



**AGENDA FOR THE COUNCIL MEETING OF THE BOROUGH OF MOUNTAIN LAKES
HELD AT THE BOROUGH HALL, 400 BOULEVARD, MOUNTAIN LAKES, NJ 07046
APRIL 14, 2025
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

5) COMMUNITY ANNOUNCEMENTS

6) SPECIAL PRESENTATIONS

7) REPORTS OF BOROUGH ESTABLISHED BOARDS, COMMISSIONS AND COMMITTEES

8) BOROUGH COUNCIL DISCUSSION ITEMS

9) PUBLIC COMMENT

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

10) ATTORNEY'S REPORT

11) MANAGER'S REPORT

12) RESOLUTIONS

13) ORDINANCES TO INTRODUCE

14) ORDINANCES TO ADOPT

- a. 8-25, Bond Ordinance Appropriating \$1,614,467, and Authorizing the Issuance of \$1,288,124 Bonds or Notes of the Borough, for Various Improvements or Purposes Authorized to be Undertaken by the Borough of Mountain Lakes, in the County of Morris, New Jersey
- b. 9-25, Ordinance Authorizing the Salary and/or Wages of the Officers and Employees of the Borough of Mountain Lakes, County of Morris, New Jersey
- c. 10-25, Ordinance Authorizing the Conveyance of Property Owned by the Borough of Mountain Lakes, Known As Block 86.01, Lot 24, to the Mountain Lakes Board of Education

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. *R101-25, Authorizing the Payment of Bills*
- b. *R102-25, Authorizing Membership in the Mountain Lakes Volunteer Fire Department*
- c. *R103-25, Requesting Approval of Item of Revenue and Appropriation Under N.J.S.A. 40A: 4-87 for the Drunk Driving Enforcement Fund Grant*
- d. *R104-25, Authorizing a Professional Services Agreement Between the Borough of Mountain Lakes and Appraisal Systems Inc. for Reassessment Services*
- e. *R105-25, Authorizing the Execution of a Shared Services Agreement Between the Borough of Mountain Lakes and the Township of Boonton to Provide Mechanic Services*
- f. *R106-25, Authorizing the Ratification and Execution of a Collective Negotiations Agreement Between the Borough of Mountain Lakes and Teamsters Local 125 - 2025 to 2028*
- g. *R107-25, Requesting Approval of Item of Revenue and Appropriation Under N.J.S.A. 40A: 4-87 for the Local Recreation Improvement Grant*
- h. *R108-25, Authorizing the Sale of Surplus Personal Property No Longer Needed for Public Use on an Online Auction Website*

***APPROVAL OF MINUTES**

3/24/25 (Regular)

***BOARD, COMMITTEE AND COMMISSION APPOINTMENTS**

- a. *Mark Toppel (previously appointed) to the Health Commission as Member with a term running through 12/31/25*
- b. *Jennifer Amato (previously appointed) to the Health Commission as Alternate #1 with a term running through 12/31/26*
- c. *Sean Riley to the Health Commission as Alternate #2 with a term running through 12/31/26*

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

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 April 14, 2025
CC: Robert Oostdyk, Borough Attorney

Local Recreation Grant – I am pleased to report that the Borough has received notification of a grant award in the amount of \$79,000 for the second phase of the Boulevard Trolley Path rehabilitation project.

Boonton Township Shared Service Salary Ordinance Review – Boonton Township's Administrator recently inquired about the potential for a shared service for vehicle mechanic services, as the private shop that performed their work is closing. After thoroughly reviewing Boonton's needs, we agreed that this would be a cost-effective solution for Boonton and a service that the Borough could facilitate. On the agenda for this meeting, you will find the appropriate shared services agreement and a corresponding resolution.

DPW Union Contract – I am pleased to report that after several months of negotiation with our DPW union, the Union has ratified a proposed agreement. The term of the proposed agreement is January 1, 2025 – December 31, 2028. This proposed agreement has been discussed and recommended by our personnel subcommittee.

Vehicle Auction – On the agenda for this meeting, you will find a resolution listing three vehicles that are to be placed for auction. The listed vehicles are older police vehicles that are no longer safe for our officers to use. As we have in the past, the Borough utilized the online auction site GovDeals for our auction.

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

Respectfully,

Mitchell

RESOLUTION AND ORDINANCE REVIEW FOR THE APRIL 14, 2025 MEETING

TO: MAYOR AND COUNCIL

FROM: MITCHELL STERN, MANAGER

RESOLUTIONS

R102-25, AUTHORIZING MEMBERSHIP IN THE MOUNTAIN LAKES VOLUNTEER FIRE DEPARTMENT - this resolution authorizes Lorelei Woodlee for membership in the Mountain Lakes Volunteer Fire Department. The application was submitted to the Borough Clerk for approval by Joe Mullaney, Mountain Lakes Fire Department Deputy Chief.

R103-25, REQUESTING APPROVAL OF ITEM OF REVENUE AND APPROPRIATION UNDER N.J.S.A. 40A: 4-87 FOR THE DRUNK DRIVING ENFORCEMENT FUND GRANT – passage of this resolution will amend the Borough’s 2025 budget to include the \$7,927.95 Drunk Driving Enforcement Fund grant that we have recently received.

R104-25, AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE BOROUGH OF MOUNTAIN LAKES AND APPRAISAL SYSTEMS INC. FOR REASSESSMENT SERVICES - this resolution authorizes the Borough to enter into a multi-year agreement with Appraisal Systems Inc. to continue to provide reassessment services.

R105-25, AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF MOUNTAIN LAKES AND THE TOWNSHIP OF BOONTON TO PROVIDE MECHANIC SERVICES - this resolution authorizes the Borough Manager to enter into a shared services agreement to provide mechanic services to Boonton Township.

R106-25, AUTHORIZING THE RATIFICATION AND EXECUTION OF A COLLECTIVE NEGOTIATIONS AGREEMENT BETWEEN THE BOROUGH OF MOUNTAIN LAKES AND TEAMSTERS LOCAL 125 - 2025 TO 2028 - this resolution will authorize the Manager to execute the negotiated contract between the DPW Union and the Borough. The agreement has been negotiated with the assistance of the Borough’s labor attorney and has been discussed with our personnel subcommittee.

R107-25, REQUESTING APPROVAL OF ITEM OF REVENUE AND APPROPRIATION UNDER N.J.S.A. 40A: 4-87 FOR THE LOCAL RECREATION IMPROVEMENT GRANT - passage of this resolution will amend the Borough’s 2025 budget to include the \$79,000.00 Local Recreation Improvement grant for the Trolley Path renovation that has been recently received.

R108-25, AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE - this resolution authorizes the sale of surplus property that is no longer needed for public use, through the use of an online auction service.

ORDINANCES TO INTRODUCE

None.

ORDINANCES TO ADOPT

8-25, BOND ORDINANCE APPROPRIATING \$1,614,467, AND AUTHORIZING THE ISSUANCE OF \$1,288,124 BONDS OR NOTES OF THE BOROUGH, TOR VARIOUS IMPROVEMENTS OR PURPOSES AUTHORIZED TO BE UNDERTAKEN BY THE BOROUGH OF MOUNTAIN LAKES, IN THE COUNTY OF MORRIS, NEW JERSEY - this bond ordinance appropriates \$1,614,467 for various improvements to be undertaken by the Borough and authorizes the issuance of a maximum \$1,288,124 in bonds, provides for application of a \$67,796 down payment understood to be presently available and appropriates the expected \$174,480 NJDOT grant. Adoption of this ordinance is recommended by the Borough Manager and CFO.

9-25, ORDINANCE AUTHORIZING THE SALARY AND/OR WAGES OF THE OFFICERS AND EMPLOYEES OF THE BOROUGH OF MOUNTAIN LAKES, COUNTY OF MORRIS, NEW JERSEY – this ordinance sets the minimum and maximum range of salary authorized by the Borough for each employment position. This ordinance is required to be in place by Statute. Once adopted, an annual salary resolution listing positions and salaries will be submitted to Borough Council for review and approval. See Borough Manager’s report for further explanation.

10-25, ORDINANCE AUTHORIZING THE CONVEYANCE OF PROPERTY OWNED BY THE BOROUGH OF MOUNTAIN LAKES, KNOWN AS BLOCK 86.01, LOT24, TO THE MOUNTAIN LAKES BOARD OF EDUCATION– this ordinance authorizes the transfer the Borough’s property of Block 86.024 Lot 24 to the Mountain Lakes Board of Education. The transfer of this property is at the request of the Mountain Lakes Board of Education. The transfer allows the Board of Education to move forward with a turf field project.

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

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

ORDINANCE 8-25

**BOND ORDINANCE APPROPRIATING \$1,614,467, AND
AUTHORIZING THE ISSUANCE OF \$1,288,124 BONDS OR NOTES
OF THE BOROUGH, FOR VARIOUS IMPROVEMENTS OR
PURPOSES AUTHORIZED TO BE UNDERTAKEN BY THE
BOROUGH OF MOUNTAIN LAKES, IN THE COUNTY OF MORRIS,
NEW JERSEY**

**BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES, IN
THE COUNTY OF MORRIS, NEW JERSEY** (not less than two-thirds of all the members thereof
affirmatively concurring), **AS FOLLOWS:**

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized as general improvements to be made or acquired by the Borough of Mountain Lakes, New Jersey. For the said several improvements or purposes stated in said Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriations made for said improvements or purposes, said sum being inclusive of all appropriations heretofore made therefor and amounting in the aggregate to \$1,614,467 including the aggregate sum of \$67,796 as the several down payments for said improvements or purposes required by law and more particularly described in said Section 3 and now available therefor by virtue of provision in a previously adopted budget or budgets of the Borough for down payment or for capital improvement purposes and including also in the case of the improvement or purpose described in paragraph (b) of said Section 3 the sum of \$84,067 from the capital fund balance of the Borough and the sum of \$174,480 received or expected to be received by the Borough from the New Jersey Department of Transportation as a grant-in-aid of financing said improvement or purpose.

Section 2. For the financing of said improvements or purposes, including for the purposes of applicable United States Treasury regulations the reimbursement of expenditures heretofore or hereafter made therefor, and to meet the part of said \$1,614,467 appropriations not provided for by application hereunder of said down payments, capital fund balance and grant, negotiable bonds of the Borough are hereby authorized to be issued in the principal amount of \$1,288,124 pursuant to the Local Bond Law of New Jersey. In anticipation of the issuance of said bonds and to temporarily finance said

improvements or purposes, negotiable notes of the Borough in a principal amount not exceeding \$1,288,124 are hereby authorized to be issued pursuant to and within the limitations prescribed by said Local Bond Law.

Section 3. The improvements hereby authorized and the several purposes for the financing of which said obligations are to be issued, the appropriation made for and estimated cost of each such purpose, and the estimated maximum amount of bonds or notes to be issued for each such purpose, are respectively as follows:

<u>IMPROVEMENT OR PURPOSE</u>	<u>APPROPRIATION AND ESTIMATED COST</u>	<u>ESTIMATED MAXIMUM AMOUNT OF BONDS AND NOTES</u>
(a) Acquisition by purchase and installation, as necessary, of new and additional equipment, including without limitation, personal protective equipment, turnout gear and hoses for use by the Fire Department of the Borough, and fireworks barges for use by the Recreation Department of the Borough, together with all appurtenances, attachments and accessories necessary therefor or incidental thereto, all as shown on and in accordance with the specifications therefor on file or to be filed in the office of the Borough Clerk and hereby approved (useful life: 15 years)	\$127,189	\$121,132
(b) Improvement of various roads and locations in and by the Borough by the reconstruction and resurfacing thereof to provide roadway pavements at least equal in useful life or durability to a roadway pavement of Class B construction (as such term is used or referred to in Section 40A:2-22 of said Local Bond Law), including without limitation, Briarcliff Road, Baldwin Lane, Crystal Road, Fernwood Trail, Fox Hill Lane, Hanover Road, Laurelwood Drive, Midvale Road, Oakland Road and Yorke Road, together with all curbs, drainage, milling, structures, equipment, site work, work and materials necessary therefor or incidental thereto, all as shown on and in accordance with the plans and specifications therefor on file or to be filed in the office of the Borough Clerk and hereby approved the \$398,540 hereby appropriated therefor being inclusive of the sum of \$174,480 received or expected to be received by the Borough from the New Jersey Department of Transportation as a grant-in-aid of financing said improvements to Briarcliff Road and exclusive of the sum of \$208,319 heretofore appropriated therefor by prior ordinances of the Borough and the sum of \$84,067 from capital fund	398,540	130,099

balance of the Borough (useful life: 10 years)

(c) Acquisition by purchase of new and additional vehicular equipment for use by the Borough, including one (1) vactor truck (such truck weighing at least 15,000 pounds), together with all equipment, appurtenances, apparatus and accessories necessary therefor or incidental thereto, all as shown on and in accordance with the specifications therefor on file or to be filed in the office of the Borough Clerk and hereby approved (useful life: 10 years)

635,945

605,662

(d) Improvement of municipally-owned properties and facilities in and by the Borough, including the Fire House by the installation of heaters in the fire bay, the upgrade of the heating, ventilation and air conditioning system, the painting thereof, and the installation of a storage closet, the Department of Public Works Facility by the upgrade of the heating, ventilation and air conditioning system, the installation of new doors, the upgrade of the fuel pump station and the installation of window security system, Birchwood Lake by the upgrade of the docks and Island Beach by the upgrade of the electrical system, including also studies associated with the improvement of the lakes in and by the Borough, together with all equipment, structures, site work, work and materials necessary therefor or incidental thereto, all as shown on and in accordance with the plans and specifications therefor on file or to be filed in the office of the Borough Clerk and hereby approved (useful life: 15 years)

401,917

382,778

(e) Improvement of the water supply and distribution system in and by the Borough, including the upgrade of the pump and the installation of new pipes at Well 2, together with all structures, equipment, site work, work and materials necessary therefor or incidental thereto, all as shown on and in accordance with the plans and specifications therefor on file or to be filed in the office of the Borough Clerk and hereby approved (useful life: 40 years)

50,876

48,453

Totals

\$1,614,467

\$1,288,124

Except as otherwise stated in paragraph (b) above with respect to and said funds available in capital fund balance of the Borough and said \$174,480 grant-in-aid of financing the improvement or purpose described in said paragraph, the excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the said down payment for said purpose.

Section 4. The following additional matters are hereby determined, declared, recited and stated:

(a) The said purposes described in Section 3 of this bond ordinance are not current expenses and each is a property or improvement which the Borough may lawfully acquire or make as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of said purposes within the limitations of said Local Bond Law and taking into consideration the respective amounts of the said obligations authorized for the several purposes, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is 13.08 years.

(c) The supplemental debt statement required by said Local Bond Law has been duly made and filed in the office of the Borough Clerk and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey, and such statement shows that the gross debt of the Borough as defined in said Local Bond Law is increased by the authorization of the bonds and notes provided for in this bond ordinance by \$1,288,124, and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) Amounts not exceeding \$120,000 in the aggregate for interest on said obligations, costs of issuing said obligations, engineering costs and other items of expense listed in and permitted under Section 40A:2-20 of said Local Bond Law may be included as part of the costs of said improvements and are included in the foregoing estimate thereof.

