



**AGENDA FOR THE COUNCIL MEETING OF THE BOROUGH OF MOUNTAIN LAKES
HELD AT THE BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES, NJ 07046**

OCTOBER 13, 2025

EXECUTIVE SESSION – BEGINS AT 6PM

PUBLIC SESSION – BEGINS AT 7PM

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

This meeting is being held in compliance with Public Law 1975, Chapter 231, Sections 4 and 13, as notice of this meeting has been reported to The Citizen, the Morris County Daily Record, and The Star Ledger on January 9, 2025 and posted in the municipal building.

2) ROLL CALL ATTENDANCE - Clerk

3) FLAG SALUTE – Mayor

4) EXECUTIVE SESSION

- a. R152-25, Resolution to Enter an Executive Session – Potential Litigation & Attorney - Client Privilege (Approval of Executive Minutes)

5) COMMUNITY ANNOUNCEMENTS

6) SPECIAL PRESENTATIONS

7) REPORTS OF BOROUGH ESTABLISHED BOARDS, COMMISSIONS AND COMMITTEES

- a. Recreation Commission Update

8) BOROUGH COUNCIL DISCUSSION ITEMS

9) PUBLIC COMMENT

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

10) ATTORNEY'S REPORT

11) MANAGER'S REPORT

- a. Annual Best Practices Review
- b. Birchwood Lake Dam Update

12) RESOLUTIONS

13) ORDINANCES TO INTRODUCE

- a. 15-25, Amending the Revised General Ordinances of the Borough of Mountain Lakes to Provide for the Administration of the Requirement Imposed by the State of New Jersey for Lead-Based Paint Inspections of Certain Residential Rental Dwellings
- b. 16-25, Amending Chapter 119, "Filming", of the Borough Code

14) ORDINANCES TO ADOPT

15) *CONSENT AGENDA ITEMS

Matters listed as Consent Agenda Items are considered routine and will be enacted by one motion of the Council and

one roll call vote. There will be no separate discussion of these items unless a Council member requests an item be removed for consideration.

***RESOLUTIONS**

- a. *R153-25, Authorizing the Payment of Bills*
- b. *R154-25, Requesting Approval of Item of Revenue and Appropriation Under N.J.S.A. 40A: 4-87 for the FY2026 Highlands Protection Fund – Plan Conformance Funding Grants - \$3,000.00*
- c. *R155-25, Authorizing the Award of Contract for Replacement of DPW Office Split Systems and Ductwork*
- d. *R156-25, Appointing Qualified Purchasing Agent*
- e. *R157-25, Authorizing the Adoption of the 2025 Morris County, New Jersey Hazard Mitigation Plan Update*
- f. *R158-25, Establishing a Policy for Retroactive Refund of Taxes Pursuant to N.J.S.A. 54:4-3.32*
- g. *R159-25, Authorizing the Settlement of a Tax Appeal (15 Point View Place LLC v. Borough of Mountain Lakes – Block 100.02, LOT 87)*
- h. *R160-25, Authorizing the Settlement of a Tax Appeal (Abbas, Abida Anum/Ali Babar v. Borough of Mountain Lakes – Block 78, Lot 44)*
- i. *R161-25, Cancelling Taxes for Total Disabled Veteran*

***APPROVAL OF MINUTES**

6/23/25 (Executive)

9/24/25 (Regular)

***BOARD, COMMITTEE AND COMMISSION APPOINTMENTS**

16) DEPARTMENT REPORTS SUBMITTED FOR FILING

- ☐ Construction Department
- ☐ Department of Public Works
- ☐ Fire Department
- ☐ Health Department
- ☐ Police Department
- ☐ Recreation Department
- ☐ Code Enforcement/Property Maintenance
- ☐ Tax Collector

17) COUNCIL REPORTS

18) PUBLIC COMMENT

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

19) NEXT STEPS AND PRIORITIES

20) ADJOURNMENT

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

RESOLUTION 152-25

RESOLUTION TO ENTER INTO AN EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Governing Body wishes to discuss:

- ☐ Matters made confidential by state, federal law or rule by court
- ☐ Matters in which the release of information would impair the right to receive funds from the Government
- ☐ Matters involving individual privacy
- ☐ Collective bargaining
- ☐ Purchase or lease of property, setting of bank rates, investment of public funds if disclosure would harm the public interest
- ☐ Public safety
- ☒ Pending, ongoing or anticipated litigation or contract negotiation
- ☐ Personnel matters
- ☐ Civil penalty or loss of license
- ☒ Attorney – Client Privilege (Approval of Executive Minutes)

Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

NOW THEREFORE BE IT RESOLVED that the public be excluded from this meeting.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 13, 2025.

Cara Fox, Borough Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon						
Howley						
Menard						
Sheikh						
Tsai						
Muilenburg						
Barnett						



Recreation Department

October 2024- September 2025

Recreation Director Responsibilities

Beaches

- Beach Director (1)
- Head Lifeguard (1)
- Lifeguards (48)

Sailing Program

- Sailing Directors (1)
- Asst Sailing Director (3)
- Counselors (12)
- CITs (5)

Support Staff to Recreation Commission

Administrative
Assistant to the
Borough Manager

Teen Adventure

- Director (1)
- Supervisors (6)

Oversee Room
Reservations and
Door Access for
Borough Hall

Community Events
and Recreation
Sports for Youth
and Adults

Summer Recreation Program

- Program Director (1)
- Lead Counselors (6)
- Specialists (2)
- Health Staff (2)
- Counselors (28)
- CITs (12)

Oversee Facility
Reservations,
including Rack
and Ring

Safety Coordinator

Oversee the safety
efforts and act as a
liaison between the
Borough and Joint
Insurance Fund (JIF)

Communications

- Borough website
- Electronic Sign
- Social Media -
Facebook & Instagram
- Weekly Borough Blast



Recreation Commission

MISSION: To offer quality, affordable, and diverse recreational and cultural programs and facilities to the residents of Mountain Lakes of all ages and abilities. By providing these services to meet the recreational and leisure needs of the community, we will strive to enrich and to improve well-being and quality of life.

MEMBERS: There shall be a Recreation Commission consisting of nine members, who shall be appointed by the council. Each member shall serve for three years.

Sports

Youth Sports

- Basketball
- Cross Country and Track
- Flag Football
- Field Hockey
- Lacrosse
- Multi-Sport Program
- Rugby
- Ski Club
- Soccer
- Swim and Dive
- Tennis
- Tri-Town Little League Baseball
- Volleyball
- Wrestling

Adult Sports

- Basketball
- Soccer - 40+ and 50+ teams
- HUB Lakes
 - Darts
 - Golf - Men's and Women's
 - Softball - Men's and Women's
 - Volleyball - Men's and Women's

Things to note:

Volleyball – offered a Spring and Fall outdoor volleyball clinic at Birchwood Lake; a gym is not available for winter 2026.

HUB Lakes:

Mountain Lakes WON the following categories this year...

Women's Golf, Tennis, Youth Dive, and Youth Swim

Currently ML doesn't participate in Bowling, Horseshoes, Table Tennis, or Track (adult and youth).

Programs and Events

Fall

- Fall Fest - NEW October 2024 – over 300 people attended; 30 volunteers
- Halloween Porch/Door Decoration Contest – 11 entries
- Holiday Porch/Door Decoration Contest – 11 entries
- Mobile MVC Event – NEW September 2025

Winter

- Gingerbread Wonderland - NEW December 2024 – 14 displays submitted; over 200 people viewed the displays
- Menorah Lighting – over 60 people attended
- New Resident Welcome Kit – 30 kits have been distributed as of 9.15.25
- Tree Lighting – over 250 people attended
- Woodburning Class – NEW December 2025

Programs and Events continued

Spring

- Astronomy Event – NEW planned for March 2026
- Egg Hunt – over 300 people attended
- Rack and Ring Program
- Summer Recreation Programs open for registration
- Trout Derby – over 60 people attended in the snowy/rainy conditions

Summer

- Family Boat and Swim Races – 40 youth and adults raced; over 70 attended
- Fireworks
- Movie Night – rescheduled to October 10, 2025, due to rain
- Sand Sculpting Class – NEW July 2025 – 15 people attended
- Summer Concert Series at Island Beach
- Summer Yoga provided by Lakeland Hills Family YMCA

Laker 55+ Club

Revitalized October 2024

- Initial interest meeting with 32 participants
- Over 85 residents on the email distribution list
- Events
 - Tour of MacCulloch Hall and Morristown
 - Trivia Night at Fort Nonsense Brewing Company
 - NORWESCAP Presentation on NJ Save Program
 - Viewing of the tv series "The Pacific"
 - Chair Yoga series
 - Fly Fishing for Beginners in partnership with Hacklebarney Trout Unlimited
 - Senior and Veteran ID Event provided by Morris County Clerk
 - Brooklyn Bridge and Lower Manhattan
 - Morristown Historical Tour – Revolutionary War
 - Glass Blowing Class at Morris County School of Glass – October 2025

Summertime Fun

Summer Recreation Program at Briarcliff Middle School

- Serves kids going into K-5th grade
- Sports Specialist and Arts (Music and Art) Specialist

Mountain Lakes Sailing Association Program

- Serves kids 8 years and older
- Adult lessons available

Island Beach & Birchwood Lake

- Play, swim, dive
- Lifeguard supervision

Teen Adventure Program

- Serves kids going into 6th-9th grade
- Trips include, Point Pleasant Beach, Dorney Park, Camelbeach Waterpark, Branchburg Sports Complex, bowling, and roller skating.

Achievements

Created and Implemented:

Commemorative Bench Program

Financial Assistance Program

Sponsorship Program

New Resident Welcome Kit

Teen Adventure

Increased Teen Adventure Week 2 capacity from 60 to 100 kids to accommodate a lengthy waitlist.

Extended Day Summer Recreation Program

Offered Extended Day Summer Recreation Program from 12-2:30pm, provided by USA Sports Group – 22-45 kids participated each week.

Facility Use Report

126 permits issued Oct 1, 2024, thru Sept 15, 2025, with 702 individual events using a Borough facility.

Recommendations

Rack and Ring Program

Occupy Policy - Residents must show signs of occupying rack/ring by July 4th; after a 1-week grace period rack/ring will be made available to waitlist; no refund will be issued.

Renovation of Taft Field for Multi-Sport Use, Including a Softball Field

Lack of Local Facilities: Our community currently does not have a dedicated softball field for recreation use. With nearby towns limiting access to their own fields, it is increasingly difficult to secure space for local baseball and softball programs.

Overuse of BOE Fields: HUB Lakes softball and Tri-Town Little League is currently dependent on Board of Education (BOE) fields, which presents logistical challenges, scheduling conflicts, and maintenance concerns.

Solution: Renovating Taft Field into a multi-sport facility—with a dedicated softball field—would not only address these issues but also promote local sports participation, reduce scheduling conflicts, and support both youth and adult recreational programs.



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

Mitchell Stern
Borough Manager
mstern@mtnlakes.org

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

TO: Honorable Mayor and Borough Council
SUBJ: Manager's Report for the Borough Council meeting of October 13, 2025
CC: Robert Oostdyk, Borough Attorney

Birchwood Lake Dam Update– Our engineer continues to investigate the leak within the embankment at Birchwood Lake and has reported that the lake is losing water at a faster rate than we initially believed. If that trend continues, there's concern about the lake's usability for the 2026 swim season.

We're awaiting a proposal from the engineer outlining the next steps in the investigation and to begin coordination with NJDEP on potential solutions. I'll share an update as soon as that information becomes available.

Results of BAN Sale – Please find attached a memorandum from the CFO detailing the results of the recent Bond Anticipation Note (BAN) sale, including rate, term, and bidder information.

Annual Best Practices Checklist - 2025's Best Practices Inventory consists of 74 questions. Of the 74, 24 are unscored survey questions. Of the 50 scored questions, a score of 32 and above must be attained to avoid any loss of state aid. The Borough has met this requirement with a score of 37.50. The Inventory must be electronically filed with the State no later than October 24th. A copy of the Inventory document is attached to this report.

Film Ordinance Amendments – As part of the Borough's effort to obtain designation as a "Film Ready Community" through the New Jersey Motion Picture and Television Commission, the Commission reviewed the Borough's existing ordinance regulating filming activities. Following their review, the Commission provided several recommended amendments to align the ordinance with state program standards.

After evaluating these recommendations, I concur with the proposed changes. The updated ordinance reflecting these amendments is included on the meeting agenda for introduction. A summary of the proposed changes is provided below.

