



**AGENDA FOR THE COUNCIL MEETING OF THE BOROUGH OF MOUNTAIN LAKES
HELD AT ML HIGH SCHOOL, 96 POWERVILLE ROAD, MOUNTAIN LAKES, NJ 07046
MARCH 11, 2024
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 and the Morris County Daily Record and The Star Ledger on January 4, 2024 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. 2-24, Amending Chapter 202 of the Code of the Borough of Mountain Lakes and Revising Stormwater Management Regulations

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. R85-24, Authorizing the Payment of Bills
b. R86-24, Authorizing a Professional Services Agreement with J. Caldwell & Associates for Highlands Conformance Planner

***APPROVAL OF MINUTES**

2/26/24 (Regular)

***BOARD, COMMITTEE AND COMMISSION APPOINTMENTS**

a. Korbon Lee to the Woodlands Committee as a student member

16) DEPARTMENT REPORTS SUBMITTED FOR FILING

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

17) COUNCIL REPORTS

18) PUBLIC COMMENT

Please state your name 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

RESOLUTION AND ORDINANCE REVIEW FOR THE MARCH 11, 2024 MEETING

TO: MAYOR AND COUNCIL

FROM: MITCHELL STERN, MANAGER

RESOLUTIONS

R86-24, AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH J. CALDWELL & ASSOCIATES FOR HIGHLANDS CONFORMANCE PLANNER - this resolution authorizes the Borough to enter into an agreement with J. Caldwell & Associates for planning services for Highlands Conformance.

ORDINANCES TO INTRODUCE

None.

ORDINANCES TO ADOPT

2-24, AMENDING CHAPTER 202 OF THE CODE OF THE BOROUGH OF MOUNTAIN LAKES AND REVISING STORMWATER MANAGEMENT REGULATIONS – Passage of this ordinance is necessary because the State of New Jersey is requiring municipalities to adopt amendments to the current stormwater regulations. This ordinance was prepared by the Borough Attorney in consultation with the Borough Engineer. The Borough Engineer has advised that the changes are mainly technical corrections which should not have significant impacts in the Borough.

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

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

ORDINANCE 2-24

**“AN ORDINANCE AMENDING CHAPTER 202 OF THE CODE OF THE BOROUGH OF
MOUNTAIN LAKES AND REVISING STORMWATER MANAGEMENT REGULATIONS”**

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. Chapter 202, “Stormwater Control”, of the Revised General Ordinances of the Borough of Mountain Lakes, Section 202-1 entitled “Scope and Purpose”, shall be amended by the following additions to Subsection C (“Applicability”) which additions shall read, in their entirety, as follows:

3. An application required by Subsection C.1 above that has been submitted prior to the adoption of this ordinance shall be subject to the stormwater management requirements in effect prior to the adoption date of this ordinance.

4. An application required pursuant to C.1 above that was submitted on or before March 2, 2021, but prior to the adoption date of this ordinance, shall be subject to the stormwater management requirements in effect prior to the adoption date of this ordinance.

5. Notwithstanding any rule to the contrary, a major development for any public roadway or railroad project conducted by a public transportation entity that has determined a preferred alternative or reached an equivalent milestone before July 17, 2023, shall be subject to the stormwater management requirements in effect prior to July 17, 2023.

Section 2. Chapter 202, “Stormwater Control”, of the Revised General Ordinances of the Borough of Mountain Lakes, Section 202-2 entitled “Definitions”, shall be amended by the following additional definitions:

“Public roadway or railroad” – means a pathway for use by motor vehicles or trains that is intended for public use and is constructed by, or on behalf of, a public transportation entity. A public roadway or railroad does not include a roadway or railroad constructed as part of a private development, regardless of whether the roadway or railroad is ultimately to be dedicated to and/or maintained by a governmental entity.

“Public Transportation Entity” – means a Federal, State, County, or Municipal government, an independent State authority, or a statutorily authorized public-private partnership program pursuant to P.L. 2018, c. 90 (N.J.S.A. 40A:11-52 et seq.), that performs a public roadway or railroad project that includes new construction, expansion, reconstruction, or improvement of a public roadway or railroad.

