



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES  
NOVEMBER 13, 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 7p.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 type="checkbox"/>	<input checked="" type="checkbox"/>
Korman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Barnett	<input checked="" type="checkbox"/>	<input 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 the Type 1 Willpower Turkey Trot will be held on November 23<sup>rd</sup> and the race begins at 9am at the Mountain Lakes Club.

Deputy Mayor Barnett recognized all of the Mountain Lakes High School fall sports teams and congratulated the Girls Soccer team for winning the State Championship game, Boys Soccer team for winning Sectionals, Cross Country runner Max Kahn who will be competing at the Meet of Champions, and the Football team for winning Sectionals and who are still competing for a State Championship title.

**SPECIAL PRESENTATIONS**

**Halloween Safe Zone 2023**

Lauren Brickner-McDonald provided a report on the logistics and expenses of the Halloween Safe Zone event. Ms. Brickner-McDonald thanked all those who helped with the event, especially the Police Department and CERT team.

Ms. Brickner-McDonald advised that one issue that arose this year was that there were not enough volunteers to relieve the resident families in the safe zone. Borough Manager Stern advised that he would meet with the Police Chief and Recreation Director to address the issue.

The Council thanked Ms. Brickner-McDonald and reassured her that the Borough will assist her in providing enough coverage to relieve the resident homes in the Halloween Safe Zone.

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

There were no reports.

**BOROUGH COUNCIL DISCUSSION ITEMS**

**Third Quarter 2023 Current Budget Report; Third Quarter 2023 Water Budget Report and Third Quarter 2023 Sewer Budget Report; Trust Balances; Capital Account Balances**

Chief Financial Officer Monica Goscicki provided a detailed memo of the second quarter current fund budget, second quarter water and sewer budgets, trust balances and capital account balances. Deputy Mayor Barnett advised that all of the reports were thoroughly reviewed by the Finance Advisory Committee. The Council asked questions of Borough Manager Stern and he answered them.



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**Continued Discussion - Highlands Regional Master Plan Conformance**

Councilmember Korman provided an overview of the Highlands Council and findings of the Highlands Assessment Subcommittee. The subcommittee unanimously recommended that the Borough Council approve a resolution to petition for conformance with the Highlands Regional Master Plan.

New Jersey Highlands Council representatives Maryjude Haddock-Weiler (Planning Manager) and Kelly Curran (Science Manager) were present at the meeting. The Council asked questions of Ms. Haddock-Weiler and Ms. Curran and they answered them. Ms. Haddock-Weiler and Ms. Curran confirmed that the Borough will receive a detailed list of items where the Borough ordinances are currently not in conformance with the Highland Act requirements.

The Council had a discussion and determined that they are in favor of moving forward with the subcommittee's recommendation to adopt a resolution to petition for conformance with the Highlands Regional Master Plan at the 11/27/23 Council meeting. The Council discussed the Borough being able to opt out of the Highlands conformance process and Borough Attorney Oostdyk confirmed that the Borough could opt out at any time without negative effects.

The Council requested that Councilmember Korman update the Highlands Council discussion document to clarify when the Subcommittee was formed and Councilmember Korman agreed to do so.

**PUBLIC COMMENT**

Mayor Sheikh opened the meeting to the public.

Jackie Bay, member of the Environmental Commission, expressed support for the Borough joining the Highlands Council.

Steve Castellucci expressed concern over the Borough joining the Highlands Council and requested that the Borough Council review the Highlands Regional Master Plan regarding overlay zones, cost benefit, plan conformance / review and wetlands.

Sandy Batty advised that the Highlands Council conformance build out analysis would be easy to complete because the Borough's Fair Share Housing Plan is comprehensive and has a lot of data.

**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.

**RESOLUTIONS**

**R203-23, Authorizing Shared Services Agreement for Styrofoam Recycling**

The Council discussed Resolution 203-23 prior to adoption.

Adopted: 11/13/23

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



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**ORDINANCES TO INTRODUCE**

**15-23, An Ordinance of the Borough of Mountain Lakes, County of Morris, State of New Jersey, Providing for the Establishment of Stormwater Control, of the Borough Code to Establish NJDEP-Mandated Regulations for Privately Owned Salt Storage**

Introduced: 11/13/23

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 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Barnett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sheikh	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**ORDINANCES TO ADOPT**

There were no ordinances to adopt.

**\*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. R199-23, Authorizing the Payment of Bills
- b. R200-23, Authorizing the Discretionary Award of a Contract for Sidewalk and Curbing to E. Andre Construction Services Inc. in an Amount that May Exceed \$17,500 but Will be Less than \$44,000
- c. R201-23, Awarding a Contract for Hydro-raking Services to Paragon Integrated Services Group, LLC
- d. R202-23, Authorizing the Transfer of Appropriations
- e. R203-23, Authorizing Shared Services Agreement for Styrofoam Recycling (Removed)

**\*APPROVAL OF MINUTES**

10/23/23 (Regular)

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

**\*Approval of the Consent Agenda**

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

Resolution 203-23 was removed from the consent agenda and voted on separately.

Councilmember Barnett was absent at the 10/23/23 Council meeting and abstained from voting on the minutes.



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**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**

**Shade Tree Commission**

Councilmember Cannon reported that the commission discussed the prune / removal list, tree planting locations, pruning and dead wooding resident reimbursement presentation, 2024 budget, and high school liaison reports. The commission would like to schedule the pruning and dead wooding resident reimbursement presentation for an upcoming Council meeting.

Mayor Sheikh advised that the commission presentation will be scheduled for a Council meeting in January or February.

Planning Board – Councilmember Menard reported that the board reviewed the reexamination of the master plan and made some corrections.

Finance Advisory Committee (FAC) – Deputy Mayor Barnett reported that the committee discussed / reviewed the draft Council presentation regarding an overview of FAC and debt management, third quarter finance reports, BAN financing results, fund balance projections, and tax appeal settlements.

Green Team – Deputy Mayor Barnett reported the following: the committee discussed Styrofoam disposal and Sustainable New Jersey initiatives; the committee unanimously decided that the recycling and trash guidelines for a greener municipality will only be available in digital format and the committee is working on updating it.

**Environmental Commission**

Councilmember Korman reported that the commission discussed strengthening the recycling process at the high school, Green Team's Sustainable Jersey initiatives including anti-idling awareness, and Styrofoam disposal.

Commission member Jackie Bay provided an update from the Environmental Congress and advised that the plastic bag ban was assessed and that their three priorities are power grid infrastructure, nuclear power, and turning a NJ executive order into statutory law.

The commission reviewed the draft master plan and suggest adding a residential lighting ordinance, updating the noise ordinance, and updating the tree protection ordinance.

Councilmember Korman briefed the commission on the status of the Borough joining the Highlands Council.

The commission is drafting a memo to send to all Borough residents regarding PFAS and will send it to the Borough Manager for review when it's completed.

Zoning Board – Mayor Sheikh (on behalf of Councilmember Richter who was absent) reported that the application for 8 Maple Way was approved and the application for 19 East Shore Road was carried to January.



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**Lakes Management Advisory Committee**

Mayor Sheikh (on behalf of Councilmember Richter who was absent) reported the following: the Borough is waiting to receive the bathymetric report for the canal between Mountain and Wildwood lakes to complete the bathymetric survey; fish removal at Sunset Lake has been completed; Sunset Lake has been lowered; the committee is obtaining quotes to restock the fish at Sunset Lake; the committee discussed hydro-raking and Black Lagoon lake treatments; the committee would like to schedule a presentation at an upcoming Council meeting.

Mayor Sheikh advised that the committee presentation will be scheduled for a Council meeting in January.

Borough Hall Renovation Project - Borough Manager Stern reported the following: the project is moving along; the sidewalks will be going in at the end of the week; the carpet is being installed; renovation to the Council chambers is ongoing; employees are expected to move back to Borough Hall in December; there are no changes to the project schedule since the previous Council meeting.

**PUBLIC COMMENT**

Mayor Sheikh opened the meeting to the public.

There was no one from the public wishing to speak.

**NEXT STEPS AND PRIORITIES**

Mayor Sheikh reviewed the following next steps and priorities:

Next Step	Completed by	Completion date
Determine Solution to Provide Relief to Halloween Safe Zone Resident Homes	Lauren Brickner-McDonald, Borough Manager, Police Chief & Recreation Director	
Update Highlands Council Discussion Document to Clarify When Subcommittee was Formed	Councilmember Korman	
Highlands Council Resolution on 11/27/23 Agenda	Borough Clerk	
Review Styrofoam Recycling / Disposal & Determine Recommendation	Environmental Commission	

**ADJOURNMENT at 9:12P.M.**

Motion made by Councilmember Korman, second by Councilmember Menard to adjourn the meeting at 9:12p.m., with all members in favor signifying by "Aye".

Respectfully Submitted,

  
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Cara Fox, Borough Clerk

## HALLOWEEN SAFE ZONE 2023

### LOGISTICS

#### **Candy/Treat Breakdown:**

##### **MLPD -**

**\$2,374.00 purchase at Costco = 17,400 pieces**

##### **Mountain Lakes Residents -**

**Library Donation Drop Off = 20,904 pieces**

**Wildwood School Halloween Trailer = 18,529 pieces**

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**Trick or Treat Collection Total = 56,833 pieces**

**\*\*Teal Pumpkins = 41 Teal buckets**

**Mtn Lakes Residents contributed  
\$175.00 and non-candy treats at Library  
& WW Trailer; 41 buckets with 100 items/  
bucket**

#### **Doing the math:**

2023: 1,187 Trick or Treaters on Center Dr.; Tuesday night, clear 47 degrees  
Each home received 860 pieces. Last day drop offs of about 3,000 pieces  
enabled extras for residents throughout Halloween night.  
Additional cost: Port-o-johns \$126

2022: 1,239 Trick or Treaters on Center Dr.; Monday night, clear 55 degrees  
Donated candy was 45,600 pieces. (11,233 pieces more in '23)  
41 Teal Pumpkins

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**BOROUGH OF MOUNTAIN LAKES  
INTEROFFICE MEMORANDUM**

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**TO:** Mitchell Stern, Borough Manager  
**SUBJECT:** Third Quarter 2023 Current Budget Report  
**DATE:** October 26, 2023

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

**Summary:**

**Revenues:** Most revenues are at or above 75% collected as of 9/30/2023. Depending on the activity through the end of the year will determine if we realize the budget amounts for both the fees and permits and the Uniform Construction Code revenues.

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

- Administration S&W – Due to the hiring of a new full time Recreation/Administrative Assistant, funds will be transferred from the salary adjustment line item to this account for approximately \$4,000.
- Due to the tax collector retiring we have a new employee doing the day-to-day work but we had to also hire a certified tax collector until the current employee becomes certified. We will need to transfer about \$2,000 to this account to cover the overage.
- Police Salaries and Wages – Overtime – The staffing levels in the department are currently down 1 employee. In order to maintain minimum staffing levels overtime was needed to cover vacation, sick, and mandatory training for the officers. The crossing guards salaries and wages might be slightly over budget. It is estimated that \$110,000.00 will have to be transferred into this account.
- Solid Waste Other Expenses – Depending on the tipping fees and the recycling expenses for the remainder of the year funds may have to be transferred into this account.
- Dog Regulation – A transfer will be needed in the amount of \$800.00 to cover expenses through the end of the year.

**Revenues:** The majority of our revenue accounts as of 9/30/23 are either at or above 75% collected of the budgeted amount.

- The fees and permits was at 66.96% of the total budget amount.
- The Uniform Construction Code was at 70.09% of the total budget amount.
- The rent from the Station is at 66.67% which is showing 8 months received, reviewing and following up on this.
- The tax collection percentage was 99.65% in the first quarter, 99.53% in the second quarter, and 99.11% in the third quarter. The tax sale was to be held on 10/20/23 but all accounts were paid off so no sale was needed.

**Expenditures:**


- All Salary & Wage accounts –All accounts were charged through 9/30/23. All part time hourly employees are paid after they work, so the amounts charged to those accounts will be lower. The Streets & Roads S&W is under budget due to funds primarily remaining in the overtime line item. Funds are remaining

in the solid waste S&W for extra hours needed at the recycling center during the fall. Funds are remaining in the Recreation S&W from the lifeguards line item.

- General Administration Other Expenses – As of 9/30/23 the budget expenditures are under budget. The majority of the Condo service act reimbursement line item has not been spent and will be charged out in 2024. Also, the human resources program, printing services, office equipment, and audit/grant writing lines items have not been charged.
- 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 expended in December.
- Municipal Clerk Other Expenses – The codification of ordinances and election expenses line item have not been completely paid for yet.
- Annual Audit – The amount budgeted is for the 2022 audit completed in 2023. It is paid in full.
- Computer Services – The software costs and maintenance line items are under budget.
- 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 in the Trust account.
- Legal – Other Expense – The attorney's retainer has been encumbered for the year. Nothing has been expended for litigation and the majority of the funds in the tax appeals appraisals line item is still unspent.
- Engineering – Other Expenses – The engineering bills are paid through August. 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 expense line item is encumbered through the end of the year. There are funds remaining in the consultant and engineering line items.
- Board of Adjustment Other Expenses – The percentage expended and encumbered is 81.16%, that includes the legal contract encumbered for the remainder of the year and the planner review of ordinances contract.
- Uniform Construction Code Other Expenses – The software maintenance is paid for the entire year. All other line items are within budget.
- 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 9/30/23 the group health insurance is paid through September 2023. 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 – Due to turnover of employees this amount has decreased.
- Unemployment Compensation – The entire budget amount has been transferred to the unemployment trust account. All claims are paid from the trust account.
- Police – Other Expense – There are funds remaining in the computer expenses line item, educational reimbursement, and accreditation. Some of these funds will be expended before year end.
- Traffic and Safety Committee – Other Expense – The remainder of the budget was expended in October.
- Interlocal Service Agreements – Both accounts are encumbered for the entire year.
- Emergency Management Other Expenses – The budget will be expended by year end.
- Fire Department – Other Expense – Items are purchased as needed, it will just depend on what other expenses arise before year end.
- Fire Department – Safety – Other Expense – The \$1,000.00 remaining in the training line item will not be spent this year.

- Streets & Roads - Other Expense – There are funds remaining in most other expense line items. The snow removal line item has \$58,623.33 remaining because we had mild weather in the beginning of the year. There are funds remaining in the tree removal line item in the amount of \$29,725.00, some will be spent by 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. The tipping fees are billed separately and may go over budget. The recycling expense line item is over by \$8,664.36. depending on the expenses for the remainder of the year, a transfer will probably have to be made into this account.
- Recycling Tax – The tax is only paid through August 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 remaining will be spent by year end for supplies needed at the new building.
- Vehicle Repairs & Maintenance – The police and fire department line items are over budget but the DPW line item is under budget. We will continue to monitor the account.
- Board of Health Other Expenses – The current contract is on a month by month basis. The budgeted amount should be sufficient.
- Environmental Committee – Funds are remaining in a number of line items. Funds are expended as needed.
- 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 for the reconstruction of trails line item.
- Dog Regulation – The entire budget amount has been transferred to the trust account. Additional funds will be needed to cover the remaining expenses for 2023 which is approximately \$800.00.
- Recreation – Other Expense – The total budget is at 85.63% expended and encumbered. The overall budget should be sufficient to get through the end of the year.
- Maintenance of Parks – Funds are remaining in this accounts for hydro raking, nutrient inactivation, and lake treatment program. Hydro raking will be completed by year end and there are still outstanding invoices for the lake treatment program.
- 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 for the year have been paid.
- 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 \$25,800.13, however \$4,400.00 is due to the police trust for outside service details. We will continue to monitor this account to ensure we will be within the budget.
- Reserve for Salary Adjustment Salary & Wage – \$4,000.00 will be transferred to the Administration S&W account for the new Recreation Director. The balance can be used for other transfers.
- PERS – There are funds remaining in this account to cover the employers' bill for the retro salaries for 2023.
- PFRS – There are funds remaining in this account to cover the employers' bill for the retro salary for 2023.
- Social Security – This is based on the total salaries & wages. This account should be sufficient to cover the salaries through the end of the year.

- Length of Service Awards – This is for the volunteer fire department members and will be paid out in 2024 for all members who qualified during 2023.
- 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 funds are budgeted to pay for the 5-year reassessment emergency.
- 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									
Account Number	Description	Activity to 9/30/2023			Activity to 9/30/2022			Balance	% Received
		Budget	Activity	Balance	Budget	Activity	Balance		% Received
01-190-07-200-000	AMOUNT TO BE RAISED BY TAXATION	\$6,981,087.33	\$1,242,781.38	\$5,738,305.95	\$6,752,338.83	\$26,369,392.09	\$33,121,730.92		-390.52%
01-192-08-101-000	ANTICIPATED SURPLUS	\$1,750,000.00	\$1,312,500.00	\$437,500.00	\$1,400,000.00	\$1,050,000.00	\$350,000.00		75.00%
01-192-08-101-004	CAPITAL SURPLUS - GENERAL CAPITAL	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	\$0.00		100.00%
01-192-08-103-000	LICENSES - LIQUOR	\$12,500.00	\$10,438.00	\$2,062.00	\$12,000.00	\$13,188.00	\$1,188.00		109.90%
01-192-08-104-000	OTHER LICENSES	\$1,500.00	\$4,015.00	-\$2,515.00	\$1,500.00	\$1,585.00	-\$85.00		105.67%
01-192-08-105-000	FEES & PERMITS	\$45,616.00	\$30,545.16	\$15,070.84	\$41,500.00	\$37,697.70	\$3,802.30		90.84%
01-192-08-106-010	CLERK'S FEES & PERMITS	\$3,500.00	\$4,364.00	-\$864.00	\$3,500.00	\$6,626.00	-\$3,126.00		189.31%
01-192-08-110-000	MUNICIPAL COURT FINES & COSTS	\$32,500.00	\$29,211.22	\$3,288.78	\$32,500.00	\$29,292.47	-\$16,792.47		234.34%
01-192-08-112-000	INTEREST & COSTS-TAX COLLECTION	\$50,000.00	\$47,751.86	\$2,248.14	\$42,000.00	\$39,503.15	\$2,496.85		94.06%
01-192-08-113-000	INTEREST ON INVESTMENTS	\$40,000.00	\$143,962.06	-\$103,962.06	\$20,500.00	\$21,051.53	-\$551.53		102.69%
01-192-08-115-000	CABLE FRANCHISE FEES	\$18,000.00	\$17,833.62	\$166.38	\$18,085.00	\$18,085.43	-\$0.43		100.00%
01-192-08-116-000	UTILITY FUND BALANCE	\$45,947.00	\$45,947.00	\$0.00	\$145,947.00	\$145,947.00	\$0.00		100.00%
01-192-08-118-000	RECREATION FEES & INCOME	\$85,000.00	\$89,757.00	-\$4,757.00	\$75,000.00	\$95,550.00	-\$20,550.00		127.40%
01-192-08-119-000	RENT FROM RAILROAD STATIONS	\$41,733.00	\$27,822.64	\$13,910.36	\$39,338.00	\$30,388.77	\$8,949.23		77.25%
01-192-08-120-000	T-MOBILE CELL TOWER LEASE	\$80,050.00	\$66,357.74	\$13,692.26	\$73,500.00	\$63,805.50	\$9,694.50		86.81%
01-192-08-121-000	T-MOBILE CELL LEASE-1/2 DUE TO CROWN CASTLE	\$45,000.00	\$33,750.00	\$11,250.00	\$21,000.00	\$15,650.15	\$5,349.85		74.52%
01-192-08-122-000	BOARD OF EDUCATION-FIELD LEASE	\$36,090.00	\$26,866.08	\$9,223.92	\$45,000.00	\$24,441.59	\$20,558.41		54.31%
01-192-08-123-000	VERIZON GROUND LEASE (AS OF 1/1/17)	\$101,060.00	\$76,306.08	\$24,753.92	\$33,500.00	\$29,068.65	\$4,431.35		86.77%
01-192-08-125-000	SOLID WASTE FEES	\$0.00	\$6,172.50	-\$6,172.50	\$53,600.00	\$32,282.36	\$21,317.64		60.23%
01-192-08-126-000	TRASH BAG RECEIPTS	\$28,800.00	\$24,216.00	\$4,584.00	\$190,000.00	\$158,737.50	\$31,262.50		83.55%
01-192-08-160-000	UNIFORM CONSTRUCTION CODE FEES	\$140,000.00	\$98,123.00	\$41,877.00	\$141,000.00	\$95,617.00	\$45,383.00		67.81%
01-192-09-000-000	STATE AID REVENUE (NON-GRANT)	\$441,944.62	\$341,929.72	\$100,014.90	\$417,293.00	\$317,998.75	\$99,294.25		76.21%
01-192-10-000-000	FEDERAL & STATE GRANT REVENUE	\$348,111.51	\$348,111.51	\$0.00	\$210,484.41	\$210,484.41	\$0.00		100.00%
01-192-15-499-000	RECEIPTS DELINQUENT TAX	\$446,500.00	\$496,473.70	-\$49,973.70	\$205,000.00	\$196,162.08	\$8,837.92		95.69%
01-192-18-001-000	CURRENT YEAR TAXES RECEIVED	\$0.00	\$26,517,996.32	-\$26,517,996.32	\$0.00	\$25,669,360.72	-\$25,669,360.72		
01-192-20-200-000	UNANTICIPATED REVENUES (MRNA)	\$0.00	\$62,265.74	-\$62,265.74	\$0.00	\$94,901.28	-\$94,901.28		
TOTALS		\$10,779,939.46	\$31,110,497.33	-\$20,330,557.87	\$9,959,586.24	\$2,033,032.95	\$7,926,553.29		