- Update definition of Major Motion Picture to include "Any film which is financed and/or distributed by a major motion picture studio, including but not limited to the following: NBCUniversal, including Peacock; Warner Bros. Discovery, including New Line Cinema, HBO, DC Studios and Castle Rock Entertainment; Paramount Pictures, including Miramax, MTV Films, Showtime, Skydance, Dreamworks and Nickelodeon Movies; Walt Disney Studios, including 20th Century Studios, Searchlight Pictures, Hulu and Marvel Studios; Sony Pictures, including Columbia Pictures, Screen Gems and Tristar Pictures; Amazon MGM Studios; Netflix Studios; A24



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Mitchell Stern
Borough Manager
mstern@mtnlakes.org

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

TO: Honorable Mayor and Borough Council
SUBJ: Manager's Report for the Borough Council meeting of October 13, 2025
CC: Robert Oostdyk, Borough Attorney

- 119-1 (I): definition of Major Motion Picture must increase to \$20MM
- 119-2 (A): remove language restricted number of filming days as localities may not restrict the number of consecutive days nor the total days per calendar year that any one location can be used for filming
- 119-3 (A): lessen the issuance of permit to four (4) days; three (3) or less days advance notice can be considered an expedited filming permit
- 119-3 (B): industry standard insurance is: "For bodily injury to any one person in the amount of \$500,000 and any occurrence in the aggregate amount of \$1,000,000. For property damage for each occurrence in the aggregate amount of \$300,000."
- 119-3 (B-3): cash bond must be returned within 10 days of the completion of filming
- 119-4 (B): lessen the notice to residents, businesses, and merchants immediately impacted from five (5) to three (3) days
- 119-5: filming must be allowed Monday through Sunday between the hours of 7 AM and 9 PM (camera wrap) and 10 PM (crew wrap), and night filming restrictions shall only apply to a Project with exterior filming
- 119-9: include a provision wherein approved permits would be sent to the NJMPTVC throughout the year
- 119-11 (A): section is no longer applicable upon removal of section 119-2 (A)
- 119-12 Fees: The permit application fees need to be reduced to \$100 and \$250 respectively, and the daily filming fees need to be reduced to \$150 and \$500, for Major motion picture

As always, feel free to reach out with any questions or concerns.

Respectfully,
Mitchell



BOROUGH OF MOUNTAIN LAKES

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Finance Department
Jennifer Semler, CFO
jsemler@mtnlakes.org

400 Boulevard
Mountain Lakes, NJ 07046
P -973-334-3131 ext. 2008

To: Mitchell Stern
Date: October 2, 2025
Subject: BAN Sale Results

On September 24, 2025, the Borough of Mountain Lakes, along with our Financial Partners (bond counsel firm of Hawkins Delafield & Wood LLP; financial advisory (FA) firm of Phoenix Advisers; audit firm of Nisivoccia), completed a successful tax-exempt BAN sale in the amount of \$6,334,483. The results of the BAN sale are below:

Bidder	Coupon	Premium	NIC	NIC in Dollars	Rank
Hilltop Securities	4.00%	\$68,128.63	2.6740%	\$137,390.15	1
Oppenheimer & Co., Inc.	4.00%	\$67,905.66	2.6784%	\$137,613.12	2
TD Securities LLC	3.75%	\$54,983.31	2.6799%	\$137,690.55	3
BNY Mellon Capital Markets	3.75%	\$54,788.84	2.6836%	\$137,885.02	4

It is significant to note how close to each other the NIC percentages and dollars were; this is a good indication of the strength of the bids received and the competitiveness of our offering.

Our outstanding BAN matures on October 10, 2025. This new BAN is dated October 9, 2025, with the funds to be delivered on that date. The maturity date of this new BAN is July 31, 2026, and the intention is to issue long-term bonds in the Summer of 2026 to repay the principal amount.

During the BAN sale, our FA firm shared with the team the marketing strategy used by MuniHub, which allowed the Borough to cast a wide net in terms of publicizing our offering. We were able to see that over 500 emails were sent out to buyers, with some individual buyers repeatedly viewing the details of our offering (Preliminary Official Statement and Notice of Sale). One buyer re-visited our listing 11 times. The team felt this approach paid off in allowing the Borough to get a competitive rate for our BAN.

If you have any questions, please do not hesitate to reach out to me.

Thank you,

Jennifer Semler, CFO

Best Practices Inventory Online Platform

Survey

Mountain Lakes Borough

Printable Questions

001	Best Practices	Budget	
	Has your municipality created an accumulated absence liability trust fund pursuant to N.J.A.C. 5:30-15.5, and does it annually deposit appropriations into the fund? Only answer N/A if your municipality 1) does not offer (for any employee hired after a certain date) payouts upon retirement for accumulated sick leave, and 2) no current employee has a grandfathered right to sick leave payouts upon retirement.		[0.50] Yes [0.00] No [0.50] N/A
002	Best Practices	Budget	
	N.J.S.A. 40A:4-62.1 allows municipalities to establish a storm recovery reserve for purposes such as, but not limited to, snow, ice, and debris removal. Unexpended balances budgeted annually for storm recovery purposes may be lapsed into the reserve. Review LFN 2025-10 for further information. Has your municipality established a storm recovery reserve to ensure the consistent availability of funds for this purpose?		[0.50] Yes [0.00] No
003	Core Competencies	Budget	
	Unless the Local Finance Board sets forth a later date pursuant to N.J.S.A. 40A:4-5.1, N.J.S.A. 40A:4-5 requires that calendar year municipalities approve their introduced budgets no later than February 10 (or August 10 for state fiscal year municipalities) and N.J.S.A. 40A:4-10 requires that calendar year municipalities adopt their budgets no later than March 20 (or September 20 for state fiscal year municipalities). For CY2025 budgets the Local Finance Board extended these dates to March 31 and April 30, respectively, or the date of the next regularly scheduled governing body meeting thereafter (See Local Finance Notice 2024-20). Timely budget adoption helps a municipality avoid having to issue estimated tax bills or tax anticipation notes (TANs). Did your municipality introduce and adopt its current year budget no later than the extended dates authorized by the Local Finance Board? This question may only be answered N/A if your municipality's budget is subject to adoption by the Local Finance Board under State Supervision or if the Division instructed the municipality to delay budget adoption.		[1.00] Yes [0.00] No [1.00] N/A
004	Core Competencies	Budget	
	N.J.S.A. 40A:5-12 requires the chief financial officer of each municipality to file the Annual Financial Statement (AFS) with the Division no later than February 10 (August 10 for SFY municipalities). Local Finance Notice 2024-20 announced the extension of this deadline to March 7. The statute specifies a \$5 per day penalty payable by the CMFO for failing to file the AFS within 10 days of after the time fixed for filing. Did your municipality file its AFS with the Division by no later than March 7 (or August 10 for SFY municipalities)?		[1.00] Yes [0.00] No

005	Core Competencies	Budget	
Pursuant to N.J.S.A. 40A:2-40, the chief financial officer each municipality shall, before the end of the first month of the fiscal year, file its Annual Debt Statement with the Division of Local Government Services. Did your municipality file its Annual Debt Statement for the preceding fiscal year with the Division no later than January 31 (July 31 for SFY municipalities)?			[1.00] Yes [0.00] No
006	Core Competencies	Budget	
Recent amendments to N.J.A.C. 5:30-7.4 disqualify from local examination a municipality that has failed to submit to the Division the user-friendly budget section corresponding with the previous year's adopted budget. Has your municipality electronically submitted to the Division the User-Friendly Budget section of its adopted CY2024/SFY2025 and CY2025 budgets?			[1.00] Yes [0.00] No
007a	Unscored Survey	Budget	
If your municipality permits one or more classes of cannabis businesses, does your municipality impose a local cannabis tax pursuant to N.J.S.A. 40:48I-1?			[0.00] Yes [0.00] No [0.00] N/A
007b	Unscored Survey	Budget	
If your municipality imposes a local cannabis tax, was tax revenue received in CY2024/SFY2025 reported as Municipal Revenue Not Anticipated (MRNA)?			[0.00] Yes [0.00] No [0.00] N/A
008	Unscored Survey	Budget	
Has your municipality formed an advisory committee or other similar approach to seek out or develop additional non-tax revenues?			[0.00] Yes [0.00] No
009	Core Competencies	Capital Projects	
Any municipality having its own water system is required to adopt an annual capital budget and program reflecting the water infrastructure improvements listed on the annual Water Quality Accountability Act (WQAA) capital improvement report. The WQAA capital improvement report must be submitted to the Department of Environmental Protection (DEP) by no later than March 15. If your municipality has its own water system, does the capital budget and program reflect the capital projects listed in the annual WQAA report submitted to DEP that fall within the time period of the municipality's capital budget and capital program?			[1.00] Yes [0.00] No [1.00] N/A
010	Core Competencies	Capital Projects	
Has your municipality adopted a capital program as defined by N.J.A.C. 5:30-4.2, meaning a moving, multi-year plan and schedule for capital projects (including prospective financing sources) and, when pertinent, first year operating costs and savings? Only answer N/A if your municipality does not have a capital budget and is not required to adopt a capital budget pursuant to N.J.A.C. 5:30-4.3.			[1.00] Yes [0.00] No [1.00] N/A

011	Unscored Survey	Emergency Services	
A disaster preparedness drill can help plan appropriate emergency responses for scenarios such as, but not limited to, natural disasters, active shooter, wildfires, and chemical spills. Has your municipality participated in a disaster preparedness drill involving local, county, and/or regional partners within the past year?			[0.00] Yes
			[0.00] No
012	Unscored Survey	Emergency Services	
Municipalities may adopt a resolution to establish a Volunteer Tuition Credit Program for its volunteer firefighters and/or EMS. The Program allows an active volunteer in good standing, their spouse, or their dependent children to receive tuition credit at a county college, county vocational school, or county technical institute. The maximum tuition credit is \$600 for each year of volunteer service for a total credit not to exceed \$2,400 over a four-year volunteer service period. Review for further details LFN MC-99-5 and https://www.nj.gov/dca/divisions/dlgs/programs/volunteer_docs/vtc_descrip_with_forms.pdf . Has your municipality established a Volunteer Tuition Credit Program for its volunteer firefighters and/or EMS?			[0.00] Yes
			[0.00] No
			[0.00] N/A
013	Best Practices	Environment	
Have one or more public electric vehicle charging stations been installed on municipal property?			[0.50] Yes
			[0.00] No
014	Best Practices	Environment	
When purchasing new vehicles, does your municipality have a formal policy to purchase hybrid or alternative fuel vehicles whenever such vehicles are suited to the intended use? Only answer N/A if your municipality does not own any vehicles.			[0.50] Yes
			[0.00] No
			[0.50] N/A
015	Core Competencies	Ethics	
The Local Government Ethics Law, designed to ensure transparency in government, requires local government officers to file Financial Disclosure Statements (FDSs) annually. Compliance by local elected officials is required by N.J.S.A. 40A:9-22.6. Did all governing body members timely file their annual Financial Disclosure Statements for 2025 such that they were not issued a Notice of Violation (NOV) by the Local Finance Board? A "No" answer is permissible if the governing body members' NOV were rescinded by the Board. Only answer N/A if your municipality has an ordinance on the books establishing a municipal ethics board.			[1.00] Yes
			[0.00] No
			[1.00] N/A
016	Core Competencies	Ethics	
If your municipality has a municipal ethics board, did the municipal ethics board enforce the Financial Disclosure Statement (FDS) statute by issuing violations to local government officers (LGOs) who were on the 2025 roster but did not file the FDS by April 30, 2025? Only answer N/A if your municipality does not have an ordinance on the books establishing a municipal ethics board.			[1.00] Yes
			[0.00] No
			[1.00] N/A

017	Best Practices	Financial Administration	
With respect to note sales (TANs, BANs, Emergency Notes and Special Emergency Notes), proper disclosure and communication with potential bidders can yield optimal results for a municipality. Knowing when to sell on a negotiated or competitive basis, aggregating note sales as much as possible, along with casting a "wide net" to attract the maximum number of bidders for a competitive note sale, is critical to achieving the lowest possible interest rate. In its most recent note sale, did your municipality market note sales beyond publishing the notice required by N.J.S.A. 40A:2-30 along with issuing a prospectus, official statement or other document to potential lenders disclosing all material financial and budget information?			[0.50] Yes [0.00] No

018	Best Practices	Financial Administration	
N.J.A.C. 5:30-8.3(a)(3) establishes a schedule of minimum dollar amounts for tax collector surety bonding. However, to provide a higher level of security for public funds, municipalities are encouraged to adopt the more stringent schedule for tax collector surety bonding specified in N.J.A.C. 5:30-8.3(a)(4). Has your municipality adopted the more stringent surety bonding schedule for tax collectors set forth in N.J.A.C. 5:30-8.3(a)(4) or higher?			[0.50] Yes [0.00] No

019	Best Practices	Financial Administration	
N.J.A.C. 5:30-8.4 (a) establishes a schedule of minimum dollar amounts for municipal court surety bonding, specifically for municipal judges and municipal court administrators. However, subsection (b) of 5:30-8.4 encourages municipalities to adopt a more stringent schedule for municipal court surety bonding that is specified in the subsection. Has your municipality adopted the more stringent surety bonding schedule for municipal court judges and court administrators set forth in N.J.A.C. 5:30-8.4(b) or higher?			[0.50] Yes [0.00] No

020	Core Competencies	Financial Administration	
Audit findings address areas needing improvement and ignoring these findings devalues the process. Municipalities should correct noted deficiencies. Have the audit findings in your municipality's 2023 audit been identified in a corrective action plan and not been repeated in the 2024 audit? If the answer is no, please list the repeat findings, along with the date the corrective action plan was submitted to DLGS, under Comments. If your municipality's 2024 audit is late, answer "No" and state "2024 audit not complete". Only answer "N/A" if there were no audit findings in the 2024 audit. If you did not answer no, please type "No Repeat Audit Findings" into the Comment Box.			[1.00] Yes [0.00] No [1.00] N/A