Section 5. The funds from time to time received by the Borough on account of the \$174,480 grant referred to in Section 1 of this bond ordinance shall be used for financing the improvement or purpose described in Section 3(b) of this bond ordinance by application thereof either to direct payment of the cost of said improvement or purpose, or to payment or reduction of the authorization of the obligations of the Borough authorized by this bond ordinance. Any such funds so received may, and all such funds so received which are not required for direct payment of such costs

shall, be held and applied by the Borough as funds applicable only to the payment of obligations of the Borough authorized by this bond ordinance

Section 6. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer, the acting chief financial officer or the treasurer of the Borough (the "Chief Financial Officer"), provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with the notes issued pursuant to this bond ordinance, and the Chief Financial Officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. §40A:2-8. The Chief Financial Officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the dates of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body of the Borough at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the principal amount, interest rate and maturities of the notes sold, the price obtained and the name of the purchaser.

Section 7. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and interest on the said obligations authorized by this bond ordinance. Said obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy ad valorem taxes upon all the taxable property within the Borough for the payment of said obligations and interest thereon without limitation of rate or amount.

Section 8. The capital budget or temporary capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith and the resolutions promulgated by the Local Finance Board showing all detail of the amended capital budget or temporary capital budget and capital program as approved by the Director, Division of Local Government Services, are on file with the Borough Clerk and are available for public inspection.

Section 9. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by said Local Bond Law.

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 April 14, 2025.

Adopted: 4/14/25

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

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

ORDINANCE 9-25

**ORDINANCE AUTHORIZING THE SALARY AND/OR WAGES OF THE OFFICERS AND EMPLOYEES OF THE
BOROUGH OF MOUNTAIN LAKES, COUNTY OF MORRIS, NEW JERSEY**

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. That the respective salary/wage range, to be paid to the full and part-time professionals, full and part-time department heads and their full or part-time deputies are as follows:

Position	Minimum	Maximum
Borough Manager	\$100,000	\$170,000
Borough Clerk/Registrar	\$10,000	\$100,000
Deputy Borough Clerk	\$0	\$80,000
Chief Financial Officer	\$10,000	\$137,000
Chief of Police	\$90,000	\$210,000
Director of Public Works	\$90,000	\$125,000
Tax Collector	\$30,000	\$73,000
Deputy Borough Treasurer	\$30,000	\$55,000
Accounts Payable/Finance Assistant	\$30,000	\$55,000
Payroll/Finance Assistant	\$30,000	\$55,000
Qualified Purchasing Agent	\$1,000	\$10,000
Executive Assistant to Borough Mgr. and/or Borough Clerk	\$20,000	\$60,000
Recreation Director	\$10,000	\$35,000
Recreation Director/Executive Assist. To Borough Mgr.	\$45,000	\$67,000
Construction Official	\$10,000	\$49,000
Construction Code Assistant/Borough Hall Receptionist	\$40,000	\$55,000
Tax and Utility Account Clerk	\$45,000	\$56,000

Section 2. That the respective salary/wage range, to be paid to the full-time employees of the Police Department be as follows:

Position	Minimum	Maximum
Patrolman		Per contract
Sergeant		Per contract
Lieutenant		Per contract
Detective Stipend	\$500	\$1,500
P.D. Admin. Assistant/Borough Hall Receptionist	\$20,000	\$57,500
Administrative Assistant/Records Clerk	\$20,000	\$57,500

All Police Department employees with the exception of the Chief, Special Police, School Crossing Guards, Police Department Administrative Assistant/Records Clerk and Police Matrons are subject to a contract pursuant to Chapter 303 of the Laws of 1968. To the extent that the terms, conditions, and benefits of their employment as set forth in the contract are different from those set forth in this Ordinance, the contract supersedes and takes precedence over the conflicting Ordinance provisions. A copy of the contract is available for public inspection at the office of the Borough Clerk. The terms and conditions of the contract shall remain in effect for the life of the contract. All terms and conditions of the current contract shall remain in force until a successor agreement has been approved by the Governing Body.

Section 3. That the respective salary/wage range, to be paid to the **full-time employees of the Department of Public Works** shall be as follows:

Position	Minimum	Maximum
Operations Manager/Assistant DPW Director	\$55,000	\$94,000
Foreman	\$50,000	\$82,500
Crew Chief	\$40,000	\$70,000
Carpenter/Mason		Per contract
Equipment Operator		Per Contract
Senior Public Utility Serviceperson		Per contract
Junior Public Utility Serviceperson		Per contract
Public Utility Serviceperson		Per contract
Driver/Laborer		Per contract
Mechanic		Per contract
Certified Recycling Coordinator	\$2,500	\$4,000
Administrative Assistant to DPW Director	\$20,000	\$58,500

Section 4. That the respective salary/wage range, to be paid to the **part-time employees** shall be as follows:

Position	Minimum	Maximum
General Administrative – Floater	Prevailing Minimum Wage	\$30.00 per hour
Receptionist	\$12,000	\$30,000
Administrative Assistant – Land Use Boards	Prevailing Minimum Wage	\$38.00 per hour
Secretary, Board of Health	\$3,000	\$6,500
Water and Sewer Utility Clerk	\$2,500	\$22,500
Tax Assessor	\$10,000	\$30,000
Sub-Code Officials/Construction Office	\$5,000	\$33,000
Zoning Officer	\$5,000	\$20,000
Zoning Inspector	\$5,000	\$10,000
Code Enforcement Official	\$3,000	\$16,000
Property Maintenance Officer	\$5,000	\$40,000
Fire Official	\$3,000	\$17,000
Fire Safety Officer	\$3,000	\$6,000
Fire Department Administrative Officer	\$3,000	\$9,000
Police Matron	Prevailing Minimum Wage	\$38.00 per hour
School Crossing Guards	Prevailing Minimum Wage	\$30.00 per hour
Police Specials	Prevailing Minimum Wage	\$50.00 per hour
School Resource Officer	Prevailing Minimum Wage	\$50.00 per hour
Permanent/Seasonal Part-Time, Dept. Public Works	Prevailing Minimum Wage	\$30.00 per hour
Office of Emergency Management Coordinator	\$1,000	\$4,000
Deputy Office of Emergency Management Coordinator	\$500	\$3,500
Custodian	Prevailing Minimum Wage	\$25.00 per hour
Recycling Attendant	Prevailing Minimum Wage	\$25.00 per hour

Seasonal Part-Time Employees	Minimum	Maximum
Recreation Camp Directors/Assistant Directors, Various	\$3,000	\$12,000
Recreation Camp Counselor	Prevailing Minimum Wage	\$50.00 per hour
Recreation Coach	\$1,000	\$ 6,000
Recreation Referee/Official/Umpire	Prevailing Minimum Wage	\$80.00 per hour
Park Ranger	Prevailing Minimum Wage	\$30.00 per hour
Beach Director/Assistant Director	\$2,500	\$30,000
Senior Program Coordinator	Prevailing Minimum Wage	\$50.00 per hour
Lifeguard	Prevailing Minimum Wage	\$45.00 per hour

- Section 5.** The Borough Manager is authorized to prepare an annual salary resolution for consideration and approval by the Borough Council that shall set the salary/wage for all full-time and permanent part-time employees of the Borough. The Borough Manager is authorized to set the hourly rate according to the salary range for all seasonal employees and to notify the Borough Council of such action.
- Section 6.** 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 7.** All Ordinances or parts of Ordinances, which are inconsistent herewith are hereby repealed to the extent of such inconsistency.
- Section 8.** This Ordinance shall take effect immediately after final passage and publication in the manner provided by law. The salaries indicted within the range are those that will be in effect retroactive to January 1, 2025 and upon final passage of this ordinance.

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 April 14, 2025.

Cara Fox, Borough Clerk

Introduced: 3/24/25

Adopted: 4/14/25

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

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

ORDINANCE 10-25

**ORDINANCE AUTHORIZING THE CONVEYANCE OF PROPERTY OWNED BY THE BOROUGH OF
MOUNTAIN LAKES, KNOWN AS BLOCK 86.01, LOT24, TO THE MOUNTAIN LAKES BOARD OF
EDUCATION**

WHEREAS, the Borough of Mountain Lakes ("Borough") is the owner in fee of a certain parcel of land shown on the Tax Map of the Borough known as a Lot 24, Block 86.01 ("Lot"), which is currently informally used, in part, by the Mountain Lakes Board of Education ("Board") for part of an existing sports field; and

WHEREAS, the Board has requested that the Borough transfer the Lot to the Board for use for educational purposes as an athletic field which the Board intends to improve; and

WHEREAS, the Borough Council of the Borough of Mountain Lakes ("Council") has determined the transfer of this Lot to the Board would be in the public interest and consistent with the important Borough policy of protecting public open space provided that the portions of the property that are currently undeveloped open space remain undeveloped and that improvements to the current field are done in a manner that reasonably protects the open space and the adjoining private residential properties; and

WHEREAS, the Board has agreed to terms, conditions, and limitations the Council has requested be contained in the Deed transferring the property; and

WHEREAS, the Board has agreed to facilitate an open and transparent process in conjunction with the design and implementation of field improvements that will provide neighboring property owners and other concerned residents an opportunity to express and have concerns addressed and provide input prior to the Board's authorization of construction of the improvements; and

WHEREAS, the Board has assured the Council and the public that the project will be engineered in a manner that will improve existing stormwater drainage conditions; and

WHEREAS, the Board has agreed to adhere to the Borough Tree Removal Ordinance

WHEREAS, the Council, in reliance on the Board's commitments, desires to convey the Lot to the Board for educational purposes ; and

WHEREAS, pursuant to N.J.S.A. 40A:12:13 the Borough is authorized to convey real property not needed for municipal use to " and

WHEREAS, the Borough may transfer property to the Board without public bidding as provided by N.J.S.A. 40A:12-13; and

WHEREAS, the Council finds that it is in the public interest to convey the Lot to the Board subject to certain restrictions on its use to protect the public interest to be included in the Deed transferring the Lot.

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

Section 1. The Borough shall convey Block 86.01, Lot 24 to the Mountain Lakes Board of Education subject to the inclusion of the following restrictions in the Deed:

1. The property shall be shall exclusively used for public educational purposes as an athletic field in approximately the same location as the existing field with the balance of the property preserved as open space.
2. There shall be no installation of seating or other structures (with the exception of protective netting) on the Wilcox Drive side of the field.
3. There shall be no lighting or any sound amplification on the property.
4. A buffer for adjacent properties of existing trees shall be maintained with the only tree removal on the Lot being of dead or diseased trees.

Section 2. The appropriate municipal officials are hereby authorized and directed to execute a deed and other ancillary documents necessary to complete the transfer of Block 86.01, Lot 24 to the Mountain Lakes Board of Education.

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 April 14, 2025.

Cara Fox, Borough Clerk

Introduced: 3/24/25

Adopted: 4/14/25

[illegible]

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

RESOLUTION 101-25

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 **April 14, 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 April 14, 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: 04/14/2025 For bills from 03/21/2025 to 04/10/2025

