Road

## **September 2023 Health Department Activity Report – Mountain Lakes**

This mountain Lakes 2023 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 previous months. Additional supplemental reports from Environmental, Nursing, and Health Education are provided to detail those activities.

### **Health Education:**

- September Newsletter was printed on 8/31 and distribution began on 9/1. Topics: World Alzheimer's Month, nutrition to boost memory, information on lice prevention, upcoming health screening and programs/ events, as well as information on county specific (Essex/ Morris/ Union) details regarding COVID-19 testing, registering for vaccines.
- Developed October newsletter; Topics: Healthy Lung Month, foods that support lung health, fending off the flu, information on West Nile Virus, upcoming health screening and programs/ events, as well as information on county specific (Essex/ Morris/ Union) details regarding COVID-19 testing, registering for vaccines. Completed Spanish translation of newsletter

### **Vaccinations & Communicable Diseases:**

- Adult & Child Vaccination Clinic: Most Wednesdays by appointment only at the Bloomfield Health Department. Clinic is open to those who are uninsured or underinsured. Some evening appointments available. Appointments may be scheduled by calling the Bloomfield Health Department at 973-680-4058.
- For the week ending September 16th 2023 the influenza surveillance report for the Northwest region continues to be low. Influenza activity throughout the State continues to be minimal.
- Flu clinic to be scheduled upon receipt of vaccine.
- The Health Dept. has COVID-19 vaccines available for adults and pediatrics.
- Public Health Nurses are available to provide homebound vaccines to those in need.

**MOUNTAIN LAKES BORO POLICE DEPARTMENT**

Agency Activity Report

By CFS Classification

From Date: 9/1/2023 To Date: 9/30/2023

Report Date: 10/19/2023 8:42:35 AM

Classification code	Description	Total Events	0000-0800	0801-1600	1601-2359
0600	Theft	5	0	3	2
1100	Fraud	5	0	3	2
1300	Stolen Property	3	1	2	0
1400	Malicious Mischief	1	0	1	0
2400	Disorderly Conduct	9	0	2	7
2600	All Other Offenses	5	1	2	2
4000	Non Criminal Investigations	35	10	11	14
4100	Fire Related	13	3	7	3
5000	Lost Found Property	1	0	1	0
5010	Missing Persons	2	0	1	1
5500	Animal Complaints	11	1	7	3
6000	Traffic Accidents	7	1	4	2
6300	Traffic Enforcement	469	60	186	223
6500	Parking Enforcement	3	1	0	2
6600	Traffic Services	17	0	13	4
7000	Public Services	300	150	58	92
7500	Assist other Agency	49	3	43	3
9000	Administrative	662	279	129	254
	<b>Total:</b>	1597	510	473	614

# MOUNTAIN LAKES BORO POLICE DEPARTMENT

## Officer Citation Report

From Date : 9/1/2023 To Date : 9/30/2023

Report Date : 10/19/2023 8:41 AM

Officers Name	Badge Number	Traffic Stops	Equipment	Moving	Radar	Parking	Ordinance	Warnings	Total
XX	XX	72	5	9	0	0	0	0	14
XX	XX	0	0	0	0	0	0	0	0
XX	XX	0	0	0	0	0	0	0	0
XX	XX	29	0	0	0	0	0	0	0
XX	XX	55	6	4	0	0	0	0	10
XX	XX	27	0	0	0	0	0	0	0
XX	XX	0	0	0	0	0	0	0	0
XX	XX	59	1	12	1	0	0	0	14
XX	XX	39	2	15	0	0	0	0	17
XX	XX	88	0	5	0	0	0	0	5
XX	XX	18	2	1	0	0	0	0	3
XX	XX	19	0	0	0	0	0	0	0
<b>Total:</b>		<b>Traffic Stops</b>	<b>Equipment</b>	<b>Moving</b>	<b>Radar</b>	<b>Parking</b>	<b>Ordinance</b>	<b>Warnings</b>	<b>Total</b>
		406	16	46	1	0	0	0	63

## September

<u>Total Overtime</u>
<u>Hours Paid</u>
<b>346.00</b>

<u>Total</u>	<u>Total</u>	<u>% of Hrs Equating to</u>
<u>Vaca/Comp Hrs</u>	<u>nal/Bereave Hrs</u>	<u>Creating OT</u>
<b>301</b>	<b>199</b>	<b>66.11%</b>