021	Core Competencies	Financial Administration	
At its July 2023 meeting, the Local Finance Board adopted an amendment to N.J.A.C. 5:30-8.2 that converted the previously suggested surety bond schedule for a CMFO to a mandatory minimum schedule. This change came into effect on January 1, 2024. See Local Finance Notice 2023-21 for further details and to view the exposure index. Through a blanket bond or an individual bond, does your municipality provide a fidelity bond with faithful performance coverage for the CMFO that meets at least the minimum schedule set forth in N.J.A.C. 5:30-8.2?			[1.00] Yes [0.00] No [1.00] N/A

022	Core Competencies	Financial Administration
At its July 2023 meeting, the Local Finance Board adopted updates to N.J.A.C. 5:30-5.7 requiring municipalities to maintain a general ledger for not only the current fund, but also for all other funds, as well as post totals for all funds to the general ledger on at least a monthly basis and maintain required original books of entry in an electronic format. See Local Finance Notice 2024-09 for further details. Does your municipality maintain a general ledger for its current fund and all other funds in accordance with N.J.A.C. 5:30-5.7?		[1.00] Yes [0.00] No

023	Core Competencies	Financial Administration
Does your municipality post totals for all funds to the general ledger on at least a monthly basis?		[1.00] Yes [0.00] No

024	Core Competencies	Financial Administration
Does your municipality maintain required original books of entry in an electronic format?		[1.00] Yes [0.00] No

025	Core Competencies	Financial Administration
Local Finance Notice 2024-11 updates municipalities and fire districts on current IRS guidance and Federal Fair Labor Standards Act (FLSA) guidance pertaining to incentives paid to volunteer firefighters and EMS (other than LOSAP). Nominal stipends funded through the federal Staffing for Adequate Fire and Emergency Response (SAFER) program's volunteer firefighter recruitment and retention (R&R) grant is also discussed. Has your municipality reviewed its volunteer fire and EMS incentives for compliance with federal requirements?		[1.00] Yes [0.00] No [1.00] N/A

026	Core Competencies	Financial Administration
Regular cash flow analysis by a municipality's finance office is critical to maintaining essential services and ensuring fiscal solvency. The Government Finance Officers Association offers cash flow forecasting guidance at https://www.gfoa.org/cash-flow-forecasting . Does your municipality's finance office generate a cash flow report on at least a quarterly basis with administration and elected officials updated on the results?		[1.00] Yes [0.00] No [1.00] Prospective

027	Core Competencies	Financial Administration
In accordance with Governor Murphy's Executive Order 267 dated October 8, 2021 and outlined in LFN 2022-08 dated March 2, 2022, municipalities and counties are required to provide DLGS with a copy of all American Rescue Plan (ARP) LFRF reports filed with U.S. Treasury, including Project and Expenditure Reports, Interim Reports, and Recovery Plan and Performance Reports. Has your municipality filed all required ARP LFRF Reports with U.S. Treasury and, in turn, filed those reports with DLGS? Only answer N/A if your municipality refused ARP LFRF Funding.		[1.00] Yes [0.00] No [1.00] N/A

028	Core Competencies	Financial Administration
If your municipality received a legislative grant-in-aid from the FY25 State Budget, is your municipality 1) in compliance with all documentation and closeout requirements, 2) maintaining current agency information in SAGE, and 3) ensuring that the agency profile in SAGE does not lapse?		[1.00] Yes [0.00] No [1.00] N/A

029	Unscored Survey	Financial Administration	
Is your municipality using any previously obligated ARP Local Fiscal Recovery Fund (LFRF) proceeds for operating expenses in its 2025 budget?			[0.00] Yes
			[0.00] No
030	Unscored Survey	Financial Administration	
Has the federal government rescinded or suspended one or more municipal grants since the beginning of this year? If so, please list the affected grants in the Comments field. If not, insert "Answered No" in the Comments field.			[0.00] Yes
			[0.00] No
031	Best Practices	Insurance	
If your municipality contracts with an insurance broker for health insurance, and said contract exceeds the Local Public Contracts Law (LPCL) bid threshold, is your municipality's health insurance broker being procured through a competitive contracting or sealed bid process conducted pursuant to the Local Public Contracts Law? Only answer N/A if your municipality does not contract with an insurance broker for health insurance or, if it does, the contract does not exceed your municipality's LPCL bid threshold.			[0.50] Yes
			[0.00] No
			[0.50] N/A
032	Best Practices	Insurance	
Insurance broker fees dependent on the amount of health insurance premiums or fees paid by the municipality are vulnerable to abuse as brokers could face conflicting incentives in seeking lower-cost health insurance alternatives. If your municipality contracts with an insurance broker for health insurance, is the structure for broker payments set at a flat-fee rather than on a commission basis to mitigate the risk of a broker recommending more expensive health insurance coverage to earn higher fees? Only answer N/A if your municipality does not contract with an insurance broker for health insurance.			[0.50] Yes
			[0.00] No
			[0.50] N/A
033	Unscored Survey	Insurance	
If your municipality offers non-SHBP employee health benefit coverage, did your municipality switch from SHBP to non-SHBP health benefit coverage within the past three (3) years?			[0.00] Yes
			[0.00] No
			[0.00] N/A
034	Core Competencies	Lead Remediation	
Subsection h. of N.J.S.A. 52:27D-437.16 requires each municipality to assess an additional fee of \$20 per unit inspected for lead hazards and deposited into the Department of Community Affairs' Lead Hazard Control Assistance Fund established pursuant to N.J.S.A. 52:27D-437.4. Does your municipality assessed and collected the above-reference \$20 fee assessment for each lead inspection and send the proceeds to the Department of Community Affairs' Division of Housing & Community Resources for deposit into the Fund?			[1.00] Yes
			[0.00] No
035	Core Competencies	Lead Remediation	
If your municipality has identified rental dwellings that have experienced tenant turnover since July 22, 2022, have all of those units been inspected prior to re-occupancy?			[1.00] Yes
			[0.00] No
			[1.00] N/A

036a

Unscored Survey

Lead Remediation

Does your municipality have a permanent local agency that is currently conducting inspections for lead-based paint hazards in rental dwellings and enforcing the provisions of P.L. 2021, c. 182? If your answer is "Other" fill-in the name of the municipal agency under Comments. If your answer is "Shared Service", please fill-in the name of the agency and the local unit providing the service under Comments. Further information concerning the requirements of this recently enacted law are available at <https://www.nj.gov/dca/codes/resources/leadpaint.shtml>.

[0.00] Board of Health
[0.00] Health Dept. or Division
[0.00] Housing Dept. or Division
[0.00] UCC Construction Code Enforcement
[0.00] Code Enforcement (non-UCC)
[0.00] Other
[0.00] Shared Service
[0.00] No local agency

036b

Unscored Survey

Lead Remediation

If your municipality does not have a permanent local agency or a shared service currently conducting inspections for lead-based paint hazards in rental dwellings to enforce the provisions of P.L. 2021, c. 182, has your municipality retained a lead evaluation contractor to provide paid lead inspection services?

[0.00] Yes
[0.00] No
[0.00] N/A

037

Unscored Survey

Lead Remediation

Pursuant to P.L. 2021, c. 182, has your municipality identified rental dwellings that have experienced tenant turnover since July 22, 2022?

[0.00] Yes
[0.00] No

038

Unscored Survey

Lead Remediation

The method of lead-based paint hazard inspection required for each municipality is at https://www.nj.gov/dca/codes/publications/pdf_lead/doh_lead_data_insp.pdf. If your municipality is required to perform a visual inspection, how many visual lead-based paint inspections did your municipality conduct (directly, through shared services, or through a certified lead evaluation contractor) since 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.

039

Unscored Survey

Lead Remediation

If your municipality is required to perform a dust wipe swiping under https://www.nj.gov/dca/codes/publications/pdf_lead/doh_lead_data_insp.pdf, how many dust wipe-sampling lead-based paint inspections did your municipality conduct (directly, through shared services, or through a certified lead evaluation contractor) since 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.

040	Unscored Survey	Lead Remediation
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How many post-remediation lead-based paint inspections has your municipality conducted (directly, through shared services, or through a certified lead evaluation contractor) since 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.

041	Unscored Survey	Lead Remediation
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How many lead safe certifications have been issued by your municipality since 2022? Please only include numbers (no text or explanation) under Comments to facilitate tabulation.

042	Unscored Survey	Opportunity Zones
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The Opportunity Zone program is a federal economic development tax incentive that aims to encourage long-term real estate development and business investments in designated low-income communities. More information on Opportunity Zones can be found at <https://www.irs.gov/credits-deductions/businesses/opportunity-zones>. The One Big Beautiful Bill Act makes the Opportunity Zone program a permanent feature of the federal tax code, requiring governors to nominate in 2026 new Opportunity Zones based on 2020 census tract boundaries. If your municipality does not already have an Opportunity Zone designation, would your municipality be interested in receiving an Opportunity Zone designation next year? Answer N/A if your municipality already has an Opportunity Zone designation.

[0.00] Yes
[0.00] No
[0.00] N/A

043a	Unscored Survey	Opportunity Zones
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Is your municipality aware of any real estate development projects or businesses that will be using the Opportunity Zone tax incentive or receiving an Opportunity Fund investment?

[0.00] Yes
[0.00] No
[0.00] N/A

043b	Unscored Survey	Opportunity Zones
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If your municipality knows of any projects that are, or will be, using the Opportunity Zone tax incentive, please include the name of each project, the full address, a short description that includes the primary developer (if applicable), estimated value of the development (i.e. total permitted value), and the project's status (if known) on the Excel form provided on DLGS's Best Practices webpage. Upload the Excel form using the "Attach File" button toward the bottom of your screen. If you have uploaded the Excel form, type "File Uploaded" in the Comment Box. If you have not uploaded the Excel Form, type NA in the Comment Box.

044	Core Competencies	Personnel
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N.J.S.A. 2C:51-2.d permanently disqualifies from future public employment any person convicted of an offense "relating directly to the person's performance in, or circumstances flowing from, the specific public office, position or employment held by the person." Disqualification from public employment relating to a conviction for a disorderly persons or petty disorderly persons offense may be waived by the court for good cause shown upon application of the county prosecutor or the Attorney General. Under certain circumstances, a certificate suspending the disqualification may be issued pursuant to the Rehabilitated Convicted Offender Act (N.J.S.A. 2A:168A-1 through 16). Before extending an offer of employment, does your municipality ask the individual whether they are currently disqualified from public employment due to a criminal conviction for which N.J.S.A. 2C:51-2.d applies?

[1.00] Yes
[0.00] No
[1.00] N/A

045	Core Competencies	Personnel	
For any municipal officers and employees NOT required by contract or municipal policy to make health benefit contributions in the amounts specified by the Chapter 78 health benefit contribution grid (excluding Rx and dental), is your municipality requiring those employees to contribute at least 1.5% of base salary towards health benefits pursuant to P.L. 2010, c. 2? See Local Finance Notices 2010-12 and 2011-20R for further details. Answer N/A if all of your municipality's officers and employees are required by contract or municipal policy to contribute at least the amount required by P.L. 2011, c. 78 for health benefits.			[1.00] Yes [0.00] No [1.00] N/A
046	Core Competencies	Personnel	
Payments for waivers filed before May 21, 2010 and maintained continuously since, cannot exceed fifty percent (50%) of the amount saved by the local unit as a result of the employee's waiver of coverage. For waivers filed on or after May 21, 2010, which is the effective date of P.L. 2010, c. 2, payments cannot exceed the lesser of twenty-five percent (25%) of the amount saved by the local unit as a result of the waiver, or \$5,000. When calculating an employee's waiver payment, the local unit must deduct the employee's healthcare contribution obligation from the total premium cost. Local units have sole discretion as to whether or not to offer employees payments for waiver of health benefits, and may offer waiver payments below the statutory maximum. Health benefit waiver payments are statutorily excluded from collective bargaining. See Local Finance Notices 2010-12 and 2016-10 for further discussion on health benefit waiver payments. Are your municipality's healthcare waiver payments at or below the statutory maximum? "N/A" is only applicable where the municipality does not make payments in lieu of health benefits.			[1.00] Yes [0.00] No [1.00] N/A
047	Core Competencies	Personnel	
N.J.A.C. 5:30-16.2 requires a municipality's purchasing agent (QPA and non-QPA), certified public works manager, and business administrator/municipal manager to register for GovConnect. If your municipality has one or more of the above-referenced titles, are the individuals in those titles registered for GovConnect with their most current e-mail addresses?			[1.00] Yes [0.00] No [1.00] N/A
048	Core Competencies	Personnel	
Has your municipality's chief financial officer, tax collector, and municipal clerk registered their most current e-mail addresses in GovConnect to allow continued receipt of EGG Notice broadcasts?			[1.00] Yes [0.00] No
049	Core Competencies	Personnel	
For all municipal officers and employees whose positions require a State-issued professional license or certification, has your municipality instituted a process to regularly verify that such officers and employees have valid licenses or certifications?			[1.00] Yes [0.00] No [1.00] Prospective