Check#	Vendor	Description	Payment	Check Total
25409	2426 - AGL WELDING SUPPLY CO.	PO 30428 DPW - EQUIPMENT & TOOLS - BLANKET	97.77	97.77
25410	206 - ALLEN PAPER & SUPPLY CO.	PO 30630 DPW/BH CUSTODIAL SUPPLIES	47.10	47.10
25411	3861 - AMAZON CAPITAL SERVICES	PO 30616 LIFE GUARDS: ORDER# 111-4427719-3009044	33.98	
		PO 30633 ADMIN: ORDER# 111-9467978-8066603	409.00	
		PO 30646 EGG HUNT SUPPLIES: ORDER# 111-6327592-07	234.57	
		PO 30665 POLICE: ORDER# 111-9823134-1894617 11	129.30	806.85
25412	189 - ANCHOR ACE HARDWARE	PO 30694 FIRE DEPT: MARCH BILLING ACCT - 100224	310.64	
		PO 30708 DPW: BLDG/WATER - MARCH 2025 ACCTS 1001	131.85	
		PO 30708 DPW: BLDG/WATER - MARCH 2025 ACCTS 1001	414.01	856.50
25413	189 - ANCHOR ACE HARDWARE	PO 30710 POLICE: MISC SUPPLIES ACCT# 100049	11.16	11.16
25414	102 - ANDERSON & DENZLER ASSOC., INC	PO 30697 FEBRUARY 2025 PROFESSIONAL SERVICES	1,229.80	
		PO 30697 FEBRUARY 2025 PROFESSIONAL SERVICES	946.00	
		PO 30697 FEBRUARY 2025 PROFESSIONAL SERVICES	189.20	
		PO 30697 FEBRUARY 2025 PROFESSIONAL SERVICES	700.60	
		PO 30745 MARCH 2025 PROFESSIONAL SERVICES	1,810.60	
		PO 30745 MARCH 2025 PROFESSIONAL SERVICES	189.20	
		PO 30745 MARCH 2025 PROFESSIONAL SERVICES	851.40	5,916.80
25415	102 - ANDERSON & DENZLER ASSOC., INC	PO 30745 MARCH 2025 PROFESSIONAL SERVICES	7,222.50	7,222.50
25416	369 - B & R UNIFORMS	PO 30686 POLICE: UNIFORM - DAVE BROWN - PROMOTION	82.80	82.80
25417	3303 - BOROUGH OF CHESTER (MCLM)	PO 30703 LEAGUE SEMINAR - TAVERN 73- 4/16/25	110.00	110.00
25418	3828 - BOROUGH OF MADISON	PO 30748 IT BILLING FOR FEB 2025	939.50	939.50
25419	4368 - BUY WISE AUTO PARTS, INC.	PO 30506 POLICE: VEHICLE MAINTENANCE AND REPAIR -	141.15	
		PO 30619 POLICE: VEHICLE REPAIR - 2024 DODGE DURA	37.31	
		PO 30674 POLICE: VEHICLE REPAIR EXPLORER STOCK	172.84	
		PO 30735 POLICE: VEHICLE REPAIR 2019 CHEVY TAHOE	286.22	637.52
25420	3860 - CARNER BROS.	PO 30676 WATER OPERATING - WATER SYSTEM REPAIRS	730.00	730.00
25421	3411 - CENTRAL POLY-BAG CORP	PO 30614 DPW - BUILDING MAINTENANCE- JANITORIAL S	93.50	93.50
25422	4135 - CGP&H, LLC	PO 30627 FEBRUARY 2025 PROFESSIONAL SERVICES	512.50	512.50
25423	4090 - CLEAN MAT SERVICES, LLC	PO 30750 2025 FLOOR MAT SERVICE / DPW APR - DEC -	210.66	210.66
25424	1481 - CORE & MAIN, LP	PO 30713 WATER OPERATING - EMERGENCY	7,050.12	7,050.12
25425	2396 - COUNTY WELDING SUPPLY CO.	PO 30429 DPW - EQUIPMENT & TOOLS - BLANKET	36.00	36.00
25426	4170 - DEWBERRY ENGINEERS, INC	PO 29173 ENGINEERING SERVICES - WELL #4 - PROJECT	1,290.00	1,290.00
25427	2971 - DIRECT ENERGY BUSINESS	PO 30729 PARKS & BEACHES: ELECTRIC SERVICE: FEB-M	69.89	
		PO 30730 BORO GARAGE: ELECTRIC SERVICE: FEB - MAR	478.34	
		PO 30731 WATER: ELECTRIC SERVICE - FEB - MAR 2025	7,622.71	8,170.94
25428	2971 - DIRECT ENERGY BUSINESS	PO 30732 BORO HALL: ELECTRIC SERVICE: FEB - MAR	2,609.94	
		PO 30733 SEWER: ELECTRIC SERVICE: FEB - MAR 2025	30.08	2,640.02
25429	4473 - DOOR WORKS, INC	PO 30687 BH: RENOVATIONS -FIRE RATED SHUTTERS	6,895.00	6,895.00
25430	3270 - EAGLE POINT GUN/T.J MORRIS & SONS	PO 30693 POLICE: AMMUNITION	4,108.90	4,108.90
25431	3597 - ENVIRONMENTAL GLOBAL SOLUTIONS, LLC	PO 30490 WATER OPERATING - TREATMENT OF WELLS - W	1,076.18	1,076.18
25432	4514 - GALLS, LLC	PO 30670 POLICE: CROSSING GUARD UNIFORMS ETC.	70.38	70.38
25433	653 - GANNET NEW YORK/NEW JERSEY LOCALIQ	PO 30391 PLANNING/ZONING - 2025 ADVERTISING - BLA	40.92	
		PO 30727 CLERK: ADVERTISING MARCH 2025 - ACCT# 1	662.28	703.20
25434	1379 - GARDEN CLUB OF MOUNTAIN LAKES	PO 30654 GARDEN CLUB OF MOUNTAIN LAKES	2,500.00	2,500.00
25435	876 - GARDEN STATE LABORATORIES, INC	PO 30625 WATER OPERATING - FEBRUARY TREATMENT OF	2,954.00	2,954.00
25436	4729 - GRAHAM BASSETT	PO 30743 WATER METER REFUND	81.25	81.25
25437	196 - GRIFFITH-ALLIED TRUCKING, LLC	PO 30523 DPW - UNLEADED GASOLINE - BLANKET	1,398.95	1,398.95
25438	3991 - GRM INFORMATION MANAGEMENT SERVICES	PO 30749 2025 ARCHIVE STORAGE ACCT 01QA0220 - 20	371.32	371.32
25439	4134 - HOGWASH CARWASH, INC	PO 30739 POLICE: CAR WASHES- MARCH 2025	141.75	141.75
25440	4209 - HUNTER CARRIER SERVICES	PO 30511 ADMIN: 2025 PHONES - ACCT BOML- BLANKET	1,089.51	1,089.51
25441	4670 - HUTCHINS HVAC, INC	PO 29822 HVAC REPAIR	6,555.00	6,555.00
25442	3677 - ICMA	PO 30724 ADMIN: 2025 ICMA MEMBERSHIP RENEWAL - MI	1,037.00	1,037.00
25443	4336 - INSTANTCARD	PO 30586 POLICE: ID CARDS	500.00	500.00
25444	633 - JASON DIMICK	PO 30692 POLICE: REIMBURSEMENT	230.28	230.28
25445	859 - JCP&L	PO 30322 ACCT# 100 050 702 156 - BILL PRD: 11/26	6.67	
		PO 30649 STREET LIGHTING - ASSORTED ACCOUNTS - JA	8,151.26	8,157.93
25446	1040 - JESCO, INC.	PO 30645 DPW - EQUIPMENT REPAIR	288.98	288.98
25447	4722 - KAREN GROVE	PO 30628 RECREATION: Refund for Boat Renewal	50.00	50.00
25448	4563 - LAURIE STEPPER	PO 30721 TROUT DERBY AND EGG HUNT SUPPLIES	52.76	52.76
25449	2561 - LIFESAVERS, INC.	PO 30672 POLICE: RECERTIFICATION - ZACH WALSH	70.00	70.00
25450	1182 - LINCOLN FINANCIAL	PO 30576 2024 LOSAP CONTRIBUTIONS/CONTRACT# CR334	22,000.00	22,000.00
25451	1371 - MTN. LAKES BOARD OF EDUCATION	PO 30658 APRIL 2025 MTN LAKES SCHOOL DISTRICT GEN	2,153,145.38	2,153,145.38
25452	1394 - MTN. LAKES PUBLIC LIBRARY	PO 30659 2025 APR - DEC MTN LAKES PUBLIC LIBRARY	37,321.22	37,321.22
25453	1472 - MURPHY MCKEON P.C.	PO 30746 MARCH 2025 LEGAL SERVICES - TAX APPEAL/C	3,780.00	
		PO 30747 LEGAL: 2025 RETAINER FEES - BLANKET (APR	5,000.00	8,780.00
25454	1553 - NEW JERSEY NATURAL GAS	PO 30632 FEB - MAR 2025 SERVICE	3,631.36	3,631.36
25455	1522 - NISIVOCIA & COMPANY LLP	PO 30651 FINANCE: 2024 ANNUAL AUDIT - CLIENT 0006	5,625.00	
		PO 30651 FINANCE: 2024 ANNUAL AUDIT - CLIENT 0006	5,625.00	
		PO 30651 FINANCE: 2024 ANNUAL AUDIT - CLIENT 0006	11,250.00	22,500.00

List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT

Meeting Date: 04/14/2025 For bills from 03/21/2025 to 04/10/2025

Check#	Vendor	Description	Payment	Check Total
25456	1533 - NJ DEPT OF COMMUNITY AFFAIRS	PO 30704 DCA FEES FOR 2025 1ST QUARTER	1,949.00	1,949.00
25457	2745 - NJ DEPT OF LABOR -WORKFORCE DEVELOPMENT	PO 30742 2ND QTR 2024 UNEMPLOYMENT	4,136.28	4,136.28
25458	1559 - NJ STATE ASSOC. OF CHIEFS OF POLICE	PO 30709 POLICE: 2025MEMBERSHIP DUES	275.00	275.00
25459	2683 - NJAPZA TREASURER	PO 30631 PB/ZBOA: SPRING FLING - CYNTHIA SHAW-4/1	60.00	60.00
25460	2683 - NJAPZA TREASURER	PO 30736 CONSTRUCTION: NJAPZA LUNCHEON - SUSAN P	70.00	70.00
25461	1562 - NJLM	PO 30648 JOB ADVERTISEMENTS / CFO & LAND USE	370.00	370.00
25462	2727 - ONE CALL CONCEPTS, INC.	PO 30734 ACCT# 12-BML / MAR 2025	642.78	642.78
25463	1714 - POWER PLACE, INC.	PO 30624 DPW - EQUIPMENT REPAIR	126.94	
		PO 30680 DPW - EQUIPMENT REPAIR - BLANKET	6.74	133.68
25464	3890 - RDC DESIGN GROUP, LLC	PO 30635 WEB MAINTENANCE - 2025 1ST BI-ANNUAL CON	3,060.00	3,060.00
25465	4141 - RESERVE ACCOUNT - PITNEY BOWES	PO 30636 POSTAGE METER REFILL: ACCT# 523225131	4,000.00	4,000.00
25466	1948 - SHEAFFER SUPPLY, INC.	PO 30605 S & R - SIGNS - BLANKET	237.22	
		PO 30661 DPW - DEPARTMENT SUPPLIES	229.00	466.22
25467	2774 - STAPLES CONTRACT & COMMERCIAL, LLC	PO 30608 DPW: ORDER# 7654665365	50.19	
		PO 30621 ADMIN: ORDER# 7654171473	82.06	132.25
25468	3944 - STEVEN M. GLUCK	PO 30714 CONSTRUCTION: REIMBURSEMENT - MILEAGE	53.50	53.50
25469	1916 - STICKEL, KOENIG, SULLIVAN & DRILL,	PO 30657 1st QTR 2025 - PROFESSIONAL SERVICES - R	4,000.00	4,000.00
25470	4541 - SUSAN POST	PO 30737 REIMBURSEMENT - NORTHEAST JERSEY TECHNICA	65.00	65.00
25471	4578 - T-MOBILE	PO 30518 WATER: T-MOBILE ACCT - 999393642 - MONTH	31.15	
		PO 30738 FEB. & MARCH 2025 - DATA SERVICE FOR IPAD	213.70	244.85
25472	881 - TMS, INC	PO 30189 ADMIN: 2025 DNS HOSTING / ACCT# GTI - BL	30.00	30.00
25473	603 - TOWNSHIP OF DENVILLE	PO 30752 ANIMAL CONTROL SERVICES CONTRACT 2025	4,875.00	4,875.00
25474	4646 - TOWNSHIP OF MT. OLIVE	PO 30726 INTER-LOCAL HEALTH SERVICES AGREEMENT 20	9,125.00	9,125.00
25475	4191 - TRANSUNION RISK & ALTERNATIVE DATA SOLUT	PO 30711 POLICE: DATA SEARCH	75.00	75.00
25476	2801 - TREE KING, INC	PO 30580 S & R TREE REMOVAL - MCCPC CONTRACT #18	1,245.00	1,245.00
25477	4088 - TURN OUT UNIFORMS, INC	PO 29898 POLICE: UNIFORM PURCHASE FOR SLEO BROOKE	119.00	
		PO 30560 POLICE: BADGE FOR BROWN	234.80	
		PO 30723 POLICE: UNIFORM PURCHASES - DAVE BROWN	155.95	509.75
25478	2977 - UGI ENERGY SERVICES, INC.	PO 30652 CUST# J0001077, 1078, 1079 - MOUNTAIN LA	1,667.20	1,667.20
25479	1062 - UNITED SITE SERVICES	PO 30753 PORTA JOHNS: APRIL 2025 - CUST ID# ACT-0	478.15	478.15
25480	4587 - VERIZON	PO 30689 ADMIN: ACCT# 357-361-129-0001-26 - INTER	250.61	250.61
25481	2135 - VERIZON WIRELESS	PO 30675 POLICE: PHONE/WIFI ETC. ACCT# 882388054-	684.93	684.93
25482	4080 - WORKWELL TECHNOLOGIES	PO 30623 DPW - BUILDING MAINTENANCE - TIMECLOCK -	49.00	49.00
TOTAL				2,361,820.79

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-192-08-118-000	RECREATION FEES & INCOME			50.00	
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	6,115.11			
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	507.96			
01-201-20-135-020	ANNUAL AUDIT	11,250.00			
01-201-20-140-020	COMPUTER SERVICES	4,196.17			
01-201-20-145-020	TAX COLLECTOR - OTHER EXPENSES	9.59			
01-201-20-155-020	LEGAL SERVICES - OTHER EXPENSE	8,780.00			
01-201-20-165-020	ENGINEERING SERVICES	3,040.40			
01-201-21-180-020	PLANNING BOARD - OTHER EXPENSE	52.32			
01-201-21-185-020	BD OF ADJUST - OTHER EXPENSES	4,048.60			
01-201-22-195-020	UNIFORM CONST - OTHER EXPENSES	372.20			
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	6,578.26			
01-201-25-255-020	FIRE DEPT - OTHER EXPENSES	310.64			
01-201-26-290-020	STREETS & ROADS - OTHER EXP.	2,921.45			
01-201-26-310-020	BLDG & GROUNDS - MUNIC BLDG	2,710.66			
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	637.52			
01-201-28-370-020	PARKS & PLAYGROUNDS OTHER EXP.	321.31			
01-201-28-375-020	MAINT OF PARKS (BEACHES/LAKES)	478.15			
01-201-29-390-020	AID TO PUBLIC LIBRARY	37,321.22			
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	3,158.17			
01-201-31-436-020	ELECTRICITY - STREET LIGHTING	8,151.26			
01-201-31-437-020	NATURAL GAS	5,298.56			
01-201-31-440-020	TELECOMMUNICATIONS	1,774.44			
01-201-31-447-020	PETROLEUM PRODUCTS	1,398.95			
01-201-42-114-020	SHARED SERVICES - HEALTH SERVICES	9,125.00			
01-203-22-195-020	(2024) UNIFORM CONST - OTHER EXPENSES		30.00		
01-203-25-240-020	(2024) POLICE DEPT - OTHER EXPENSES		119.00		
01-203-26-310-020	(2024) BLDG & GROUNDS - MUNIC BLDG		6,555.00		

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-203-31-435-020	(2024) ELECTRICITY - ALL DEPARTMENTS		6.67		
01-203-36-476-020	(2024) LENGTH OF SVS AWARDS (LOSAP)		22,000.00		
01-207-55-000-000	LOCAL SCHOOL TAXES PAYABLE			2,153,145.38	
01-260-05-100	DUE TO CLEARING			0.00	2,302,412.99
01-290-55-000-001	DUE TO NJ - DCA TRAINING FEES			1,949.00	
TOTALS FOR	Current Fund	118,557.94	28,710.67	2,155,144.38	2,302,412.99
04-215-55-992-000	2022 CAPITAL ORDINANCE 2-22			7,923.10	
04-215-55-999-000	2024 CAPITAL ORDINANCE 3-24			6,895.00	
04-215-56-801-000	2024 CAPITAL ORDINANCE 7-24			1,290.00	
04-260-05-100	DUE TO CLEARING			0.00	16,108.10
TOTALS FOR	General Capital	0.00	0.00	16,108.10	16,108.10
05-192-17-000-000	WATER OPERATING REVENUES			81.25	
05-201-55-520-520	Water Operating - Other Expenses	27,661.19			
05-260-05-100	DUE TO CLEARING			0.00	27,742.44
TOTALS FOR	Water Operating	27,661.19	0.00	81.25	27,742.44
07-201-55-520-520	Sewer Operating - Other Expenses	6,033.48			
07-260-05-100	DUE TO CLEARING			0.00	6,033.48
TOTALS FOR	Sewer Operating	6,033.48	0.00	0.00	6,033.48
13-260-05-100	DUE TO CLEARING			0.00	4,875.00
13-286-56-000-000	RESERVE - ANIMAL LICENSE FUND			4,875.00	
TOTALS FOR	Animal Trust	0.00	0.00	4,875.00	4,875.00
14-260-05-100	Due to Clearing			0.00	4,136.28
14-300-60-000-000	RESERVE FOR UNEMPLOYMENT INSUR			4,136.28	
TOTALS FOR	Unemployment Trust	0.00	0.00	4,136.28	4,136.28
20-260-05-100	Due to Clearing			0.00	512.50
20-300-60-000-000	RESERVE FOR AFFORDABLE HOUSING			512.50	
TOTALS FOR	AFFORDABLE HOUSING	0.00	0.00	512.50	512.50

Total to be paid from Fund 01 Current Fund	2,302,412.99
Total to be paid from Fund 04 General Capital	16,108.10
Total to be paid from Fund 05 Water Operating	27,742.44
Total to be paid from Fund 07 Sewer Operating	6,033.48
Total to be paid from Fund 13 Animal Trust	4,875.00
Total to be paid from Fund 14 Unemployment Trust	4,136.28
Total to be paid from Fund 20 AFFORDABLE HOUSING	512.50
	2,361,820.79



List of Bills - (1210101001001) PAYROLL AGENCY-CASH-PROVIDENT BANK**Payroll Agency Account**

Meeting Date: 04/14/2025 For bills from 03/21/2025 to 04/10/2025

Check#	Vendor	Description	Payment	Check Total
5091	4521 - INTERNATIONAL BROTHERHOOD OF TEAMSTERS L	PO 30688 DPW UNION DUES - MARCH 2025	361.00	361.00
5092	1392 - MTN. LAKES POLICE ASSOCIATION	PO 30728 POLICE UNION DUES - MAR 2025 & BACK PAY	4,550.00	4,550.00
TOTAL				4,911.00