<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>
<b>100</b>	<b>72</b>	<b>72.00%</b>

**\*\* Operating with 12 Officers.**

**3 Hours arrest and investigation**  
**66 hours mandatory training**  
**3 Hrs PBA Convention**  
**3 hrs MLHS Football Game**

**Time Used/Overtime by Month**

	Sick Time Hours							Vacation/Coma Hours/Per Day/Bereave							Court Overtime							Department Overtime						
	2017	2018	2019	2020	2021	2022	2023	2017	2018	2019	2020	2021	2022	2023	2017	2018	2019	2020	2021	2022	2023	2017	2018	2019	2020	2021	2022	2023
Jan	236	216	79	588	324	36	264	22	15	14	0	42	48	224.5	\$0	\$158	\$0	\$154	\$0	\$0	\$0	\$2,998	\$4,159	\$4,348	\$9,570	\$7,154	\$6,557	\$14,494
Feb	226	252	86	444	266	68	48	84	104	220	111	189.5	252	171.5	\$0	\$0	\$210	\$258	\$0	\$0	\$0	\$7,009	\$4,927	\$2,138	\$4,789	\$21,810	\$4,999	\$15,797
March	238	310	110	332	180	36	118	198	148.5	168	74.5	81	289	257.75	\$151	\$0	\$0	\$0	\$0	\$447	\$0	\$12,822	\$29,829	\$6,254	\$4,081	\$7,510	\$4,771	\$29,020
April	209.5	0	106	456	240	94	222	154	250	265.5	0	226	339	215	\$0	\$0	\$422	\$0	\$268	\$0	\$0	\$5,999	\$12,146	\$27,385	\$9,930	\$12,820	\$10,392	\$18,838
May	128	204	96	564	204	46	48	254	178	169	36	681	482	260.5	\$0	\$0	\$993	\$0	\$0	\$0	\$0	\$12,700	\$24,268	\$29,828	\$5,202	\$18,415	\$16,682	\$22,941
June	140	130	106	540	312	140	69	268	208	254	194	727.5	385	198.5	\$0	\$193	\$0	\$0	\$0	\$161	\$0	\$17,917	\$21,572	\$32,632	\$21,692	\$25,194	\$12,050	\$37,501
July	318	152	47	442	420	44	70	518	524	84.5	551	877	482	669.5	\$0	\$158	\$0	\$0	\$0	\$0	\$0	\$31,018	\$24,005	\$27,180	\$26,802	\$32,344	\$25,516	\$41,289
August	272	94	246	312	168	104	90	606	682	748	708	792	541	459	\$140	\$193	\$0	\$0	\$263	\$0	\$0	\$21,042	\$18,754	\$34,709	\$22,125	\$30,577	\$28,933	\$30,293
Sept	276	94	180	256	70	22	100	294	375.5	222.5	389	280	549.5	301	\$0	\$0	\$0	\$0	\$250	\$161	\$0	\$21,047	\$16,316	\$22,108	\$20,166	\$23,313	\$23,754	\$28,316
Oct	332	106	154	314	48	120		125	208	216	292	204	502.5		\$0	\$0	\$0	\$0	\$0	\$161		\$12,876	\$14,514	\$15,865	\$17,041	\$34,942	\$25,878	
Nov	346	148	426	302	44	80		274.5	235.5	176	287	370	550.5		\$0	\$246	\$0	\$0	\$363	\$0		\$18,359	\$15,103	\$17,554	\$10,442	\$30,691	\$15,320	
Dec	392	254	600	424	206	104		171	346.5	144.5	376	265	642.5		\$302	\$0	\$0	\$0	\$0	\$0		\$18,360	\$20,920	\$21,126	\$25,206	\$22,102	\$15,766	
Total/	3113.5	1960	2236	4974	2482	894	1029	2968.5	3275	2682	3018.5	4735	5057	2757.3	\$593	\$947	\$1,625	\$412	\$1,139	\$929	\$0	\$181,548	\$206,506	\$241,128	\$171,046	\$266,872	\$190,558	\$237,868