050	Unscored Survey	Personnel	
Does your municipality currently have an unlicensed individual serving as an acting municipal clerk, tempoary chief municipal finance officer, temporary purchasing agent, and/or a temporary chief public works manager? Select as many as are applicable or None of the Above.			☐ [0.00] Acting Municipal Clerk ☐ [0.00] Temporary CMFO ☐ [0.00] Temporary QPA ☐ [0.00] Temporary CPWM ☐ [0.00] None of the Above
051	Unscored Survey	Personnel	
Does your municipality currently retain a chief financial officer through a professional services contract?			☐ [0.00] Yes ☐ [0.00] No
052	Core Competencies	Procurement	
The purchase of insurance coverage and consultant services is a limited exception to public bidding by virtue of being deemed an Extraordinary Unspecifiable Service (EUS) pursuant to N.J.S.A. 40A:11-5(a)(ii) and 40A:11-5(1)(m). See Page 3 of the Local Finance Notice AU-2002-2 for further details. The standard EUS certification declaration is available at https://www.nj.gov/dca/divisions/dlgs/programs/lpcl_docs/eus_letter.pdf . Do not submit the form to DLGS. If your municipality has procured insurance under the EUS exception to public bidding, has your municipality followed the procedural requirements of an EUS in doing so?			☐ [1.00] Yes ☐ [0.00] No ☐ [1.00] N/A
053	Core Competencies	Procurement	
N.J.S.A. 34:1A-1.16 authorizes the New Jersey Department of Labor and Workforce Development (NJDOL) to create a list on its website, dubbed the Workplace Accountability in Labor List (The WALL), of any person found in violation of any State wage, benefit, and tax laws and against whom a final order has been issued by the NJDOL for such violation. A contract cannot be awarded to any contractor or vendor appearing on the WALL. Review LFN 2024-18 for further information. Is your municipality cross checking prospective vendor or contractor names against the WALL before awarding any contract over the quote threshold?			☐ [1.00] Yes ☐ [0.00] No
054	Core Competencies	Procurement	
P.L. 2023, c. 138 requires public works contractor registration and payroll certification for public works projects to be completed online at https://njwages.nj.gov/ . Contractors were required to be registered prior to August 15, 2024 with public entity registration strongly encouraged. Email njwagehubinfo@dol.nj.gov for assistance with registration. In addition to the NJ Wage Hub online requirements, certified payrolls shall continue to be submitted to the municipality in the manner and process that is consistent with each body's previous receipt of certified payrolls (e.g. email, fax). Is your municipality registered with NJDOL's online certified payroll system?			☐ [1.00] Yes ☐ [0.00] No

055	Core Competencies	Redevelopment	
Upon the adoption of a resolution by a municipal governing body determining that a delineated area, or any part thereof, is an area in need of redevelopment or an area in need of rehabilitation, N.J.S.A. 40A:12A-6.b(5)(c) and 40A:12A-14.a require the municipal clerk to transmit a copy of the resolution to the Commissioner of the Department of Community Affairs for review. If the area in need of redevelopment or rehabilitation is not located in an area in which development or redevelopment is to be encouraged pursuant to any State law, the determination shall not take effect without first receiving the review and approval of the Commissioner. If the area in need of redevelopment or rehabilitation is located within an area in which development or redevelopment is encouraged pursuant to State law, the resolution shall take effect after the municipal clerk has transmitted a copy of the resolution to the Commissioner. Areas in Need of Redevelopment and Areas in Need of Rehabilitation are featured on the NJ Community Asset Map hosted on the Office of Local Planning Services webpage under "Available Data and Applications." Has your municipality submitted all resolutions designating areas in need of redevelopment or rehabilitation within the municipality to the DCA Commissioner?			[1.00] Yes [0.00] No [1.00] N/A
056	Core Competencies	Redevelopment	
N.J.S.A. 40A:20-9.d requires an urban renewal entity with which the municipality has a financial agreement for a payment in lieu of taxes (PILOT) under the Long-Term Tax Exemption Law to submit annually, within 90 days after the close of its fiscal year, its auditor's reports to the mayor and the governing body. Does your municipality enforce the annual submission of urban renewal entity audit reports and review those reports?			[1.00] Yes [0.00] No [1.00] N/A
057	Core Competencies	Redevelopment	
For financial agreements under the Long-Term Tax Exemption Law that were entered into on or after July 9, 2003, N.J.S.A. 40A:20-12 requires municipalities to remit to the county five percent (5%) of each quarterly installment of the annual service charge paid by the urban renewal entity to the municipality. The county portion must be included with the quarterly tax installment paid to the county pursuant to N.J.S.A. 54:4-74. Does your municipality pay over to the county its statutory share of each Long-Term PILOT entered into on or after July 9, 2003?			[1.00] Yes [0.00] No [1.00] N/A [1.00] Prospective
058	Core Competencies	Redevelopment	
Payments In Lieu of Taxes (PILOTs) can be a useful tool for economic development. However, municipalities must monitor PILOT agreements to ensure recipients comply with all agreement terms, particularly timely payment and reporting. Does your municipality have an official designated to monitor exemptions/abatements and ensure compliance with the PILOT agreement terms?			[1.00] Yes [0.00] No [1.00] N/A
059	Core Competencies	Shared Services & Consolidation	
N.J.S.A. 40A:65-4(b) requires a copy of each shared services agreement to be filed with the Division of Local Government Services. Has your municipality filed with the Division the most current copy of each shared services agreement under which the municipality provides one or more services to another local unit as defined by N.J.S.A. 40A:65-3 of the Uniform Shared Services and Consolidation Act? Only answer N/A if your municipality does not provide a shared service to another local unit.			[1.00] Yes [0.00] No [1.00] N/A

060

Unscored Survey

Shared Services & Consolidation

Local Finance Notice 2017-23 describes the avenues through which a municipality can consolidate multiple fire districts into a single fire district. If your municipality has multiple fire districts, has it recently reviewed, or is it currently reviewing, the feasibility of consolidating its multiple districts into a single district? Only answer N/A if your municipality does not have a fire district or only has a single fire district.

[0.00] Yes
[0.00] No
[0.00] N/A

061a

Unscored Survey

Shared Services & Consolidation

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

[0.00] Chief Financial Officer
[0.00] Tax Collector
[0.00] Tax Assessor
[0.00] Municipal Clerk
[0.00] Municipal Treasurer
[0.00] Qualified Purchasing Agent
[0.00] Certified Public Works
[0.00] Public Works Superintendent
[0.00] None of the Above

061b

Unscored Survey

Shared Services

If the answer to Question 61a is yes, did one or more of the identified shared service agreements result in the dismissal of a tenured official? If yes, please insert under Comments 1) the position or positions where an agreement resulted in the dismissal of a tenured official; and 2) an estimate of the cost savings anticipated to be achieved by the participating municipalities at the outset of the agreement. If the answer is No or N/A, please insert "No" or "N/A" under Comments. See LFN 2018-3R for more information on this provision of the Common Sense Shared Service Act.

[0.00] Yes
[0.00] No
[0.00] N/A

062

Unscored Survey

Technology

Does your municipality routinely utilize an artificial intelligence (AI) platform in one or more of its departments?

[0.00] Yes
[0.00] No

063

Best Practices

Transparency

Does your municipality maintain on its website the most recent annual financial statement (AFS) and annual audit, including any corrective action plan? Please provide the link to the webpage on which both are posted under Comments. If the answer is "No" type "Answered No" under Comments.

[0.50] Yes
[0.00] No

064	Best Practices	Transparency	
Does your municipality maintain on its website all current labor agreements, including memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements? Please provide the link to the webpage on which current labor agreements are posted under Comments. If the answer is "No" type "Answered No" under Comments.			[0.50] Yes [0.00] No
065	Best Practices	Transparency	
Does your municipality maintain on its website, in an easily accessible location, the municipal master plan and all past and current master plan elements (e.g. land use, housing, stormwater management plan, traffic, open space and recreation)? Please provide the link to the webpage on which the master plan information is posted under Comments. If the answer is "No" type "Answered No" in the Comments.			[0.50] Yes [0.00] No
066	Best Practices	Transparency	
Does your municipality feature a link on its website to the Division of Taxation's Property Tax Relief Program webpage at https://www.state.nj.us/treasury/taxation/relief.shtml ?			[0.50] Yes [0.00] No
067	Core Competencies	Transparency	
Are your municipality's codified and uncoded ordinances, including all current salary ordinances, posted on the municipality's website? Please provide the link to the webpage on which the ordinances are posted under Comments. If the answer is "No" type "Answered No" under Comments.			[1.00] Yes [0.00] No
068	Core Competencies	Transparency	
Does your municipality maintain on its website minutes and agendas, along with meeting dates, for the governing body, planning board, board of adjustment and all commissions? Please provide the link to the webpage on which the agendas and minutes are listed under Comments. If the answer is "No" type "Answered No" under Comments.			[1.00] Yes [0.00] No
069	Core Competencies	Transparency	
Does your municipality maintain on its website the previous three years of adopted budgets and the current year introduced or adopted budget, inclusive of the user-friendly budget section, as required pursuant to N.J.S.A. 40A:4-10? Please provide the link to the webpage on which the budgets are posted under Comments. If the answer is "No" type "Answered No" under Comments.			[1.00] Yes [0.00] No
070	Core Competencies	Utilities	
Section 4 of P.L. 2021, c. 317 establishes a Winter Termination Program allowing eligible residential customers to avoid service shutoff from November 15 through March 15 for non-payment of water, sewer, or electric service provided by a local unit. See Local Finance Notice 2024-17 for further details. Has your municipality notified its residential ratepayers about the Winter Termination Program in the manner required under law with respect to the utility services it provides?			[1.00] Yes [0.00] No [1.00] N/A

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Best Practices Inventory Online Platform

Mountain Lakes Borough

Scoring

Current Score: 37.50

Score	Aid Withheld
0 - 23	100% of final aid payment withheld
24 - 27	50% of final aid payment withheld
28 - 31	25% of final aid payment withheld
32 +	No aid withholding

RESOLUTION AND ORDINANCE REVIEW FOR THE OCTOBER 13, 2025 MEETING

TO: MAYOR AND COUNCIL

FROM: MITCHELL STERN, MANAGER

RESOLUTIONS

R154-25, REQUESTING APPROVAL OF ITEM OF REVENUE AND APPROPRIATION UNDER N.J.S.A. 40A: 4-87 FOR THE FY2026 HIGHLANDS PROTECTION FUND – PLAN CONFORMANCE FUNDING GRANTS - \$3,000.00 - passage of this resolution will amend the Borough's 2025 budget to include the \$3,000 Highlands grant. The grant funds completion of an environmental resource inventory

R155-25, AUTHORIZING THE AWARD OF CONTRACT FOR REPLACEMENT OF DPW OFFICE SPLIT SYSTEMS AND DUCTWORK - this resolution authorizes the Borough Manager to enter into a contract with K & D Contractors, LLC. in the amount of \$36,400.00 for the replacement of the DPW HVAC system and ductwork. The Borough Engineer and Borough Attorney reviewed bids that were submitted and have recommended the award.

R156-25, APPOINTING QUALIFIED PURCHASING AGENT - this resolution appoints Jennifer Semler as the Qualified Purchasing Agent (QPA) for the Borough. The appointment of a QPA provides greater purchasing flexibility which can result in savings to the Borough.

R157-25, AUTHORIZING THE ADOPTION OF THE 2025 MORRIS COUNTY, NEW JERSEY HAZARD MITIGATION PLAN UPDATE- this resolution adopts the updated NJ Hazard Mitigation Plan, a requirement of the Federal Emergency Management Agency which allows the Borough to receive reimbursement of eligible costs incurred during federally declared emergencies. Without the resolution in place, the Borough cannot receive reimbursements from FEMA. Due to the size of the plan document, we will not be printing it unless requested. You can view the plan on Morris County's website at this link: <https://www.morriscountynj.gov/Departments/Office-of-Emergency-Management/Mitigation/2020-Mitigation-Plan-Update>

R158-25, ESTABLISHING A POLICY FOR RETROACTIVE REFUND OF TAXES PURSUANT TO N.J.S.A. 54:4-3.32 – this resolution establishes a policy to refund taxes for disabled veterans. This resolution is recommended by the Tax Assessor, Tax Collector, and Borough Attorney.

R159-25, AUTHORIZING THE SETTLEMENT OF A TAX APPEAL (15 POINT VIEW PLACE LLC V. BOROUGH OF MOUNTAIN LAKES – BLOCK 100.02, LOT 87) – this resolution authorizes a settlement of a tax appeal for 15 Point View Place for the year 2025. The settlement was negotiated and recommended by the Borough Tax Assessor and the Borough Attorney.

R160-25, AUTHORIZING THE SETTLEMENT OF A TAX APPEAL (ABBAS, ABIDA ANUM/ALI BABAR V. BOROUGH OF MOUNTAIN LAKES – BLOCK 78, LOT 44) - this resolution authorizes a settlement of a tax appeal for 48 Glen Road for the year 2025. The settlement was negotiated and recommended by the Borough Tax Assessor and the Borough Attorney.

R161-25, CANCELLING TAXES FOR TOTAL DISABLED VETERAN (MASSEY, 1 NORTH CRANE ROAD BLOCK 33 LOT 6) - this resolution cancels / exempts property taxes for a 100% permanent and total disabled veteran.

ORDINANCES TO INTRODUCE

15-25, AMENDING THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF MOUNTAIN LAKES TO PROVIDE FOR THE ADMINISTRATION OF THE REQUIREMENT IMPOSED BY THE STATE OF NEW JERSEY FOR LEAD-BASED PAINT INSPECTIONS OF CERTAIN RESIDENTIAL DWELLINGS – this ordinance amends the Borough Code to establish Chapter 140 in compliance with New Jersey law (P.L. 2021, c.182), requiring lead-based paint inspections for certain residential rental properties. It outlines inspection schedules, exemptions, reporting obligations, penalties for noncompliance, and associated fees.