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
12-101-01-001-001	PAYROLL AGENCY-CASH-PROVIDENT BANK			0.00	4,911.00
12-200-00-000-800	POLICE UNION DUES	4,550.00			
12-200-00-000-801	DPW UNION DUES	361.00			
TOTALS FOR	Payroll Agency Account	4,911.00	0.00	0.00	4,911.00

Total to be paid from Fund 12 Payroll Agency Account

4,911.00

4,911.00

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

Meeting Date: 04/14/2025 For bills from 03/21/2025 to 04/10/2025

Check#	Vendor	Description	Payment	Check Total
5725	3730 - DORNEY PARK & WILDWATER KINGDOM, LL	PO 30684 TEEN ADVENTURE - DORNEY PARK TICKETS	8,023.67	8,023.67
5726	3731 - GROUP SALES BOX OFFICE	PO 30683 TEEN ADVENTURE - BROADWAY TICKETS JULY 1	10,607.50	10,607.50
5727	4727 - KRISTEN SANFILIPPO	PO 30653 JR LAKER WRESTLING REIMBURSEMENT	272.00	272.00
5728	4563 - LAURIE STEPPER	PO 30721 TROUT DERBY AND EGG HUNT SUPPLIES	49.50	49.50
5729	4714 - NJ RIOT LACROSSE CLUB INC	PO 30423 JERSEY STRONG LACROSSE TOURNAMENT	1,600.00	1,600.00
5730	4632 - PERFORMANCE TROPHIES AND MEDALS, LLC	PO 30607 WRESTLING TROPHIES AND PLAQUES	565.38	565.38
5731	3417 - PRO IMAGE PROMOTIONS, INC.	PO 30634 JR TRACK TSHIRTS	602.00	602.00
5732	4712 - RUDIS	PO 30365 JR LAKER WRESTLING SINGLETs	1,982.20	1,982.20
TOTAL				23,702.25

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
33-101-01-001-001	CASH - RECREATION			0.00	23,702.25
33-600-00-090-000	Recreation Trust Reserves			23,702.25	
TOTALS FOR	Recreation Trust	0.00	0.00	23,702.25	23,702.25

Total to be paid from Fund 33 Recreation Trust

23,702.25

23,702.25

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

RESOLUTION 102-25

RESOLUTION AUTHORIZING MEMBERSHIP IN THE MOUNTAIN LAKES VOLUNTEER FIRE DEPARTMENT

WHEREAS, the following individual has applied for membership in the Mountain Lakes Volunteer Fire Department and has submitted the required documentation; and

WHEREAS, the Fire Department recommends this individual for membership; and

WHEREAS, a copy of the application has been filed with the Borough Clerk.

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 of Mountain Lakes approves the application for the following individual(s):

Lorelei Woodlee

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 April 14, 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 103-25

**RESOLUTION REQUESTING APPROVAL OF ITEM OF REVENUE AND APPROPRIATION UNDER N.J.S.A. 40A: 4-87
FOR THE DRUNK DRIVING ENFORCEMENT FUND GRANT**

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 \$7,927.95 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:

Drunk Driving Enforcement Fund Grant

BE IT FURTHER RESOLVED, that the like sum of \$7,927.95 be and the same is hereby appropriated under the caption of:

(A) Operations – Excluded from “CAPS” Public and Private Programs Offset By Revenues –Drunk Driving Enforcement Fund 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 April 14, 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 104-25

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE BOROUGH OF MOUNTAIN LAKES
AND APPRAISAL SYSTEMS INC. FOR REASSESSMENT SERVICES**

WHEREAS, there exists the need for professional services for continued assistance for reassessment for the Borough of Mountain Lakes; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" and the contract itself must be available for public inspection.

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

- Section 1.** The Borough Manager and Borough Clerk are hereby authorized and directed to execute an agreement with Appraisal Systems Inc. for professional reassessment services in an amount not to exceed \$25,000 per year.
- Section 2.** This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of this agreement shall be for five years, from October 1, 2025 through December 31, 2030.
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Borough of Mountain Lakes.

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 April 14, 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

01-201-20-150-029 - TAX ASSESSOR - ANNUAL REASSESSMENT - \$25,000


Monica Goscicki, CFO

**Borough of Mountain Lakes
Contract Review Checklist**

Vendor / Professional: Appraisal Systems Inc.

Service Provided: Reassessment Services

Item	Applicability	Standard	Reviewed	Verified
Attorney Review	All Contracts	Confirmation that agreement has been reviewed by Borough Attorney	✓	✓
Financial Impact	All Contracts	Has the economic impact of the transaction been evaluated?	✓	✓
Insurance	All Contracts	Proof of Insurance As Required BY RFP, Specifications, or Contract	✓	✓
Invoice Process	All Contracts	Consistent with local public contracts law and Borough procedure	✓	✓
Iran Investment Disclosure	All Contracts	Disclosure of Investments Activities in Iran	✓	✓
Non-Collusion	All Contracts	Non-Collusion Affidavit Signed	✓	✓
Non-Performance	All Contracts	Provision addressing consequences for non-performance / breach of agreement	N/A	N/A
Payment Terms	All Contracts	Do standard payment terms apply?	✓	✓
Standard Agreement	All Contracts	Agreement Provided	✓	✓
Term	All Contracts	1-year professional services, 2-year goods / services, or statutory exemption	✓	✓
Termination	All Contracts	Right to terminate where appropriate	N/A	N/A
Affirmative Action Form	Goods & Services; Professional Services	Employee Information Report Provided	✓	✓
Business Entity / Corporate Disclosure	Goods & Services; Professional Services	Disclosure Affidavit Provided	✓	✓
Business Registration	Goods & Services; Professional Services	Copy of Registration Provided	✓	✓
Confidentiality	Goods & Services; Professional Services	Contract provisions where appropriate	N/A	N/A
Renewal	Goods & Services; Professional Services	Provision concerning renewal included where appropriate	✓	✓
Political Contribution Disclosure	Professional Services	Disclosure Language In Contract Form; Form Completed	✓	✓
Qualifications	Professional Services	Proof of professional licenses / certifications	✓	✓
Debarment	All Contracts	Vendor Not Currently On State Debarment List	✓	✓

Reviewed by: Cara Fox **Date:** 4/3/25

Verified by: [Signature] **Date:** 4/3/25



APPRAISAL SYSTEMS, INC.
REAL ESTATE APPRAISAL SERVICES

MORRISTOWN OFFICE
264 SOUTH STREET
BUILDING 2, SUITE 1B
MORRISTOWN, NJ 07960
PHONE: (973) 386-1111

FAIR LAWN OFFICE
17-17 ROUTE 208N
SUITE 210
FAIR LAWN, NJ 07410
PHONE: (201) 493-8530

November 11, 2024

Kristen Umansky, Assessor
Borough of Mountain Lakes
400 Boulevard
Mountain Lakes, NJ 0704

**Re: Proposal for the Continued Assistance for Reassessment for
the Borough of Mountain Lakes**

Dear Ms. Umansky:

I am pleased to provide you with a proposal to continue to assist your office with the reassessment of the Borough. As you know, frequent reassessments enable the assessed values to continually reflect current market conditions and therefore there are reduced tax appeals and gradual adjustments to assessment which avoids the potential larger shifts that can occur with less frequently conducted revaluation programs.

This proposal will be for our assistance to your reassessment program in the amount of **\$125,000.00 (One Hundred and Twenty-Five Thousand Dollars)** over a five-year period.

The price for each year in this five-year cycle shall be \$25,000.00 (Twenty-Five Thousand Dollars).

The reassessment program will begin as of October 1, 2025 for the 2026 tax year and continue as of October 1, 2026 to be effective for the tax year 2027; October 1, 2027 to be effective for the tax year 2028; October 1, 2028 to be effective for the tax year 2029; and October 1, 2029 to be effective for the tax year 2030.

Enclosed please find the scope of work which will be provided by the firm for the above cost. The undersigned hereby offers to faithfully comply with all said requirements and to furnish all labor, equipment and supplies necessary for the completion of the agreed scope of work.

Respectfully submitted,
APPRAISAL SYSTEMS, INC.

Rick Del Guercio
President

SCOPE OF SERVICES

The next few pages summarize several key benefits of conducting an annual reassessment program. The assessing community has been fighting an uphill battle recently with respect to maintaining accurate assessments from year to year due to the tumultuous real estate market. Unfortunately, the battle is being lost on the tax appeal front and the result is a huge financial burden on the municipalities. Rather than continuing to be reactive to these problems as they occur, we can proactively solve them before they occur. The following are key reasons why such a program can be a solution for your town:

ELIMINATE PROPERTY TAX SHIFTS

- Assessments are set each year at their true market value on October 1. This ensures that no property owner pays more or less than their fair share of property taxes EVERY year not just the year immediately following an occasional reassessment or revaluation. In a constantly changing marketplace, large property tax inequities grow between the numerous varieties of property types as each year passes since a revaluation was completed. After many years of inaction these "tax shifts" will grow so large that when a revaluation is ultimately ordered the correction of these shifts can cause a tax hardship on those properties that see large value increases. Yearly reassessment will eliminate the growth of such shifts.

MAINTAIN 100% TRUE MARKET VALUE AT ALL TIMES

- Directors Ratio (Chapter 123) is maintained at 100% EVERY year for purposes of State Tax and County Tax Appeals. Every year after a revaluation the ratio is dictated by the averaging of the current year's sales/assessment plus the previous year's sales/assessment. Many times, this average can be misleading because only certain types of properties may sell in a given sampling year. For example, in a municipality that has primarily residential sales and few or no commercial sales, the ratio is driven by the residential market only, but the implied ratio will be applied and assumed to be indicative of the commercial market as well. This puts pressure on the Tax Assessor to defend commercial assessments that now have to be equalized with a "residential sales driven ratio" Several large commercial properties under appeal in a municipality where the "residential driven ratio" drops 10-20% may cause the Assessor to refund hundreds of thousands of dollars for no other reason other than this ratio. Example:

Commercial property A is assessed at \$15,000,000 at the time of revaluation.

The year following the revaluation the residential sales caused the ratio to drop to 90%.

Assessor cannot defend new equalized assessment of \$16,666,700 ($\$15,000,000 / 0.90$)

New assessment must be set to \$13,500,000 ($\$15,000,000 \times 0.90$)

\$1,500,000 reduction x 2.25 tax rate (say) = **\$33,750.00**

This is an example of one appeal only. Maintaining the ratio at 100% will eliminate this scenario. The same example can be made in towns made up of different residential property types (high end vs. low end OR condo vs. single family) where one property type may be driving the ratio but must be applied town wide.

AVOID COSTLY TAX APPEAL LOSSES

- Setting new assessments each year enables the assessor to identify a property, property types or certain neighborhoods, which have lost value to make an adjustment BEFORE it becomes an appeal the following year. Conversely, it enables the assessor to identify a property, property type or certain neighborhoods, which have gained value to make an adjustment at the start of each year. Chapter 91 requests for Income and Expenses can be sent out every year to help identify such cases in Commercial properties. **Currently, the Division of Taxation does not allow an assessor to raise or lower any values unless they fall under a specified reason (i.e., added assessment, subdivision, demolition, etc.) Changing assessments due solely to market fluctuations can only be done by a County and State approved plan.** Many towns see their valuable tax base reduced each year by numerous successful tax appeals that cannot be offset by added assessments. A yearly maintenance plan could offset tax appeal loss and could possibly increase the total ratable base. This effect could cause a more stable tax rate year after year.

ELIMINATE COSTLY TAX REVALUATIONS

- The annual cost of a yearly reassessment will be less expensive than doing the periodic reassessment and/or revaluation. A proactive plan can eliminate the need for a County Board of taxation to order revaluation. The yearly cost of this plan is almost always recouped by the elimination of “high exposure,” or “ratio” appeals ALONE.
- A yearly reassessment will ensure a town’s County Tax liability is accurate as well as those towns that have a shared school district.
- The elimination of the “freeze Act” as a result of a lost appeal will be helpful if the town does not want to be burdened with an unfair judgment for the subsequent two years.
- Taxpayers will have the ability to discuss their assessments every year prior to the finalization of the tax list and if adjustments are warranted, they will be made without the filing of an appeal. This can only be done when an approved plan is in place.
- A yearly plan will help an Assessor stay ahead of potential value issues as opposed to merely reacting to them when they can become financially cumbersome as is the case with high exposure appeals that have numerous back years involved.

The Assessor today seems to be coming under increased pressure to maintain accurate assessments; however, the only viable means under which this can be accomplished is by an approved compliance, reassessment, or revaluation plan.

Sincerely,

Rick Del Guercio

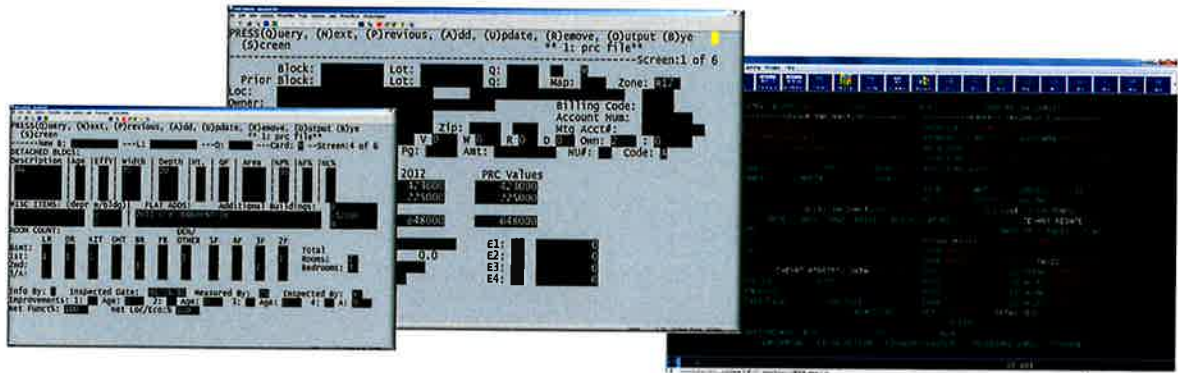
CTA, SCGREa

**SCOPE OF SERVICES TO BE PROVIDED FOR ASSISTANCE
TO TAX ASSESSOR IN COMPLETION OF ANNUAL REASSESSMENT PROGRAM**

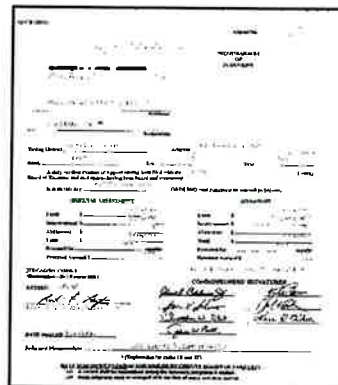


Preparation

A report will be prepared to determine if the current year's tax list values match the PRC values as calculated in the CAMA. If there are "mismatches," an investigation will be made to find the reason why and correct. (i.e. – added assessments, subdivisions, demolitions, clerical changes)



A review of changes will be made as a result of County Board and State Tax Court judgments or settlements. It may be necessary to "reset" these changes so that they are uniformly changed with the other properties as part of the new analysis.



A review of existing data will be made to ensure each line item has a current, fully completed property record card.