**Borough of Mountain Lakes Budget Comparison**

**Current Fund - Expenditure Budgets**

Account Number	Description	Activity to 9/30/2023				Activity to 9/30/2022							
		Budget	Activity	Encumbered	Balance	% Expended	% Expended & Encumbered	Budget	Activity	Encumbered	Balance	% Expended	% Expended & Encumbered
01-201-20-100-001	GENERAL ADMIN - SALARY & WAGES	\$129,372.02	\$91,365.89	\$0.00	\$38,006.13	70.62%	70.62%	\$139,057.99	\$110,260.64	\$0.00	\$28,797.35	79.29%	79.29%
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	\$99,234.00	\$29,056.76	\$7,598.98	\$56,578.26	31.17%	39.32%	\$92,600.00	\$35,082.90	\$13,811.09	\$43,706.01	37.89%	52.80%
01-201-20-110-020	MAYOR & COUNCIL - OTHER EXP'S	\$6,100.00	\$1,615.50	\$494.00	\$3,990.50	26.48%	34.58%	\$6,100.00	\$1,710.00	\$0.00	\$4,075.00	28.03%	33.20%
01-201-20-120-001	MUNICIPAL CLERK - SALARY/WAGE	\$50,840.00	\$38,129.96	\$0.00	\$12,710.04	75.00%	75.00%	\$39,407.56	\$30,978.37	\$0.00	\$8,429.19	78.61%	78.61%
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	\$23,200.00	\$7,408.36	\$1,426.78	\$14,364.86	31.93%	38.08%	\$21,700.00	\$5,383.87	\$2,142.48	\$14,173.65	24.81%	34.68%
01-201-20-130-001	FINANCE - SALARY & WAGE	\$70,451.42	\$49,277.25	\$0.00	\$21,174.17	69.95%	69.95%	\$68,732.41	\$50,721.38	\$0.00	\$18,011.03	73.80%	73.80%
01-201-20-130-020	FINANCE - OTHER EXPENSES	\$14,565.00	\$8,621.25	\$7,109.62	\$3,834.13	59.19%	73.68%	\$12,112.00	\$9,471.31	\$1,565.05	\$1,075.64	78.20%	91.12%
01-201-20-135-020	ANNUAL AUDIT	\$24,525.00	\$24,525.00	\$0.00	\$0.00	100.00%	100.00%	\$24,059.00	\$24,059.50	\$0.00	\$0.50	100.00%	100.00%
01-201-20-140-020	COMPUTER SERVICES	\$51,700.00	\$28,823.99	\$1,909.03	\$20,966.98	55.75%	59.44%	\$40,700.00	\$28,733.33	\$1,261.99	\$10,704.68	70.60%	73.70%
01-201-20-145-001	TAX COLLECTOR - SALARY & WAGE	\$38,355.09	\$30,522.88	\$0.00	\$7,832.21	79.58%	79.58%	\$37,419.52	\$29,623.90	\$0.00	\$7,795.62	79.17%	79.17%
01-201-20-145-020	TAX COLLECTOR - OTHER EXPENSES	\$17,775.00	\$7,106.25	\$1,536.37	\$3,132.38	60.35%	73.40%	\$6,325.00	\$4,905.95	\$90.00	\$1,329.05	77.56%	78.99%
01-201-20-150-001	TAX ASSESSOR - SALARY & WAGE	\$23,523.75	\$17,642.85	\$0.00	\$5,880.90	75.00%	75.00%	\$22,950.00	\$18,168.75	\$0.00	\$4,781.25	79.17%	79.17%
01-201-20-150-020	TAX ASSESSOR - OTHER EXPENSES	\$22,700.00	\$14,195.00	\$6,000.00	\$2,505.00	62.53%	88.96%	\$22,600.00	\$11,143.31	\$9,900.00	\$1,556.69	49.31%	93.11%
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%	\$100,000.00	\$100,000.00	\$0.00	\$0.00	100.00%	100.00%
01-201-20-155-020	LEGAL SERVICES - OTHER EXPENSE	\$120,000.00	\$63,862.84	\$12,499.98	\$43,637.18	53.27%	63.64%	\$120,000.00	\$82,269.02	\$16,666.64	\$21,064.34	68.56%	82.45%
01-201-20-165-020	ENGINEERING SERVICES	\$35,700.00	\$20,559.45	\$0.00	\$15,140.55	57.59%	57.59%	\$49,300.00	\$6,891.10	\$15,800.00	\$26,608.90	13.98%	46.03%
01-201-21-180-001	PLANNING BOARD - SALARY & WAGE	\$13,543.03	\$8,962.19	\$0.00	\$4,580.84	66.18%	66.18%	\$13,230.72	\$8,342.14	\$0.00	\$4,888.58	63.05%	63.05%
01-201-21-180-020	PLANNING BOARD - OTHER EXPENSE	\$15,700.00	\$5,637.21	\$3,259.55	\$6,803.24	35.91%	56.67%	\$12,750.00	\$5,550.95	\$370.06	\$6,828.99	43.54%	46.44%
01-201-21-185-001	BD OF ADJUST - SALARY & WAGE	\$13,543.03	\$8,962.13	\$0.00	\$4,580.90	66.18%	66.18%	\$13,230.72	\$8,342.10	\$0.00	\$4,888.62	63.05%	63.05%
01-201-21-185-020	BD OF ADJUST - OTHER EXPENSES	\$39,050.00	\$8,811.86	\$22,881.84	\$7,356.30	22.57%	81.16%	\$38,260.00	\$8,031.44	\$22,247.70	\$7,980.86	20.99%	79.14%
01-201-22-195-001	UNIFORM CONST CODE-SALARY/WAGE	\$145,062.50	\$91,421.81	\$0.00	\$53,640.69	63.02%	63.02%	\$132,795.84	\$98,086.75	\$0.00	\$34,713.09	73.86%	73.86%
01-201-22-195-020	UNIFORM CONST - OTHER EXPENSES	\$20,639.00	\$15,191.92	\$903.26	\$4,543.82	73.61%	77.98%	\$17,650.00	\$12,775.28	\$995.00	\$4,279.72	72.38%	75.75%
01-201-22-196-001	CODE ENFORCEMENT - SALARY & WAGE	\$53,696.08	\$39,367.52	\$0.00	\$14,328.56	73.37%	73.37%	\$46,918.56	\$38,538.11	\$0.00	\$8,380.45	82.14%	82.14%
01-201-22-196-020	CODE ENFORCEMENT - OTHER EXPENSE	\$500.00	\$0.00	\$0.00	\$500.00	0.00%	0.00%	\$500.00	\$0.00	\$0.00	\$500.00	0.00%	0.00%
01-201-23-210-020	INSURANCE - LIABILITY	\$125,795.20	\$84,504.55	\$0.00	\$41,290.65	67.18%	67.18%	\$110,553.03	\$69,680.06	\$5,180.00	\$35,692.97	63.03%	67.11%
01-201-23-215-020	WORKERS COMPENSATION	\$91,546.70	\$68,659.59	\$0.00	\$22,887.11	75.00%	75.00%	\$87,136.08	\$65,352.06	\$0.00	\$21,784.02	75.00%	75.00%
01-201-23-220-020	GROUP INSURANCE PLANS-EMPLOYEE	\$505,173.18	\$300,290.29	\$7,906.17	\$196,976.72	59.44%	61.01%	\$362,321.55	\$264,166.99	\$12,296.32	\$85,858.24	72.91%	76.30%
01-201-23-222-020	HEALTH BENEFIT WAIVER	\$6,467.83	\$833.78	\$0.00	\$5,634.05	12.89%	12.89%	\$6,998.66	\$6,973.11	\$0.00	\$25.55	100.00%	100.00%
01-201-23-225-020	INSURANCE - UNEMPLOYMENT COMPENSATION	\$10,000.00	\$0.00	\$0.00	\$0.00	100.00%	100.00%	\$10,000.00	\$0.00	\$0.00	\$0.00	100.00%	100.00%
01-201-25-240-001	POLICE DEPT - SALARY & WAGE	\$1,820,858.10	\$1,366,241.68	\$0.00	\$454,616.42	75.03%	75.03%	\$1,805,782.43	\$1,402,822.97	\$282.98	\$402,676.48	77.69%	77.70%
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	\$111,725.00	\$56,008.46	\$3,615.68	\$52,100.86	50.13%	53.37%	\$112,810.00	\$51,523.53	\$18,079.14	\$43,207.33	45.67%	61.70%
01-201-25-241-020	TRAFFIC & SAFETY COMM. - OTHER EXPENSE	\$1,600.00	\$1,088.56	\$0.00	\$511.44	68.04%	68.04%	\$1,600.00	\$0.00	\$0.00	\$1,600.00	0.00%	0.00%
01-201-25-250-020	INTERLOCAL SERVICES: MC DISPATCH - OE	\$105,789.69	\$79,342.26	\$26,447.43	\$0.00	75.00%	100.00%	\$105,989.69	\$79,492.26	\$26,497.42	\$0.01	75.00%	100.00%
01-201-25-251-020	INTERLOCAL SERVICES: DENVILLE COURT - OE	\$61,880.00	\$45,787.00	\$15,141.00	\$952.00	73.99%	98.46%	\$59,500.00	\$44,625.00	\$14,875.00	\$0.00	75.00%	100.00%
01-201-25-252-001	EMERGENCY MGMT - SALARY & WAGE	\$5,500.00	\$4,125.06	\$0.00	\$1,374.94	75.00%	75.00%	\$5,500.00	\$4,354.23	\$0.00	\$1,145.77	79.17%	79.17%
01-201-25-252-020	EMERGENCY MGMT - OTHER EXPENSE	\$4,100.00	\$0.00	\$0.00	\$4,100.00	0.00%	0.00%	\$4,100.00	\$0.00	\$0.00	\$4,100.00	0.00%	0.00%
01-201-25-255-001	FIRE DEPT - SALARY & WAGE	\$7,500.00	\$5,625.00	\$0.00	\$1,875.00	75.00%	75.00%	\$7,500.00	\$5,937.50	\$0.00	\$1,562.50	79.17%	79.17%
01-201-25-255-020	FIRE DEPT - OTHER EXPENSES	\$33,100.00	\$17,988.12	\$7,929.48	\$17,182.40	54.33%	48.09%	\$32,800.00	\$17,518.21	\$4,565.27	\$10,716.52	53.41%	67.33%
01-201-25-265-001	FIRE DEPT - SALARY & WAGE	\$15,985.10	\$11,988.24	\$0.00	\$3,996.86	75.00%	75.00%	\$15,703.68	\$12,432.43	\$0.00	\$3,271.25	79.17%	79.17%
01-201-25-265-020	FIRE DEPT - SAFETY - OTHER EXP	\$1,500.00	\$60.00	\$0.00	\$1,440.00	4.00%	4.00%	\$1,500.00	\$136.88	\$0.00	\$1,363.12	9.13%	9.13%
01-201-26-290-001	STREETS & ROADS - SALARY/WAGE	\$375,302.18	\$262,042.04	\$0.00	\$113,260.14	69.82%	68.82%	\$365,433.37	\$263,212.56	\$0.00	\$102,220.81	72.03%	72.03%
01-201-26-290-020	STREETS & ROADS - OTHER EXP	\$248,560.00	\$52,458.69	\$27,420.77	\$168,680.54	21.11%	31.14%	\$229,340.00	\$103,009.25	\$52,024.49	\$74,306.26	44.92%	67.60%
01-201-26-300-020	SHADE TREE COMMISSION - O/E	\$60,245.00	\$30,439.00	\$0.00	\$29,806.00	50.53%	50.53%	\$56,045.00	\$12,024.70	\$356.20	\$43,664.10	21.46%	22.09%

Borough of Mountain Lakes Budget Comparison													
Current Fund - Expenditure Budgets													
Account Number	Description	Activity to 9/30/2023					Activity to 9/30/2022						
		Budget	Activity	Encumbered	Balance	% Expended & Encumbered	Budget	Activity	Encumbered	Balance	% Expended & Encumbered	% Expended	% Encumbered
01-201-26-305-001	SOLID WASTE - SALARY & WAGES	\$21,422.10	\$13,739.60	\$0.00	\$7,682.50	64.14%	\$26,422.48	\$16,570.47	\$0.00	\$9,852.01	62.71%	62.71%	62.71%
01-201-26-305-020	SOLID WASTE - OTHER EXPENSES	\$1,018,250.00	\$667,341.97	\$316,257.42	\$34,650.61	65.54%	\$650,550.00	\$409,579.59	\$180,593.09	\$60,377.32	62.96%	90.72%	90.72%
01-201-26-306-020	RECYCLING TAX	\$4,900.00	\$2,781.87	\$1,676.84	\$441.29	56.77%	\$4,700.00	\$2,259.00	\$211.89	\$229.11	48.06%	95.13%	95.13%
01-201-26-310-020	BLDG & GROUNDS - MUNIC BLDG	\$23,500.00	\$8,460.57	\$4,213.49	\$10,825.94	36.00%	\$23,500.00	\$6,576.13	\$1,341.43	\$14,682.44	29.10%	35.03%	35.03%
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	\$55,000.00	\$23,181.00	\$11,616.62	\$20,202.38	42.15%	\$55,080.00	\$24,485.53	\$10,463.79	\$20,130.68	44.45%	63.45%	63.45%
01-201-27-330-001	BOARD OF HEALTH - SALARY/WAGE	\$5,000.00	\$3,749.94	\$0.00	\$1,250.06	75.00%	\$5,000.00	\$3,958.27	\$0.00	\$1,041.73	79.17%	79.17%	79.17%
01-201-27-330-020	BOARD OF HEALTH - OTHER EXP.	\$30,500.00	\$17,989.36	\$0.00	\$12,510.64	58.98%	\$26,984.00	\$13,492.00	\$0.00	\$0.00	50.00%	100.00%	100.00%
01-201-27-335-020	ENVIRONMENTAL COMM - OTHER EXP	\$1,825.00	\$664.04	\$0.00	\$1,160.96	36.39%	\$2,600.00	\$458.23	\$0.00	\$2,141.77	17.62%	17.62%	17.62%
01-201-27-337-020	WOODLAND COMMITTEE - OTHER EXPENSE	\$3,400.00	\$399.00	\$0.00	\$3,001.00	11.74%	\$3,900.00	\$800.00	\$147.00	\$1,903.00	28.07%	33.23%	33.23%
01-201-27-340-020	DOG REGULATION - OTHER EXPENSE	\$3,000.00	\$3,000.00	\$0.00	\$0.00	100.00%	\$3,900.00	\$3,900.00	\$0.00	\$0.00	100.00%	100.00%	100.00%
01-201-28-370-001	RECREATION DEPT. - SALARY/WAGE	\$117,285.05	\$81,373.62	\$0.00	\$35,961.43	69.34%	\$114,552.06	\$111,571.85	\$0.00	\$2,980.21	97.40%	97.40%	97.40%
01-201-28-370-020	PARKS & PLAYGROUNDS OTHER EXP.	\$55,917.00	\$47,513.13	\$368.40	\$8,035.47	84.97%	\$44,225.00	\$34,210.50	\$946.12	\$9,068.38	77.36%	79.49%	79.49%
01-201-28-375-020	MAINT OF PARKS (BEACHES/LAKES)	\$189,125.00	\$50,324.01	\$6,210.13	\$132,590.86	26.61%	\$142,809.00	\$58,958.21	\$24,775.36	\$59,575.43	41.28%	58.28%	58.28%
01-201-30-415-010	ACCUMULATED LEAVE COMPENSATION - S&W	\$371,235.00	\$309,360.50	\$61,874.50	\$0.00	83.33%	\$312,051.00	\$260,042.50	\$52,008.50	\$0.00	83.33%	100.00%	100.00%
01-201-30-420-020	CELEBRATION OF PUBLIC EVENTS - O/E	\$10,000.00	\$10,000.00	\$0.00	\$0.00	100.00%	\$10,000.00	\$10,000.00	\$0.00	\$0.00	100.00%	100.00%	100.00%
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	\$45,000.00	\$14,800.88	\$0.00	\$30,199.12	32.89%	\$48,110.00	\$15,071.44	\$900.00	\$32,138.56	31.33%	22.47%	22.47%
01-201-31-437-020	NATURAL GAS	\$47,940.00	\$28,246.58	\$0.00	\$19,693.42	58.97%	\$47,940.00	\$26,530.44	\$0.00	\$21,409.56	55.34%	55.34%	55.34%
01-201-31-440-020	TELECOMMUNICATIONS	\$31,200.00	\$13,967.31	\$0.00	\$17,232.69	44.77%	\$30,200.00	\$16,394.46	\$0.00	\$13,805.54	54.29%	54.29%	54.29%
01-201-31-447-020	PETROLEUM PRODUCTS	\$25,000.00	\$8,376.07	\$5,145.65	\$11,478.28	33.50%	\$25,000.00	\$11,552.35	\$3,110.95	\$10,336.70	46.21%	58.65%	58.65%
01-201-31-455-010	RESERVE FOR SALARY ADJUSTMENT - S&W	\$73,500.00	\$28,725.68	\$18,974.19	\$25,800.13	39.08%	\$54,000.00	\$21,644.37	\$15,759.30	\$16,596.33	40.08%	69.27%	69.27%
01-201-36-471-020	PERS	\$137,073.00	\$133,023.00	\$0.00	\$4,050.00	97.05%	\$137,001.00	\$134,314.00	\$0.00	\$15,500.00	0.00%	0.00%	0.00%
01-201-36-472-020	SOCIAL SECURITY (O.A.S.I.)	\$118,520.01	\$81,497.90	\$0.00	\$37,022.11	68.76%	\$116,102.53	\$88,278.04	\$0.00	\$27,824.49	76.03%	98.04%	98.04%
01-201-36-475-000	PFRS - CONTRIBUTION	\$577,961.00	\$573,120.54	\$0.00	\$4,840.46	99.16%	\$532,151.00	\$531,573.53	\$0.00	\$577.47	99.89%	99.89%	99.89%
01-201-36-476-020	LENGTH OF SVS AWARDS (LOSAP)	\$22,500.00	\$0.00	\$0.00	\$22,500.00	0.00%	\$22,500.00	\$0.00	\$0.00	\$22,500.00	0.00%	0.00%	0.00%
01-201-41-700-000	DCRP - EMPLOYER SHARE	\$8,000.00	\$7,986.54	\$0.00	\$13.46	99.83%	\$8,000.00	\$5,716.47	\$0.00	\$2,283.53	71.46%	71.46%	71.46%
01-201-41-700-020	GRANT EXPENDITURES	\$348,111.51	\$348,111.51	\$0.00	\$0.00	100.00%	\$229,263.66	\$229,263.66	\$0.00	\$0.00	100.00%	100.00%	100.00%
01-201-44-901-020	CAPITAL IMPROVEMENT FUND	\$327,484.26	\$327,484.26	\$0.00	\$0.00	100.00%	\$52,248.62	\$52,248.62	\$0.00	\$0.00	100.00%	100.00%	100.00%
01-201-45-920-020	PAYMENT OF BOND PRINCIPAL	\$755,000.00	\$755,000.00	\$0.00	\$0.00	100.00%	\$845,000.00	\$845,000.00	\$0.00	\$0.00	100.00%	100.00%	100.00%
01-201-45-925-020	PAYMENT OF BAN PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	100.00%	100.00%
01-201-45-930-020	INTEREST ON BONDS	\$302,106.25	\$302,106.25	\$0.00	\$0.00	100.00%	\$324,157.00	\$324,156.25	\$0.00	\$0.75	100.00%	100.00%	100.00%
01-201-45-935-020	INTEREST ON NOTES	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	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%	\$25,000.00	\$25,000.00	\$0.00	\$0.00	100.00%	100.00%	100.00%
01-201-46-880-020	DEFERRED CHARGES	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	\$493.64	\$493.64	\$0.00	\$0.00	100.00%	100.00%	100.00%
01-201-50-899-020	RESERVE FOR UNCOLLECTED TAXES	\$1,242,781.38	\$1,242,781.38	\$0.00	\$0.00	100.00%	\$1,556,528.44	\$1,556,528.44	\$0.00	\$0.00	100.00%	100.00%	100.00%
TOTALS		\$10,779,939.46	\$8,230,106.70	\$575,417.18	\$1,974,415.58	76.35%	\$9,959,586.24	\$7,984,773.47	\$524,171.26	\$1,450,641.51	80.17%	85.43%	85.43%