16-25, AMENDING CHAPTER 119, “FILMING”, OF THE BOROUGH CODE - this ordinance amends Chapter 119 of the Borough code to meet the criteria established by the New Jersey Motion Picture and Television Commission for designation as a Film Ready municipality.

ORDINANCES TO ADOPT

NONE.

If you have any questions prior to the meeting, please feel free to contact me.

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

ORDINANCE 15-25

ORDINANCE AMENDING THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF MOUNTAIN LAKES TO PROVIDE FOR THE ADMINISTRATION OF THE REQUIREMENT IMPOSED BY THE STATE OF NEW JERSEY FOR LEAD-BASED PAINT INSPECTIONS OF CERTAIN RESIDENTIAL RENTAL DWELLINGS

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

Section 1. The Revised General Ordinances of the Borough of Mountain Lakes shall be amended by the inclusion of new Chapter 140 which shall be entitled "Lead-Based Paint Inspection for Residential Rental Dwellings" and shall read, in its entirety, as follows:

Chapter 140

Lead-Based Paint Inspection for Residential Rental Dwellings.

§ 140-1 Lead-Based Paint Inspections for Residential Rental Dwellings.

New Jersey law (P.L. 2021, c. 182) requires that a certified lead evaluation contractor perform inspections of certain single-family, two-family, and multi-family residential rental dwellings for lead-based paint hazards. The dwelling owners/landlords are required by State law to have the inspection performed by either an inspector retained by the Borough or by directly hiring a certified lead evaluation contractor for this purpose.

§ 140-2 Requirement for Lead-Based Paint Inspection

- A. All residential rental dwelling units required to be inspected under State law must initially be inspected for lead-based paint upon tenant turnover, but the first inspection must take place no later than July 22, 2024 in the event there has been no tenant turnover before that date.
- B. After the initial inspection, all units required to be inspected shall be inspected for lead-based paint hazards every three years, or upon tenant turnover, whichever is earlier. An inspection upon tenant turnover is not required if the owner has a valid lead-safe certificate. Lead-safe certificates are valid for two years. If the lead-safe certificate has expired, and there will be a tenant turnover, an inspection will be necessary before the three-year inspection.

§ 140-3 Exemptions from the Requirement for Lead Based Paint Inspections

All single-family, two-family, and multiple rental dwellings must be inspected except for the following dwellings which are exempt:

- A. Dwellings that were constructed during or after 1978.
- B. Single-family and two-family seasonal rental dwellings which are rented for less than six-months duration each year by tenants that do not have consecutive lease renewals.
- C. Dwellings that have been certified to be free of lead-based paint pursuant to N.J.A.C. 5:17-3.16(b).
- D. Multiple rental dwellings that have been registered with the Department of Community Affairs for at least ten years and have no outstanding lead violations from the most recent cyclical inspection performed on the multiple dwelling under the "Hotel and Multiple Dwelling Law" (N.J.S.A. 55:13A-1).

- E. Dwellings with a valid lead-safe certificate issued pursuant to P.L.2021, c.182. Lead-safe certificates are valid for two years from the date of issuance.

§ 140-4 Reporting Requirements for Owners/Landlords and Contractors

- A. Owners/Landlords of all dwellings subject to the inspection requirements under this Chapter shall register their unit(s) with the Borough and provide the Borough with up-to-date information on inspection schedules, inspection results, and tenant turnover.
- B. A copy of all lead-safe certifications issued for property located in the Borough of Mountain Lakes shall be provided to the Borough by the evaluation contractor.
- C. An Owner/Landlord shall provide the Borough with a copy of any lead-free certification issued pursuant to N.J.A.C. 5:17 for their unit(s).

§ 140-5 Violations and Penalties

- A. A property owner/landlord within the Borough of Mountain Lakes shall comply with the requirements of P.L.2021, c.182 and this Chapter. If a Borough Official determines that a property owner has failed to comply with the inspection requirements of this Chapter, the property owner shall be given a thirty-day notice to cure any violation by ordering the necessary inspection or by initiating remediation. If the dwelling owner has not cured the violation within 30 days, the owner shall be subject to a penalty not to exceed \$1,000 per week until the required inspection has been conducted or remediation efforts initiated.
- B. Any other violation of the provisions of this Chapter shall be subject to a fine of not less than \$50 nor more than \$500 for each offense.

Section 2. The Revised General Ordinances of the Borough of Mountain Lakes, Chapter 111, Section 111-3, "Fee Schedule", Subsection B "Construction Code", shall be amended by the inclusion of new Paragraph (7) which shall contain fees for lead based paint inspections and shall read, in its entirety, as follows:

(7) Lead-based Paint Inspections as required by NJAC 5:28A		
Visual Inspection, per unit		\$400.00
Post Remediation/Clearance Inspection (per unit)		\$450.00

Section 3. If any section or provision of this Ordinance shall be held invalid in any Court of competent jurisdiction, the same shall not affect the other sections or provisions of this Ordinance, except so far as the section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

Section 4. All Ordinances or parts of Ordinances, which are inconsistent herewith are hereby repealed to the extent of such inconsistency.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of the ordinance duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 27, 2025.

Cara Fox, Borough Clerk

Introduced: 10/13/25

Adopted: 10/27/25

[illegible]

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

ORDINANCE 16-25

AN ORDINANCE AMENDING CHAPTER 119, "FILMING", OF THE BOROUGH CODE

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

SECTION 1. The Revised General Ordinances of the Borough of Mountain Lakes Chapter 119, entitled "Filming", shall be amended to read, in its entirety, as follows:

Chapter 119 FILMING

§ 119-1. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

FILMING — The taking of still or motion pictures either on film or videotape or similar recording medium, for commercial or educational purposes intended for viewing on television, in theaters or for institutional uses. The provisions of this chapter shall not be deemed to include the "filming" of news stories within the Borough of Mountain Lakes.

MAJOR MOTION PICTURE — Any film which is financed and/or distributed by a major motion picture studio, including but not limited to the following:

- A. NBC Universal, including Peacock;
- B. Warner Bros. Discovery, including New Line Cinema, HBO, DC Studios and Castle Rock Entertainment.
- C. Paramount, including Miramax, MTV Films, Showtime, Skydance, Dreamworks and Nickelodeon Movies.
- D. Walt Disney Studios, including 20th Century Studios, Searchlight Pictures, Hulu and Marvel Studios.
- E. Sony Pictures, including Columbia Pictures, Screen Gems and Tristar Pictures.
- F. Amazon MGM Studios.
- G. Netflix Studios.
- H. Any film for which the budget is at least \$20,000,000.
- I. Recurrent weekly television series programming.

PUBLIC LANDS — Any and every public street, highway, sidewalk, square, public park or playground or any other public place within the Borough which is within the jurisdiction and control of the Borough of Mountain Lakes.

§ 119-2. Permit required.

- A. No person or organization shall film or permit filming on public or private land within the Borough of Mountain Lakes without first having obtained a permit from the office of the Municipal Clerk, which permit shall set forth the approved location of such filming. Said permit must be readily available for inspection by Borough officials at all times at the site of the filming.
- B. All permits shall be applied for and obtained from the office of the Municipal Clerk during normal business hours. Applications for such permits shall be in a form approved by the Municipal Clerk and be accompanied by a permit fee in the amount established by this chapter in § 119-12 herein.
- C. If a permit is issued and, due to inclement weather or other good cause, filming does not in fact take place on the dates specified, the Municipal Clerk may, at the request of the applicant, issue a new permit for filming on other dates subject to full compliance with all other provisions of this chapter. No additional fee shall be paid for this permit.

§ 119-3. Issuance of permits.

- A. No permits will be issued by the Municipal Clerk unless applied for prior to four days before the requested shooting date; provided, however, that the Borough Manager may waive the four-day period if, in his judgment, the applicant has obtained all related approvals and adjacent property owners or tenants do not need to be notified. A permit issued under such waiver shall be treated as an expedited filming permit.
- B. No permit shall be issued for filming upon public lands unless the applicant shall provide the Borough with satisfactory proof of the following:
 - (1) Proof of insurance coverage as follows:
 - (a) For bodily injury to any one person in the amount of \$500,000 and any occurrence in the aggregate amount of \$1,000,000.
 - (b) For property damage for each occurrence in the aggregate amount of \$300,000.
 - (2) An agreement, in writing, whereby the applicant agrees to indemnify and save harmless the Borough of Mountain Lakes from any and all liability, expense, claim or damages resulting from the use of public lands.
 - (3) The posting of cash of \$500 or a maintenance bond of \$500 running in favor of the Borough and protecting and insuring that the location utilized will be left after filming, in a satisfactory condition, free of debris, rubbish and equipment, and that due observance of all Borough ordinances, laws and regulations will be followed. Within 10 days of the completion of the filming, the Borough will return the bond if there has been no damage to public property or public expense caused by the filming.
 - (4) The hiring of an off-duty Mountain Lakes police officer for the times indicated on the permit.
- C. The holder of the permit shall take all reasonable steps to minimize interference with the free passage of pedestrians and traffic over public lands and shall comply with all lawful directives issued by the Mountain Lakes Police Department with respect thereto.

§ 119-4. Interference with public activity; notice of filming.

- A. The holder of a permit shall conduct filming in such a manner as to minimize the inconvenience or discomfort to adjoining property owners attributable to such filming and shall, to the extent practicable, abate noise and park vehicles associated with such filming off the public streets.
- B. The holder shall avoid any interference with previously scheduled activities upon public lands and limit, to the extent possible, any interference with normal public activity on such public lands. Where the applicant's production activity, by reason of location or otherwise, will directly involve and/or affect any businesses, merchants or residents, these parties shall be given written notice of the filming at least three business days prior to the requested shooting date and be informed that objections may be filed with the Municipal Clerk, said objections to form a part of applicant's application and be considered in the review of the same. Proof of service of notification to adjacent owners shall be submitted to the Municipal Clerk within two days of the requested shooting date.

§ 119-5. Filming in residential zones.

Filming in residential zones shall be permitted Monday through Sunday between the hours of 7:00 a.m. and 9:00 p.m. (camera wrap) or 10:00 p.m. (crew wrap), provided that all requests for night scenes (exterior only) shall be approved in the permit to be granted in accordance with § 119-8 hereof.

§ 119-6. Refusal to issue permit; employment of patrolmen and electrician.

- A. The Borough Manager may refuse to issue a permit whenever he determines, on the basis of objective facts and after a review of the application and a report thereon by the Police Department and by other Borough agencies involved with the proposed filming site, that filming at the location

and/or the time set forth in the application would violate any law or ordinance or would unreasonably interfere with the use and enjoyment of adjoining properties, unreasonably impede the free flow of vehicular or pedestrian traffic or otherwise endanger the public's health, safety or welfare.

- B. Further, the Borough reserves the right to require one or more on-site patrolmen in situations where the proposed production may impede the proper flow of traffic, the cost of said patrolman to be borne by the applicant as a cost of production. Where existing electrical power lines are to be utilized by the production, an on-site licensed electrician may be similarly required if the production company does not have a licensed electrician on staff.

§ 119-7. Appeals.

- A. Any person aggrieved by a decision of the Borough Manager denying or revoking a permit or a person requesting relief pursuant to § 119-8 may appeal to the Borough Council. A written notice of appeal setting forth the reasons for the appeal shall be filed with the Manager.
- B. An appeal from the decision of the Manager shall be filed within 10 days of the Manager's decision. The Borough Council shall set the matter down for a hearing within 30 days of the day on which the notice of appeal was filed. The decision of the Borough Council shall be in the form of a resolution supporting the decision of the Borough Manager at the first regularly scheduled public meeting of the Borough Council after the hearing on the appeal, unless the appellant agrees in writing to a later date for the decision. If such a resolution is not adopted within the time required, the decision of the Manager shall be deemed to be reversed, and a permit shall be issued in conformity with the application or the relief pursuant to § 119-8 shall be deemed denied.

§ 119-8. Waiver of requirements of chapter by Manager.

The Borough Manager may authorize filming other than during the hours herein described. In determining whether to allow an extension of hours under this section, the Manager shall consider the following factors:

- A. Traffic congestion at the location caused by vehicles to be parked on the public street.
- B. Applicant's ability to remove film-related vehicles off the public streets.
- C. When the applicant is requesting restrictions on the use of public streets or public parking during the course of the filming.
- D. Nature of the film shoot itself; e.g., indoors or outdoors; day or night; on public or private lands.
- E. Prior experience of the film company/applicant with the Borough, if any.
- F. Consultation with the Council as appropriate.

§ 119-9. Copies of permit; inspections.

Copies of the approved permit will be sent to the Police and Fire Departments before filming takes place and to the New Jersey Film Commission. The applicant shall permit the Fire Prevention Bureau or other Borough inspectors to inspect the site and the equipment to be used. The applicant shall comply with all safety instruction issued by the Fire Prevention Bureau or other Borough inspectors. Copies shall be sent to NJMPTVC.

§ 119-10. Reimbursement of certain costs.

In addition to any other fees or costs mentioned in this chapter, the applicant shall reimburse the Borough for any lost revenue, such as parking meter revenue, repairs to public property or other revenues that the Borough was prevented from earning because of filming.