Block	Lot	Area	Value	PRC	Notes
100	1	1.00	100.00	1.00	
100	2	1.00	100.00	1.00	
100	3	1.00	100.00	1.00	
100	4	1.00	100.00	1.00	
100	5	1.00	100.00	1.00	
100	6	1.00	100.00	1.00	
100	7	1.00	100.00	1.00	
100	8	1.00	100.00	1.00	
100	9	1.00	100.00	1.00	
100	10	1.00	100.00	1.00	
100	11	1.00	100.00	1.00	
100	12	1.00	100.00	1.00	
100	13	1.00	100.00	1.00	
100	14	1.00	100.00	1.00	
100	15	1.00	100.00	1.00	
100	16	1.00	100.00	1.00	
100	17	1.00	100.00	1.00	
100	18	1.00	100.00	1.00	
100	19	1.00	100.00	1.00	
100	20	1.00	100.00	1.00	
100	21	1.00	100.00	1.00	
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100	26	1.00	100.00	1.00	
100	27	1.00	100.00	1.00	
100	28	1.00	100.00	1.00	
100	29	1.00	100.00	1.00	
100	30	1.00	100.00	1.00	
100	31	1.00	100.00	1.00	
100	32	1.00	100.00	1.00	
100	33	1.00	100.00	1.00	
100	34	1.00	100.00	1.00	
100	35	1.00	100.00	1.00	
100	36	1.00	100.00	1.00	
100	37	1.00	100.00	1.00	
100	38	1.00	100.00	1.00	
100	39	1.00	100.00	1.00	
100	40	1.00	100.00	1.00	
100	41	1.00	100.00	1.00	
100	42	1.00	100.00	1.00	
100	43	1.00	100.00	1.00	
100	44	1.00	100.00	1.00	
100	45	1.00	100.00	1.00	
100	46	1.00	100.00	1.00	
100	47	1.00	100.00	1.00	
100	48	1.00	100.00	1.00	
100	49	1.00	100.00	1.00	
100	50	1.00	100.00	1.00	
100	51	1.00	100.00	1.00	
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100	73	1.00	100.00	1.00	
100	74	1.00	100.00	1.00	
100	75	1.00	100.00	1.00	
100	76	1.00	100.00	1.00	
100	77	1.00	100.00	1.00	
100	78	1.00	100.00	1.00	
100	79	1.00	100.00	1.00	
100	80	1.00	100.00	1.00	
100	81	1.00	100.00	1.00	
100	82	1.00	100.00	1.00	
100	83	1.00	100.00	1.00	
100	84	1.00	100.00	1.00	
100	85	1.00	100.00	1.00	
100	86	1.00	100.00	1.00	
100	87	1.00	100.00	1.00	
100	88	1.00	100.00	1.00	
100	89	1.00	100.00	1.00	
100	90	1.00	100.00	1.00	
100	91	1.00	100.00	1.00	
100	92	1.00	100.00	1.00	
100	93	1.00	100.00	1.00	
100	94	1.00	100.00	1.00	
100	95	1.00	100.00	1.00	
100	96	1.00	100.00	1.00	
100	97	1.00	100.00	1.00	
100	98	1.00	100.00	1.00	
100	99	1.00	100.00	1.00	
100	100	1.00	100.00	1.00	

Website Preparation

Website will be prepared and maintained throughout the entire reassessment program. Information will be posted as it becomes available to ensure a well-informed public.



Notification

Initial notification letters will be mailed to each taxpayer explaining the upcoming reassessment. Additional public relation efforts such as public presentations, news releases, and information on website will be discussed at this time.

Letter of Introduction - English

TOWN OF GUTTENBERG
OFFICE OF THE TAX ASSESSOR
TOWN HALL
GUTTENBERG, NEW JERSEY
(201) 888-2004
Ext. 118

JAMES C. TORBINE, CTA
TAX ASSESSOR

Dear Property Owner:

In order to ensure uniform and equitable assessments, the Town of Guttenberg will evaluate all taxable real estate for the 2011 tax year. The Town has contracted Appraisal Systems, Inc. to conduct the evaluation program.

The first step in the evaluation process is the inspection of all properties in the Town. Representatives from Appraisal Systems, Inc. will be visiting the properties, measuring and photographing the exterior of the buildings and inspecting the interiors.

If no one is home at the time of the representative's first visit, he will leave a card specifying when he will return to do an interior inspection. In order to properly assess your property, it will be necessary for a representative of Appraisal Systems, Inc. to examine the interior of all buildings. Appraisal Systems, Inc. representatives will be provided with identification authorized by the Tax Assessor. Please do not allow anyone to enter your home without proper identification. You will be requested to sign the field form used by the representative to acknowledge that an interior inspection was made. Please prepare the accounts of any rental units you may own concerning the inspection to be made.

If your property has a unique condition that influences value, please send documentation to Appraisal Systems, Inc., 246 Harrison Road, Glen Rock, NJ 07452 and it will be considered.

After the appraisals have been completed, you will be notified by Appraisal Systems, Inc. of the pending valuation that has been placed on your property, as well as procedures to review the assessment with a qualified representative of the firm.

Enclosed is a brochure prepared by Appraisal Systems, Inc., which addresses questions generally asked by property owners concerning evaluations. Any inquiries with respect to the inspection procedure should be directed to the firm at (201) 493-8550.

Very truly yours,

APPRAISAL SYSTEMS, INC.
[Signature]
Edward J. Del Guercio
CEO

TOWN OF GUTTENBERG
[Signature]
James C. Torbine, CTA
Assessor

Letter of Introduction - Spanish

TOWN OF GUTTENBERG
OFFICE OF THE TAX ASSESSOR
TOWN HALL
GUTTENBERG, NEW JERSEY
(201) 888-2004
Ext. 118

JAMES C. TORBINE, CTA
TAX ASSESSOR

Querido Propietario:

A fin de garantizar uniformidad y equidad a todos, la ciudad de Guttenberg se evaluará todos los inmuebles propiedad de 2011 año fiscal. La ciudad ha contratado a Appraisal Systems, Inc. para realizar el programa de evaluación.

El primer paso en el proceso de reevaluación es la inspección de todos los inmuebles en la ciudad. Representantes de Appraisal Systems, Inc. van a visitar las propiedades, medir edificios y fotografiar las extensiones de los edificios o inspeccionar los interiores.

Si nadie está presente en el momento de la primera visita del representante, dejará una tarjeta especificando cuando se volverá a hacer una inspección interior. A fin de poder evaluar adecuadamente su propiedad, será necesario para un representante de Appraisal Systems, Inc., examinar el interior de todos los edificios. Los representantes de Appraisal Systems, Inc. serán provistos de una identificación autorizada por el taxador de impuestos. Por favor, no permita que nadie entre a su casa sin la debida identificación. Se le pedirá a firmar el formulario utilizado por el representante de impuestos que un interior inspección se hizo. Por favor prepare a los registros de las unidades de alquiler relativas a la inspección.

Si su propiedad tiene una única condición de que influya en el valor, por favor envíe documentación a Appraisal Systems, Inc., 246 Harrison Road, Glen Rock, NJ 07452 y será considerado.

Después que la valoración se ha completado, usted será notificado por Appraisal Systems, Inc. de la valoración que le será colocada en su propiedad, así como los procedimientos para revisar la evaluación con un representante de la empresa.

Se adjunta un folleto preparado por Appraisal Systems, Inc. que aborda cuestiones generales por los propietarios sobre evaluaciones. Las investigaciones con respecto al procedimiento de inspección debe orientarse a la empresa al (201) 493-8550.

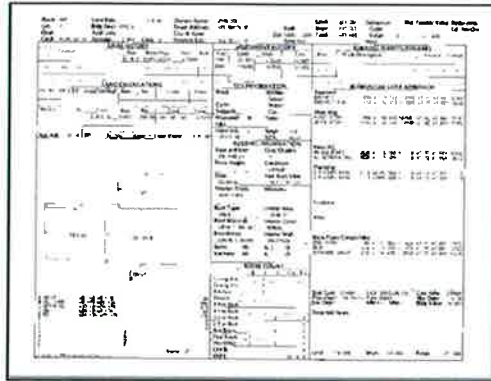
Atentamente,

APPRAISAL SYSTEMS, INC.
[Signature]
Edward J. Del Guercio
CEO

TOWN OF GUTTENBERG
[Signature]
James C. Torbine, CTA
Assessor

Property Inspection – Exterior

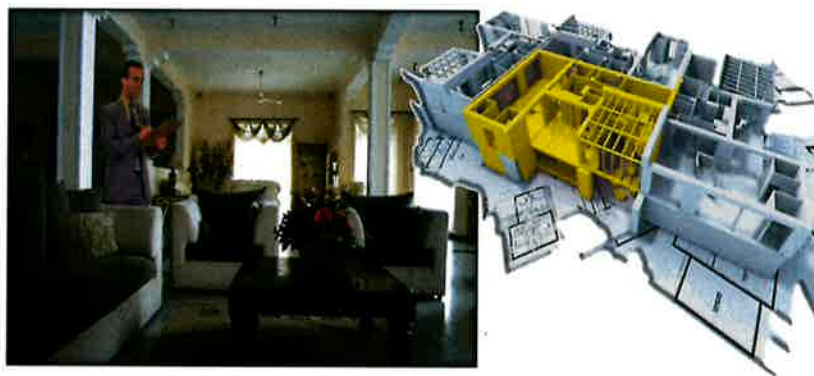
If existing property record cards are well maintained, they will be utilized to help inspect each property for accuracy of measurements and descriptions of the various component parts of the improvements. Spot measurements will be taken, and the entire property will be examined to pick up any new or missed features. A well-qualified field inspector will conduct these inspections.

A detailed property record card form with multiple sections for data entry, including property address, owner information, and inspection details.

Property Inspection – Interior

A determination of the number or percentage of interior inspections that are required for this reassessment will be summarized. If this is part of an ongoing annual reassessment, an inspection plan will be outlined so that at the end of a five-year cycle all properties will have been inspected.

At the time of the inspection an attempt to gain entry will be made. If the attempt is unsuccessful, a card will be left specifying that an inspector was at the property and will be coming back to do the interior.



Photographs

New photographs will be taken of new dwellings, new buildings, added accessories and any new physical changes to improvements. Photographs will also be taken of new sales that will be analyzed as part of the reassessment.



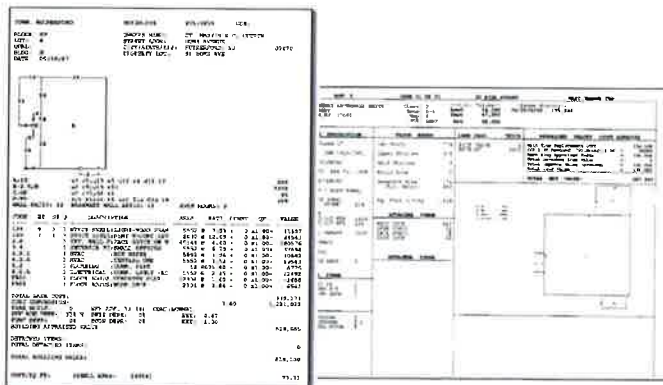
Property Record Cards

If the existing property record card is determined to be accurate, new notes will be written on the front describing the extent to which the property was spot checked as well as the date the inspection was done. If either a new record card needs to be produced or physical changes need to be made, they will be done so consistently with the existing data format so that data entry can be accomplished easily.

[illegible]

Cost Approach – Residential

An in-depth analysis will be conducted to determine the new Cost Conversion Factor, building class scheme, depreciation tables, and other depreciation and market factors. All code tables will be reviewed and adjusted if warranted. This will be conducted in conjunction with Land Value analysis and Sales Approach analysis to ensure that any change in building classes, depreciation schedules or other market factors will be done uniformly for all properties.



LINE	DESCRIPTION	QUANTITY	UNIT	PRICE	TOTAL
1	LOT 1.00 AC	1.00	AC	100.00	100.00
2	LOT 2.00 AC	1.00	AC	100.00	100.00
3	LOT 3.00 AC	1.00	AC	100.00	100.00
4	LOT 4.00 AC	1.00	AC	100.00	100.00
5	LOT 5.00 AC	1.00	AC	100.00	100.00
6	LOT 6.00 AC	1.00	AC	100.00	100.00
7	LOT 7.00 AC	1.00	AC	100.00	100.00
8	LOT 8.00 AC	1.00	AC	100.00	100.00
9	LOT 9.00 AC	1.00	AC	100.00	100.00
10	LOT 10.00 AC	1.00	AC	100.00	100.00

Land Value – Residential

An in-depth analysis will be conducted to determine new site and rate values by neighborhood/ VCS or new front foot values by VCS or street. This can be accomplished by an analysis of land sales and/or the land residual method.



Location	Date	Price	Area	Rate
1000 N. 1st St.	1/15/01	100,000	1,000	100.00
1000 N. 2nd St.	2/15/01	120,000	1,200	100.00
1000 N. 3rd St.	3/15/01	140,000	1,400	100.00
1000 N. 4th St.	4/15/01	160,000	1,600	100.00
1000 N. 5th St.	5/15/01	180,000	1,800	100.00
1000 N. 6th St.	6/15/01	200,000	2,000	100.00
1000 N. 7th St.	7/15/01	220,000	2,200	100.00
1000 N. 8th St.	8/15/01	240,000	2,400	100.00
1000 N. 9th St.	9/15/01	260,000	2,600	100.00
1000 N. 10th St.	10/15/01	280,000	2,800	100.00

Land Value Map

A new land value map will be prepared to illustrate the new changes in either site and rate values or front foot values. This map will be done in digital format as well as hard copy.

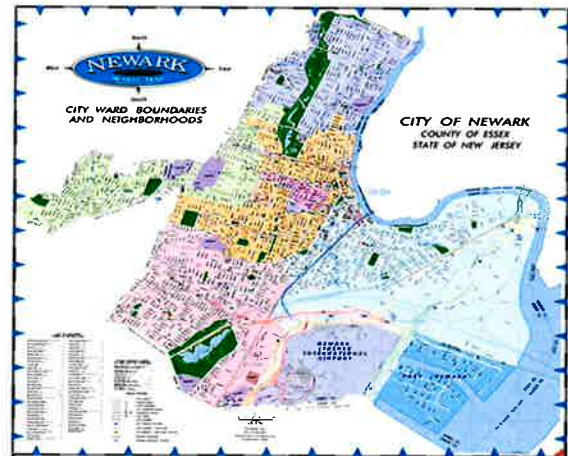
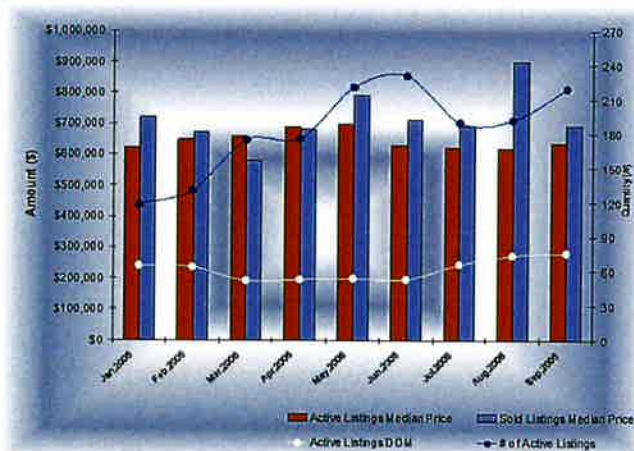


Sales Analysis

An analysis of all usable sales will be made to help determine appropriate land values and all cost factors. The usable sales are the final test for the new land/cost model that has been created. Ratio and Coefficient of Deviation reports will be generated for every neighborhood to ensure uniformity of all properties.