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**BOROUGH OF MOUNTAIN LAKES  
INTEROFFICE MEMORANDUM**

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**TO:** Mitchell Stern, Borough Manager

**SUBJECT:** Third Quarter 2023 Water Budget Report  
Third Quarter 2023 Sewer Budget Report

**DATE:** October 26, 2023

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

**Water Operating:**

- The total Water Operating budget for 2023 is \$986,262.17 of that amount \$880,000.00 is from water usage fees. Based on the total budget, three quarters' revenue of the water rents would be \$660,000.00. Our receipts through the third quarter were \$631,555.50 which is 64.04% of the budgeted revenue. The percentage collected for what was billed during the third quarter plus the beginning balance was 94.07%. Any revenue collections that exceed our budgeted amount for the year will go into fund balance. As of 9/30/23 \$270,756.86 has been billed for the third quarter.
- The expenditures paid or charged as of 9/30/23 are 66.17% of the total budget. The salaries and wages and social security are slightly under 60% of the budgeted amount, due to some personnel changes during the year. The other expenses are at 74.84% expended and encumbered. The electric bills are only paid through August, the liability and workmen's compensation insurance is not paid for the 4<sup>th</sup> quarter, and the funds budgeted for the water meter maintenance contract will be charged to the account in October. There were a number of unexpected expenses in 2023 that were not budgeted for. There was a pump repair in the amount of \$18,292.00 and another pump repair for \$28,296.00 will have to be done before year end. For that pump repair, \$15,000.00 will be charged to the capital outlay account, and \$13,296.00 to the other expense account. An engineering study in the amount of \$29,600.00 for remediation of PPOA/PFAS compounds at well #4 was approved and will be encumbered in October against the water budget. The Borough had to conduct a risk and resiliency assessment, to be in compliance with the America's Water Infrastructure Act. The cost of this study is \$15,000.00 and it will be encumbered in October. As of 9/30/23 the fire hydrant line item was over budget due to an accident by a landscaping company. We received the reimbursement from their insurance company in October in the amount of \$20,330.57 which will be credited back to the water budget. Depending on the other expenses, through the end of the year we might have to transfer funds from salaries & wages to other expenses. The overall budget should be alright but a smaller than usual balance will be left to flow into the reserve budget in 2024. This will affect our fund balance at the end of 2024.
- The Capital Outlay line item will be encumbered in October for the pump repair on the well as discussed above.
- The PERS employer bill for 2023 has been paid in full but we will be receiving a bill for the 2023 salary increase in 2024.

**Sewer Operating:**

- The total Sewer Operating budget is \$906,964.95 of that amount \$840,000.00 is from sewer usage fees. Based on the total budget, three quarters' of the revenue would be

\$680,223.72. Our receipts through the third quarter were \$674,878.49 which is 74.41% of the budgeted revenue. The percentage collected for what was billed during the third quarter plus the beginning balance was 87.43%. Any revenue collections that exceed the budgeted amount for the year will go into fund balance. As of 9/30/23 \$221,411.96 has been billed for the third quarter.

- The expenditures paid or charged as of 9/30/23 are 80.56% of the total budget. The salaries and wages and social security are about 70% of the budgeted amount. This is slightly under budget due to changes in personnel during the year. The total other expenses are at 86.23% expended and encumbered because the funds due to Parsippany are encumbered for the entire year.
- The PERS employer bill for 2023 has been paid in full but we will be receiving a bill for the 2023 salary increase in 2024.

  
Monica Goscicki  
Chief Financial Officer

Borough of Mountain Lakes												
Water Operating - Revenue Budgets												
Account Number	Description	Activity to 9/30/2023				Activity to 9/30/2022				% Received	% Received	% Received
		Budget	Activity	Balance	% Received	Budget	Activity	Balance	% Received			
05-192-08-501-000	ANTICIPATED SURPLUS	\$106,262.17	\$79,696.62	\$26,565.55	75.00%	\$54,840.79	\$54,840.79	\$0.00	100.00%			
05-192-17-000-000	WATER OPERATING REVENUES	\$880,000.00	\$544,144.09	\$335,855.91	61.83%	\$860,000.00	\$524,797.77	\$335,202.23	61.02%			
05-192-17-100-000	MRNA - INTEREST EARNED	\$0.00	\$7,714.79	-\$7,714.79		\$0.00	\$1,177.56	-\$1,177.56				
TOTALS		\$986,262.17	\$631,555.50	\$354,705.67	64.04%	\$914,840.79	\$580,816.12	\$334,024.67	63.49%			
Water Operating - Expenditure Budgets												
Account Number	Description	Activity to 9/30/2023				Activity to 9/30/2022				% Expended & Encumbered	% Expended & Encumbered	% Expended & Encumbered
		Budget	Activity	Encumbered	Balance	Budget	Activity	Encumbered	Balance			
05-201-55-510-001	Water Operating - Salary & Wages	\$465,319.11	\$275,560.88	\$0.00	\$189,758.23	\$442,562.67	\$327,029.01	\$0.00	\$115,533.66	73.89%		
05-201-55-520-520	Water Operating - Other Expenses	\$451,731.15	\$303,517.84	\$34,555.78	\$113,657.53	\$404,817.08	\$211,966.18	\$28,169.68	\$164,681.22	59.32%		
05-201-55-527-000	Water - Capital Outlay	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%		
05-201-55-531-000	Water - Social Security	\$35,596.91	\$20,892.45	\$0.00	\$14,704.46	\$33,856.04	\$23,784.44	\$0.00	\$10,071.60	70.25%		
05-201-55-532-000	Water - P.E.R.S.	\$18,615.00	\$18,065.00	\$0.00	\$550.00	\$18,605.00	\$18,240.00	\$0.00	\$365.00	98.04%		
TOTALS		\$986,262.17	\$618,036.17	\$34,555.78	\$333,670.22	\$914,840.79	\$581,019.63	\$28,169.68	\$305,651.48	66.59%		
		\$986,262.17	\$618,036.17	\$34,555.78	\$333,670.22	\$914,840.79	\$581,019.63	\$28,169.68	\$305,651.48			

Borough of Mountain Lakes												
Sewer Operating - Revenue Budgets												
Account Number	Description	Activity to 9/30/2023			Activity to 9/30/2022			% Received		% Received		
		Budget	Activity	Balance	Budget	Activity	Balance					
07-192-08-501-000	ANTICIPATED SURPLUS	\$56,964.95	\$42,723.72	\$14,241.23	\$177,546.62	\$177,546.62	\$0.00	75.00%		100.00%		
07-192-17-000-000	SEWER OPERATING REVENUES	\$840,000.00	\$608,936.75	\$231,063.25	\$824,000.00	\$609,751.25	\$194,275.95	74.00%		74.00%		
07-192-17-001-000	SEWER - MISCELLANEOUS FEES	\$10,000.00	\$23,208.02	-\$13,208.02	\$10,000.00	\$9,255.43	\$13,648.04	92.55%				
07-192-17-200-000	MISC REVENUE NOT ANTIC (MRNA)	\$0.00	\$10.00	-\$10.00								
TOTALS		\$906,964.95	\$674,878.49	\$232,086.46	\$1,011,546.62	\$796,553.30	\$207,973.99	78.75%				
Sewer Operating - Expenditure Budgets												
Account Number	Description	Activity to 9/30/2023			Activity to 9/30/2022			% Expended & Encumbered		% Expended & Encumbered		
		Budget	Activity	Encumbered	Budget	Activity	Encumbered					
07-201-55-510-001	Sewer Operating - Salary & Wages	\$252,852.31	\$177,667.09	\$0.00	\$244,062.43	\$182,432.71	\$0.00			\$61,629.72		74.75%
07-201-55-520-520	Sewer Operating - Other Expenses	\$611,231.44	\$413,658.35	\$113,379.11	\$725,282.41	\$419,214.28	\$124,362.28	86.23%		\$181,705.85		74.95%
07-201-55-527-000	Sewer Operating - Capital Outlay	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	0.00%		\$10,000.00		0.00%
07-201-55-531-000	Sewer Operating - Social Security	\$19,343.20	\$12,785.48	\$0.00	\$18,670.78	\$13,118.25	\$0.00	66.10%		\$5,552.53		70.26%
07-201-55-532-000	Sewer Operating - P.E.R.S.	\$13,538.00	\$13,138.00	\$0.00	\$13,531.00	\$13,266.00	\$0.00	97.05%		\$265.00		98.04%
TOTALS		\$906,964.95	\$617,248.92	\$113,379.11	\$1,011,546.62	\$628,031.24	\$124,362.28	80.56%		\$259,153.10		74.38%

**Water and Sewer Billing by Quarter 2016-2023**  
**In Gallons**

	1Q		2Q		3Q		4Q		Total		Total Water & Sewer		Total Water Res & Comm
	Water	Sewer	Water	Sewer	Water	Sewer	Water	Sewer	Water	Sewer	Water	Sewer	
<b>2016</b>													
Residential	17,993,622.04	18,346,543.28	29,706,092.56	28,687,308.08	32,663,837.32	31,481,879.24	23,951,436.80	24,309,167.04	104,314,988.72	102,824,847.64	207,139,836.36	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	13,580,617.60	29,564,595.32	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	279,948,869.76	120,288,966.44
<b>2017</b>													
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	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	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	246,728,793.44	108,874,898.56
<b>2018</b>													
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	93,037,812.48	185,367,296.56	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	32,331,049.28	17,831,778.12
	25,706,406.92	26,448,657.20	39,750,854.44	24,828,362.32	50,380,943.52	31,806,087.36	23,886,259.08	24,454,076.76	139,734,463.96	107,537,183.64	247,271,647.60	247,271,647.60	110,161,162.20
<b>2019</b>													
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	187,857,205.04	94,633,552.08
Yard	3,184,767.68	3,271,117.96	9,717,477.60	-	17,016,834.56	-	4,488.00	-	26,738,800.16	-	26,738,800.16	-	26,738,800.16
Commercial	24,146,896.52	24,131,479.92	5,732,355.40	4,905,997.76	7,999,715.84	6,659,473.88	3,954,193.24	3,843,173.24	20,811,052.16	18,679,762.84	39,480,815.00	39,480,815.00	20,811,052.16
	48,293,772.04	48,262,959.84	38,199,586.68	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	254,086,820.20	115,444,604.24
<b>2020</b>													
Residential	16,901,849.88	17,705,309.64	28,417,748.60	26,505,750.76	29,617,417.48	28,878,829.56	21,993,298.08	22,289,529.12	96,870,314.04	95,379,399.08	192,249,713.12	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	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	146,748,051.24	107,746,737.36	254,494,789.60	254,494,789.60	113,880,453.96
<b>2021</b>													
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	23,318,352.96	95,308,615.84	93,980,496.84	189,289,112.68	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	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	258,258,438.40	117,890,986.56
<b>2022</b>													
Residential	17,974,511.24	18,203,204.92	26,042,142.60	25,338,246.48	27,997,694.04	27,482,293.08	18,335,502.32	19,121,036.40	90,344,850.20	90,144,780.88	180,489,631.08	180,489,631.08	90,344,850.20
Yard	204.96	-	11,455,515.32	-	22,195,926.92	-	255,094.32	-	33,906,741.52	-	33,906,741.52	-	33,906,741.52
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	3,300,478.00	3,234,978.00	19,868,867.96	14,469,387.84	34,338,255.80	34,338,255.80	19,868,867.96
	20,520,668.40	20,491,157.12	43,052,628.92	29,031,025.20	58,655,887.72	32,735,972.00	21,891,074.64	22,356,014.40	144,120,459.68	104,614,168.72	248,734,628.40	248,734,628.40	110,213,718.16
<b>2023</b>													
Residential	17,256,615.56	16,129,577.36	24,166,664.84	23,859,835.60	34,274,423.36	33,449,431.52	-	-	75,697,703.76	73,438,844.48	149,136,548.24	149,136,548.24	75,697,703.76
Yard	711,188.48	-	14,241,554.12	-	28,199,790.12	-	-	-	43,152,532.72	-	43,152,532.72	-	43,152,532.72
Commercial	3,022,481.92	2,871,621.28	5,015,799.28	3,076,640.60	17,415,319.20	14,893,003.12	-	-	25,453,600.40	20,841,265.00	46,294,865.40	46,294,865.40	25,453,600.40
	20,990,286.96	19,001,198.64	43,424,018.24	26,936,476.20	79,889,532.68	48,342,434.64	-	-	144,303,836.88	94,280,109.48	238,583,946.36	238,583,946.36	101,151,304.16

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

Borough of Mountain Lakes			
Water and Sewer - Billing and Revenue			
Third Quarter 2023			
	July	August	Sept
<b>Water:</b>			
Beginning Balance	\$18,817.80	\$246,133.36	\$29,143.61
Adjustments (+/-)			
Billed - Including Adjustments	\$268,709.26	-\$3,750.46	\$5,308.06
Receipts - Including Adjustments	-\$41,393.70	-\$213,239.29	-\$17,311.94
Ending Balance	\$246,133.36	\$29,143.61	\$17,139.73
<b>Sewer:</b>			
Beginning Balance	\$31,052.09	\$207,180.07	\$41,703.83
Adjustments (+/-)			
Billed - Including Adjustments	\$216,470.94	-\$388.22	\$5,329.24
Receipts - Including Adjustments	-\$40,342.96	-\$165,088.02	-\$15,292.42
Ending Balance	\$207,180.07	\$41,703.83	\$31,740.65

Borough of Mountain Lakes 2023 Reserve Accounts											
	Balance 12/31/2022	1st Qtr 2023		2nd Qtr 2023		3rd Qtr 2023		4th Qtr 2023		Balance	
		Increases	Decreases	Increases	Decreases	Increases	Decreases	Increases	Decreases		
Reserve for Tax Appeals	\$288,541.85		\$9,103.70			\$100,000.00				\$379,438.15	
Reserve for Storm Recovery	\$384,998.71									\$384,998.71	
Reserve for Accum. Absences	\$60,597.75		\$19,443.60	\$10,000.00			8922.18			\$42,231.97	
Reserve for Liability Insurance	\$50,000.00									\$50,000.00	
Capital Improvement Fund	\$233,620.53		\$101,000.00			\$93,250.00				\$40,370.79	
Premium on Bonds	\$5,477.91 *				\$5,000.00					\$477.91	
		1st Qtr 2023		2nd Qtr 2023		3rd Qtr 2023		4th Qtr 2023		Total	
		Payments		Payments		Payments		Payments			
Tax Appeals paid from fund balance		\$20,366.28		\$7,852.98		\$60,124.21	**	\$388,561.88		\$476,905.35	
* Premium on Bonds is part of the General Capital Fund Balance. The balance as of 12/31/2022 is the premium from the 2017 bond sale.											
** Tax Appeal Payments made in October											

Borough of Mountain Lakes				
Fund Number	Capital and Trust Accounts			Cash Balance
4	General Capital			9/30/2023
	Subaccounts - Part of the cash balance			\$ 970,213.94
	Capital Improvement Fund Balance	40,370.79		
	Premium on Bonds - Part of Fund Balance	477.91		
6	Water Capital			\$ 14,031.98
8	Sewer Capital			\$ 40,043.70
12	Payroll Agency			\$ 7,891.86
13	Animal Control			\$ 3,367.36
14	Unemployment			\$ 54,043.21
17	Developer's Escrow - Includes cash bonds			\$ 131,428.27
18	Other Trust			\$ 578,594.47
18	Other Trust - Due from Current			\$ 7,870.58
	Subaccounts:			
	Reserve for Municipal Alliance	6,174.76		
	Reserve for Parking Offenses Adj. Act	228.69		
	Fire Marshall Trust	7,889.76		
	Tax Sale Premiums	78,000.00		
	Video Systems for Police Cars	1,200.00		
	Reserve for Accumulated Absences	42,231.97		
	Reserve for Storm Recovery	384,998.71		
	Reserve for Liability Insurance	50,000.00		
19	Police Outside Services			\$ 88,943.28
20	Affordable Housing			\$ 60,038.58
23	Police Forfeiture of Assets			\$ 3,182.19
26	Flexible Spending			\$ 8,954.08
32	Shade Tree Trust			\$ 21,684.05
33	Recreation			\$ 288,258.16
	Subaccounts:			
	Historic Preservation Comm.	33,629.90		
	Mountain Lakes Centennial Comm.	21,085.36		
	Various Recreation Programs	233,542.90		
49	Net Payroll			232.91

# Capital Ordinances General Capital Activity to 09/30/2023

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

Account Number	Description	Budget	Activity	Encumbered	Balance
<b>04-215-55-975-000</b>	<b>BOND ORDINANCE #06-11: VAR CAP IMPROVE</b>				
04-215-55-975-001	ADMINISTRATION EQUIPMENT: FUNDED	750.00	4,392.00	-	(4,392.00)
04-215-55-975-002	ADMINISTRATION EQUIPMENT: UNFUNDED	14,250.00	750.00	-	-
04-215-55-975-003	FIRE DEPT EQUIPMENT: FUNDED	1,250.00	14,250.00	-	-
04-215-55-975-004	FIRE DEPT EQUIPMENT: UNFUNDED	23,750.00	1,250.00	-	-
04-215-55-975-005	POLICE DEPT EQUIPMENT: FUNDED	1,750.00	23,750.00	-	-
04-215-55-975-006	POLICE DEPT EQUIPMENT: UNFUNDED	33,250.00	1,750.00	-	-
04-215-55-975-007	DPW EQUIPMENT: FUNDED	675.00	33,250.00	-	-
04-215-55-975-008	DPW EQUIPMENT: UNFUNDED	12,825.00	675.00	-	-
04-215-55-975-009	INFRASTRUCTURE REPAIR/MAINT: FUNDED	216,500.00	12,825.00	-	-
04-215-55-975-010	INFRASTRUCTURE REPAIR/MAINT: UNFUNDED	313,500.00	216,500.00	-	1,080.00
04-215-55-975-011	BLDGS & GROUNDS REPAIR/MAINT: FUNDED	87,999.59	313,500.00	-	-
04-215-55-975-012	BLDGS & GROUNDS REPAIR/MAINT: UNFUNDED	82,000.00	84,687.59	-	3,312.00
04-215-55-975-013	WATER/SEWER UTIL EQUIPMENT: FUNDED	2,450.00	82,000.00	-	-
04-215-55-975-014	WATER/SEWER UTIL EQUIPMENT: UNFUNDED	46,550.00	2,450.00	-	-
04-215-55-975-015	LAKES MANAGEMENT: FUNDED	1,750.00	46,550.00	-	-
04-215-55-975-016	LAKES MANAGEMENT: UNFUNDED	33,250.00	1,750.00	-	-
			33,250.00	-	-
		<b>872,499.59</b>	<b>872,499.59</b>		
<b>04-215-55-982-000</b>	<b>2016 CAPITAL ORDINANCE 06-16</b>				
04-215-55-982-001	Police - Recording System	3,500.00	-	-	-
04-215-55-982-002	Police - Pole Cameras	18,500.00	3,500.00	-	-
04-215-55-982-003	Fire - General Equipment	25,000.00	18,500.00	-	-
04-215-55-982-004	Public Works - Street Signs	18,000.00	25,255.99	-	(255.99)
04-215-55-982-005	CERT/Police - Radios	5,000.00	18,000.00	-	-
04-215-55-982-006	Public Works - Road Paving	270,000.00	5,000.00	-	-
04-215-55-982-007	Public Works - Road Paving State Aid	160,000.00	270,000.00	-	-
04-215-55-982-008	Public Works - Curbs & Sidewalks	50,000.00	160,000.00	-	-
04-215-55-982-009	Public Works - Storm Drain System	38,000.00	50,000.00	-	-
04-215-55-982-010	Water Utility - Insertion Valve	23,000.00	38,260.00	-	(260.00)
04-215-55-982-011	Water Utility - Hydrant Replacement	12,000.00	23,000.00	-	-
04-215-55-982-012	Public Works - Jet Vac	16,000.00	12,000.00	-	-
04-215-55-982-013	Bldgs & Grds - Borough Hall Roof	35,000.00	16,000.00	-	-
04-215-55-982-014	Bldgs & Grds - Railroad Station Steps	55,000.00	35,000.00	-	-
04-215-55-982-015	Bldgs & Grds - Esplanade Steps	12,000.00	33,280.75	13,170.00	8,549.25
			12,000.00	-	-