§ 119-11. Designation of Film Ready Liaison

The Borough Manager shall serve as the Film Ready Liaison for the Borough. He or she may designate an alternate liaison as they deem appropriate.

§ 119-12. Fees.

The schedule of fees for the issuance of permits authorized by this chapter are as follows:

- A. Basic filming permit: \$100. Where an applicant requests a waiver of the provision of § 119-3A requiring expedited processing of a permit application, the basic filming permit fee for processing the application on an expedited basis shall be \$250.
- B. Daily filming fee payable in addition to the basic filming permit: \$150 per day.
- C. Daily filming fee payable for major motion picture: \$250 per day.
- D. Filming permit for nonprofit applicants filming for educational purposes (no daily rate required): \$25.

§ 119-13. Violations and penalties.

Any person who violates any provision of this chapter shall, upon conviction thereof, be punished by a fine not exceeding \$2,000, imprisonment in the county/municipal jail for a term not exceeding 90 days, or a period of community service not exceeding 90 days, or any combination thereof as determined by the Municipal Court Judge. Each day on which a violation of an ordinance exists shall be considered a separate and distinct violation and shall be subject to imposition of a separate penalty for each day of the violation as the Municipal Court Judge may determine.

SECTION 2. If any section or provision of this Ordinance shall be held invalid in any Court of competent jurisdiction, the same shall not affect the other sections or provisions of this Ordinance, except so far as the section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

SECTION 3. All Ordinances or parts of Ordinances which are inconsistent herewith are hereby repealed to the extent of such inconsistency.

SECTION 4. This Ordinance shall take effect immediately after final passage and publication in the manner provided by law.

[illegible]

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of the ordinance duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 27, 2025.

Cara Fox, Borough Clerk

Introduced: 10/13/25

Adopted: 10/27/25

Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon						
Howley						
Menard						
Sheikh						
Tsai						
Muilenburg						
Barnett						

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

RESOLUTION 153-25

RESOLUTION AUTHORIZING THE PAYMENT OF BILLS

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the current bills, dated **October 13, 2025** and on file and available for public inspection in the Office of the Treasurer and approved by him for payment, be paid.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 13, 2025.

Cara Fox, Borough Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon						
Howley						
Menard						
Sheikh						
Tsai						
Muilenburg						
Barnett						

List of Bills - Claims/Clearing Checking Account Meeting Date: 10/15/2025 For bills from 09/19/2025 to 10/09/2025

Check#	Vendor	Description	Payment	Check Total
ACH	124 - AC DAUGHTRY, INC.	PO 30718 DPW - CENTRAL STATION MONITORING - BLANK	531.83	531.83
26116	2426 - AGL WELDING SUPPLY CO.	PO 30428 DPW - EQUIPMENT & TOOLS - BLANKET	95.10	95.10
ACH	164 - ALERT-ALL CORP.	PO 31487 FIRE DEPT: FIRE PREVENTION	1,790.80	1,790.80
26117	3861 - AMAZON CAPITAL SERVICES	PO 31481 RECREATION: ORDER# 111-9460008-2792218	121.31	
		PO 31495 ADMIN: ORDER# 111-5156487-4081867	89.94	211.25
26118	4708 - AMPT STUDIO, LLC	PO 31389 RECREATION DEPARTMENT APPAREL	250.00	250.00
ACH	189 - ANCHOR ACE HARDWARE	PO 31464 OFFICE ITEMS - KEYS	50.98	50.98
ACH	189 - ANCHOR ACE HARDWARE	PO 31469 DPW - ANCHOR ACE AUGUST 2025 ACCT# 10016	570.37	570.37
ACH	189 - ANCHOR ACE HARDWARE	PO 31473 DPW - ANCHOR ACE AUGUST 2025 ACCT# 10027	326.97	326.97
ACH	189 - ANCHOR ACE HARDWARE	PO 31501 POLICE: HARDWARE SUPPLIES MISC. - SEPTEM	85.92	85.92
ACH	189 - ANCHOR ACE HARDWARE	PO 31503 DPW - ANCHOR ACE SEPT 2025 ACCT# 10027 A	81.76	
		PO 31503 DPW - ANCHOR ACE SEPT 2025 ACCT# 10027 A	27.98	109.74
26119	102 - ANDERSON & DENZLER ASSOC., INC	PO 31512 SEPTEMBER 2025 PROFESSIONAL SERVICES	1,986.60	
		PO 31512 SEPTEMBER 2025 PROFESSIONAL SERVICES	756.80	
		PO 31512 SEPTEMBER 2025 PROFESSIONAL SERVICES	150.45	
		PO 31512 SEPTEMBER 2025 PROFESSIONAL SERVICES	7,011.10	
		PO 31512 SEPTEMBER 2025 PROFESSIONAL SERVICES	189.20	10,094.15
26120	4163 - APPRAISAL SYSTEMS, INC.	PO 30701 2025 PROFESSIONAL SERVICE FOR REASSESSME	6,000.00	6,000.00
26121	4767 - ARTEX GROUP, INC	PO 31374 SWIM PATCHES	272.00	272.00
26122	3957 - ATLANTIC COAST RECYCLING	PO 30792 SOLID WASTE - RECYCLING - 2025 - BLANKET	587.08	587.08
26123	254 - BARCO PRODUCTS, LLC	PO 31336 PICNIC TABLES FOR KAUFMANN, MIDVALE, AND	3,000.00	
		PO 31336 PICNIC TABLES FOR KAUFMANN, MIDVALE, AND	3,422.64	6,422.64
26124	4368 - BUY WISE AUTO PARTS, INC.	PO 30315 DPW - VEHICLE REPAIR & MAINTENANCE - BLA	116.24	
		PO 31492 POLICE: VEHICLE REPAIRS - 25-03	733.60	849.84
26125	440 - CDW GOVERNMENT	PO 31339 CLERK COMPUTER	680.98	
		PO 31339 CLERK COMPUTER	225.00	
		PO 31339 CLERK COMPUTER	225.00	
		PO 31491 ADMIN: CONFERENCE ROOM TVS	1,209.00	2,339.98
ACH	445 - CERBO'S PARSIPPANY GREENHOUSES, INC	PO 31452 SEASONAL DECORATIONS	757.20	757.20
ACH	4090 - CLEAN MAT SERVICES, LLC	PO 30750 2025 FLOOR MAT SERVICE / DPW APR - DEC -	210.66	210.66
26126	2396 - COUNTY WELDING SUPPLY CO.	PO 30429 DPW - EQUIPMENT & TOOLS - BLANKET	72.00	72.00
26127	2344 - CWC CONTINUING EDUCATION	PO 31435 WATER DEPT: COURSES FOR MIKE GAGLIARDI	1,800.00	1,800.00
ACH	506 - DAN COMO & SONS, INC	PO 31304 SOLID WASTE: LEAF/BRUSH REMOVAL - BLANKE	600.00	
		PO 31304 SOLID WASTE: LEAF/BRUSH REMOVAL - BLANKE	1,350.00	1,950.00
26128	576 - DAVE'S TIRE, LLC	PO 31455 POLICE: VEHICLE REPAIR - STATE BID 73252	396.00	396.00
26129	652 - DOVER BRAKE AND CLUTCH CO. INC	PO 30641 DPW - VEHICLE REPAIR & MAINTENANCE - BLA	90.06	90.06
ACH	3597 - ENVIRONMENTAL GLOBAL SOLUTIONS, LLC	PO 31192 DPW - EQUIPMENT FOR WELLS 2&3	3,307.50	3,307.50
26130	3480 - FASTSIGNS	PO 31480 HALLOWEEN AND HOLIDAY DECORATING WINNERS	153.36	153.36
26131	746 - FEDEX	PO 31475 POLICE: MAIL/SHIPPING MISC. - ACCT# 2047	49.92	49.92
ACH	1170 - FERGUSON ENTERPRISES #501	PO 31420 S & R: BRANCH #501- STORM WATER BASIN RE	356.90	356.90
ACH	2517 - FIREFIGHTER ONE, LLC	PO 31128 FIRE DEPT: HELMET FRONTS	864.96	864.96
ACH	4761 - FRANKLIN BRONZE PLAQUES, INC	PO 31265 HPC: HOUSE PLAQUE - 104 POLLARD RD	280.00	280.00
ACH	653 - GANNET NEW YORK/NEW JERSEY LOCALIQ	PO 30391 PLANNING/ZONING - 2025 ADVERTISING - BLA	21.70	21.70
ACH	653 - GANNET NEW YORK/NEW JERSEY LOCALIQ	PO 30993 CLERK: ADVERTISING	380.53	
		PO 30993 CLERK: ADVERTISING	48.33	428.86
ACH	876 - GARDEN STATE LABORATORIES, INC	PO 30538 WATER OPERATING - TREATMENT OF WELLS - B	144.00	144.00
ACH	876 - GARDEN STATE LABORATORIES, INC	PO 31499 WATER OPERATING - WATER SAMPLNG OF WELLS	5,725.00	5,725.00
ACH	4605 - GEESE CHASERS NORTH JERSEY, LLC	PO 30834 PARKS: 2025 GOOSE MANAGEMENT ANNUAL MAIN	1,175.00	1,175.00
ACH	196 - GRIFFITH-ALLIED TRUCKING, LLC	PO 31440 DPW - UNLEADED GASOLINE - MCCPC CONTRACT	1,091.14	
		PO 31440 DPW - UNLEADED GASOLINE - MCCPC CONTRACT	3,062.99	4,154.13
ACH	3991 - GRM INFORMATION MANAGEMENT SERVICES	PO 30749 2025 ARCHIVE STORAGE ACCT 01QA0220 - 20	167.74	167.74
ACH	4674 - HOME AND HARDSCAPE SOFTWASH	PO 31510 EXTERIOR WINDOW CLEANING	485.00	485.00
26132	911 - HOME DEPOT CREDIT SERVICES	PO 30561 WATER OPERATING - DEPARTMENTAL SUPPLIES	168.34	
		PO 31272 DPW - DEPARTMENT SUPPLIES - BLANKET - 18	472.83	
		PO 31276 DPW - DEPARTMENT SUPPLIES - BLANKET - 18	206.94	
		PO 31439 DPW AND WATER DEPARTMENT SUPPLIES	128.55	976.66
26133	911 - HOME DEPOT CREDIT SERVICES	PO 31439 DPW AND WATER DEPARTMENT SUPPLIES	704.47	
		PO 31478 WATER OPERATING / S&R - BLANKET - 18-FLE	209.78	
		PO 31478 WATER OPERATING / S&R - BLANKET - 18-FLE	309.82	
		PO 31489 DPW - BUILDING MAINTENANCE - MUNICIPAL B	50.05	1,274.12
26134	3638 - IDEMIA IDENTITY & SECURITY USA, LLC	PO 31053 POLICE: COMPUTER FOR LIVESCAN NJ STATE C	3,082.00	3,082.00
26135	3817 - IL TORRENTE PIZZA	PO 31463 WATER OPERATING - MEALS	113.78	113.78
26136	859 - JCP&L	PO 31483 STREET LIGHTING - 148/163 - AUG to SEPT	4,364.83	
		PO 31494 STREET LIGHTING - THE ENCLAVE - AUG to S	74.05	
		PO 31511 STREET LIGHTING - 24 PARK PL - 8/27 - 9/	25.36	4,464.24
ACH	4319 - JMS PRINTING, LLC	PO 31486 ENVIRONMENTAL COMMISSION: YARD SIGNS	200.00	200.00
ACH	1090 - KENVIL POWER MOWER	PO 31219 DPW - EQUIPMENT REPAIR - BLANKET	182.30	182.30
ACH	1090 - KENVIL POWER MOWER	PO 31458 DPW - EQUIPMENT REPAIR - BLANKET	277.19	277.19
ACH	4563 - LAURIE STEPPER	PO 31447 SUPPLIES FOR FALL FEST AND SPECIAL EVENT	66.93	66.93