Due to the importance the sales have on new assessment model, each sale will be inspected, and a study will be made into the specifics of the sale transaction. Both a review of the deed and listing on the Multiple Listing Service (MLS) will be conducted. Investigations also may include conversations with seller, buyer, realtor, and attorneys involved with the transaction.

An in-depth sales and listing analysis for the entire municipality over a three-year period will also be conducted so that values can be trended properly to the October 1 assessing date.



The information collected on all sales will be important during testimony that may be given to any assessments appealed to the County Tax Board.

Exempt Property

An exterior inspection will be conducted to each exempt building to ensure accuracy. New land values will be determined based on sales and/or land residual. A new Marshall and Swift cost sheet will be created to reflect value as of the new October 1 assessing date. If applicable, the sales and income approach will be implemented.



Commercial Property

A "Chapter 91 request" for income and expenses will be sent certified mail to each commercial property. Once returned, an in-depth analysis will be conducted comparing contract rents and expenses with the prevailing market rents and expenses. Prevailing market rents and expenses will be obtained from historical files as well as various online sources such as Co Star or Loop net. Charts and spreadsheets will be created to summarize this information.

The collage consists of five documents:

- Document 1:** A letterhead from the Office of the Assessor, City of New Jersey, dated 1/1/2018.
- Document 2:** A document titled "SENATE No. 50 STATE OF NEW JERSEY" dated 1/1/2018.
- Document 3:** A form titled "PROPERTY TAX INFORMATION" with fields for "PROPERTY TAX INFORMATION" and "PROPERTY TAX INFORMATION".
- Document 4:** A form titled "PROPERTY TAX INFORMATION" with a "PROPERTY TAX INFORMATION" section.
- Document 5:** A form titled "PROPERTY TAX INFORMATION" with a "PROPERTY TAX INFORMATION" section.

An in depth analysis will be conducted to determine new vacancy and collection loss rates. This will be obtained through comparable properties as well as online sources. An in-depth analysis will be conducted to determine new capitalization rates. Capitalization rate selection will either be based on the market (extraction through actual sales when rents and expenses are available) or by band of investment method which seeks an appropriate mortgage constant and comparable equity rates of return. Prevailing capitalization rates will also be reviewed in various online sources such as the ACLI reports. Income and expense information, vacancy and collection loss, and capitalization rates will be utilized to determine a new value via the income capitalization approach.

The image shows two spreadsheets:

- Spreadsheet 1:** Titled "PROPERTY VALUATION ASSESSMENT TAX YEAR 2018". It contains various data points related to property valuation, including "PROPERTY TAX INFORMATION", "PROPERTY TAX INFORMATION", and "PROPERTY TAX INFORMATION".
- Spreadsheet 2:** Titled "GUTTENBERG RENTAL SPREADSHEET". It is a large table with multiple columns and rows, likely containing rental data for various properties.

Commercial Property (cont.)

Marshall and Swift cost estimator will be used to determine a new depreciated cost for all commercial buildings. That combined with a new land value as determined by land sales and/or land residual will produce a new value via the Coast Approach. Commercial sales will be obtained for all types of commercial property both in the municipality and in the market area. These sales will be obtained either by Mod4 information, deed, or various online sources such as Co Star or Loop net. These current sales will be utilized to establish the appropriate market value or "price per square foot" unit value for all commercial property types. Sales data will also establish appropriate commercial Land values. This information will be utilized to establish value via the sales comparison approach.

The left screenshot displays a 'Summary Report' for a property. It includes sections for 'Property Information', 'Valuation Summary', and 'Detailed Valuation'. The 'Valuation Summary' table shows the following data:

Category	Value	Change	Ratio
Land	1,000,000	0.00	1.00
Building	2,000,000	0.00	2.00
Improvements	1,000,000	0.00	1.00
Total	4,000,000	0.00	4.00

The right screenshot shows a 'Property Details' window. It includes a photo of a building and a list of property characteristics. The 'Property Characteristics' table shows the following data:

Characteristic	Value
Area	10,000
Volume	10,000
Weight	10,000
Length	10,000
Width	10,000
Height	10,000

All applicable approaches to value will be employed in the valuation process, and values developed will be reconciled to determine a final assessed value for the commercial property as of October 1 of the pre tax year.

Notification

Once preliminary values have been established for ALL property types a notification will be sent to each tax payer. The notification will report the new value and give instructions on how to either meet to discuss the new value or where to go online to obtain reassessment materials.



Informal Meetings/Review

Meetings will be conducted to answer questions about the new assessed value and to share all of the data and analysis that was utilized such as sales information, new assessment data, reports, charts, and maps. Review of these meetings will include re-inspections and/or adjustments to assessments if warranted. Information relative to the tax impact of the new assessed values will be shared at this time.

APPRaisal SYSTEMS, INC.
REAL ESTATE APPRAISAL SERVICES

Block: K03
Sublot: 7
Zone: Q1
R1

Value: \$1,039,000

Location: 300 N. 1st St. W.

Land: 1.01 AC (21,870 sq. ft.)
1.01 AC (21,870 sq. ft.)

Improvements: 10,000 sq. ft.
10,000 sq. ft.

Exterior: 10,000 sq. ft.
10,000 sq. ft.

Interior: 10,000 sq. ft.
10,000 sq. ft.

Approach: 10,000 sq. ft.
10,000 sq. ft.

Approach: 10,000 sq. ft.
10,000 sq. ft.



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Approach: 10,000 sq. ft.
10,000 sq. ft.

Approach: 10,000 sq. ft.
10,000 sq. ft.

Tax List Submission

A thorough review will be conducted prior to submission to the County Tax Board. This review includes an analysis of how each of the property classes changed in the aggregate.

Municipality									
PROPERTY CLASS	% OF TOTAL	PREVIOUS YEAR	% OF TOTAL	PREVIOUS YEAR	% OF TOTAL	PREVIOUS YEAR	% OF TOTAL	PREVIOUS YEAR	% OF TOTAL
1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00
7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00
8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00
9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00
10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00
12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
13.00	13.00	13.00	13.00	13.00	13.00	13.00	13.00	13.00	13.00
14.00	14.00	14.00	14.00	14.00	14.00	14.00	14.00	14.00	14.00
15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00
16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00
17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00
18.00	18.00	18.00	18.00	18.00	18.00	18.00	18.00	18.00	18.00
19.00	19.00	19.00	19.00	19.00	19.00	19.00	19.00	19.00	19.00
20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00
21.00	21.00	21.00	21.00	21.00	21.00	21.00	21.00	21.00	21.00
22.00	22.00	22.00	22.00	22.00	22.00	22.00	22.00	22.00	22.00
23.00	23.00	23.00	23.00	23.00	23.00	23.00	23.00	23.00	23.00
24.00	24.00	24.00	24.00	24.00	24.00	24.00	24.00	24.00	24.00
25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00
26.00	26.00	26.00	26.00	26.00	26.00	26.00	26.00	26.00	26.00
27.00	27.00	27.00	27.00	27.00	27.00	27.00	27.00	27.00	27.00
28.00	28.00	28.00	28.00	28.00	28.00	28.00	28.00	28.00	28.00
29.00	29.00	29.00	29.00	29.00	29.00	29.00	29.00	29.00	29.00
30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00	30.00
31.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00
32.00	32.00	32.00	32.00	32.00	32.00	32.00	32.00	32.00	32.00
33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00
34.00	34.00	34.00	34.00	34.00	34.00	34.00	34.00	34.00	34.00
35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00
36.00	36.00	36.00	36.00	36.00	36.00	36.00	36.00	36.00	36.00
37.00	37.00	37.00	37.00	37.00	37.00	37.00	37.00	37.00	37.00
38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00
39.00	39.00	39.00	39.00	39.00	39.00	39.00	39.00	39.00	39.00
40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00
41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00
42.00	42.00	42.00	42.00	42.00	42.00	42.00	42.00	42.00	42.00
43.00	43.00	43.00	43.00	43.00	43.00	43.00	43.00	43.00	43.00
44.00	44.00	44.00	44.00	44.00	44.00	44.00	44.00	44.00	44.00
45.00	45.00	45.00	45.00	45.00	45.00	45.00	45.00	45.00	45.00
46.00	46.00	46.00	46.00	46.00	46.00	46.00	46.00	46.00	46.00
47.00	47.00	47.00	47.00	47.00	47.00	47.00	47.00	47.00	47.00
48.00	48.00	48.00	48.00	48.00	48.00	48.00	48.00	48.00	48.00
49.00	49.00	49.00	49.00	49.00	49.00	49.00	49.00	49.00	49.00
50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00
51.00	51.00	51.00	51.00	51.00	51.00	51.00	51.00	51.00	51.00
52.00	52.00	52.00	52.00	52.00	52.00	52.00	52.00	52.00	52.00
53.00	53.00	53.00	53.00	53.00	53.00	53.00	53.00	53.00	53.00
54.00	54.00	54.00	54.00	54.00	54.00	54.00	54.00	54.00	54.00
55.00	55.00	55.00	55.00	55.00	55.00	55.00	55.00	55.00	55.00
56.00	56.00	56.00	56.00	56.00	56.00	56.00	56.00	56.00	56.00
57.00	57.00	57.00	57.00	57.00	57.00	57.00	57.00	57.00	57.00
58.00	58.00	58.00	58.00	58.00	58.00	58.00	58.00	58.00	58.00
59.00	59.00	59.00	59.00	59.00	59.00	59.00	59.00	59.00	59.00
60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00	60.00
61.00	61.00	61.00	61.00	61.00	61.00	61.00	61.00	61.00	61.00
62.00	62.00	62.00	62.00	62.00	62.00	62.00	62.00	62.00	62.00
63.00	63.00	63.00	63.00	63.00	63.00	63.00	63.00	63.00	63.00
64.00	64.00	64.00	64.00	64.00	64.00	64.00	64.00	64.00	64.00
65.00	65.00	65.00	65.00	65.00	65.00	65.00	65.00	65.00	65.00
66.00	66.00	66.00	66.00	66.00	66.00	66.00	66.00	66.00	66.00
67.00	67.00	67.00	67.00	67.00	67.00	67.00	67.00	67.00	67.00
68.00	68.00	68.00	68.00	68.00	68.00	68.00	68.00	68.00	68.00
69.00	69.00	69.00	69.00	69.00	69.00	69.00	69.00	69.00	69.00
70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00
71.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00	71.00
72.00	72.00	72.00	72.00	72.00	72.00	72.00	72.00	72.00	72.00
73.00	73.00	73.00	73.00	73.00	73.00	73.00	73.00	73.00	73.00
74.00	74.00	74.00	74.00	74.00	74.00	74.00	74.00	74.00	74.00
75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00
76.00	76.00	76.00	76.00	76.00	76.00	76.00	76.00	76.00	76.00
77.00	77.00	77.00	77.00	77.00	77.00	77.00	77.00	77.00	77.00
78.00	78.00	78.00	78.00	78.00	78.00	78.00	78.00	78.00	78.00
79.00	79.00	79.00	79.00	79.00	79.00	79.00	79.00	79.00	79.00
80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00
81.00	81.00	81.00	81.00	81.00	81.00	81.00	81.00	81.00	81.00
82.00	82.00	82.00	82.00	82.00	82.00	82.00	82.00	82.00	82.00
83.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00
84.00	84.00	84.00	84.00	84.00	84.00	84.00	84.00	84.00	84.00
85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00
86.00	86.00	86.00	86.00	86.00	86.00	86.00	86.00	86.00	86.00
87.00	87.00	87.00	87.00	87.00	87.00	87.00	87.00	87.00	87.00
88.00	88.00	88.00	88.00	88.00	88.00	88.00	88.00	88.00	88.00
89.00	89.00	89.00	89.00	89.00	89.00	89.00	89.00	89.00	89.00
90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00
91.00	91.00	91.00	91.00	91.00	91.00	91.00	91.00	91.00	91.00
92.00	92.00	92.00	92.00	92.00	92.00	92.00	92.00	92.00	92.00
93.00	93.00	93.00	93.00	93.00	93.00	93.00	93.00	93.00	93.00
94.00	94.00	94.00	94.00	94.00	94.00	94.00	94.00	94.00	94.00
95.00	95.00	95.00	95.00	95.00	95.00	95.00	95.00	95.00	95.00
96.00	96.00	96.00	96.00	96.00	96.00	96.00	96.00	96.00	96.00
97.00	97.00	97.00	97.00	97.00	97.00	97.00	97.00	97.00	97.00
98.00	98.00	98.00	98.00	98.00	98.00	98.00	98.00	98.00	98.00
99.00	99.00	99.00	99.00	99.00	99.00	99.00	99.00	99.00	99.00
100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00

County Tax Appeals

Any properties that appeal to the County Tax Board will be collected and reviewed. Reports will be created, and testimony given to defend each assessments' accuracy. The testimony and reports will be based on the analysis of all sales, cost, and income and expense data that was compiled during the reassessment program.

Form A-1 (4-03)

County of Inyo
County Clerk/Recorder
100 South Main Street, Suite 100
Bishop, CA 93310
(760) 833-7000

Appel Number _____

Property Class _____ Title _____
 Owner _____
 Name of Petitioner _____ (Print Name)
 Address _____
 City _____ State _____ Zip _____
 Phone _____ Fax _____
 E-mail _____

Section _____
 Name, Address, City, State, and Zip of person or entity to be assessed (if different than above): _____

SECTION 1: APPEAL OF REAL PROPERTY VALUATION (SEE INSTRUCTIONS ON REVERSE SIDE)

THIS YEAR _____

PREVIOUS YEAR _____

REASON FOR APPEAL _____

SECTION 2: COMPARABLE SALES (See Instructions on Reverse Side)

Address/Location	Property Location	Sale Price	Date/Time
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____

SECTION 3: APPEAL FOR CHANGE OF _____

1. ☐ Change of Use
 2. ☐ Change of Ownership
 3. ☐ Change of Assessment
 4. ☐ Change of Exemption
 5. ☐ Change of Property Tax Credit

NOTICE: If the Assessor is unable to determine the correct value of the property, the Assessor will issue a Notice of Assessment. The Assessor will also issue a Notice of Assessment if the Assessor is unable to determine the correct value of the property.

Signature _____ Date _____

The Director of the Office of the Assessor is provided for the use of the Assessor. The Assessor is provided for the use of the Assessor.