# Capital Ordinances General Capital Activity to 09/30/2023

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

Account Number	Description	Budget	Activity	Encumbered	Balance
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	624,673.86	-	16,676.14
04-215-55-982-023	Recreation - Birchwood Lake Improv.	716,250.00	687,255.12	-	28,994.88
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	2,338,539.79	13,170.00	76,690.21
<b>2017 CAPITAL ORDINANCE 05-17</b>					
04-215-55-983-000	Police - Dash Cam System	-	-	-	-
04-215-55-983-001	Fire - Personal Protective Gear (6 sets)	57,300.00	48,161.27	-	9,138.73
04-215-55-983-002	Fire - Pagers (2)	7,488.00	7,488.00	-	-
04-215-55-983-003	Fire - Positive Pressure Fan	900.00	900.00	-	-
04-215-55-983-004	Public Works-Street Sign Replacement	4,900.00	-	-	4,900.00
04-215-55-983-005	Public Works - Pollard Rd. Paving	18,000.00	18,000.00	-	-
04-215-55-983-006	Public Works - Road Milling @Gas Co Proj	50,000.00	50,000.00	-	-
04-215-55-983-007	Public Works - Pollard Rd. Water Main	25,000.00	25,000.00	-	-
04-215-55-983-008	Bldg & Grds-Eng & Design Sunset Lake Dam	375,000.00	375,000.00	-	-
04-215-55-983-009	Public Works - Aeration System-Birchwood	99,000.00	99,000.00	-	-
04-215-55-983-010	Public Works-Pick up Truck Replacement-2	20,000.00	20,000.00	-	-
04-215-55-983-011	Fire - Jaws of Life & Telescopic Ram	43,000.00	43,000.00	-	-
04-215-55-983-012		11,712.00	11,712.00	-	-
		712,300.00	698,261.27	-	14,038.73
<b>2018 CAPITAL ORDINANCE 4-18</b>					
04-215-55-984-000	Police Weapon Replacement	-	-	-	-
04-215-55-984-001	Fire Personal Protective Gear	10,000.00	9,540.15	459.85	-
04-215-55-984-002	Fire Pager Replacement	9,600.00	9,600.00	-	-
04-215-55-984-003	Fire Other Equipment	900.00	900.00	-	-
04-215-55-984-004	Public Works Repair Concrete Pad - Recyc	4,900.00	4,900.00	-	-
04-215-55-984-005	Public Works Drainage Projects	40,000.00	40,000.00	-	-
04-215-55-984-006		19,400.00	19,400.00	-	-

# Capital Ordinances General Capital Activity to 09/30/2023

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Account Number	Description	Budget	Activity	Encumbered	Balance
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	8,073.03	(6,897.25)
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	43,307.50	6,692.50	-
04-215-55-984-014	Public Works Engine Replace. 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	1,117,850.21	15,225.38	45,124.41
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	28,800.00	-	-
04-215-55-985-004	FIRE OTHER EQUIPMENT	4,900.00	4,900.00	-	-
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	86,907.46	-	2,013,098.54
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

# Capital Ordinances General Capital Activity to 09/30/2023

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Account Number	Description	Budget	Activity	Encumbered	Balance
<b>04-215-55-986-000 2019 CAPITAL ORDINANCE 10-19</b>					
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
		3,185,956.00	1,154,783.47	-	2,031,172.53
<b>04-215-55-987-000 2020 CAPITAL ORDINANCE 4-20</b>					
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	-	2,710.00	12,290.00
04-215-55-987-005	PUB WKS ROAD REPAVING, CURBS & SIDEWALKS	111,247.00	111,247.00	-	-
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	36,111.00	36,111.00	-	-
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	-	-
04-215-55-987-013	PUB WKS CONDOT ROAD	250,000.00	250,000.00	-	-
04-215-55-987-014	PUB WKS MORRIS AVE.	151,323.00	151,323.00	-	-
		878,277.00	852,805.24	3,181.75	22,290.01
<b>04-215-55-988-000 2020 CAPITAL ORDINANCE 7-20</b>					
04-215-55-988-001	PUB WKS CURBS AND SIDEWALKS	6,000.00	-	-	6,000.00
		6,000.00	-	-	6,000.00

# Capital Ordinances

## General Capital

### Activity to 09/30/2023

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

Account Number	Description	Budget	Activity	Encumbered	Balance
<b>04-215-55-989-000</b>	<b>2020 CAPITAL ORD. 8-20 BORO HALL RENOV.</b>				
04-215-55-989-013	SECTION 20 COSTS - OTHER PROF. SVCS.	-	7,680.82	-	(7,680.82)
04-215-55-989-101	B.H. S&W DEMOLITION-LOWER LEVEL	20,000.00	32,419.02	-	(12,419.02)
04-215-55-989-102	B.H. S&W DEMOLITION-UPPER LEVEL	20,000.00	22,994.64	-	(2,994.64)
04-215-55-989-103	B.H. S&W DEMOLITION-ROOF	10,000.00	15,047.85	-	(5,047.85)
04-215-55-989-106	B.H. S&W FOOTING-EXCAVATION	15,000.00	29,389.09	-	(14,389.09)
04-215-55-989-108	B.H. S&W FOOTING-SLABS	30,100.00	29,020.87	-	1,079.13
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	82,150.65	-	18,429.35
04-215-55-989-113	B.H. S&W CMU WALLS-UPPER LEVEL	100,698.00	24,534.97	-	76,163.03
04-215-55-989-114	B.H. S&W WATERPROOFING-FOUNDATION WALL	4,820.00	5,118.77	-	(298.77)
04-215-55-989-115	B.H. S&W TPO ROOF	52,000.00	31,154.75	-	20,845.25
04-215-55-989-116	B.H. S&W METAL STUD WALLS-UPPER LEVEL	114,462.00	171,392.76	-	(56,930.76)
04-215-55-989-117	B.H. S&W INSTALL DOOR'S FRAMES-UPPER	7,000.00	8,730.88	-	(1,730.88)
04-215-55-989-118	B.H. S&W METAL STUDS WALLS-LOWER LEVEL	96,231.00	118,076.87	-	(21,845.87)
04-215-55-989-119	B.H. S&W INSTALL DOOR'S FRAME-LOWER	9,400.00	8,559.94	-	840.06
04-215-55-989-120	B.H. S&W STONE VENEER	74,300.00	73,030.36	-	1,269.64
04-215-55-989-121	B.H. S&W EXTENDED ROOF WALL	61,200.00	60,810.58	-	389.42
04-215-55-989-122	B.H. S&W CEMENT FIBER SIDING	82,250.00	5,258.70	-	76,991.30
04-215-55-989-123	B.H. S&W CEILINGS	35,250.00	24,762.71	-	10,487.29
04-215-55-989-124	B.H. S&W INSULATION	33,500.00	24,506.94	-	8,993.06
04-215-55-989-125	B.H. S&W STUCCO	48,600.00	89,567.96	-	(40,967.96)
04-215-55-989-126	B.H. S&W DOORS	16,550.00	1,918.52	-	14,631.48
04-215-55-989-127	B.H. S&W SECURITY DOOR	3,000.00	400.34	-	2,599.66
04-215-55-989-128	B.H. S&W GARAGE DOOR	-	129.18	-	(129.18)
04-215-55-989-129	B.H. S&W WINDOWS-STORE FRONT	46,300.00	40,048.57	-	6,251.43
04-215-55-989-130	B.H. S&W WINDOWS SUN SHADES	25,000.00	3,130.77	-	21,869.23
04-215-55-989-131	B.H. S&W ELEVATOR	-	4,168.04	-	(4,168.04)
04-215-55-989-132	B.H. S&W ELECTRIC	160,000.00	209,370.08	-	(49,370.08)
04-215-55-989-133	B.H. S&W PLUMBING	125,000.00	107,715.18	-	17,284.82
04-215-55-989-134	B.H. S&W HVAC	165,000.00	189,351.58	-	(24,351.58)
04-215-55-989-135	B.H. S&W ALARMS	21,200.00	57,500.70	-	(36,300.70)
04-215-55-989-136	B.H. S&W PAINTING	-	47,479.46	-	(47,479.46)
04-215-55-989-137	B.H. S&W STAIRS AND RAILINGS	31,000.00	40,340.45	-	(9,340.45)
04-215-55-989-138	B.H. S&W FLOORS	91,100.00	46,937.52	-	44,162.48
04-215-55-989-139	B.H. S&W MENS AND WOMENS LACKER ROOMS	3,100.00	-	-	3,100.00

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Account Number	Description	Budget	Activity	Encumbered	Balance
04-215-55-989-141	B.H. S&W 7 BATHROOMS 2 JANITOR 2 LOCKER	53,600.00	20,624.82	-	32,975.18
04-215-55-989-142	B.H. S&W SITE WORK	20,000.00	43,603.64	-	(23,603.64)
04-215-55-989-145	B.H. S&W MISCELLANEOUS	-	14,971.64	-	(14,971.64)
04-215-55-989-146	B.H. S&W MILLWORK	58,700.00	7,799.25	-	50,900.75
04-215-55-989-147	B.H. S&W STRUCTURAL STEEL	22,500.00	103,154.79	-	(80,654.79)
04-215-55-989-148	B.H. S&W CORRORDINATION OF WORK	34,000.00	42,583.69	-	(8,583.69)
04-215-55-989-150	B.H. S&W IT/TECH	-	29,717.97	-	(29,717.97)
04-215-55-989-151	B.H. S&W OTHER/RELOCATION/GENERATO	-	6,861.35	-	(6,861.35)
04-215-55-989-155	B.H. S&W ADMINISTRATIVE ASSISTANT	20,000.00	55,771.29	-	(35,771.29)
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 DEMOLITION - CONTAINERS	11,000.00	5,912.15	-	5,087.85
04-215-55-989-205	B.H. O/E DEMOLITION - 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	-	1,702.66
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 ADDIT?	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 FOUNDATION - 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	12,842.55	-	5,357.45
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	124,133.69	26,927.00	(6,050.69)
04-215-55-989-216	B.H. O/E METAL STUD WALLS - UPPER LEVEL	35,300.00	61,968.89	-	(26,668.89)
04-215-55-989-218	B.H. O/E METAL STUDS WALLS - LOWER LEVEL?	28,006.00	53,045.24	-	(25,039.24)
04-215-55-989-220	B.H. O/E STONE VENEER	28,000.00	34,560.99	-	(6,560.99)
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	17,378.00	30,448.38	5,523.62
04-215-55-989-223	B.H. O/E CEILINGS	12,100.00	7,760.52	3,000.00	1,339.48
04-215-55-989-224	B.H. O/E INSULATION	32,420.00	36,775.41	437.16	(4,792.57)
04-215-55-989-225	B.H. O/E STUCCO	8,100.00	36,724.55	2,168.14	(30,792.69)
04-215-55-989-226	B.H. O/E DOORS	94,250.00	55,356.76	1,906.92	36,986.32
04-215-55-989-227	B.H. O/E SECURITY DOOR	7,000.00	9,783.72	6,030.00	(8,813.72)
04-215-55-989-228	B.H. O/E GARAGE DOOR	6,800.00	178.80	10,295.00	(3,673.80)
04-215-55-989-229	B.H. O/E WINDOWS - STORE FRONT	144,000.00	129,317.40	38,890.10	(24,207.50)
04-215-55-989-230	B.H. O/E WINDOWS SUN SHADES	80,000.00	2,861.24	-	77,138.76
04-215-55-989-231	B.H. O/E ELEVATOR	110,000.00	96,679.83	10,700.00	2,620.17
04-215-55-989-232	B.H. O/E ELECTRIC	220,209.20	199,389.56	6,993.91	13,825.73
04-215-55-989-233	B.H. O/E PLUMBING	72,089.00	66,324.43	5,110.10	654.47
04-215-55-989-234	B.H. O/E HVAC	220,000.00	248,501.14	10,310.70	(38,811.84)

# Capital Ordinances General Capital Activity to 09/30/2023

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

Account Number	Description	Budget	Activity	Encumbered	Balance
04-215-55-989-235	B.H. O/E ALARMS	24,299.98	23,257.90	-	1,042.08
04-215-55-989-236	B.H. O/E PAINTING	35,000.00	20,938.77	-	14,061.23
04-215-55-989-237	B.H. O/E STAIRS AND RAILINGS	37,039.00	36,281.61	3,788.00	(3,030.61)
04-215-55-989-238	B.H. O/E FLOORS	79,600.00	55,309.48	11,112.22	13,178.30
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	19,171.30	-	12,228.70
04-215-55-989-242	B.H. O/E SITE WORK	20,000.00	17,020.52	1,477.86	1,501.62
04-215-55-989-243	B.H. O/E RENTAL CONSTR. EQUIP & PURCHASE?	120,000.00	84,159.62	8,955.26	26,885.12
04-215-55-989-244	B.H. O/E OSHA - SAFETY EQUIPMENT	12,000.00	4,514.76	-	7,485.24
04-215-55-989-245	B.H. O/E MISCELLANEOUS	125,000.00	103,176.31	10,486.62	11,337.07
04-215-55-989-246	B.H. O/E MILLWORK	15,000.00	5,603.00	8,500.00	897.00
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	-	13,605.31	67,494.69
04-215-55-989-250	B.H. O/E IT/TECH	69,000.00	20,561.51	-	48,438.49
04-215-55-989-251	B.H. O/E OTHER/RELOCATION/GENERATOR	108,000.00	156,505.91	-	(48,505.91)
04-215-55-989-252	B.H. O/E ARCHITECT	171,000.00	167,938.28	-	3,061.72
04-215-55-989-253	B.H. O/E ENGINEERING	25,000.00	28,410.05	-	(3,410.05)
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	-	-	79,000.00
04-215-55-989-307	B.H. S&W Unantic. Relocating the square tubing	-	(0.01)	-	0.01
		4,463,000.00	4,187,057.68	236,521.43	39,420.89
<b>2021 CAPITAL ORDINANCE 10-21</b>					
04-215-55-991-000	ARMORED PLATE CARRIERS	-	-	-	-
04-215-55-991-001	AIR PACK REPLACEMENTS	10,511.00	9,809.80	701.20	-
04-215-55-991-002	TWO SALTERS	76,951.00	76,951.00	-	-
04-215-55-991-003	CHIPPER	10,000.00	11,738.80	-	(1,738.80)
04-215-55-991-004	TRACK HOE - DO NOT USE!!!!!!	55,000.00	57,639.56	-	(2,639.56)
04-215-55-991-005	ELECTRONIC MESSAGE BOARD	150,000.00	145,621.64	-	4,378.36
04-215-55-991-006	ROAD REPAVING - NORTH GLEN	15,000.00	15,000.00	-	-
04-215-55-991-007	DO NOT USE!!!!!!ROAD REPAVING - OTHER	228,901.00	236,140.64	-	(7,239.64)
04-215-55-991-008	DRAINAGE IMPROVEMENTS	180,561.00	175,172.80	-	5,388.20
04-215-55-991-009	RETROFIT POLICE VEHICLE	100,000.00	80,752.21	-	19,247.79
04-215-55-991-010	TRAFFIC LIGHT POCONO/N. POCONO	15,000.00	15,000.00	-	-
04-215-55-991-011	ENGINEERING GRUNDENS POND	104,000.00	103,892.50	-	107.50
04-215-55-991-012	WATER METER REPLACEMENT PROG.	59,570.00	177.32	57,650.00	1,742.68
04-215-55-991-013		745,000.00	710,617.13	13,025.72	21,357.15

# Capital Ordinances General Capital Activity to 09/30/2023

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

Account Number	Description	Budget	Activity	Encumbered	Balance
04-215-55-991-014	ENGINEERING - SECTION 20	10,000.00	9,312.99	-	687.01
04-215-55-991-015	FINANCE - SECTION 20	73,743.00	13,972.52	-	59,770.48
		1,834,237.00	1,661,798.91	71,376.92	101,061.17
04-215-55-992-000	2022 CAPITAL ORDINANCE 2-22				
04-215-55-992-001	MOBILE VIDEO RECORDERS	50,000.00	-	-	-
04-215-55-992-002	TURNOUT GEAR	15,000.00	15,000.00	13,495.00	36,505.00
04-215-55-992-003	ELECTRONIC MESSAGE BOARD	5,000.00	5,000.00	-	-
04-215-55-992-004	BRINE MACHINE/HOLDING TANK	23,125.00	22,986.26	-	138.74
04-215-55-992-005	BRINE SPRAYING TANK	-	-	-	-
04-215-55-992-006	ROAD REPAVING - INTERVALE RD.	481,000.00	321,635.84	144,076.45	15,287.71
04-215-55-992-007	ROAD REPAVING - OTHER	250,187.00	243,624.77	-	6,562.23
04-215-55-992-008	CHIEF'S VEHICLE & RETROFIT	60,000.00	57,352.71	2,647.29	-
04-215-55-992-009	ELECTRIC - SCHOOL RES. OFFIC. VEHICLE	60,000.00	49,733.09	6,229.61	4,037.30
04-215-55-992-010	RETROFIT 2 POLICE VEHICLES	30,000.00	30,298.00	749.95	(1,047.95)
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	11,963.88	3,237.68	(201.56)
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	3,536.88	-	6,463.12
04-215-55-992-016	FINANCE - SECTION 20 COSTS	47,385.00	3,316.13	-	44,068.87
		1,276,697.00	844,447.56	170,435.98	261,813.46
04-215-55-993-000	2023 CAPITAL ORDINANCE 1-23				
04-215-55-993-001	REFURBISH TENNIS COURTS	210,000.00	210,000.00	-	-
		210,000.00	210,000.00	-	-
04-215-55-994-000	2023 CAPITAL ORDINANCE 2-23				
04-215-55-994-001	IMPROVEMENT OF TENNIS COURTS	311,000.00	247,006.40	54,993.60	9,000.00
		311,000.00	247,006.40	54,993.60	9,000.00