List of Bills - Claims/Clearing Checking Account

Meeting Date: 10/15/2025 For bills from 09/19/2025 to 10/09/2025

Check#	Vendor	Description	Payment	Check Total
26137	2561 - LIFESAVERS, INC.	PO 31467 FIRE DEPT: AED/PADS	984.50	
26138	4699 - MAGNUM VAC SERVICE	PO 31479 FIRE DEPT: PEDIATRIC AED PADS	228.96	1,213.46
26139	4516 - MILLER ENERGY CO	PO 31497 DPW - SEWER EVALUATION - RT 46 EAST BETW	1,600.00	1,600.00
26140	3886 - MISSION COMMUNICATIONS, LLC	PO 30872 WATER OPERATING - WELL 5 SYSTEM PUMP MET	7,510.99	7,510.99
ACH	3926 - MITCHELL STERN	PO 31457 WATER DEPARTMENT - SERVICE CONTRACT 10/1	4,302.00	4,302.00
ACH	3926 - MITCHELL STERN	PO 31465 REIMBURSEMENT - MITCHELL STERN	191.88	191.88
26141	1295 - MORRIS COUNTY MUNICIPAL UTILITIES	PO 31493 ADMIN: REIMBURSEMENT - CONSTANT CONTACT	771.10	771.10
ACH	1316 - MOST DEPENDABLE FOUNTAINS, INC	PO 31459 SOLID WASTE DISPOSAL - JULY 2025	12,582.25	12,582.25
26142	1371 - MTN. LAKES BOARD OF EDUCATION	PO 31394 WATER: FOUNTAIN REPAIR (multiple locatio	174.00	174.00
26143	3168 - MUNICIPAL CLERKS ASSOC OF MORRIS CO	PO 31474 OCT 2025 MTN LAKES SCHOOL DISTRICT GENER	2,207,005.34	2,207,005.34
26144	1533 - NJ DEPT OF COMMUNITY AFFAIRS	PO 31507 CLERK: SEMINAR 10/10/25 - CARA FOX	25.00	25.00
26145	1563 - NJ SHADE TREE FEDERATION	PO 31500 DCA FEES FOR 2025 3RD QUARTER	3,778.00	3,778.00
26146	1562 - NJLM	PO 31397 NJUCF CORE TRAINING - ROXANNE TAVAKKOL	380.00	380.00
ACH	2727 - ONE CALL CONCEPTS, INC.	PO 31472 FINANCE: WEBINAR - 10/21/25 - J. SEMLER	75.00	75.00
26147	2968 - OPTIMUM	PO 31023 ACCT# 12-BML / 2025 MAY - DECEMBER BLAN	387.40	387.40
26148	2968 - OPTIMUM	PO 30758 DPW: 2025 INTERNET SERVICES ACCT# 07876-	12.94	12.94
ACH	4632 - PERFORMANCE TROPHIES AND MEDALS, LLC	PO 30759 DPW: 2025 INTERNET SERVICES ACCT# 07876-	161.44	161.44
ACH	4632 - PERFORMANCE TROPHIES AND MEDALS, LLC	PO 31129 PLAQUE - JANICE D. HUNTS AWARD	227.43	227.43
ACH	4558 - RELIANT FIRE HOSE TESTING, INC	PO 31287 DPW - BUILDING MAINTENANCE	364.00	364.00
ACH	3909 - RESILITE SPORTS PRODUCTS, INC	PO 31476 FIRE DEPT: HOSE AND LADDER TESTING	1,366.00	1,366.00
26149	3695 - RT 23 PATIO & MASON CENTER, LLC	PO 31027 JR LAKER WRESTLING MAT	12,811.00	12,811.00
26150	4725 - RUSSEL SPEEDER'S CAR WASH OF CT	PO 31224 DPW - CURB & SIDEWALK REPAIR - BLANKET	399.10	399.10
26151	2774 - STAPLES CONTRACT & COMMERCIAL, LLC	PO 31453 POLICE: CAR WASHES	968.00	968.00
26152	2774 - STAPLES CONTRACT & COMMERCIAL, LLC	PO 31441 ADMIN: FIRST AID BOX ORDER# 7665191159	55.19	55.19
26153	2774 - STAPLES CONTRACT & COMMERCIAL, LLC	PO 31462 POLICE: ORDER#	220.83	220.83
ACH	1981 - SUBURBAN DISPOSAL, INC	PO 31490 DPW: ORDER# 7665974930	102.89	102.89
26154	4578 - T-MOBILE	PO 30785 SOLID WASTE / RECYCLING COLLECTION - BLA	72,299.99	
ACH	4768 - TEP OPO LLC	PO 30785 SOLID WASTE / RECYCLING COLLECTION - BLA	71,599.99	143,899.98
26155	4619 - THE NEW FUN SERVICES, LLC	PO 30518 WATER: T-MOBILE ACCT - 999393642 - MONTH	31.35	31.35
ACH	4591 - TIGRIS	PO 31356 SELF SUPPORT TOWER	1,750.00	1,750.00
ACH	1343 - TILCON NY, INC	PO 31437 INFLATABLES FOR FALL FEST	2,850.00	2,850.00
ACH	1343 - TILCON NY, INC	PO 30765 LAKES MANAGEMENT: 2025 MARCH-DECEMBER SE	6,810.00	6,810.00
ACH	1343 - TILCON NY, INC	PO 31035 S&R - ROAD PAVING - MCCPC CONTRACT #9	170,101.27	170,101.27
ACH	1343 - TILCON NY, INC	PO 31456 DPW -QUARRY PROCESS - POMPTON LAKES QUAR	2,106.76	2,106.76
ACH	1343 - TILCON NY, INC	PO 31460 DPW -QUARRY PROCESS - MT HOPE QUARRY	1,507.29	1,507.29
26156	881 - TMS, INC	PO 31477 S & R - RECYCLING OF ASPHALT - MCCPC CON	375.00	375.00
26157	2999 - TONY SANCHEZ LTD.	PO 30189 ADMIN: 2025 DNS HOSTING / ACCT# GTI - BL	30.00	30.00
26158	603 - TOWNSHIP OF DENVILLE	PO 31498 DPW - VEHICLE REPAIR & MAINTENANCE - BLA	247.82	247.82
26159	603 - TOWNSHIP OF DENVILLE	PO 30752 ANIMAL CONTROL SERVICES CONTRACT 2025	3,385.00	3,385.00
26160	4646 - TOWNSHIP OF MT. OLIVE	PO 31482 3rd QTR 2025 SHARED MUNICIPAL COURT SERV	16,197.75	16,197.75
26161	1534 - TREASURER, STATE OF NJ - DIVISON OF REVE	PO 30726 INTER-LOCAL HEALTH SERVICES AGREEMENT 20	9,125.00	9,125.00
ACH	4088 - TURN OUT UNIFORMS, INC	PO 31461 NJ DEP-SAFE DRINKING WATER - ANNUAL OPER	720.00	720.00
26162	2977 - UGI ENERGY SERVICES, INC.	PO 31054 POLICE: UNIFORM PURCHASES - CONNOR GRADY	425.80	425.80
26163	3822 - ULINE, INC	PO 31484 CUST# J0001077, 1078, 1079 - MOUNTAIN LA	63.87	63.87
26164	4587 - VERIZON	PO 31414 POLICE: OFFICE SUPPLIES - MAILBOX	437.03	437.03
26165	832 - W.W. GRAINGER, INC	PO 30689 ADMIN: ACCT# 357-361-129-0001-26 - INTER	249.25	249.25
		PO 31240 SEWER OPERATING - MISC EQUIPMENT & TOOLS	369.70	
		PO 31352 FIRE DEPT: PPE - HELMETS	1,525.80	1,895.50
TOTAL				2,682,709.77

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	2,331.96			
01-201-20-110-020	MAYOR & COUNCIL - OTHER EXP'S	227.43			
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	453.86			
01-201-20-130-020	FINANCE - OTHER EXPENSES	75.00			
01-201-20-140-020	COMPUTER SERVICES	960.23			
01-201-20-150-020	TAX ASSESSOR - OTHER EXPENSES	6,000.00			
01-201-20-165-020	ENGINEERING SERVICES	2,506.80			
01-201-21-185-020	BD OF ADJUST - OTHER EXPENSES	21.70			
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	5,269.50			
01-201-25-251-020	INTERLOCAL SERVICES: DENVILLE COURT - OE	16,197.75			
01-201-25-255-020	FIRE DEPT - OTHER EXPENSES	6,761.02			
01-201-26-290-020	STREETS & ROADS - OTHER EXP.	6,442.31			
01-201-26-300-020	SHADE TREE COMMISSION - O/E	380.00			

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-26-305-020	SOLID WASTE - OTHER EXPENSES	158,690.98			
01-201-26-306-020	Recycling Tax	328.33			
01-201-26-310-020	BLDG & GROUNDS - MUNIC BLDG	1,502.91			
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	1,583.72			
01-201-27-335-020	ENVIRONMENTAL COMM - OTHER EXP	200.00			
01-201-28-370-020	PARKS & PLAYGROUNDS OTHER EXP.	482.28			
01-201-28-375-020	MAINT OF PARKS (BEACHES/LAKES)	8,035.53			
01-201-31-436-020	ELECTRICITY - STREET LIGHTING	4,464.24			
01-201-31-437-020	NATURAL GAS	63.87			
01-201-31-447-020	PETROLEUM PRODUCTS	4,154.13			
01-201-42-114-020	SHARED SERVICES - HEALTH SERVICES	9,125.00			
01-207-55-000-000	Local School Taxes Payable			2,207,005.34	
01-260-05-100	Due to Clearing			0.00	2,447,041.89
01-290-55-000-001	Due to State of NJ - DCA Training Fees			3,778.00	
TOTALS FOR	Current Fund	236,258.55	0.00	2,210,783.34	2,447,041.89
02-200-40-700-560	Local Recreation Improvement Grant	7,011.10			
02-260-05-100	Due to Clearing			0.00	7,011.10
TOTALS FOR	Federal and State Grants	7,011.10	0.00	0.00	7,011.10
04-215-55-992-000	2022 CAPITAL ORDINANCE 2-22			55,181.00	
04-215-55-996-000	2023 CAPITAL ORDINANCE 8-23			117,920.27	
04-215-55-999-000	2024 CAPITAL ORDINANCE 3-24			150.45	
04-260-05-100	Due to Clearing			0.00	173,251.72
TOTALS FOR	General Capital	0.00	0.00	173,251.72	173,251.72
05-201-55-520-520	Water Operating - Other Expenses	31,479.21			
05-260-05-100	Due to Clearing			0.00	31,479.21
TOTALS FOR	Water Operating	31,479.21	0.00	0.00	31,479.21
07-201-55-520-520	Sewer Operating - Other Expenses	783.90			
07-260-05-100	Due to Clearing			0.00	783.90
TOTALS FOR	Sewer Operating	783.90	0.00	0.00	783.90
13-260-05-100	DUE TO CLEARING			0.00	3,385.00
13-286-56-000-000	RESERVE - ANIMAL LICENSE FUND			3,385.00	
TOTALS FOR	Animal Trust	0.00	0.00	3,385.00	3,385.00
33-260-05-100	Due to Clearing			0.00	19,756.95
33-600-00-090-000	Recreation Trust Reserves			19,756.95	
TOTALS FOR	Recreation Trust	0.00	0.00	19,756.95	19,756.95

Total to be paid from Fund 01 Current Fund 2,447,041.89
 Total to be paid from Fund 02 Federal and State Grants 7,011.10
 Total to be paid from Fund 04 General Capital 173,251.72
 Total to be paid from Fund 05 Water Operating 31,479.21
 Total to be paid from Fund 07 Sewer Operating 783.90
 Total to be paid from Fund 13 Animal Trust 3,385.00
 Total to be paid from Fund 33 Recreation Trust 19,756.95

2,682,709.77

List of Bills - (1210101001001) PAYROLL AGENCY-CASH-PROVIDENT BANK

Payroll Agency Account

Meeting Date: 10/15/2025 For bills from 09/19/2025 to 10/09/2025

Check#	Vendor	Description	Payment	Check Total
5105	1392 - MOUNTAIN LAKES POLICE ASSOCIATION	PO 31506 POLICE UNION DUES - SEPT 2025	650.00	650.00
TOTAL				650.00

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
12-101-01-001-001	PAYROLL AGENCY-CASH-PROVIDENT BANK			0.00	650.00
12-200-00-000-800	POLICE UNION DUES	650.00			
TOTALS FOR	Payroll Agency Account	650.00	0.00	0.00	650.00

Total to be paid from Fund 12 Payroll Agency Account

650.00

650.00

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

RESOLUTION 154-25

**RESOLUTION REQUESTING APPROVAL OF ITEM OF REVENUE AND APPROPRIATION UNDER N.J.S.A. 40A: 4-87
FOR THE FY2026 HIGHLANDS PROTECTION FUND – PLAN CONFORMANCE FUNDING GRANTS - \$3,000.00**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

NOW, THEREFORE, BE IT RESOLVED, that the Borough of Mountain Lakes hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2025 in the sum of \$3,000.00 which item is now available as a revenue from:

Miscellaneous Revenues

Special Items of General Revenue Anticipated with Prior Written Consent of the Director of Local Government Services-Public and Private Revenues Off-set with Appropriations:

Highlands Grant

BE IT FURTHER RESOLVED, that the like sum of \$3,000.00 be and the same is hereby appropriated under the caption of:

(A) Operations – Excluded from “CAPS” Public and Private Programs Offset By Revenues – Highlands Grant

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 13, 2025.

Cara Fox, Borough Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon						
Howley						
Menard						
Sheikh						
Tsai						
Muilenburg						
Barnett						

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

RESOLUTION 155-25

**RESOLUTION AUTHORIZING THE AWARD OF CONTRACT FOR REPLACEMENT OF DPW OFFICE SPLIT SYSTEMS
AND DUCTWORK**

WHEREAS, the Borough published specifications and solicited bids for the Replacement of DPW Office Split Systems and Ductwork; and

WHEREAS, three (3) bids were received on September 25, 2025; and

WHEREAS, the lowest conforming bid was submitted by K&D Contractors, LLC, Kenilworth, New Jersey in an amount of \$36,400.00; and

WHEREAS, the low bid has been reviewed and recommended by the Borough Engineer and Borough Attorney; and

WHEREAS, the Certified Finance Officer has determined that sufficient funds are available as evidenced by the Certification attached hereto.

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 K&D Contractors, LLC, Kenilworth, New Jersey shall be awarded the Contract for the Replacement of DPW Office Split Systems and Ductwork in an amount of \$36,400.00; and

BE IT FURTHER RESOLVED, that the Borough Clerk is hereby authorized to return the bid bonds submitted by the unsuccessful bidders immediately and the bid bond of the successful bidder upon receipt of a fully executed contract, performance guarantee, and other required documents.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 13, 2025.