NAME, ADDRESS, CITY, STATE, ZIP	APPEAL NUMBER	APPEAL DATE	APPEAL TYPE	APPEAL STATUS	APPEAL RESULT
1. NAME, ADDRESS, CITY, STATE, ZIP	1. APPEAL NUMBER	1. APPEAL DATE	1. APPEAL TYPE	1. APPEAL STATUS	1. APPEAL RESULT
2. NAME, ADDRESS, CITY, STATE, ZIP	2. APPEAL NUMBER	2. APPEAL DATE	2. APPEAL TYPE	2. APPEAL STATUS	2. APPEAL RESULT
3. NAME, ADDRESS, CITY, STATE, ZIP	3. APPEAL NUMBER	3. APPEAL DATE	3. APPEAL TYPE	3. APPEAL STATUS	3. APPEAL RESULT
4. NAME, ADDRESS, CITY, STATE, ZIP	4. APPEAL NUMBER	4. APPEAL DATE	4. APPEAL TYPE	4. APPEAL STATUS	4. APPEAL RESULT
5. NAME, ADDRESS, CITY, STATE, ZIP	5. APPEAL NUMBER	5. APPEAL DATE	5. APPEAL TYPE	5. APPEAL STATUS	5. APPEAL RESULT

	TAX RATE	RATIO	AVG RES ASSESS	AVG. RESIDENTIAL TAXES	# COUNTY APPEALS	TOTAL REDUCTION	TAX REFUND	# STATE APPEALS	TOTAL REDUCTION
SOUTH HACKENSACK									
2011	2.188	92.86	\$ 385,800	\$ 8,441	35	\$ 1,606,300	\$ 35,145		
2012	2.281	95.18	\$ 385,500	\$ 8,793	30	\$ 2,077,300	\$ 47,383		
2013	2.36	91.22	\$ 386,200	\$ 9,114	59	\$ 2,704,100	\$ 63,816		
2014*	2.708	100	\$ 318,600	\$ 8,628	24	\$ 597,200	\$ 16,172		
2015**	2.746	100	\$ 322,500	\$ 8,856	21	\$ 540,000	\$ 14,488		
2016***	2.683	100	\$ 330,000	\$ 8,844	11				

* First year rolling

** Second year rolling

***Third year rolling

LITTLE FERRY

2011	2.415	91.31	\$ 357,200	\$ 8,626	146	\$ 4,560,800	\$ 110,143		
2012	2.47	101.54	\$ 355,000	\$ 8,769	203	\$ 5,652,600	\$ 139,619		
2013	2.561	90.87	\$ 352,400	\$ 9,025	318	\$ 10,764,700	\$ 275,684		
2014	2.635	98.53	\$ 348,600	\$ 9,186	365	\$ 15,146,800	\$ 399,118		
2015*	3.349	100	\$ 266,100	\$ 8,912	46	\$ 328,200	\$ 10,991		
2016**	3.267	100	\$ 271,100	\$ 8,857	44				

* First year rolling

** Second year rolling

WOODCLIFF LAKE

2012	2.081	100	\$682,500	\$14,203.00	50	\$2,254,500	\$46,916		
2013	2.132	91.66	\$683,000	\$14,561.00	50	\$1,537,300	\$32,775		
2014	2.209	92.84	\$681,900	\$15,063.00	23	\$1,578,300	\$34,864		
2015*	2.123	100	\$716,400	\$15,209.00	13	\$716,900	\$15,219		
2016**	2.089	100	\$727,600	\$15,201.00	11				

* First year rolling

** Second year rolling

MOONACHIE

2013	1.943	113.11	\$ 383,500	\$ 7,451	84	\$ 5,374,900	\$ 104,434		
2014	2.001	90.79	\$ 382,300	\$ 7,650	78	\$ 5,481,400	\$ 109,682		
2015	2.111	91.64	\$ 381,900	\$ 8,062	69	\$ 3,280,500	\$ 69,251		
2016*	2.242	100(83)	\$ 327,400	\$ 7,339	11				

* First year rolling

CITY OF HACKENSACK

2013	3.21	89.1	\$ 242,800	\$ 7,794	1211	\$ 63,605,300	\$ 2,041,730		
2014	3.322	93.86	\$ 240,300	\$ 7,983	766	\$ 50,602,500	\$ 1,681,015		
2015	3.5	89.22	\$ 239,300	\$ 8,375	749	\$ 81,366,200	\$ 2,847,817		
2016*	3.3	100 (82.07)	\$ 234,500	\$ 7,738	121				

**PROFESSIONAL SERVICES AGREEMENT
BOROUGH OF MOUNTAIN LAKES
MORRIS COUNTY, NEW JERSEY**

THIS AGREEMENT, made this ___ day of _____, 20___ by and between the Borough of Mountain Lakes, in the County of Morris, a Municipal Corporation of the State of New Jersey, having an office at 400 Boulevard, Mountain Lakes, New Jersey, hereinafter referred to as the "Municipality", and Appraisal Systems Inc. Party of the Second Part, herein called the "Contractor".

WITNESSETH that the parties to these presents, each in consideration of the agreements on the part of the other, herein contained, do hereby agree as follows:

1. The Contractor will, at their expense, furnish all labor and professional services and complete the work proposed to be done for the Municipality, and will complete and finish the same to the satisfaction and approval of the Municipality, in the manner and within the time hereinafter limited, and in accordance with the Proposal dated 11/11/24 which is attached hereto fully incorporated and with the same effects as if the same had been set forth in the body of this agreement. The amount of the Agreement shall not exceed \$25,000 per year
2. The Contractor agrees to make payments of all proper charges for labor and materials required in the aforementioned work, and to defend, indemnify, and save harmless the Municipality, its officers, employees, agents and servants, and each and every one of them, against and from all damages to which the said parties must be put, by reason of injury to the person or property of others resulting from performance of said work, or through the negligence of the Contractor, or through any improper or defective machinery, implements, or omission on the part of the Contractor, or his agent or agents, employees or servants.
3. It is also agreed and understood that the acceptance of the final payment of the Contract shall be considered as a release in full of all claims against the Municipality, or any of its officers, employees, agents and servants, arising out of or by reason of, the work done and materials furnished under this Contract.
4. In consideration of the premises, the Municipality hereby agrees to pay to the Contractor for the said work, when fully completed at the prices specified in the Contractor's Proposal. It is understood that the amount to be paid shall be the total based on the said prices contained in the said Proposal and made a part of this Contract, for the work actually done.
5. Political Contribution Disclosure. This contract has been awarded to Contractor based on the merits and abilities of Contractor to provide the goods or services as described herein. This contract was not awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4 et seq. As such, the undersigned does hereby attest that Contractor, its subsidiaries, assigns or principals controlling in excess of 10% of the

company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in the Borough of Mountain Lakes if a member of that political party is serving in an elective public office of the Borough of Mountain Lakes when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the Borough of Mountain Lakes when the contract is awarded.

6. During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status or sex. The contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status so affectional or sexual orientation. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates or pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable, will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regarding to age, race, creed, color, national origin, ancestry, marital status or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with the regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to attempt in good faith to schedule minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

The contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status or sex, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor and its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (NJAC 17:27).

IN WITNESS WHEREOF, the Borough of Mountain Lakes has caused these presents to be signed by its proper officers and caused its corporate seal to be affixed, and Contractor has caused these presents to be signed by its proper officers and caused its corporate seal to be affixed, the day and year first above written.

WITNESS ATTEST:
BOROUGH OF MOUNTAIN LAKES

BOROUGH OF MOUNTAIN LAKES
IN THE COUNTY OF MORRIS

By: _____

By: _____


(SEAL)

Date

WITNESS ATTEST:
CONTRACTOR

APPRAISAL SYSTEMS, INC.
CONTRACTOR

By: Maureen M. Newton
Maureen M. Newton, Director

By: 
Ernest F. Del Guercio, Jr., President

(SEAL)

03/21/2025

Date

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

RESOLUTION 105-25

**RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH
OF MOUNTAIN LAKES AND THE TOWNSHIP OF BOONTON TO PROVIDE MECHANIC SERVICES**

WHEREAS, the Township of Boonton is in need of mechanic services; and

WHEREAS, the Borough of Mountain Lakes has the capability to provide such service; and

WHEREAS, the terms and conditions of the shared service are set forth in a Shared Service Agreement attached hereto; and

WHEREAS, the Agreement is in full compliance with the Interlocal Services Act, N.J.S.A. 40:8A-1.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes, County of Morris, State of New Jersey, that the appropriate municipal officials are hereby authorized to execute the Shared Services Agreement between the Borough of Mountain Lakes and the Township of Boonton for mechanic services in the agreement attached hereto.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on April 14, 2025.

Cara Fox, Borough Clerk

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

SHARED SERVICES AGREEMENT

THIS AGREEMENT dated the _____ day of _____, 2025, is made BETWEEN the Borough of Mountain Lakes, whose principal business address is 400 Boulevard, Mountain Lakes, New Jersey (hereinafter "Mountain Lakes"), and the Township of Boonton, whose principal business address is 155 Powerville Road, Boonton, New Jersey (hereinafter "Boonton" or "Service Recipient") (hereinafter collectively "Parties").

WHEREAS, each of the Parties hereto is authorized pursuant to the Interlocal Services Act, N.J.S.A. 40:8A-1 et seq., to enter into an agreement with other municipalities and/or local units to jointly provide for any lawful service; and

WHEREAS, the need exists with Boonton Township to enter into an Interlocal Services Agreement with the Borough of Mountain Lakes so that Mountain Lakes is authorized to repair motor vehicles owned by Boonton Township; and

WHEREAS, the governing body of the Borough of Mountain Lakes has authorized this Interlocal Agreement to be entered into; and

WHEREAS, this Agreement is executed pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and N.J.S.A. 40:8-1 et seq., and the Parties agree as follows:

1. Services Performed. The Borough of Mountain Lakes, Department of Public Works, shall provide labor and repair services on all Boonton Township vehicles at the rate of \$75.00 per hour.
2. Parts. Parts, including tires and other consumables (oil, coolant, windshield washer fluid, etc.), will be purchased from vendors who have established accounts with Boonton Township. The cost of parts will be billed directly to, and paid directly by, Boonton Township.
3. Labor Time. Mountain Lakes will provide an estimate for repairs for common issues per industry guidelines prior to the signing of this contract. Any repairs that will require time exceeding the industry standard will be communicated to Boonton Township prior to work being performed.
4. After-Hours Repairs. After-hours repairs will be billed at 1.5 times the hourly rate. There will be a minimum billable amount equal to 3 hours at 1.5 times the regular hourly rate.
5. Pickup and Delivery. Boonton Township is responsible for the delivery and pickup of their vehicles. If pickup or delivery of vehicles is requested, the hourly rate shall apply.

6. Payment. The administration of scheduling and billing will be the responsibility of the Mountain Lakes Department of Public Works. Mountain Lakes will bill Boonton Township on a monthly basis for all work performed during the month. A copy of each work order shall accompany monthly invoices. Payment shall be made to the Borough of Mountain Lakes within thirty (30) days of receipt of monthly invoice providing that the billing times with the monthly council bills list approval.
7. Miscellaneous.
 - a. Reasonable notice shall be given to the Borough of Mountain Lakes for the scheduling of maintenance and repairs. In the event of an emergency, every effort will be made to make the necessary repairs as quickly as possible. The timeframe for completion will be communicated to Boonton at the start of the repair.
 - b. In the event that Mountain Lakes is unable to perform necessary repairs or maintenance, Mountain Lakes will notify Boonton, and it will be up to Boonton to arrange for an appropriate vendor to perform repairs.
8. Duration. This Agreement shall be effective for a period of one (1) year, commencing April 14, 2025, and terminating April 13, 2026. Either party may terminate this contract with a 60-day written notice delivered to the other party.
9. Legal Action. The parties agree that in the event of legal action by either party, same shall be by Court proceedings, and the parties hereby waive arbitration as a forum for resolution of any dispute.
10. Governing Law; Jurisdiction. This Agreement shall be construed under, subject to, and governed by the laws of the State of New Jersey, without regard to conflict of law principles.
11. Entire Agreement. This Agreement constitutes the sole and complete agreement among the Parties with respect to the settlement of this Action. None of the Parties are relying upon any representation, understanding, undertaking or agreement, whether oral or in writing, not set forth in this Agreement. This Agreement may not be amended, changed, altered, modified or terminated except in a writing signed by all the Parties hereto.
12. Headings. The headings contained in this Agreement are for convenience and reference purposes only and shall not be deemed to be a part of the Agreement or to offer the meaning or interpretation of this Agreement.
13. Exhibits. All documents referenced herein are made part of this Contract as If set forth in length herein.
14. Resolution. This Agreement is expressly contingent upon the adoption of a concurring

resolution by Boonton Township authorizing the execution of this Agreement.

15. Signatures. Both Parties have read and agree to this Agreement and the signatories hereto warrant and represent that they are legally authorized and empowered to enter into this Agreement on behalf of the Parties. The Parties hereby signify their agreement to the above terms by their signatures below. All signatories to this Agreement represent that they have carefully read the Agreement, have had sufficient time to review this Agreement before signing it, and have had an opportunity to consult with and have consulted with an attorney prior to signing this Agreement.

ATTEST:

BOROUGH OF TOWNSHIP OF BOONTON

BY: _____
DOUGLAS CABANA, RMC
BOROUGH CLERK

BY: _____
BRIAN HONAN,
Mayor

BOROUGH OF MOUNTAIN LAKES

BY: _____
CARA FOX, RMC
BOROUGH CLERK

BY: _____
MITCHELL STERN
BOROUGH MANAGER

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

RESOLUTION 106-25

**RESOLUTION AUTHORIZING THE RATIFICATION AND EXECUTION OF A COLLECTIVE NEGOTIATIONS
AGREEMENT BETWEEN THE BOROUGH OF MOUNTAIN LAKES AND TEAMSTERS LOCAL 125 - 2025 TO 2028**

WHEREAS, the Borough of Mountain Lakes ("Borough") and Teamsters Local 125 ("Union") had engaged in negotiations for terms to a collective negotiations agreement; and

WHEREAS, the Borough and the Union negotiated and agreed upon the terms to a collective negotiations agreement; and

WHEREAS, the Borough and the Union drafted the collective negotiations agreement for the period of January 1, 2025 through December 31, 2028 and is attached hereto as exhibit A; and

WHEREAS, the collective negotiations agreement was ratified and executed by the members of the Union on March 26, 2025; and

WHEREAS, the Borough Council hereby agrees to ratify and execute the collective negotiations agreement.

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Mountain Lakes that the Borough Manager and Clerk hereby ratify the terms of the collective negotiations agreement and that the appropriate Borough Officials be and are hereby authorized to execute the collective negotiations agreement that is hereto attached as exhibit A for the period of January 1, 2025 through December 31, 2028 between the Borough of Mountain Lakes and Teamsters Local 125.

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 April 14, 2025.

Cara Fox, Borough Clerk

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

MEMORANDUM OF AGREEMENT

BOROUGH OF MOUNTAIN LAKES

AND

INTERNATIONAL BROTHERHOOD OF TEAMSTERS, LOCAL 125

The negotiations committees of the Borough of Mountain Lakes and the International Brotherhood of Teamsters, Local 125 agree to the terms of this Memorandum of Agreement as set forth below:

1. Article I, Recognition and Checkoff

All leave time afforded to permanent part-time employees shall be afforded on a prorated amount based on their averaged yearly hours per week.

2. Article II, Term

The term of the Agreement shall be from January 1, 2025 through December 31, 2028.

3. Article V, Salary, Delete in its entirety and replace with the following:

Employees will be afforded the salaries set forth in the salary schedule attached here to as Attachment 1.

If an employee's salary is above that of the listed level, that employee shall remain above the level and receive the annual increase afforded to all employees. If a current employee changes title, they will receive the pay of the higher level closest to their current level. Future level increases will be made based on years in the position and not years of service with the Borough.

For purposes of a change in title, an employee will go from one title to the new title at the increased salary closest to their current salary. Thereafter, their years of service with the Borough will not be used for movement through the schedule but rather their years of service in the new title. i.e. Laborer at Level 3 (11-15) Years of Service with the Borough in 2025 (\$52,000) got promoted to Equipment Operator. They would be placed at Equipment Operator Level 1 (\$55,000) in 2025 and have 0 Years of Service in title. They would have to serve in title as Equipment Operator for five (5) years until they are eligible to move to Level 2 Equipment Operator.