# Capital Ordinances General Capital Activity to 09/30/2023

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

Account Number	Description	Budget	Activity	Encumbered	Balance
<b>04-215-55-995-000</b>	<b>2023 CAPITAL ORD 6-23 CAP. AMENDMENT</b>				
04-215-55-995-001	DPW - VEHICULAR EQUIPMENT	16,875.00	16,296.11	-	578.89
04-215-55-995-002	PERSONAL PROTECTIVE EQUIP.	3,889.00	3,889.00	-	-
		<b>20,764.00</b>	<b>20,185.11</b>	-	<b>578.89</b>
<b>04-215-55-996-000</b>	<b>2023 CAPITAL ORDINANCE 8-23</b>				
04-215-55-996-001	Bottom End of the Police Boat Motor	6,000.00	4,585.90	-	1,414.10
04-215-55-996-002	Interview Room Recording System	6,000.00	-	-	6,000.00
04-215-55-996-003	Men/Women Lockers	30,000.00	228.67	23,077.19	6,694.14
04-215-55-996-004	Evidence Lockers and Refrigerators	25,000.00	-	18,272.55	6,727.45
04-215-55-996-005	Armory:Bench, Shelving, Locker, Table, Chairs	7,000.00	-	7,000.00	-
04-215-55-996-006	Sally Port Pistol Lockers	500.00	-	-	500.00
04-215-55-996-007	PPE Regulators	8,553.00	8,553.00	-	-
04-215-55-996-008	Bobcat Skid Steer	18,288.00	-	-	18,288.00
04-215-55-996-009	New Goals for Midvale	8,500.00	8,004.67	-	495.33
04-215-55-996-010	New Picnic Tables: Kaufmann and Midvale	3,000.00	-	-	3,000.00
04-215-55-996-011	Morris Ave. Section 4	241,490.00	22,206.01	138,000.00	81,283.99
04-215-55-996-012	Road Repaving - All Other Roads	210,015.00	132,998.19	-	77,016.81
04-215-55-996-013	Retrofit 2 Police Cars	40,000.00	-	-	40,000.00
04-215-55-996-014	Side by Side ATV	20,000.00	-	-	20,000.00
04-215-55-996-015	Bathymetry Survey	115,000.00	57,250.00	5,250.00	52,500.00
04-215-55-996-016	Sidewalks - Library and Lake Drive	65,000.00	-	-	65,000.00
04-215-55-996-017	Vehicles for Fire Department	761,708.00	-	595,247.88	166,460.12
04-215-55-996-018	Computers for Police Vehicles	16,000.00	-	15,218.10	781.90
04-215-55-996-019	Section 20 Costs - Engineering	15,000.00	537.75	-	14,462.25
04-215-55-996-020	Section 20 Costs - Finance	57,432.00	-	-	57,432.00
		<b>1,654,486.00</b>	<b>234,364.19</b>	<b>802,065.72</b>	<b>618,056.09</b>
<b>04-215-55-997-000</b>	<b>CAPITAL ORD. 12-23</b>				
04-215-55-997-001	Improvement of Sunset Lake Dam	650,000.00	-	-	650,000.00
04-215-55-997-002	Section 20 Costs	200,000.00	-	64,024.99	135,975.01

# Capital Ordinances General Capital Activity to 09/30/2023

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

Account Number	Description	Budget	Activity	Encumbered	Balance
<b>04-215-55-998-000</b>	<b>2023 CAPITAL ORD. 13-23 BORO HALL RENOV.</b>	<b>850,000.00</b>	<b>-</b>	<b>64,024.99</b>	<b>785,975.01</b>
04-215-55-998-013	SECTION 20 COSTS - OTHER PROF. SVCS.	1,045,000.00	-	-	1,045,000.00
04-215-55-998-115	B.H. S&W TPO ROOF	-	1,534.01	-	(1,534.01)
04-215-55-998-116	B.H. S&W METAL STUD WALLS-UPPER LEVEL	-	-	-	-
04-215-55-998-118	B.H. S&W METAL STUDS WALLS-LOWER LEVEL	-	-	-	-
04-215-55-998-119	B.H. S&W INSTALL DOOR'S FRAME-LOWER	-	2,941.54	-	(2,941.54)
04-215-55-998-120	B.H. S&W STONE VENEER	-	-	-	-
04-215-55-998-122	B.H. S&W CEMENT FIBER SIDING	-	3,382.90	-	(3,382.90)
04-215-55-998-123	B.H. S&W CEILINGS	-	1,087.27	-	(1,087.27)
04-215-55-998-125	B.H. S&W STUCCO	-	3,771.79	-	(3,771.79)
04-215-55-998-126	B.H. S&W DOORS	-	-	-	-
04-215-55-998-128	B.H. S&W GARAGE DOOR	-	608.22	-	(608.22)
04-215-55-998-129	B.H. S&W WINDOWS-STORE FRONT	-	-	-	-
04-215-55-998-130	B.H. S&W WINDOWS SUN SHADES	-	-	-	-
04-215-55-998-132	B.H. S&W ELECTRIC	-	3,520.16	-	(3,520.16)
04-215-55-998-133	B.H. S&W PLUMBING	-	-	-	-
04-215-55-998-134	B.H. S&W HVAC	-	4,802.53	-	(4,802.53)
04-215-55-998-135	B.H. S&W ALARMS	-	3,148.76	-	(3,148.76)
04-215-55-998-136	B.H. S&W PAINTING	-	2,841.96	-	(2,841.96)
04-215-55-998-137	B.H. S&W STAIRS AND RAILINGS	-	-	-	-
04-215-55-998-138	B.H. S&W FLOORS	-	2,918.66	-	(2,918.66)
04-215-55-998-141	B.H. S&W 7 BATHROOMS 2 JANITOR 2 LOCKER	-	7,126.43	-	(7,126.43)
04-215-55-998-142	B.H. S&W SITE WORK	-	297.38	-	(297.38)
04-215-55-998-146	B.H. S&W MILLWORK	-	-	-	-
04-215-55-998-148	B.H. S&W CORRINATION OF WORK	-	-	-	-
04-215-55-998-150	B.H. S&W IT/TECH	-	-	-	-
04-215-55-998-155	B.H. S&W ADMINISTRATIVE ASSISTANT	-	3,203.94	-	(3,203.94)
04-215-55-998-216	B.H. O/E METAL STUD WALLS - UPPER LEVEL	-	473.66	-	(473.66)
04-215-55-998-218	B.H. O/E METAL STUDS WALLS - LOWER LEVEL?	-	-	-	-
04-215-55-998-220	B.H. O/E STONE VENEER	-	-	-	-
04-215-55-998-222	B.H. O/E CEMENT FIBER SIDING	-	-	-	-
04-215-55-998-225	B.H. O/E STUCCO	-	-	-	-
04-215-55-998-226	B.H. O/E DOORS	-	-	-	-
04-215-55-998-229	B.H. O/E WINDOWS - STORE FRONT	-	-	-	-
04-215-55-998-232	B.H. O/E ELECTRIC	-	-	-	-
04-215-55-998-233	B.H. O/E PLUMBING	-	-	-	-

# **Capital Ordinances** **General Capital** Activity to 09/30/2023

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

Account Number	Description	Budget	Activity	Encumbered	Balance
04-215-55-998-234	B.H. O/E HVAC	-	-	-	-
04-215-55-998-235	B.H. O/E ALARMS	-	-	-	-
04-215-55-998-236	B.H. O/E PAINTING	-	-	-	-
04-215-55-998-237	B.H. O/E STAIRS AND RAILINGS	-	-	-	-
04-215-55-998-238	B.H. O/E FLOORS	-	-	-	-
04-215-55-998-241	B.H. O/E 7 BATHROOMS 2 JANITOR 2 LOCKER	-	-	-	-
04-215-55-998-242	B.H. O/E SITE WORK	-	-	-	-
04-215-55-998-243	B.H. O/E RENTAL CONSTR. EQUIP & PURCHASE?	-	-	-	-
04-215-55-998-244	B.H. O/E OSHA - SAFETY EQUIPMENT	-	-	-	-
04-215-55-998-245	B.H. O/E MISCELLANEOUS	-	-	-	-
04-215-55-998-249	B.H. O/E FURNITURE	-	-	-	-
04-215-55-998-250	B.H. O/E IT/TECH	-	-	-	-
04-215-55-998-251	B.H. O/E OTHER/RELOCATION/GENERATOR	-	-	-	-
		1,045,000.00	41,659.21	-	1,003,340.79
<b>TOTALS</b>					
		21,536,816.59	15,091,258.63	1,430,995.77	5,014,562.19

# **Borough of Mountain Lakes**

## **Discussion Item**

**Prepared by: Cynthia Korman, Councilmember**  
**November 8, 2023**

### **Issue**

Mountain Lakes is one of 88 municipalities located in the New Jersey Highlands. The New Jersey Highlands provides drinking water to more than 300 municipalities that are home to 70% of New Jersey's population, and as such, the Highlands is managed by the State under the New Jersey Highlands Water Protection and Planning Act of 2004 ("The Highlands Act").

The Highlands Act established the New Jersey Highlands Water Protection and Planning Council (Highlands Council) and charged it with the creation and adoption of a regional master plan (the Highlands Regional Master Plan, or HRMP) to protect and enhance the natural resources within the region. The Highlands Council is advised in its actions by its Executive Director and a professional staff of planners, science experts, geographic information specialists and administrative personnel.

The Highlands Act defines two types of areas: "Preservation Areas" and "Planning Areas." Preservation areas are required by law to conform to specific development rules. Planning Areas have much more flexibility, and can choose whether or not to opt in to the HRMP. Planning area municipalities that opt in are asked to comply with various land use rules, but they also gain access to grants and expertise that is paid for by the State instead of local property taxpayers. **Mountain Lakes is a planning area municipality.**

In July 2022, after observing growing expenses that Borough taxpayers are bearing for lakes management, storm water management, water quality protection, and more, I brought to Borough Council's attention that there is opportunity to look to the State for funding under the Highlands Act. Borough Council unanimously agreed to investigate what would be required of Mountain Lakes in exchange for access to this funding. The investigation was to be led by a Highlands Assessment Subcommittee composed of three Councilmembers: me and Councilmembers Richter and Menard.

As the investigation proceeded, Mountain Lakes' Highlands Assessment Subcommittee was fortunate to be able to add Marty Kane, who is chair of our Borough's Planning Board, and coincidentally, has exposure to the experiences of several HRMP-conforming municipalities in western NJ. The Subcommittee also was fortunate to be able to add Sandy Batty to represent the Borough's Affordable Housing Advisory Committee, since part of what the Highlands Council does is support its conforming municipalities in addressing affordable housing obligations in a way that is consistent with the requirements of the Highlands Act. Lastly, recently the subcommittee had the good fortune of being able to add Mimi Kaplan, a longtime member of the Borough's Environmental Commission (EC), since issues that the EC addresses relate to matters addressed by the HRMP, and since funding can become available for EC-related matters if Highlands Plan conformance proceeds. A side-benefit of Mimi's participation has been

her help with digesting and summarizing complex information that's associated with considering HRMP conformance.

The first act of the Highlands Assessment Subcommittee was to arrange for a Highlands Assessment, paid for by the Highlands Council but conducted by a Special Planner that the Subcommittee selected. J Caldwell and Associates, was selected for having had many years of experience working for more than 10 towns that conform to the HRMP.

Planning firm Principal, Jessica Caldwell, led the assessment, which reviewed compatibility between relevant Mountain Lakes goals and objectives and HRMP goals and objectives and provided the assessment report that's included with this Discussion Document. The report findings were presented at the Council Meeting of June 26, 2023, with many members of the public present. Many important concerns were raised by members of the public, and the Highlands Assessment Subcommittee prepared a list of detailed questions based on those concerns. We submitted the questions to the Highlands Council, which provided answers that were made available to the full Borough Council, and are now available to the public as part of tonight's agenda packet.

It is now up to Borough Council to decide whether or not to petition for conformance with the Highlands Regional Master Plan, in exchange for access to funding and expertise where Mountain Lakes goals align with the goals of the HRMP.

### **Current Status/Facts:**

Mountain Lakes' Master Plan (MLMP) and the HRMP are highly consistent. Details about inconsistencies will only become available after a petition for conformance with the HRMP has been submitted to the Highlands Council. If, during the conformance process, Mountain Lakes is told of unacceptable changes that it would need to make, Mountain Lakes can withdraw from the plan conformance process without adverse impact.

Because Mountain Lakes is close to fully developed, and because HRMP rules focus on large properties, inconsistencies between the MLMP and HRMP would have little impact on Borough property owners

The MLMP and HRMP share a commitment to protecting the health of lakes in the Highlands region. Petitioning for conformance with the HRMP would provide access to funding and expertise that can help to address the Borough's Lakes Management needs

Petitioning for conformance would provide access to other funding related to forestry management, recreational land use, storm water management, and more. Funding and technical assistance would also be made available for costs associated with the revision of the Borough master plan and all other conformance activities. Borough taxpayers would not be burdened by the process of HRMP conformance.

Limitations on development and ability to grow the commercial property tax base have been a significant concern when considering whether or not to conform with the HRMP. The Highlands Assessment process has found that if Mountain Lakes conforms to the HRMP, commercial development can proceed, and related planning efforts can be externally funded to

a greater extent than would otherwise be practical. New non-residential development and new residential development of three (3) units or more may be subject to implementation of Highlands standards, but in developed municipalities like Mountain Lakes, the most common implementation standard that is required is for green infrastructure to manage storm water.

Experiences of other municipalities in the Highlands planning area confirm that healthy development proceeds in municipalities that have chosen HRMP conformance.

The Highlands Council will provide guidance related to Affordable Housing as HRMP-conforming municipalities prepare for the 4<sup>th</sup> round of Affordable Housing mandates. This will be helpful in addressing mandates and offsetting Borough expenses related to these mandates.

By opting in to the HRMP, Mountain Lakes would gain a partner in protecting water quality and the natural resources that are basic to the character of the Borough.

The Borough's Highlands Assessment Subcommittee is unanimous in its recommendation that Borough Council approve a resolution to petition for conformance with the Highlands Regional Master Plan.

### **Question for Council:**

**Are you in favor of the resolution of intention to revise the Mountain Lakes Master Plan and development regulations for HRMP plan conformance in exchange for access to Highlands Council funding and expertise?** In answering that question, please keep in mind that we can opt out of Highlands Plan conformance at any time, and that the Borough's Highlands Assessment subcommittee is unanimous in recommending that we proceed with the petition for HRMP conformance.

The proposed Resolution of Intention is in the materials that support this discussion document and that are part of this Council Meeting packet.

### **Backup Information**

- Resolution to petition for conformance with the HRMP
- Grants document
- Q&A document
- Assessment Report summary
- Assessment Report

# **BOROUGH OF MOUNTAIN LAKES COUNTY OF MORRIS**

## **RESOLUTION        -23**

### **RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES OF ITS INTENTION TO REVISE MASTER PLAN AND DEVELOPMENT REGULATIONS FOR PLAN CONFORMANCE FOR LAND IN THE PLANNING AREA**

**WHEREAS**, the Highlands Water Protection and Planning Act (Highlands Act), N.J.S.A. 13:20-1 *et seq.*, finds and declares that protection of the New Jersey Highlands is an issue of State level importance because of its vital link to the future of the State's drinking water supplies and other significant natural resources; and

**WHEREAS**, the Highlands Act creates a coordinated land use planning system requiring the Highlands Water Protection and Planning Council (Highlands Council) to prepare and adopt a Regional Master Plan for the Highlands Region; and

**WHEREAS**, Section 13:20-15.a, of the Highlands Act states that for any municipality located wholly in the Planning Area or for the portion of a municipality lying within the Planning Area, the municipality may, by ordinance, petition the Highlands Council of its intention to revise its master plan, development regulations and other regulations, as applicable to the development and use of land in the Planning Area, to conform them with the goals, requirements and provisions of the Regional Master Plan (Plan Conformance); and

**WHEREAS**, the Borough of Mountain Lakes (the "Borough") is located in the Highlands Region with lands lying within the Planning Area, as defined by Section 7 of the Highlands Act; and

**WHEREAS**, the Highlands Council prepared and distributed to the Highlands municipalities Plan Conformance Guidelines outlining the process and procedures for petitioning the Highlands Council for Plan Conformance which includes a comprehensive package of planning and implementation documents that meet the requirements of the Highlands Act, the Regional Master Plan and the Highlands Plan Conformance Guidelines; and

**WHEREAS**, Plan Conformance by a municipality is strictly voluntary for lands in the Planning Area, and the Borough may at any time voluntarily revise its master plan, development

regulations and other regulations, as applicable to the development and use of land in the Planning Area, to conform them to the Regional Master Plan; and

**WHEREAS**, at any time during the Plan Conformance process, the Borough may withdraw from the Plan Conformance process and any approvals, rejections or conditions of revised municipal master plan or development regulations recommended by the Highlands Council during the Plan Conformance process, will not be binding on the Borough; and the Borough may choose not to obtain conformance with the Regional Master Plan for the lands lying within the Planning Area; and

**WHEREAS**, should the Borough make the determination that the Borough shall petition the Highlands Council of its intention to revise its master plan, development regulations and other regulations, as applicable to the development and use of land in the Planning Area, to conform them with the goals, requirements and provisions of the Regional Master Plan and Plan Conformance Guidelines, the Borough shall enact an ordinance setting forth such intention, as required by the Highlands Act; and

**WHEREAS**, upon application of the Borough, the Highlands Council has made, or will make, grant funding and other financial and technical assistance available to the Borough for the reasonable costs associated with the revision of the master plan, development regulations or other regulations, as applicable to the development and use of land in the Planning Area, which are designed to bring those plans and regulations into conformance with the Regional Master Plan and the Highlands Council shall provide grant funds for all mandatory aspects of Plan Conformance in accordance with the Plan Conformance Grant Program, and may also provide grant funds for the discretionary aspects of Plan Conformance as determined by the Highlands Council; and

**WHEREAS**, should the Borough formally withdraw from the Plan Conformance process, grant funding awarded to the Borough up to the date of withdrawal that has been appropriately utilized in accordance with the Plan Conformance Grant Program and applicable grant agreement shall not be reimbursable to the Highlands Council;

**NOW, THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Mountain Lakes, in the County of Morris, and State of New Jersey, that the Borough of Mountain Lakes hereby submits this resolution of intention to revise its master plan and development regulations for Plan Conformance to the Highlands Council for that portion of our

jurisdiction lying within the Planning Area in accordance with the Highlands Act, the Regional Master Plan, and the Highlands Plan Conformance Guidelines.

**BE IT FURTHER RESOLVED**, that all Borough officials and employees are hereby authorized and directed to take all action necessary to effectuate the terms of this Resolution.

Adopted:

Council Member	By:	2 <sup>nd</sup>	Yes	No	Abstain	Absent
Barnett						
Cannon						
Korman						
Muilenburg						
Menard						
Richter						
Sheikh						

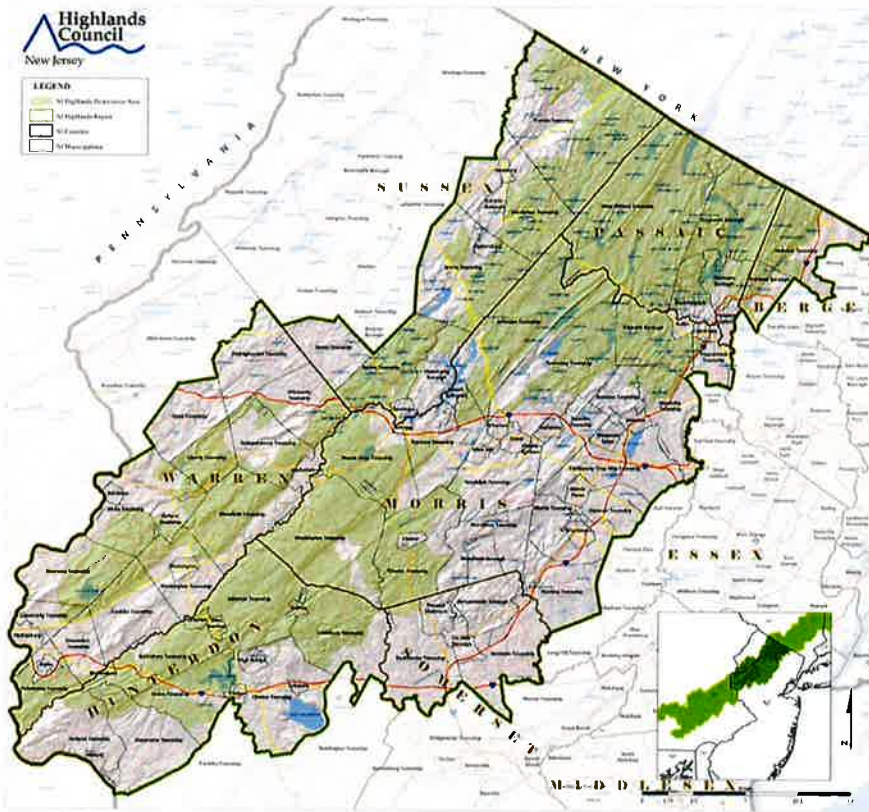
I, Cara Fox, Borough Clerk of the Borough of Mountain Lakes, in the County of Morris, in the State of New Jersey, certify this to be a true copy of the Resolution adopted at the regularly scheduled session of the Borough Council held on \_\_\_\_\_, 2023.