Cara Fox, Borough Clerk

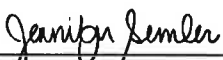
Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon						
Howley						
Menard						
Sheikh						
Tsai						
Muilenburg						
Barnett						

CERTIFICATION OF THE AVAILABILITY OF FUNDS

04-215-56-803-012 \$25,000.00

04-215-55-999-019 \$10,187.83

04-215-55-999-007 \$1212.17



Jennifer Semler, CFO

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

RESOLUTION 156-25

RESOLUTION APPOINTING QUALIFIED PURCHASING AGENT

WHEREAS, pursuant to Ordinance 01-11, the Borough Council has established the position of Qualified Purchasing Agent ("QPA") as authorized by N.J.S.A. 40A:11-9 et seq. and N.J.A.C. 5:32-4; and

WHEREAS, the appointment of a QPA will provide the Borough with greater purchasing flexibility and result in savings for the Borough; and

WHEREAS, it is the desire of the Council to appoint Jennifer Semler to this position for the Borough of Mountain Lakes.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, hereby appoints Jennifer Semler to the position of Qualified Purchasing Agent.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 13, 2025.

Cara Fox, Borough Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon						
Howley						
Menard						
Sheikh						
Tsai						
Muilenburg						
Barnett						

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

RESOLUTION 157-25

**RESOLUTION AUTHORIZING THE ADOPTION OF THE 2025 MORRIS COUNTY, NEW JERSEY
HAZARD MITIGATION PLAN UPDATE**

WHEREAS, all jurisdictions within Morris County have exposure to hazards that increase the risk to life, property, environment, and the County and local economy; and

WHEREAS, pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, the Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs; and

WHEREAS, a coalition of Morris County municipalities with like planning objectives has been formed to pool resources and create consistent mitigation strategies within Morris County; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE, BE IT RESOLVED that the Borough of Mountain Lakes:

- 1) Adopts in its entirety, the 2025 Morris County Hazard Mitigation Plan Update (the "Plan") as the jurisdiction's Hazard Mitigation Plan and resolves to execute the actions identified in the Plan that pertain to this jurisdiction.
- 2) Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.
- 3) Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.
- 4) Will continue its support of the Mitigation Planning Committee as described within the Plan.
- 5) Will help to promote and support the mitigation successes of all participants in this Plan.
- 6) Will incorporate mitigation planning as an integral component of government and partner operations.
- 7) Will provide an update of the Plan in conjunction with the County no less than every five years.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 13, 2025.

Cara Fox, Borough Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon						
Howley						
Menard						
Sheikh						
Tsai						
Muilenburg						
Barnett						

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

RESOLUTION 158-25

RESOLUTION ESTABLISHING A POLICY FOR RETROACTIVE REFUND OF TAXES PURSUANT TO N.J.S.A. 54:4-3.32

WHEREAS, N.J.S.A. 54:4-3.30 provides for an exception of dwellings for veterans declared to be 100% disabled by the United States Veterans Administration; and

WHEREAS, the Veterans Administration often retroactively declares veterans to be 100% disabled; and

WHEREAS, N.J.S.A. 54:4-3.32 provides that the Governing Body of each municipality may, by appropriate Resolution, return all taxes collected on property which would have been exempt had proper claim in writing been made therefore.

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 it is fair and equitable as a matter of policy to refund an individual qualified for a veterans 100% disabled property tax exemption a retroactive refund from the date an application is filed with the Assessor of the Borough of Mountain Lakes for the exemption whether or not the Veterans Administration has retroactively declared the veteran to be disabled.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 13, 2025.

Cara Fox, Borough Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon						
Howley						
Menard						
Sheikh						
Tsai						
Muilenburg						
Barnett						

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

RESOLUTION 159-25

RESOLUTION AUTHORIZING THE SETTLEMENT OF A TAX APPEAL (15 POINT VIEW PLACE LLC v. BOROUGH OF MOUNTAIN LAKES – BLOCK 100.02, LOT 87)

WHEREAS a tax appeal has been filed in the Tax Court of New Jersey captioned “15 Point View Place LLC v. Borough of Mountain Lakes” challenging the 2025 assessment on Block 100.02, Lot 87 (15 Point View Place); and

WHEREAS, the Plaintiff and the Tax Assessor have agreed to a settlement of this tax appeal as set forth in a proposed Stipulation of Settlement attached hereto; and

WHEREAS, the Borough Council finds that it is in the best interest of the Borough to approve the proposed settlement.

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the Borough Attorney is authorized to execute a Stipulation of Settlement in settlement of all pending tax appeals captioned “15 Point View Place LLC v. Borough of Mountain Lakes”; and be it further

BE IT FURTHER RESOLVED, that the Tax Collector is hereby authorized to process a refund on the 2025 taxes as a result of the settlement of this tax appeal.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 13, 2025.

Cara Fox, Borough Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon						
Howley						
Menard						
Sheikh						
Tsai						
Muilenburg						
Barnett						

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

RESOLUTION 160-25

**RESOLUTION AUTHORIZING THE SETTLEMENT OF A TAX APPEAL (ABBAS, ABIDA ANUM/ALI BABAR v.
BOROUGH OF MOUNTAIN LAKES – BLOCK 78, LOT 44)**

WHEREAS, a tax appeal has been filed in the Tax Court of New Jersey captioned "Abbas, Abida Anum/Ali Babar v. Borough of Mountain Lakes" challenging the 2025 assessment on Block 78, Lot 44 (048 Glen Road); and

WHEREAS, the Plaintiff and the Tax Assessor have agreed to a settlement of this tax appeal as set forth in a proposed Stipulation of Settlement attached hereto; and

WHEREAS, the Borough Council finds that it is in the best interest of the Borough to approve the proposed settlement.

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the Borough Attorney is authorized to execute a Stipulation of Settlement in settlement of all pending tax appeals captioned "Abbas, Abida Anum/Ali Babar v. Borough of Mountain Lakes"; and be it further

BE IT FURTHER RESOLVED, that the Tax Collector is hereby authorized to process a refund on the 2025 taxes as a result of the settlement of this tax appeal.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 13, 2025.

Cara Fox, Borough Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon						
Howley						
Menard						
Sheikh						
Tsai						
Muilenburg						
Barnett						

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

RESOLUTION 161-25

**RESOLUTION CANCELLING TAXES FOR TOTAL DISABLED VETERAN (MASSEY, 1 NORTH CRANE ROAD BLOCK 33
LOT 6)**

WHEREAS, on June 1, 2024, the Department of Veterans Affairs Declared Robert Paul Massey a 100% permanent and total disabled veteran; and

WHEREAS, as of said date the law exempts said property from taxation.

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, authorizes the Tax Collector to issue a refund in the amount of \$4,272.95 representing the third quarter 2025 taxes.

BE IT FURTHER RESOLVED that the Tax Collector is authorized to cancel the taxes for fourth quarter 2025 in the amount of \$6,992.52 and for 2026 in the amount of \$13,096.26.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to the Tax Collector.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on October 13, 2025.

Cara Fox, Borough Clerk

Name	Motion	Second	Aye	Nay	Absent	Abstain
Cannon						
Howley						
Menard						
Sheikh						
Tsai						
Muilenburg						
Barnett						



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
SEPTEMBER 24, 2025
HELD AT BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES, NJ**

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, the Morris County Daily Record, and The Star Ledger on January 9, 2025 and posted in the municipal building.

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

ROLL CALL ATTENDANCE

Roll Call	Present	Absent		Present	Absent
Cannon	☐	☒	Tsai	☒	☐
Howley	☒	☐	Muilenburg	☒	☐
Menard	☒	☐	Barnett	☒	☐
Sheikh	☒	☐			

FLAG SALUTE

Mayor Barnett led the salute to the flag.

EXECUTIVE SESSION

There was no executive session.

COMMUNITY ANNOUNCEMENTS

Mayor Barnett wished everyone a happy Rosh Hashanah.

Deputy Mayor Muilenburg announced that Fall Fest will be held on October 12th at Birchwood Lake from 1-3pm and that there will be a Diwali Celebration at Island Beach on October 4th from 5-7:30pm.

Mayor Barnett held a moment of silence for individuals affected by political violence or threats.

SPECIAL PRESENTATIONS

There were no presentations.

REPORTS OF BOROUGH ESTABLISHED BOARDS, COMMISSIONS AND COMMITTEES

There were no reports.

BOROUGH COUNCIL DISCUSSION ITEMS

There were no discussion items.

PUBLIC COMMENT

Mayor Barnett opened the meeting to the public.

There was no one from the public wishing to speak.

ATTORNEY'S REPORT

Attorney Chris Woods was filling in for Borough Attorney Oostdyk and had nothing to report.

Mayor Barnett advised that there will be an executive session at the October 13th meeting.

MANAGER'S REPORT

Borough Manager Stern was absent but provided his written report (attached). Mayor Barnett advised that anyone with questions can email Mr. Stern.



MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
SEPTEMBER 24, 2025
HELD AT BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES, NJ

RESOLUTIONS

There were no resolutions.

ORDINANCES TO INTRODUCE

There were no ordinances to introduce.

ORDINANCES TO ADOPT

Introduced: 9/8/25

Council member	M	2nd	Yes	No	Abstain	Absent
Cannon	☐	☒	☒	☐	☐	☐
Howley	☐	☐	☒	☐	☐	☐
Menard	☐	☐	☒	☐	☐	☐
Sheikh	☐	☐	☐	☐	☐	☒
Tsai	☐	☐	☒	☐	☐	☐
Muilenburg	☒	☐	☒	☐	☐	☐
Barnett	☐	☐	☒	☐	☐	☐

PUBLIC COMMENT/HEARING

Mayor Barnett opened the meeting to the public.

There was no one from the public wishing to speak.

Adopted: 9/24/25

Council member	M	2nd	Yes	No	Abstain	Absent
Cannon	☐	☐	☐	☐	☐	☒
Howley	☐	☐	☒	☐	☐	☐
Menard	☐	☐	☒	☐	☐	☐
Sheikh	☐	☐	☒	☐	☐	☐
Tsai	☐	☒	☒	☐	☐	☐
Muilenburg	☒	☐	☒	☐	☐	☐
Barnett	☐	☐	☒	☐	☐	☐

***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. *R151-25, Authorizing the Payment of Bills*

***APPROVAL OF MINUTES**

9/8/25 (Regular)

***BOARD, COMMITTEE AND COMMISSION APPOINTMENTS**

- a. Jennifer Marotta to the Zoning Board as Alternate #2 with a term running through 12/31/25

***Approval of the Consent Agenda**

Council member	M	2nd	Yes	No	Abstain	Absent
Cannon	☐	☐	☐	☐	☐	☒
Howley	☒	☐	☒	☐	☐	☐
Menard	☐	☐	☒	☐	☐	☐



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
SEPTEMBER 24, 2025
HELD AT BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES, NJ**

Sheikh	☐	☐	☒	☐	☐	☐
Tsai	☐	☒	☒	☐	☐	☐
Muilenburg	☐	☐	☒	☐	☐	☐
Barnett	☐	☐	☒	☐	☐	☐

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
- ☐ Tax Collector

COUNCIL REPORTS

Shade Tree Commission – Councilmember Menard reported that the meeting got postponed.

Affordable Housing Advisory Committee – Deputy Mayor Muilenburg reported that Cynthia Korman is the new committee chairperson and that the committee discussed the one objection from Fair Share Housing to the Borough's fourth round affordable housing plan.

Environmental Commission – Councilmember Howley reported that the committee welcomed the new high school student members and requested a status update on the PFAS settlement and PFAS well remediation.

Woodlands Committee – Deputy Mayor Muilenburg reported the following: Morris County has completed marking/flagging the proposed new Red Trail and the committee will schedule a viewing time for those interested. The Council will be invited to participate. The committee has scheduled a workday to clean up the White Trail. The committee will assist with a Boy Scout project focused on Rattlesnake Trail. The committee discussed the potential use of goats to manage invasive species and vegetation in pocket parks and also discussed Beech trees and Beech Leaf Disease. Mayor Barnett suggested that the Woodlands Committee coordinate with the Environmental and Shade Tree Commissions to address invasive species and explore collaborative efforts.

Recreation Commission – Councilmember Tsai reported the following: Recreation Director Laurie Stepper is scheduled to attend the October 13th Council meeting to provide an update on the commission. The commission is assisting an Eagle Scout with a picnic table project at Birchwood Lake. Movie night is scheduled for October 10th at Island Beach at 6pm. A Halloween porch decorating contest will take place in October.

Mayor Barnett recognized and expressed appreciation for all of the Eagle Scout projects and their positive impact on the Borough. She also thanked the Department of Public Works for their efforts in preparing seasonal autumn decorations throughout the community.

PUBLIC COMMENT

Mayor Barnett opened the meeting to the public.

There was no one from the public wishing to speak.

NEXT STEPS AND PRIORITIES

There were no next steps or priorities.



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
SEPTEMBER 24, 2025
HELD AT BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES, NJ**

ADJOURNMENT at 7:19P.M.

Motion made by Councilmember Menard second by Deputy Mayor Muilenburg to adjourn the meeting at 7:19p.m., with all members in favor signifying by "Aye".

Respectfully Submitted,

Cara Fox, Borough Clerk