For new hires, the employer has the right to hire a new employee at a higher level than the new base salary for the title.

Movement on schedule for Years of Service to be based on anniversary date of hire. Change in title, the movement on schedule for Years of Service to be based on Anniversary Date of New Title.

Current employees as of the date of this memorandum of agreement deemed off guide and not on the salary schedule due to their current salary, will receive the annual percentage increase for each year of the agreement (such off guide employees are Michael Gaglardi, Alexis Rogers, and Andrew Gallegan).

Such annual percentages are as follows:

- January 1, 2025 – 2.5% Retroactive
- January 1, 2026 – 2.5%
- January 1, 2027 – 2.5%
- January 1, 2028 – 2.5%

4. Article XI, Overtime, Add the following to 1st Paragraph of Section C:

At the Borough's own option, the Borough may pay out and/or pay down the compensatory banks of employees at any time. This determination is exclusive to the Borough.

5. Article XI, Overtime, Modify Section D as follows:

1. Employees performing emergency response work (i.e. emergency snow removal or water main break) ~~emergency snow removal~~ for more than four (4) consecutive hours immediately following or previous to their normal work schedule may take a rest period of one (1) hour with pay after the fourth consecutive hour of emergency response work ~~snow removal~~. In all other circumstances, after each four (4) hour period of emergency response ~~emergency snow removal~~ work, a fifteen (15) minute break may be taken. ~~Snow removal is defined as plowing, sanding, shoveling and related activities.~~ The Borough shall provide each employee performing emergency response work ~~snow removal~~ with a meal at the end of the four (4) hour break immediately following their normal work schedule. Employees of the Department of Public Works will receive first preference for needed overtime relating to emergency response work ~~snow plowing~~. However, this shall not prevent the borough from contracting out emergency response work ~~snow plowing routes~~ by public advertisement.
2. Employees will be paid half-time in compensatory time when their shift starts for the regular day but they have already been performing emergency response work ~~snow removal~~ from overnight. Compensatory time shall end when the emergency response work ~~snow removal~~ duties end as determined by the Department Head.

6. Article XXXV, Uniforms modify as follows:

~~Effective January 1, 2023~~ Retroactive to January 1, 2025, the Borough shall afford employees a ~~\$750~~ 500 dollar non-pensionable stipend uniform allowance at the beginning of the calendar year.

7. The parties acknowledge that the terms and conditions of this Memorandum of Agreement are subject to ratification, by the Borough of Mountain Lakes and the International Brotherhood of Teamsters, Local 125.

8. All parties agree to recommend these terms and conditions to their respective constituents for ratification.

9. All proposals which are not included in this Memorandum of Agreement shall be deemed withdrawn by both parties.

Borough of Mountain Lakes

**International Brotherhood of
Teamsters, Local 125**

Dated:

Dated:

Attachment 1

5 Levels, 4 years of service per level					
Laborer					
Level	Yrs. Of Svc.	2025	2.50% 2026	2.50% 2027	2.50% 2028
1	0-4	\$42,500.00	\$43,562.50	\$44,651.56	\$45,767.85
2	5-9	\$47,500.00	\$48,687.50	\$49,904.69	\$51,152.30
3	10-14	\$52,500.00	\$53,812.50	\$55,157.81	\$56,536.76
4	15-19	\$57,500.00	\$58,937.50	\$60,410.94	\$61,921.21
5	20+	\$62,500.00	\$64,062.50	\$65,664.06	\$67,305.66

Equipment Operator					
Level	Yrs. Of Svc.	2025	2.50% 2026	2.50% 2027	2.50% 2028
1	0-4	\$55,000.00	\$56,375.00	\$57,784.38	\$59,228.98
2	5-9	\$60,000.00	\$61,500.00	\$63,037.50	\$64,613.44
3	10-14	\$65,000.00	\$66,825.00	\$68,290.63	\$69,897.89
4	15-19	\$70,000.00	\$71,750.00	\$73,543.75	\$75,382.34
5	20+	\$75,000.00	\$76,875.00	\$78,796.88	\$80,766.60

Carpenter					
Level	Yrs. Of Svc.	2025	2.50% 2026	2.50% 2027	2.50% 2028
1	0-4	\$70,000.00	\$71,750.00	\$73,543.75	\$75,382.34
2	5-9	\$75,000.00	\$76,875.00	\$78,796.88	\$80,766.80
3	10-14	\$80,000.00	\$82,000.00	\$84,050.00	\$86,151.25
4	15-19	\$85,000.00	\$86,562.50	\$88,676.56	\$90,843.48
5	20+	\$90,000.00	\$91,250.00	\$93,303.13	\$95,535.70

Mechanic					
Level	Yrs. Of Svc.	2025	2.50% 2026	2.50% 2027	2.50% 2028
1	0-4	\$71,300.00	\$73,082.50	\$74,909.56	\$76,782.30
2	5-9	\$76,300.00	\$78,207.50	\$80,462.89	\$82,766.75
3	10-14	\$81,300.00	\$83,332.50	\$85,415.81	\$87,551.21
4	15-19	\$86,300.00	\$88,605.00	\$90,942.38	\$93,243.43
5	20+	\$91,300.00	\$93,457.50	\$95,666.94	\$97,935.06

Water Utility Laborer					
Level	Yrs. Of Svc.	2025	2.50% 2026	2.50% 2027	2.50% 2028
1	0-4	\$42,500.00	\$43,562.50	\$44,651.56	\$45,767.85
2	5-9	\$47,500.00	\$48,687.50	\$49,904.69	\$51,152.30
3	10-14	\$52,500.00	\$53,812.50	\$55,157.81	\$56,536.76
4	15-19	\$57,500.00	\$58,937.50	\$60,410.94	\$61,921.21
5	20+	\$62,500.00	\$64,062.50	\$65,664.06	\$67,305.66

Water Utility Repairer (program graduate - no license)					
Level	Yrs. Of Svc.	2025	2.50% 2026	2.50% 2027	2.50% 2028
1	0-4	\$47,500.00	\$48,687.50	\$49,904.69	\$51,152.30
2	5-9	\$52,500.00	\$53,812.50	\$55,157.81	\$56,536.76
3	10-14	\$57,500.00	\$58,937.50	\$60,410.94	\$61,921.21
4	15-19	\$62,500.00	\$64,062.50	\$65,664.06	\$67,305.66
5	20+	\$67,500.00	\$69,187.50	\$70,917.19	\$72,690.12

Water Utility Repairer (with license)					
Level	Yrs. Of Svc.	2025	2.50% 2026	2.50% 2027	2.50% 2028
1	0-4	\$52,500.00	\$53,812.50	\$55,157.81	\$56,536.76
2	5-9	\$57,500.00	\$58,937.50	\$60,410.94	\$61,921.21
3	10-14	\$62,500.00	\$64,062.50	\$65,664.06	\$67,305.66
4	15-19	\$67,500.00	\$69,187.50	\$70,917.19	\$72,690.12
5	20+	\$72,500.00	\$74,312.50	\$76,170.31	\$78,074.57

Last Name	First Name	Hire Date	Years of Svc a	2024 Salary	Position	Proposed	% Increase	\$ Increase	
Baker	Sam	5/7/12	12.5	\$50,778.72	Laborer	\$52,500.00	3.39%	\$1,721.28	
Gagliardi	Michael	7/1/24	0.5	\$42,500.00	Laborer	\$43,562.50	2.50%	\$1,062.50	Off Guide
Rogers	Alexis	2/8/23	2	\$48,960.00	Laborer	\$50,184.00	2.50%	\$1,224.00	Off Guide
Scholz	Ryan	1/24/23	2	\$38,250.00	Laborer	\$43,562.50	13.89%	\$5,312.50	
Gallegan	Andrew	5/23/23	1.5	\$47,500.00	Wtr Rpr a/lic	\$48,687.50	2.50%	\$1,187.50	Off Guide
Ralston	Troy	9/6/22	2	\$66,300.00	Mechanic	\$71,300.00	7.54%	\$5,000.00	
Hess	Chad	4/18/23	1.5	\$65,484.00	Carpenter	\$70,000.00	6.90%	\$4,516.00	
Russo	Brandon	9/5/23	1	\$48,960.00	Eq Op	\$55,000.00	12.34%	\$6,040.00	
				\$408,732.72		\$434,796.50	6.38%	\$26,063.78	

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

RESOLUTION 107-25

**RESOLUTION REQUESTING APPROVAL OF ITEM OF REVENUE AND APPROPRIATION UNDER N.J.S.A. 40A: 4-87
FOR THE LOCAL RECREATION IMPROVEMENT GRANT**

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 \$79,000 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:

Local Recreation Improvement Grant

BE IT FURTHER RESOLVED, that the like sum of \$79,000.00 be and the same is hereby appropriated under the caption of:

(A) Operations – Excluded from “CAPS” Public and Private Programs Offset By Revenues – Local Recreation Improvement 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 April 14, 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 108-25

**RESOLUTION AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR
PUBLIC USE ON AN ONLINE AUCTION WEBSITE**

WHEREAS, the Borough Manager in conjunction with the various department managers has determined that the property described on Schedule A attached hereto and incorporated herein is no longer needed for public use; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) authorizes the sale of surplus personal property no longer needed for public use through the use of an online auction service; and

WHEREAS, the Borough of Mountain Lakes intends to utilize the online auction services of "GovDeals – online government auctions" ("GovDeals") located at "www.govdeals.com"; and

WHEREAS, the sales are being conducted pursuant to the Division of Local Government Services' Local Finance Notice 2008-9 & 2008-21R; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Mountain Lakes, that the Borough is hereby authorized to sell the surplus personal property as indicated on Schedule A on an online auction website located at "www.municibid.com"; and

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded by the Borough Clerk to the Director, Division of Local Government Services; and

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Mountain Lakes that pursuant to N.J.S.A. 40A:11-36, the Borough Clerk shall cause to be placed in the official newspaper of the Borough a notice of public auction of the above mentioned tangible personal property to be held within 30 days of the date of approval of this resolution.

XX

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on April 14, 2025.

Cara Fox, Borough Clerk

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

SCHEDULE "A"

Chevy	Tahoe	2010	Black	1GNUKAE00AR249140
Chevy	Tahoe	2010	Black	1GNUKAE06AR276827
Chevy	Tahoe	2010	White	1GNUKAE00AR278539



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
MARCH 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 6:31p.m.

ROLL CALL ATTENDANCE

Roll Call	<u>Present</u>	<u>Absent</u>		<u>Present</u>	<u>Absent</u>	
Cannon	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Tsai	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Howley	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Muilenburg	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Menard	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Barnett	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sheikh	<input checked="" type="checkbox"/>	<input type="checkbox"/>				

FLAG SALUTE

Mayor Barnett led the salute to the flag.

EXECUTIVE SESSION

R100-25, Resolution to Enter an Executive Session – Potential Litigation & Attorney - Client Privilege (Approval of Executive Minutes)

Motion made by Councilmember Menard, second by Councilmember Cannon to go into Executive Session, with all members in favor signifying by "Aye."

COMMUNITY ANNOUNCEMENTS

Councilmember Menard announced that the Shade Tree Commission will be holding a tree planting discussion on April 2nd at 7pm at Borough Hall.

Mayor Barnett announced that the deadline for rack and ring renewal is March 31st.

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.

Denville resident Stephen Scardena expressed concern about the behavior of electric and mechanical bicyclists using the Boulevard path.

Mayor Barnett responded to the public's comment.

Police Chief Bennett agreed to investigate Stephen Scardena's concern.

ATTORNEY'S REPORT

Mr. Oostdyk had nothing to report.



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MANAGER'S REPORT

Borough Manager Stern provided his report (attached). The Council asked Mr. Stern questions, and he answered them.

RESOLUTIONS

R96-25, Read Budget by Title

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

R97-25, Self-Examination of Budget

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

Public Hearing & Adoption of R98-25, Adopting the 2025 Municipal Budget

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

ORDINANCES TO INTRODUCE

8-25, Bond Ordinance Appropriating \$1,614,467, and Authorizing the Issuance of \$1,288,124 Bonds or Notes of the Borough, for Various Improvements or Purposes Authorized to be Undertaken by the Borough of Mountain Lakes, in the County of Morris, New Jersey

Introduced: 3/24/25

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



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9-25, Ordinance Authorizing the Salary and/or Wages of the Officers and Employees of the Borough of Mountain Lakes, County of Morris, New Jersey

Introduced: 3/24/25

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

10-25, Ordinance Authorizing the Conveyance of Property Owned by the Borough of Mountain Lakes, Known As Block 86.01, Lot24, to the Mountain Lakes Board of Education

Introduced: 3/24/25

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

ORDINANCES TO ADOPT

4-25, Ordinance Amending Chapters 102 and 245 of the Revised General Ordinances of the Borough of Mountain Lakes and Amending the Environmental and Land Use and Zoning Regulations

Introduced: 2/24/25

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

PUBLIC COMMENT/HEARING

Mayor Barnett opened the meeting to the public.

There was no one from the public wishing to speak.



MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
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Adopted:

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

***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. R94-25, Authorizing the Payment of Bills
- b. R95-25, Authorizing a Cost-of-Living Adjustment to the Annual Award Amount Under the Borough's Length of Service Award Program
- c. R99-25, Authorizing Membership in the New Jersey State Firemen's Association

***APPROVAL OF MINUTES**

3/10/25 (Regular)
3/10/25 (Executive)

***BOARD, COMMITTEE AND COMMISSION APPOINTMENTS**

- a. Briana Ostrosky to the Shade Tree Commission as Alternate Member with a term running through 12/31/29
- b. Andrew Wood to the Woodlands Committee as Member with a term running through 12/31/25

***Approval of the Consent Agenda**

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

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

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



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COUNCIL REPORTS

Memorial Day Committee – Mayor Barnett reported the following: Military veteran and four-time former Mountain Lakes Mayor Kit Falcon will be a speaker. The committee is in the process of selecting a Grand Marshal. Invitations to the Memorial Day celebration will be sent out shortly. Morris Pipe and Drum and the school bands have been scheduled to perform. The paperwork to close the Boulevard is being prepared to file with Morris County.

Affordable Housing Advisory Committee – Councilmember Cannon reported the following: Restrepo & Associates cancelled their meeting. The committee discussed the Borough's status of the fourth round of affordable housing.

Environmental Commission – Councilmember Howley reported that the meeting was postponed to March 25th.

Recreation Commission – Councilmember Tsai reported the following: 250 residents have renewed their rack / ring. Residents who want to obtain or switch their rack / ring can do so starting April 1st. The trout stocking will be held on April 11th and the Trout Derby will be held on April 12th at Birchwood Lake. The Borough Easter Egg Hunt will be held at Midvale Field on April 13th at 1pm. The Laker 55+ Club has scheduled a beginner fly fishing class on April 30th at Birchwood Lake.

DPW Subcommittee – Councilmember Howley reported that the committee is evaluating solutions to prevent sand from migrating into the canal to the left of the bridge at Island Beach.

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.

ADJOURNMENT at 7:35P.M.

Motion made by Councilmember Menard, second by Councilmember Cannon to adjourn the meeting at 7:35p.m., with all members in favor signifying by "Aye".

Respectfully Submitted,

Cara Fox, Borough Clerk