\_\_\_\_\_

# Grant Funding Opportunities

## With the New Jersey Highlands Water Protection and Planning Council

The Highlands Council works in partnership with the 88 municipalities and 7 counties of the Highlands to encourage a regional approach to protecting the sensitive natural and cultural resources of this area. The Highlands Council provides planning grants, technical expertise, and coordination with other state agencies to help Highlands communities maximize the environmental and economic benefits of being located in this important region. Although the Highlands covers less than 15% of the state's land area, it is the source of drinking water for more than 70% of New Jerseyans.



The New Jersey Highlands includes 88 municipalities in parts of 7 counties: Bergen, Hunterdon, Morris, Passaic, Somerset, Sussex and Warren. It is also part of the 4-state federal Highlands Region.

### Highlands Council Grants

- ✓ **Non-competitive**
- ✓ **No match required**
- ✓ **No minimum or maximum**
- ✓ **Eligible applicants:** Highlands municipal and county governments
- ✓ **Eligible expenses:** planning, design and engineering costs
- ✓ **Reimbursement-based**

**Technical Assistance  
& State Agency  
Coordination  
Available.**

# Funding available for a wide range of planning activities



## Recreation and Preservation Planning

- ✓ Land Preservation & Stewardship Plans
- ✓ Farmland Preservation & Agriculture Retention Plans
- ✓ Historic Preservation Plan and Cultural Resource Inventory
- ✓ Trails and Recreation Planning
- ✓ Open Space and Recreation Plans



## Resource Management Planning

- ✓ Lake Management Planning
- ✓ Stream Corridor Protection/Restoration
- ✓ Water Quality Monitoring
- ✓ Habitat Conservation & Management
- ✓ Forest Stewardship
- ✓ Environmental Resource Inventories
- ✓ Scenic Resource Management



## Infrastructure Planning

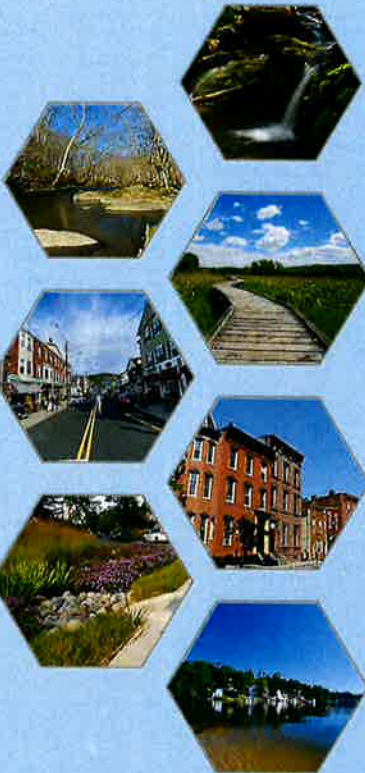
- ✓ Stormwater Management
- ✓ Water Use and Conservation Management Plans
- ✓ Alternative Wastewater Solutions
- ✓ Wastewater Management Plans
- ✓ Septic System Management/Maintenance



## Land Use Planning

- ✓ Sustainable Economic Development
- ✓ Redevelopment Planning
- ✓ Town Center Planning
- ✓ Green Building
- ✓ Municipal Master Plan Reexamination and Updates

## Examples of Funded Projects



**Musconetcong River Streambank Stabilization Plan**  
\$89,000 | Roxbury Township, Morris County

**Municipal Center and Trail Feasibility Plan**  
\$38,000 | Vernon Township, Sussex County

**Circulation Plan**  
\$50,000 | Town of Phillipsburg, Warren County

**Economic Development Plan**  
\$75,000 | Hunterdon County

**Stormwater Infrastructure Mapping**  
\$70,000 | West Milford Township, Passaic County

**Municipal Beach and Watershed Restoration Plan**  
\$60,000 | Mount Arlington Borough, Morris County

Mountain Lakes Questions and Responses re: opting into the Highlands Regional Master Plan  
August 2023

**Objective:** Create a comprehensive list of questions that, when answered, will allow Mountain Lakes Borough Council to decide whether or not to move forward with a Petition for Conformance with the Highlands Regional Master Plan (HRMP).

**Questions:**

**General**

1. If Mountain Lakes (ML) opts in to the HRMP, what restrictions would be imposed on ML, other than the Lake Management Area Standards in Appendix A of the Initial Assessment document? If the restrictions are unknown until after ML submits Plan Conformance Petition materials, please confirm that ML can withdraw its petition if conformance changes go beyond what is comfortable for ML's Borough Council.

Response: Mountain Lakes is free to "opt out" of plan conformance at any time.

As discussed in the Initial Assessment Report, there are a limited number of areas where the Borough may need to modify local standards to conform with the Highlands Regional Master Plan.

**All** of the existing single family homes in Mountain Lakes will be **exempt** from any Highlands standards.

2. We understand that if ML agrees to conformance with the HRMP, ML can opt out of conformance later on. What would be the process for opting out? And, is it correct that ML would not have to return any grant money that it had received from Highlands Council?

Response: Mountain Lakes is free to "opt out" of plan conformance at any time. Any ordinances that may have been adopted to align municipal regulation with the Highlands Regional Master Plan (HRMP) would be rescinded. Any grant funding that had been received to implement elements of the HRMP would not need to be returned to the Highlands Council.

3. Can Highlands Council provide us with a draft resolution that could act as our Petition for Plan Conformance? And, please confirm that the resolution would eliminate the need for an ordinance to do the same thing. (The Initial Assessment report, p 63, is confusing about this.)

Response: The Highlands Council can provide a template resolution for passage by the Borough as part of their Petition for Plan Conformance, however, the Highlands Act requires that a Planning Area municipality adopt an ordinance to officially conform. The ordinance may be adopted after the Petition is approved by the Highlands Council.

4. Is it correct that if we petition for conformance, our planning and zoning boards would have to learn new rules that need to be followed when they're reviewing applications? If yes:
  - i. What's the typical process for getting volunteers through that learning curve?
  - ii. Would the Highlands Council pay for the hours that it takes for our planning and zoning board professionals to learn the rules that are new to them? If yes, how does the Highlands Council determine the amount of funding that would be available to pay for that?

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Response: As discussed in the Initial Assessment Report, there are a limited number of areas where the Borough may need to modify local standards to conform with the Highlands Regional Master Plan.

Many municipalities have adopted an interim ordinance, known as a Referral Ordinance, which would refer any eligible projects to the Highlands Council for staff to review. Highlands Council staff would conduct the review and provide any necessary conditions to the zoning/planning board as appropriate.

Should the Borough find it necessary to update the municipal zoning code to incorporate Highlands standards, the Highlands Council would provide grant funding to cover the costs associated with the new zoning regulations.

5. Is there anything special that any of our town's property owners would need to do if the town were to opt in? For example, would our lakefront property owners have any obligations to plant or do other improvements? (When answering, please do not limit the answer to this example.)

Response: **All** of the existing single family homes in Mountain Lakes will be **exempt** from any Highlands standards.

Redevelopment or expansion of commercial properties may be exempt from Highlands standards if they stay within 125% of the existing impervious footprint and don't increase impervious surfaces by ¼ acre. This is known as exemption 4 and is often applied in the Highlands.

New non-residential development and new residential development of three (3) units or more may be subject to implementation of Highlands standards. In developed municipalities such as Mountain Lakes, the most common implementation standard is for green infrastructure to manage stormwater.

6. Slide 9 of our Special Planner's presentation talks about HRMP Impacts on Lake Communities and says "Other standards: encouragement of landscaping & garden elements which retain stormwater..." etc. How does the Highlands Council encourage the things that are included on that slide? And, is it correct that "encourage" means that the items that are mentioned are suggestions from the Highlands Council but are not requirements?

Response: The Highlands Council works with our constituent municipalities to implement best practices for stormwater management. As noted above, only the projects that are not exempt would be subject to requirements.

### Development Applications

1. If Mountain Lakes were to petition for conformance with the HRMP, would a developer applying to the Mountain Lakes Planning Board, or a resident applying to the Zoning Board of Adjustment, have to apply to Highlands Council first?

Please answer with two timeframes in mind: i) after the petition but before conformance is complete, and ii) after conformance is complete.

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We note that our Initial Conformance Assessment report includes a Model Planning Area Referral Ordinance as Appendix D. Is it correct that that model ordinance defines all the situations (starting at the bottom of p. 68) that would require Highlands Council review? Would ML Borough Council be able to petition for conformance and apply for Highlands Council grants without passing a Planning Area Referral Ordinance, thereby making it unnecessary for anything to change from the resident and developer perspective, unless and until we update our ordinances for HRMP conformance?

Response: As noted above, many municipalities have adopted a Referral Ordinance which refers any eligible projects to the Highlands Council for staff to review. The Referral Ordinance defines the applicability for when/if a project is subject to it. There is no required timeframe for adoption of the Referral Ordinance.

The Borough may adopt their own ordinance which implements Highlands standards and, in that case, there would be no review by the Highlands Council.

No single family resident would be subject to a review by the Highlands Council.

2. If the answer to question 1, above, is "not always", then what development applications would trigger review by the Highlands Council?

Response: As noted above, the Referral Ordinance defines the applicability for when/if a project is subject to it.

3. ML has some vacant lakefront residential properties. Some had homes that were knocked down, and others may have been vacant since the town was built. All are zoned as single household residential. At least one is probably a bit larger than 1 acre. **Is it correct that these lots would remain as buildable without application to the Highlands Council if Mountain Lakes were to opt into Highlands conformance?**

Response: No single family house on an existing lot is subject to Highlands standards. The answer below is accurate.

**A:** In the Planning Area, the Highlands Council does not get involved in single family house construction on an existing lot. For residential development, the threshold is three (3) dwelling units. So for there to be any Highlands impact, a property would have to be subdivided into at least 3 lots. So I believe that none of the lakefront properties would be affected. Local zoning always applies.

4. What is the typical Highlands Council review process from the developer perspective? And, what is a typical timeframe (in months), from the time of developer submission of an application to the Highlands Council, to the time that Highlands Council completes its review?

Response: When a project is subject to Highlands Council staff review, it is typically completed within 6-8 weeks. Highlands Council recommends that an applicant request a pre-application meeting to discuss any relevant details and thereby expediting the process.

## Mountain Lakes Questions and Responses re: opting into the Highlands Regional Master Plan August 2023

5. From the commercial or residential developer perspective, are there any benefits to Mountain Lakes opt-in to the HRMP, for example when it comes to the time that it takes to get permits?

Response: In the case of projects that may be subject to NJDEP permitting, the Highlands Council may be helpful in scheduling meetings.

6. Would Highlands conformance change any water use-related constraints on development in ML?

Response: There are no water based constraints that are associated with conformance. The only potential impact may be a requirement for the Borough to develop a Water Use and Conservation Management Plan should a proposed development project need a Water Quality Management Plan (WQMP) amendment or a major modification to a Water Allocation Permit (WAP) from NJDEP. Should such a project be proposed in a subwatershed which is currently listed as having a Net Water Availability deficit, the NJDEP would require preparation of a Water Use and Conservation Management Plan (WUCMP). The Highlands Council would pay for the entire cost of the plan. Development of the WUCMP is an eventual requirement of plan conformance for all Highlands municipalities.

### Exemption applications and process

1. What situations would cause a residential property owner or a commercial property developer to have to go through the Highlands Act Exemptions process?

Response: A single family homeowner does **not** need to go through any exemption process. They are automatically exempt from Highlands standards. A commercial project may be exempt if it can stay within 125% of the existing impervious footprint and doesn't increase impervious surfaces by ¼ acre. This is known as exemption 4. The Borough may choose to become certified to issue their own exemptions. The Highlands Council will reimburse the Borough for training.

2. What sort of process do exemption applications go through?

Response: The exemption process is very straightforward. If the proposed project falls within the stated exemption, then it is not subject to Highlands standards. In the Planning Area either the Highlands Council will issue an exemption in writing or, as noted above, the Borough can take on that responsibility.

3. What percent of exemption applications are typically approved?

Response: Because the process is straightforward and is **not** a permit, nearly all are acknowledged to be exempt.

4. Can you give an example of a residential zone exemption application that would not be approved?

## Mountain Lakes Questions and Responses re: opting into the Highlands Regional Master Plan August 2023

Response: The Highlands Council is not a regulatory agency. For projects subject to our review, we issue a consistency determination. Our pre-application process encourages applicants to meet with Council staff early to include any necessary site plan improvements. The Highlands standards discourage clear-cutting of forests, construction on steep slopes, incursion into wetlands buffers, and similar impacts to natural resources.

### Affordable Housing

1. What is the Highlands Council vision of Affordable Housing 4<sup>th</sup> round support for its municipalities?
2. What would be the benefits to ML and other Highlands-conforming towns when it comes to Affordable Housing? (e.g. vacant land adjustment carries greater weight?)
3. Regarding municipalities that were in conformance with the HRMP since the start of the Affordable Housing 3<sup>rd</sup> round: did any face a Builders Remedy lawsuit? If yes, how did Highlands conformance impact the outcome of the lawsuit?
4. If ML were to petition for conformance with the HRMP before the start of the Affordable Housing 4<sup>th</sup> round, and if ML found itself facing a Builders Remedy lawsuit, would Highlands Council funding be available for defending ML in the lawsuit?

Response: The Highlands Council has hired a consultant to assist in developing policies and municipal guidance for the upcoming 4<sup>th</sup> round. At this time no final policy has been developed. We recognize the need to have some guidance in place for municipalities to prepare for the 4<sup>th</sup> round in 2025 and continue to work towards that goal.

### Highlands Council Grants

Below is a list of projects that Mountain Lakes may want to apply for, for funding by the Highlands Council.

1. What would the process be to apply for this funding?

Response: All grant requests are to be accompanied by a detailed scope of work with identified deliverables and associated costs.

2. Would ML be able to apply for funding for one or two items on the list before the work around Highlands Regional Master Plan Conformance is complete? If yes, could a funded project start before completion of the Conformance process, and still get reimbursement from the Highlands Council?

Response: A Highlands municipality may apply for Highlands grant funding without an approved Petition. The Highlands Council would make the final determination as to award of the grant. If a

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project receives Highlands Council grant funding, reimbursement would be tied to completion and submission of deliverables, not plan conformance status.

3. What's the typical timeframe for response from Highlands Council as to whether or not a project is funded?

Response: The Highlands Council approves grants at their regularly scheduled meetings. If a scope of work has been submitted well in advance of the meeting, funding may be approved at the next regular meeting.

4. What sort of restrictions would be imposed on a project based on Highlands Council funding? Consider, for example, a grant application to support development of a Borough-wide Lakes Management Plan

Response: The Highlands Council may fund any project that supports implementation of the Highlands Regional Master Plan. The Council has funded a number of municipal-wide lake management plans already.

5. What sort of oversight does the Highlands Council engage in for funded projects? (See below for project examples.)

Response: As noted above, all funded projects are subject to an approved scope of work and submission of deliverables.

6. What reporting, if any, does the Highlands Council ask for when a municipality conducts a project with Highlands Council funding? There is concern about the town's administrative expense of completing projects through Highlands Council grants.

Response: Any request for grant funding should anticipate the associated costs. The Council may fund municipal staff expenses if appropriate.

Mountain Lakes Projects for funding consideration by the NJ Highlands Council

- i. Creation of a Borough-wide Lakes Management Plan
- ii. Funding for planning the red trail restoration
- iii. Planning and engineering expense for Grunden's Pond dam repair
- iv. Planning expense for the Birchwood swim area docks upgrade (possibly required before June 2024 – used by Hub Lakes Swim Teams).
- v. Planning and engineering expense to improve the functionality of the canal running from Wildwood Lake to Mountain Lake
- vi. Professional planner for community visioning re: Midvale as Highlands Center Designation
- vii. Redevelopment Plan for Route 46 (Highlands Center Designation)
- viii. Affordable Housing Plan for "the Fourth round"
- ix. Gap funding for the state-mandated Watershed Improvement Plan (State is giving \$25,000 to Tier A, \$75,000 to new Tier A municipalities. Highlands Council gives grants on top of that. Yet to be determined is whether ML is in Tier A)

## Mountain Lakes Questions and Responses re: opting into the Highlands Regional Master Plan August 2023

- x. Source point investigation, and remediation planning and engineering associated with PFAS in the town's drinking water. (ML would have to document a scope of work that supports the goals of the Highlands Council?)
- xi. Lead/Galvanized Pipe Replacement Project Planning (ML would have to document a scope of work that supports the goals of the Highlands Council?)
- xii. Brownfields Redevelopment Planning Assistance – a list of ML Brownsites, as of 1/13/21 is below.

Mountain Lakes Boro				
Site ID	PI Number	PI Name	Address	Home Owner
3601	127072	B & V TAILORING & CLEANING	82 RT 46	No
3606	008821	DIXON BROTHERS OIL CO	100 POCONO RD	No
55181	025340	FAITHFUL SOURCE BOOK STORE	50 RT 46	No
49698	026487	MOUNTAIN LAKES GULF	326 RT 46	No
3603	008796	SPEEDWAY 3463	62 RT 46 E	No
5 Site Count				

### Highlands Center Designation

#### 1. What is a Highlands Center?

A Highlands Center is an area delineated through a cooperative process with the Highlands Council in coordination with a Petition for Planning Area Conformance. Development and redevelopment are supported and encouraged within a Highlands Center in order to promote economic development and balance growth within the Highlands Region. The Land Use Capability Zones do not apply within the boundaries of a Highlands Center. The designation of the center boundary is developed through a comprehensive planning process that allows flexibility in creating a tailored development plan for the Center. Highlands Center Designation is incorporated into the Plan Conformance petition process and results in the development of specific regulations for the center to promote appropriate development in the context of community goals and the RMP.

- 2. If ML petitions for conformance it would do so with a request that two non-contiguous parts of ML both receive Highlands Center Designation. Would this be acceptable to the Highlands Council?

Response: The Highlands Council has approved non-contiguous centers in other Highlands municipalities.

### Conformance impact on Borough-owned Properties

- 1. One of ML's small dams (at Grundman's Pond) needs repair. If, in October 2023, ML petitions for conformance with the HRMP, how would the petition impact efforts to repair that dam?

Response: The project would most likely be exempt under an exemption 4. Less than ¼ acre of new impervious and within 125% of the existing impervious.

- 2. How might opt-in impact the Borough properties at Island Beach and Birchwood?

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Among other things, please consider a project that we have, to upgrade the docks and other infrastructure that our swim team and the Hub Lakes league use at Birchwood Lake. The current thinking is that we will change or remove a couple of concrete structures that are within 20 feet of the lake, resurface the existing swim meet docks, and possibly do some other minor changes. Would we need to negotiate our plans with Highlands Council if we petition for HRMP conformance?

Response: The project would most likely be exempt under an exemption 4. Less than ¼ acre of new impervious and within 125% of the existing impervious.

3. If the Borough wanted to use Borough-owned property, for example on Pocono Road, to develop a community garden or pickle ball court or sports playing field, would conformance with the HRMP prevent us from doing this? If not, what process would we follow to move forward with a project?

Response: Conformance would not prevent the Borough from developing municipal recreation or community facilities. The Highlands Council would conduct an advisory review for a capital project of a certain size. The Highlands Act provides that: "Within the planning area, any capital or other project of a State entity or local government unit that provides for the ultimate disturbance of two acres or more of land or a cumulative increase in impervious surface by one acre or more shall be submitted to the council for a nonbinding review and comment." (N.J.S.A. 13:20-16c)

New Jersey Highlands, which is an over 800,000-acre region covering over 1,250 square miles and 88 municipalities in seven (7) counties (Bergen, Hunterdon, Morris, Passaic, Somerset, Sussex and Warren). Mountain Lakes is located in the eastern central section of the Highlands Region in Morris County. Mountain Lakes is located within the Planning Area and compliance with the RMP is voluntary.

In order to make a determination regarding Plan Conformance, the Highlands Council identifies the following tasks for the Initial Assessment:

- Review the Highlands Regional Master Plan (RMP) with a focus on a review of compatibility between municipal goals and objectives.
- Identify where there are mutual benefits and where conflicts exist.
- Where conflicts do exist, identify opportunities to create compatibility between municipal goals and goals of the RMP.
- Identify conflicts that cannot be immediately resolved for further investigation.

The Borough identified a number of objectives in their most recent Master Plan that serve as the basis for planning in the community. These goals and objectives are as follows:

- Retain the traditional character of Mountain Lakes;
- Protect and Enhance the Borough's environmental resources;
- Provide for the appropriate development of the Borough;
- Provide for safe and convenient pedestrian and vehicular circulation and access; and
- Maintain the Borough's traditional commitment to education and recreation.

Based on the goals and objectives of the municipality, it is evident the community is committed to protecting and preserving the character and natural resources of the Borough, specifically, the lakes, aquifers and parklands, with an emphasis on connecting the publicly-owned parkland areas.

### **What is the Highlands Regional Master Plan?**

The RMP focuses primarily on protecting the water supply and water quality in the Highlands Region. It is also concerned with:

- Protecting and enhancing the ecosystems throughout the Highlands,
- Protect and preserve habitat for threatened and endangered species.
- Allow for sustainable growth

Ultimately, this report reviews how the Land Use Capability Zone (LUCZ) Map and the Mountain Lakes Borough Zoning Map relate to each other. Section 4 of this document – Consistencies and Inconsistencies – will describe how the Borough's and the RMP goals coincide or potentially conflict.

After reviewing the 2013 Master Plan and subsequent amendments through 2019, the two most pertinent categories with respect to the recommendations for the Master Plan are:

Future Land Use  
Zoning and Conservation & Water Supply.

The **land use recommendations** speak to encouraging more appropriate development within the Borough including:

- 1) Establishing a mix and intensity of uses in the traditional/historic character of the residential neighborhoods;

- 2) Identifying appropriate development and redevelopment opportunities in non-residential areas including provisions for affordable and senior housing;
- 3) Maintaining and protecting the Borough-owned properties and conservation easements to insure dedicated open space and recreation areas;
- 4) Pursuing redevelopment along the Route 46 corridor that encourages a greater intensity of development; and
- 5) Promoting the Midvale Town Center as a community focal point.

The **conservation goals** are to:

- 1) Continue to advocate policies that protect Borough-owned property and preserve dedicated open space, recreation areas and environmentally sensitive features;
- 2) protect the quality of the Borough's water bodies, groundwater and vegetation through ordinances, maintenance standards and community operations; and
- 3) continue to schedule and complete minor improvements throughout the system to maintain a satisfactory quality and quantity of potable water.

### **CONSISTENCIES**

The Borough's goals, objectives and recommendations moving forward, in comparison with those of the RMP, while less extensive, do have a significant amount of commonality upon which to build conformance. While goals and objectives vary between the Highlands RMP and the Borough, the overall objectives of Mountain Lakes to manage growth and preserve open space, specifically, environmentally constrained open space and open water resources, are consistent with the RMP.

### **INCONSISTENCIES**

Potential inconsistencies between the Borough's plan and the RMP are minor in nature, considering that any limitations the RMP may impose generally would apply only to large undeveloped areas and properties. Alternatively, when properties are already developed, one or more Highlands Exemptions typically apply (see Appendix B for the Highlands Model Exemption Ordinance).

Most of the Borough's existing developed properties are designated Existing Community Zone, but a few are designated as being within the Environmentally Constrained Sub-Zone. Issues may potentially arise if property owners wish to expand or extend the public water supply to accommodate any additional development. Some Environmentally Constrained Sub-Zone areas may be further refined if areas have been developed since the time of the initial mapping. Specifically, sites where this has occurred include the Enclave at Mountain Lakes and the Sunrise of Mountain Lakes Assisted Living Facility, both of which are situated in the southeastern corner of the Borough near Route 46. This can be accomplished through RMP updates, where mapping of environmentally constrained areas is updated with new information. **The potential for conflicts appears to be insignificant.**

### **Highlands Center Designation**

The Borough's commercial corridor along Route 46 and the Borough's historic neighborhood commercial area around the train station are two areas where a Highlands Center Designation could be considered with a Planning Area Petition in order to minimize concerns over conflicts with development and redevelopment goals in the Borough's non-residential areas.

Highlands Center is an area delineated through a cooperative process with the Highlands Council in coordination with a Petition for Planning Area Conformance. Development and redevelopment are supported and encouraged within a Highlands Center in order to promote economic development and balance growth within the Highlands Region. The Land Use Capability Zones do not apply within the

boundaries of a Highlands Center. The designation of the center boundary is developed through a comprehensive planning process that allows flexibility in creating a tailored development plan for the Center. Highlands Center Designation is incorporated into the Plan Conformance petition process and results in the development of specific regulations for the center to promote appropriate development in the context of community goals and the RMP.

## **Benefits of Plan Conformance**

The Highlands Council provides for voluntary Plan Conformance in the Highlands Planning Area with the goal of achieving a regional approach to land use planning and to promote coordinated efforts to protect valuable environmental and cultural resources in the Highlands Region. The Highlands Act provides benefits to municipalities that go through Plan Conformance with the RMP. Conforming municipalities are eligible for the following benefits:

### **(a) Planning Grants and Technical Assistance:**

1. The Highlands Council shall make grant funds and other financial and technical assistance available to Highlands municipalities and counties for the reasonable costs of any revision of their master plans, development regulations, or other regulations or plans which are designed to further Goals, Policies and Objectives of the RMP or for the implementation of a Transfer of Development Rights program pursuant to the Highlands Act.
2. Plan Conformance grants shall be awarded to municipalities and counties through the approval of a resolution by the Highlands Council. The Council shall provide grant funds for all mandatory aspects of Plan Conformance and may also provide grant funds for discretionary aspects of Plan Conformance as determined by the Council.

### **(b) State Aid and Assistance for Smart Growth:**

1. Highlands municipalities and counties approved by the Highlands Council as being in conformance with the RMP shall qualify for all State aid, planning assistance, technical assistance, and other State-provided benefits and incentives that may be awarded or provided to municipalities and counties which have received Plan Endorsement from the State Planning Commission or have otherwise been acknowledged by the State as practicing or implementing smart growth strategies and principles. These benefits apply to any conforming municipality in the Preservation Area, and the State Planning Commission has endorsed the RMP so that municipalities that conform in the Planning Area receive all of the benefits of Plan Endorsement. Any such municipality or county shall also qualify for any State aid that may be provided for smart growth projects.
2. Any municipality or county may include in its Petition for Plan Conformance a listing of priority projects or other matters that are fundamental to the provision, improvement, enhancement, or restoration of infrastructure, public facilities, or other matters that may require the funding, implementation, or active participation of a State agency. The Highlands Council may act to coordinate such matters with the appropriate State agency, where such action is consistent with the RMP, to gain agreements with the appropriate State agency to facilitate, approve, fund, or take other actions necessary to implement the matter of local priority.

**(c) Strong Presumption of Validity, Extraordinary Deference, and Burden of Proof.** The master plan and development regulations of any municipality and the county master plan and associated regulations of any county which have been approved by the Highlands Council as in conformance with the RMP shall be entitled to a strong presumption of validity. In any cause of action filed against such a local government unit and contesting an action or decision of the local government unit taken or made under authority granted pursuant to the Municipal Land Use Law, the State Uniform Construction Code Act, or the Highlands Act, the Highlands Act requires that the court shall give extraordinary deference to

the local government unit, provided that the municipal or county master plan and associated regulations have been approved by the Highlands Council as being in conformance with the RMP. The plaintiff shall have the burden of proof to demonstrate by clear and convincing evidence that the act or decision of any such local government unit was arbitrary, capricious, or unreasonable or in patent abuse of discretion.

**(d) Legal Representation.** The Highlands Council shall provide legal representation to any requesting local government unit located in the Highlands Region in any cause of action filed against the local government unit and contesting an action or decision of the local government unit taken or made under authority granted pursuant to the Municipal Land Use Law, the State Uniform Construction Code Act, or the Highlands Act, provided that:

1. The municipal or county master plan and associated regulations that have been adopted by the municipality or county, approved by the Highlands Council as being in conformance with the RMP and the master plan or associated regulations are the subject of the cause of action filed against the local government unit;
2. The Highlands Council determines that the act or decision of the local government unit which is the subject of the cause of action is consistent with the RMP;
3. The act or decision of the local government unit that is the subject of the cause of action involves an Application for Development that provides for the ultimate disturbance of two acres or more of land or a cumulative increase in impervious surface by one acre or more; and
4. In the case of a Planning Area municipality, the municipality shall have adopted a Planning Area Petition Ordinance.

**(e) Plan Conformance deemed equivalent to State Plan Endorsement.** Any municipality or county or portion thereof located in the Preservation Area shall be exempt from the plan endorsement process established in the rules and regulations adopted by the State Planning Commission. The State Planning Commission has endorsed the RMP adopted by the Highlands Council, so that Highlands Council approval of any municipal master plan and development regulations or county master plan and associated regulations through the Plan Conformance process, for lands in the Planning Area, shall be deemed the equivalent of having those plans endorsed by the State Planning Commission and such entities shall be entitled to any applicable plan endorsement benefits.

## Summary

-Working with the Highlands Council through Plan Conformance would help the Borough continue to protect and preserve valuable resources within the community, which would be consistent with both the Borough's and the RMP's goals and objectives.

- -Plan Conformance could also help the Borough achieve its objectives of protecting and enhancing its environmental resources including the lakes, aquifers and parkland into the future by providing for Highlands grants, technical assistance and state aid.
- -Designating a Highlands Center within the Borough offers a method for selecting an area to promote development and redevelopment while preserving and protecting the Borough's residential neighborhoods.
- -Consideration of a Highlands Center Designation may assist Mountain Lakes in continuing to promote development and redevelopment in select areas of the Borough.

Overall, Plan Conformance is likely to assist Mountain Lakes maintains its community character and natural and historic resources.



# BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

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

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

TO: Honorable Mayor and Borough Council  
SUBJ: Manager's Report for the Borough Council meeting of November 13, 2023  
CC: Robert Oostdyk, Borough Attorney

**Styrofoam Recycling** – As requested, I have spoken with the Long Hill Township Business Administrator regarding the fee for the Styrofoam recycling shared service. The Township has set the fee based on the quantity of Styrofoam delivered to their facility from each of the communities that bring their Styrofoam material to them. The set fee of \$3,000 allows for up to the equivalent of one 30-yard container of Styrofoam per month to be brought to their recycling facility. Long Hill's Administrator explained that there is one member of their shared service who drops off for three towns. These three towns combined deliver less than a 30-yard container per month, which is why their fee is a combined \$3,000. The Administrator did welcome us to team up with a neighboring community, however, we would have to invoice the other community and also handle all the details of the arrangement.

The Long Hill Administrator also informed me that the reason for the fee is that their Styrofoam collection efforts are now causing DPW employees to work overtime to stay on top of all the material collected. The Administrator further stated that the Township is receiving a lot less money for the Styrofoam than expected (currently, around \$1,000 per year).

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

Respectfully,

Mitchell

**BOROUGH OF MOUNTAIN LAKES  
MORRIS COUNTY, NEW JERSEY**

**ORDINANCE 15-23**

**“ORDINANCE OF THE BOROUGH OF MOUNTAIN LAKES, COUNTY OF MORRIS,  
STATE OF NEW JERSEY, PROVIDING FOR THE ESTABLISHMENT OF STORMWATER  
CONTROL, OF THE BOROUGH CODE TO ESTABLISH NJDEP-MANDATED  
REGULATIONS FOR PRIVATELY OWNED SALT STORAGE”**

**WHEREAS**, as part of MS4 Tier A permit stormwater requirements, the New Jersey Department of Environmental Protection (NJDEP) requires municipalities to adopt NJDEP- mandated regulations for privately owned salt storage; and

**WHEREAS**, the Borough Council is required to adopt the NJDEP model ordinance.

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

**SECTION 1.** The Revised General Ordinances of the Borough of Mountain Lakes are hereby amended by the inclusion of new Chapter 200 entitled “Privately Owned Salt Storage,” which shall read in its entirety as follows:

**CHAPTER 200**

**PRIVATELY OWNED SALT STORAGE**

**§ 200-1. Purpose.**

The purpose of this ordinance is to prevent stored salt and other solid de-icing materials from being exposed to stormwater.

This ordinance establishes requirements for the storage of salt and other solid de-icing materials on properties not owned or operated by the municipality (privately-owned), including residences, in Borough of Mountain Lakes to protect the environment, public health, safety and welfare, and to prescribe penalties for failure to comply.

**§ 200-2. Definitions.**

For the purpose of this ordinance, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this Article clearly demonstrates a different meaning. When consistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word “shall” is always mandatory and not merely directory.

- A. “De-icing materials” means any granular or solid material such as melting salt or any other granular solid that assists in the melting of snow.
- B. “Impervious surface” means a surface that has been covered with a layer of material so that it is highly resistant to infiltration by water.

- C. "Storm drain inlet" means the point of entry into the storm sewer system.
- D. "Permanent structure" means a permanent building or permanent structure that is anchored to a permanent foundation with an impermeable floor, and that is completely roofed and walled (new structures require a door or other means of sealing the access way from wind driven rainfall).

A fabric frame structure is a permanent structure if it meets the following specifications:

- (1) Concrete blocks, jersey barriers or other similar material shall be placed around the interior of the structure to protect the side walls during loading and unloading of de-icing materials;
  - (2) The design shall prevent stormwater run-on and run through, and the fabric cannot leak;
  - (3) The structure shall be erected on an impermeable slab;
  - (4) The structure cannot be open sided; and
  - (5) The structure shall have a roll up door or other means of sealing the access way from wind driven rainfall.
- E. "Person" means any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.
- F. "Resident" means a person who resides on a residential property where de-icing material is stored.

### **§ 200-3. Deicing Material Storage Requirements.**

- A. Temporary outdoor storage of de-icing materials in accordance with the requirements below is allowed between October 15th and April 15th:
- (1) Loose materials shall be placed on a flat, impervious surface in a manner that prevents stormwater run-through;
  - (2) Loose materials shall be placed at least 50 feet from surface water bodies, storm drain inlets, ditches and/or other stormwater conveyance channels;
  - (3) Loose materials shall be maintained in a cone-shaped storage pile. If loading or unloading activities alter the cone-shape during daily activities, tracked materials shall be swept back into the storage pile, and the storage pile shall be reshaped into a cone after use;
  - (4) Loose materials shall be covered as follows:
    - (a) The cover shall be waterproof, impermeable, and flexible;
    - (b) The cover shall extend to the base of the pile(s);
    - (c) The cover shall be free from holes or tears;
    - (d) The cover shall be secured and weighed down around the perimeter to prevent removal by wind; and

- (e) Weight shall be placed on the cover(s) in such a way that minimizes the potential of exposure as materials shift and runoff flows down to the base of the pile.

- [1] Sandbags lashed together with rope or cable and placed uniformly over the flexible cover, or poly-cord nets provide a suitable method. Items that can potentially hold water (e.g., old tires) shall not be used;

- (5) Containers must be sealed when not in use; and

- (6) The site shall be free of all de-icing materials between April 16th and October 14th.

- B. De-icing materials should be stored in a permanent structure if a suitable storage structure is available. For storage of loose de-icing materials in a permanent structure, such storage may be permanent, and thus not restricted to October 15 -April 15.
- C. All such temporary and/or permanent structures must also comply with all other Borough of Mountain Lakes ordinances, including building and zoning regulations.
- D. The property owner, or owner of the de-icing materials if different, shall designate a person(s) responsible for operations at the site where these materials are stored outdoors, and who shall document that weekly inspections are conducted to ensure that the conditions of this ordinance are met. Inspection records shall be kept on site and made available to the municipality upon request.
  - (1) Residents who operate businesses from their homes that utilize de-icing materials are required to perform weekly inspections.

#### **§ 200-4. Exemptions.**

Residents may store de-icing materials outside in a solid-walled, closed container that prevents precipitation from entering and exiting the container, and which prevents the de-icing materials from leaking or spilling out. Under these circumstances, weekly inspections are not necessary, but repair or replacement of damaged or inadequate containers shall occur within 2 weeks.

If containerized (in bags or buckets) de-icing materials are stored within a permanent structure, they are not subject to the storage and inspection requirements in § 200-3 above. Piles of de-icing materials are not exempt, even if stored in a permanent structure.

This ordinance does not apply to facilities where the stormwater discharges from de-icing material storage activities are regulated under another NJPDES permit.

#### **§ 200-5. Enforcement.**

This ordinance shall be enforced by the Mountain Lakes Police Department and/or the Property Maintenance Officer or another person designated by the Borough Manager during the course of ordinary enforcement duties.

#### **§ 200-6. Violations and Penalties.**

Any person(s) who is found to be in violation of the provisions of this ordinance shall have 72 hours to complete corrective action. Repeat violations and/or failure to complete corrective action shall subject such person(s) to fines and penalties in accordance with N.J.S.A. 40:49-5.

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

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

**RESOLUTION 199-23**

**"RESOLUTION AUTHORIZING THE PAYMENT OF BILLS"**

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

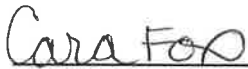
**WHEREAS**, the Finance Office has certified that funds are available in the proper account; and

**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 November 13, 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 November 13, 2023.



Cara Fox, Borough Clerk

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

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

Meeting Date: 11/13/2023 For bills from 10/20/2023 to 11/08/2023

Check#	Vendor	Description	Payment	Check Total
22943	101 - 84 LUMBER COMPANY	PO 27188 BH: RENOVATIONS - KOA CLADDING - RESO# 1	26,374.22	
22944	219 - ACCESS	PO 27828 BH: RENOVATIONS -	159.50	26,533.72
22945	206 - ALLEN PAPER & SUPPLY CO.	PO 27020 2023 ARCHIVE SERVICES - CUST# 156NFY0479	72.07	72.07
22946	196 - ALLIED OIL	PO 27857 PAPER PRODUCTS FOR DPW & BH	570.50	570.50
22947	3861 - AMAZON CAPITAL SERVICES	PO 27094 DPW - UNLEADED FUEL - NJ STATE CONTRACT	2,027.53	2,027.53
		PO 27673 BH: ORDER# multiple	761.54	
		PO 27739 BH: ORDER# 112-8582342-2813827	144.99	
		PO 27753 FIRE SAFETY: ORDER# 112-8481643-0049055	39.98	
		PO 27780 BH: ORDER# 112-2228622-1215441	250.79	
		PO 27807 WATER DEPT: ORDER# 112-6931296-9811461	35.91	1,233.21
22948	3861 - AMAZON CAPITAL SERVICES	PO 27854 ADMIN: ORDER# 112-9128011-1496233	45.96	45.96
22949	153 - AMERICAN HOSE & HYDRAULICS	PO 27652 DPW: EQUIPMENT REPAIR	1,737.42	1,737.42
22950	3918 - AMERICAN LAMP RECYCLING, LLC	PO 27815 SOLID WASTE - RECYCLING - LIGHT BULBS	1,430.35	1,430.35
22951	189 - ANCHOR ACE HARDWARE	PO 27658 WATER OPERATING - DEPARTEMENTAL SUPPLIES	11.99	
		PO 27825 BATHROOM MAINTENANCE - BIRCHWOOD BEACH	9.99	21.98
22952	4163 - APPRAISAL SYSTEMS, INC.	PO 26936 2023 PROFESSIONAL SERVICE FOR REASSESSME	3,000.00	3,000.00
22953	4368 - BUY WISE AUTO PARTS, INC.	PO 26727 DPW - VEHICLE RREPAIRS	131.88	131.88
22954	4122 - CENTRAL SUPPLY, INC	PO 27827 BH: RENOVATIONS - SUPPLIES	718.75	718.75
22955	4090 - CLEAN MAT SERVICES, LLC	PO 27275 FLOOR MATS / DPW - JULY - DEC 2023 BLANK	93.17	93.17
22956	455 - CONDURSOS GARDEN CENTER	PO 27609 BUILDINGS & GROUNDS: BOROUGH APPEARANCE	140.00	140.00
22957	1481 - CORE & MAIN, LP	PO 27727 WATER DEPT: WATER METER REPLACEMENT PRO	3,190.00	3,190.00
22958	506 - DAN COMO & SONS, INC	PO 27561 SOLID WASTE: LEAF/BRUSH REMOVAL- BLANKET	560.00	560.00
22959	4560 - DENVILLE TRANSMISSION	PO 27851 WATER DEPT: WATER UTILITY VEHICLE	5,590.00	5,590.00
22960	2971 - DIRECT ENERGY BUSINESS	PO 27830 WATER: ELECTRIC SERVICE - JULY to OCT	11,951.93	
		PO 27841 BORO GARAGE: ELECTRIC SERVICE - SEPT to	15.92	
		PO 27842 BORO HALL: ELECTRIC SERVICE SEPT to OCT	10.57	
		PO 27885 BORO HALL: ELECTRIC SERVICE Sept-Oct	247.56	12,225.98
22961	2971 - DIRECT ENERGY BUSINESS	PO 27886 WATER: ELECTRIC SERVICE - Sept-Oct	4,420.74	
		PO 27887 BORO GARAGE: ELECTRIC SERVICE Sept-Oct	164.07	
		PO 27888 SEWER: ELECTRIC SERVICE Sept-Oct	30.05	
		PO 27889 PARKS & BEACHES: ELECTRIC SERVICE Sept-O	94.59	4,709.45
22962	652 - DOVER BRAKE AND CLUTCH CO. INC	PO 27291 DPW- EQUIPMENT REPAIR - BLANKET	3.45	3.45
22963	4138 - EASTERN CONCRETE MATERIALS, INC	PO 27840 BH: RENOVATIONS - STONE	632.76	632.76
22964	4125 - FELDMAN BROTHERS ELECTRICAL SUPPLY	PO 27847 BH: RENOVATIONS - ALARM SUPPLIES	520.50	520.50
22965	2517 - FIREFIGHTER ONE, LLC	PO 27730 FIRE DEPT: Engine 1 Repairs	2,277.30	2,277.30
22966	653 - GANNET NEW JERSEY NEWSPAPERS	PO 26527 PLANNING/ZONING - 2023 ADVERTISING - BLA	54.21	54.21
22967	815 - GATES FLAG & BANNER CO. INC	PO 27747 BEACHES: REPLACEMENT FLAGPOLE	3,950.00	3,950.00
22968	826 - GENERAL PLUMBING SUPPLY, INC	PO 27803 DPW: BATHROOM PROJECT	87.43	87.43
22969	4533 - GREEN VALLEY LANDSCAPE DESIGN	PO 27588 ESPLANADE CLEAN UP	2,200.00	2,200.00
22970	3991 - GRM INFORMATION MANAGEMENT SERVICES	PO 27010 2023 ARCHIVE STORAGE - 2-4 QTR - ACCT 01	107.68	107.68
22971	152 - HD SUPPLY CONST & INDUST- WHITECAP	PO 27826 BH: RENOVATIONS - SEALANT	222.90	
		PO 27891 BH: RENOVATIONS - MATERIALS	62.50	285.40
22972	4188 - HERC RENTALS, INC.	PO 27585 BH: RENOVATIONS - RENTALS BLANKET	1,555.00	1,555.00
22973	949 - HOOVER TRUCK CENTER	PO 27850 S & R: EQUIPMENT	27.04	27.04
22974	3306 - IBS OF NORTHERN JERSEY	PO 27234 SEWER DEPARTMENT - MAINTENANCE - BLANKET	146.95	146.95
22975	1072 - JACK DOHENY COMPANIES, INC.	PO 27812 WATER DEPT: PARTS FOR VAC TRUCK	133.00	133.00
22976	3010 - JACKIE BAY	PO 27834 REIMBURSEMENT	338.58	338.58
22977	859 - JCP&L	PO 27838 ACCT#100 154 666 612/ BILL PRD: 8/29 - 1	21.39	
		PO 27844 ACCT#100 075 505 725 - BILL PRD: 9/23 -	4.09	
		PO 27845 ACCT#100 141 241 693 BILL PRD: 9/23 - 10	55.98	
		PO 27846 ACCT#100 151 758 974 - BILL PRD: 9/23 -	200.35	281.81
22978	1040 - JESCO, INC.	PO 27877 S & R: EQUIPMENT	344.66	344.66
22979	1074 - JW PIERSON CO.	PO 27472 DPW - DEISEL FUEL - BLANKET	2,385.47	2,385.47
22980	4231 - KUIKEN BROTHERS COMPANY	PO 27583 BH: RENOVATIONS - BLANKET	488.42	488.42
22981	4179 - LUBENET, LLC	PO 27805 DPW - EQUIPMENT REPAIRS	1,102.00	1,102.00
22982	1363 - M.J. CORIGLIANO	PO 27824 FLATBED SERVICE TO HAUL DISABLED UTILITY	175.00	175.00
22983	1441 - MAJOR POLICE SUPPLY	PO 26362 POLICE: CAMERA INSTALL - STATE CONTRACT	2,187.00	2,187.00
22984	3303 - MCLOM	PO 27868 NJ LEAGUE REGISTRATION - 11/15/23	150.00	150.00
22985	3926 - MITCHELL STERN	PO 27808 ADMIN: REIMBURSEMENT	149.90	149.90
22986	3167 - MORRIS COUNTY MUNICIPAL	PO 27837 FY2023 4TH INSTALLMENT	50,744.99	
		PO 27837 FY2023 4TH INSTALLMENT	4,179.01	
		PO 27837 FY2023 4TH INSTALLMENT	4,776.00	59,700.00
22987	1371 - MTN. LAKES BOARD OF EDUCATION	PO 27835 NOV 2023 MTN LAKES SCHOOL DISTRICT GENER	2,118,523.34	2,118,523.34
22988	479 - NEW JERSEY HILLS MEDIA GROUP	PO 26671 ZBOA/PLANNING BRD - ACCT# 010902 - 2023	12.69	12.69
22989	4223 - NIAGARA MACHINE, INC	PO 27398 BH RENO: FLOOR MATERIALS	2,895.71	2,895.71
22990	4357 - NIELSEN FORD OF MORRISTOWN, INC	PO 27675 POLICE: VEHICLE PURCHASE - CONTRACT #23-	81,581.17	
		PO 27675 POLICE: VEHICLE PURCHASE - CONTRACT #23-	5,020.63	86,601.80
22991	1522 - NISIVOCIA & COMPANY LLP	PO 27890 FINANCE: PROFESSIONAL SERVICES FOR 2023	5,000.00	5,000.00
22992	2745 - NJ DEPT OF LABOR -WORKFORCE DEVELOPMENT	PO 27879 4TH QTR 2021 UNEMPLOYMENT	343.56	343.56

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

Meeting Date: 11/13/2023 For bills from 10/20/2023 to 11/08/2023

Check#	Vendor	Description	Payment	Check Total
22993	3416 - NJ PUBLIC SAFETY ACCREDITATION COAL	PO 27856 POLICE: 2023 NJPSAC CONFERENCE - JASON D	449.00	449.00
22994	4221 - NORTH JERSEY BOBCAT, INC.	PO 27772 REPAIR/MAINTENANCE - BLANKET	24.11	
		PO 27806 DPW - EQUIPMENT MAINTENANCE	895.45	919.56
22995	2727 - ONE CALL CONCEPTS, INC.	PO 27140 ACCT# 12-BML / 2023 MAY - DEC BLANKET	114.40	114.40
22996	2968 - OPTIMUM	PO 26332 DPW: 2023 CABLE BOXES ACCT# 07876-414565	11.84	11.84
22997	2968 - OPTIMUM	PO 27301 DPW: 2023 INTERNET SERVICES ACCT# 07876-	161.21	161.21
22998	3113 - PHILLIPS PREISS GRYGIEL LEHENY HUGH	PO 27777 SEPT 2023 - PROFESSIONAL SERVICES - PB	1,520.00	1,520.00
22999	1734 - READYREFRESH BY NESTLE	PO 26911 2023 BLANKET (2) - ACCT# 0016496903	144.48	144.48
23000	2774 - STAPLES CONTRACT & COMMERCIAL, LLC	PO 27261 MIXED DEPT: ORDER# 7901987026	1,246.19	
		PO 27725 POLICE: ORDER# 761606838-000-001	462.02	1,708.21
23001	2774 - STAPLES CONTRACT & COMMERCIAL, LLC	PO 27839 ADMIN: ORDER# 7903960271	366.07	366.07
23002	4310 - TAYLORED AUTOBODY & SERVICE	PO 26836 FIRE: RESCUE TRUCK REPAIRS	2,678.58	2,678.58
23003	2555 - THE STATION AT MTN. LAKES, LLC	PO 27829 ADMIN: EMPLOYEE APPRECIATION LUNCHEON	812.00	812.00
23004	881 - TMS, INC	PO 26293 ADMIN: 2023 DNS HOSTING / ACCT# GTI - BL	25.24	25.24
23005	4308 - TRANE U.S., INC	PO 27741 BH: RENOVATIONS - REMOTE SENSORS	53.00	53.00
23006	4191 - TRANSUNION RISK & ALTERNATIVE	PO 27883 POLICE: DATA SEARCH	75.00	75.00
23007	2079 - TREASURER, STATE OF NEW JERSEY	PO 27874 JULY - SEPTEMBER 2023 MARRIAGE LICENSE F	175.00	175.00
23008	2977 - UGI ENERGY SERVICES, INC.	PO 27809 CUST# J0001077, 1078, 1079 - MOUNTAIN LA	2.26	2.26
23009	3822 - ULINE, INC	PO 27758 BH: ORDER# 7832184	988.22	988.22
23010	1062 - UNITED SITE SERVICES	PO 26363 DPW BATHROOM RENOVATION	43.75	43.75
23011	832 - W.W. GRAINGER, INC	PO 27766 BH: RENOVATIONS	265.80	265.80
23012	4489 - WALLINGTON PLUMBING & HEATING SUPPLY CO.	PO 27762 BH: RENOVATIONS - CUSTOM DUCT WORK	1,875.00	
		PO 27804 BH: RENOVATIONS	62.73	
		PO 27818 BH: RENOVATIONS - CUSTOM DUCT WORK	282.25	
		PO 27859 BH: RENOVATIONS - SPECIAL ORDER	1,517.25	
		PO 27871 DPW BATHROOM	433.50	4,170.73
23013	4225 - WILLIAMS SCOTSMAN, INC	PO 26340 BH: RENOVATIONS - 2023 TRAILER RENTAL -	224.00	224.00
TOTAL				2,371,600.98

## Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	2,277.14			
01-201-20-110-020	MAYOR & COUNCIL - OTHER EXP'S	50.00			
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	243.61			
01-201-20-130-020	FINANCE - OTHER EXPENSES	164.62			
01-201-20-140-020	COMPUTER SERVICES	37.08			
01-201-20-145-020	TAX COLLECTOR - OTHER EXPENSES	15.37			
01-201-20-150-020	TAX ASSESSOR - OTHER EXPENSES	3,000.00			
01-201-21-180-020	PLANNING BOARD - OTHER EXPENSE	1,549.82			
01-201-21-185-020	BD OF ADJUST - OTHER EXPENSES	44.85			
01-201-22-195-020	UNIFORM CONST - OTHER EXPENSES	155.26			
01-201-23-210-020	INSURANCE - LIABILITY	27,858.32			
01-201-23-215-020	WORKERS COMPENSATION	22,886.67			
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	6,036.60			
01-201-25-266-020	FIRE DEPT - SAFETY - OTHER EXP	39.98			
01-201-26-290-020	STREETS & ROADS - OTHER EXP.	4,993.12			
01-201-26-305-020	SOLID WASTE - OTHER EXPENSES	1,990.35			
01-201-26-310-020	BLDG & GROUNDS - MUNIC BLDG	2,977.45			
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	7,274.76			
01-201-27-337-020	WOODLAND COMMITTEE - OTHER EXPENSE	338.58			
01-201-28-375-020	MAINT OF PARKS (BEACHES/LAKES)	3,950.00			
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	793.13			
01-201-31-437-020	NATURAL GAS	2.26			
01-201-31-447-020	PETROLEUM PRODUCTS	4,413.00			
01-203-28-375-020	(2022) MAINT OF PARKS (BEACHES/LAKES)		9.99		
01-207-55-000-000	LOCAL SCHOOL TAXES PAYABLE			2,118,523.34	
01-260-05-100	DUE TO CLEARING			0.00	2,209,800.30
01-290-55-000-002	DUE TO NJ - MARRIAGE LIC. FEES			175.00	
TOTALS FOR	Current Fund	91,091.97	9.99	2,118,698.34	2,209,800.30

## Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
04-215-55-989-000	2020 CAPITAL ORD. 8-20 BORO HALL RENOV.			31,749.76	
04-215-55-991-000	2021 CAPTIAL ORDINANCE 10-21			3,190.00	
04-215-55-992-000	2022 CAPITAL ORDINANCE 2-22			2,543.75	
04-215-55-996-000	2023 CAPITAL ORDINANCE 8-23			2,500.00	
04-215-55-998-000	2023 CAPITAL ORD. 13-23 BORO HALL RENOV.			8,306.07	
04-260-05-100	DUE TO CLEARING			0.00	48,289.58
<b>TOTALS FOR</b>	<b>General Capital</b>	<b>0.00</b>	<b>0.00</b>	<b>48,289.58</b>	<b>48,289.58</b>
05-201-55-520-520	Water Operating - Other Expenses	27,230.36			
05-260-05-100	DUE TO CLEARING			0.00	27,230.36
<b>TOTALS FOR</b>	<b>Water Operating</b>	<b>27,230.36</b>	<b>0.00</b>	<b>0.00</b>	<b>27,230.36</b>
07-201-55-520-520	Sewer Operating - Other Expenses	4,356.01			
07-260-05-100	DUE TO CLEARING			0.00	4,356.01
<b>TOTALS FOR</b>	<b>Sewer Operating</b>	<b>4,356.01</b>	<b>0.00</b>	<b>0.00</b>	<b>4,356.01</b>
14-260-05-100	Due to Clearing			0.00	343.56
14-300-60-000-000	RESERVE FOR UNEMPLOYMENT INSUR			343.56	
<b>TOTALS FOR</b>	<b>Unemployment Trust</b>	<b>0.00</b>	<b>0.00</b>	<b>343.56</b>	<b>343.56</b>
19-260-05-100	DUE TO CLEARING			0.00	81,581.17
19-300-60-000-005	RESERVE FOR POLICE VEHICLE			81,581.17	
<b>TOTALS FOR</b>	<b>Police Outside Detail Trust</b>	<b>0.00</b>	<b>0.00</b>	<b>81,581.17</b>	<b>81,581.17</b>

Total to be paid from Fund 01 Current Fund 2,209,800.30  
 Total to be paid from Fund 04 General Capital 48,289.58  
 Total to be paid from Fund 05 Water Operating 27,230.36  
 Total to be paid from Fund 07 Sewer Operating 4,356.01  
 Total to be paid from Fund 14 Unemployment Trust 343.56  
 Total to be paid from Fund 19 Police Outside Detail Trust 81,581.17  
 =====  
 2,371,600.98

2,209,800.30 +  
 150.00 +  
 2,209,950.30 +

150.00

## Checks Previously Disbursed

22941 NJLM PO# 27875 LEAGUE OF MUNICIPALITIES 2023 - L 75.00 11/07/2023  
 22942 NJLM PO# 27876 LEAGUE OF MUNICIPALITIES 2023 - H 75.00 11/07/2023

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 01 Current Fund	150.00	2,209,800.30	2,209,950.30
Fund 04 General Capital		48,289.58	48,289.58
Fund 05 Water Operating		27,230.36	27,230.36
Fund 07 Sewer Operating		4,356.01	4,356.01
Fund 14 Unemployment Trust		343.56	343.56
Fund 19 Police Outside Detail Trust		81,581.17	81,581.17
<b>BILLS LIST TOTALS</b>	<b>150.00</b>	<b>2,371,600.98</b>	<b>2,371,750.98</b>

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
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# **List of Bills - (1710101001002) Escrow - Developers - Checking Developer's Escrow**

Meeting Date: 11/13/2023 For bills from 10/20/2023 to 11/08/2023

Check#	Vendor	Description	Payment	Check Total
5379	102 - ANDERSON & DENZLER ASSOC., INC	PO 27863 OCT 2023 PROFESSIONAL SERVICES - ESCROW	276.08	276.08
5380	1916 - STICKEL, KOENIG, SULLIVAN & DRILL,	PO 27862 OCT 2023 PROFESSIONAL SERVICES - ESCROW	612.00	612.00
TOTAL				888.08

## Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
17-101-01-001-002	Escrow - Developers - Checking			0.00	888.08
17-500-00-091-418	PULTE HOMES - ENCLAVE SITE INSPEC.			276.08	
17-500-00-091-419	264 MORRIS AVE. LLC			612.00	
TOTALS FOR	Developer's Escrow	0.00	0.00	888.08	888.08

Total to be paid from Fund 17 Developer's Escrow

888.08

888.08

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

Meeting Date: 11/13/2023 For bills from 10/20/2023 to 11/08/2023

Check#	Vendor	Description	Payment	Check Total
5589	2564 - BSN SPORTS LLC	PO 27717 TENNIS COURTS	297.04	297.04
5590	4562 - GIANNA DELLAFERA	PO 27884 FIELD HOCKEY EXPENSES REIMBURSEMENT	304.95	304.95
TOTAL				601.99

## **Summary By Account**

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
33-101-01-001-001	CASH - RECREATION			0.00	601.99
33-600-00-090-000	Recreation Trust Reserves			601.99	
TOTALS FOR	Recreation Trust	0.00	0.00	601.99	601.99

Total to be paid from Fund 33 Recreation Trust

601.99

601.99

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

**RESOLUTION 200-23**

**“RESOLUTION AUTHORIZING THE DISCRETIONARY AWARD OF A CONTRACT FOR CONCRETE SIDEWALKS & CURBING  
TO E. ANDRE CONSTRUCTION SERVICES, 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 and curbing for the Borough Hall Renovation Project; and

**WHEREAS**, the Borough of Mountain Lakes has identified E. Andre Construction, Inc. as a vendor for concrete sidewalks and curbing; and

**WHEREAS**, it is anticipated that the purchase contract with E. Andre Construction, 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**, E. Andre Construction, 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 November 13, 2023.

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

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

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

**RESOLUTION 201-23**

**“RESOLUTION AWARDING A CONTRACT FOR HYDRO-RAKING SERVICES TO PARAGON  
INTEGRATED SERVICES GROUP, LLC”**

**WHEREAS**, bids for hydro-raking services were opened on September 21, 2023 and on October 12, 2023; and

**WHEREAS**, in response to the first bid, no bids were submitted; and

**WHEREAS**, in response to the second bid, the bidders were either in excess of the project's estimate or were not in compliance with bid specifications; and

**WHEREAS**, the Borough Council by Resolution adopted on October 23, 2023 (R193-23) rejected the bids submitted on October 12, 2023; and

**WHEREAS**, the Borough Council, pursuant to the Local Public Contracts Law, directed the Borough Manager to proceed with negotiations to obtain proposals for hydro-raking services; and

**NOW THEREFORE, BE IT RESOLVED**, by the Council of the Borough of Mountain Lakes, that the contract for hydro-raking services be awarded to Paragon Integrated Services Group for an amount not to exceed \$79,788.82.

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 13, 2023.

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

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

**CERTIFICATION OF THE AVAILABILITY OF FUNDS**

01-201-28-375-026 PARKS/BEACHES - HYDRO RAKING \$79,788.82

  
\_\_\_\_\_  
Monica Goswicki, CFO

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

**RESOLUTION 202-23**

**“RESOLUTION AUTHORIZING THE TRANSFER OF APPROPRIATIONS”**

**WHEREAS**, there were excess appropriations to the 2023 Appropriation Budget for the Water Operating 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 effective November 13, 2023:

<b>FROM:</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
<b><u>ACCOUNT NO.</u></b>		
<b><u>SALARIES AND WAGES:</u></b>		
05-201-55-510-001	WATER OPER. S&W	<u>\$70,000.00</u>
	<b>TOTAL</b>	<b><u>\$70,000.00</u></b>

<b>TO:</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
<b><u>ACCOUNT NO.</u></b>		
<b><u>OTHER EXPENSES:</u></b>		
05-201-55-520-520	WATER OPER. O/E	\$70,000.00
	<b>TOTAL</b>	<b><u>\$70,000.00</u></b>

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 13, 2023.

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

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