Section 3. Chapter 202, “Stormwater Control”, of the Revised General Ordinances of the Borough of Mountain Lakes, Section 202-4 entitled “Stormwater Management Requirements for Major Development”, shall be amended by updating the URL at the end of Subsection E to https://njstormwater.org/bmp_manual/ and by the following amendments to Subsections P (“Groundwater Recharge Standards”) and R (Stormwater Runoff Quality Standards”) which shall read inclusive of the additions, in their entirety, as follows:

P(4)(a) Stormwater from areas of high pollutant loading. High pollutant loading areas are areas in industrial and commercial developments where solvents and/or petroleum products are loaded/unloaded, stored, or applied, areas where pesticides are loaded/unloaded or stored; areas where hazardous materials are expected to be present in greater than “reportable quantities” as defined by the United States Environmental Protection Agency (EPA) at 40 CFR 302.4; areas where recharge would be inconsistent with Department approved remedial action work plan approved pursuant to the Administrative Requirements for the Remediation of Contaminated Sites rules, N.J.A.C. 7:26C, or Department landfill closure plan and areas; and areas with high risks for spills of toxic materials, such as gas stations and vehicle maintenance facilities; and

R.(2)(a) - Demonstrate through hydrologic and hydraulic analysis that for stormwater leaving the site, post-construction runoff hydrographs for the current and projected 2-, 10-, and 100-year storm events, as defined and determined in Subsections 202-5 C and D, respectively, of this ordinance, do not exceed, at any point in time, the pre-construction runoff hydrographs for the same storm events

R.(2)(b) - Demonstrate through hydrologic and hydraulic analysis that there is no increase, as compared to the pre-construction condition, in the peak runoff rates of stormwater leaving the site for the current and projected 2-, 10-, and 100-year storm events, as defined and determined pursuant to Subsections 202-5 C and D, respectively, of this ordinance, and that the increased volume or change in timing of stormwater runoff will not increase flood damage at or downstream of the site. This analysis shall include the analysis of impacts of existing land uses and projected land uses assuming full development under existing zoning and land use ordinances in the drainage area;

R.(2)(c) - Design stormwater management measures so that the post-construction peak runoff rates for the current and projected 2-, 10-, and 100-year storm events, as defined and determined

in Subsections 202-5 C and D, respectively, of this ordinance, are 50, 75 and 80 percent, respectively, of the pre-construction peak runoff rates. The percentages apply only to the post-construction stormwater runoff that is attributable to the portion of the site on which the proposed development or project is to be constructed.

Section 4. Chapter 202, “Stormwater Control”, of the Revised General Ordinances of the Borough of Mountain Lakes, Section 202-5 entitled “Calculation of Stormwater Runoff and Groundwater Discharge” shall be amended by the following amendments to Subsections A(1)(a) and A(1)(b) which shall read, in their entirety, as follows:

A.(1)(a) The design engineer shall calculate runoff using the following method:
The United States Department of Agriculture Natural Resources Conservation Service (NRCS) methodology, including the NRCS Runoff Equation and Dimensionless Unit Hydrograph, as described in Chapters 7, 9, 10, 15 and 16, Part 630, Hydrology National Engineering Handbook, incorporated herein by reference as amended and supplemented. This methodology is additionally described in Technical Release 55, Urban Hydrology for Small Watersheds (TR-55), dated June 1986, incorporated herein by reference as amended and supplemented. Information regarding the methodology is available from the Natural Resources Conservation Service website at:

https://www.nrcs.usda.gov/Internet/FSE_DOCUMENTS/stelprdb1044171.pdf

or at United States Department of Agriculture Natural Resources Conservation Service, 220 Davison Avenue, Somerset, New Jersey 08873.

A.(1)(b) For the purpose of calculating curve numbers and groundwater recharge, there is a presumption that the pre-construction condition of a site or portion thereof is wooded land use with good hydrologic condition. The term “curve number” applies to the NRCS methodology above. A curve number or a groundwater recharge land cover for an existing condition may be used on all or a portion of the site if the design engineer verifies that the hydrologic condition has existed on the site or portion of the site for at least five years without interruption prior to the time of application. If more than one land cover has existed on the site during the five years immediately prior to the time of application, the land cover with the lowest runoff potential shall be used for the computations. In addition, there is the presumption that the site is in good hydrologic condition (if the land use type is pasture, lawn, or park), with good cover (if the land use type is woods), or with good hydrologic condition and conservation treatment (if the land use type is cultivation).

Section 5. Chapter 202, “Stormwater Control”, of the Revised General Ordinances of the Borough of Mountain Lakes, Section 202-5 entitled “Calculation of Stormwater Runoff and

Groundwater Discharge” shall be amended by the addition of the following Subsections C and D which shall read, in its entirety, as follows:

C. The precipitation depths of the current two-, 10-, and 100-year storm events shall be determined by multiplying the values determined in accordance with items 1 and 2 below:

1. The applicant shall utilize the National Oceanographic and Atmospheric Administration (NOAA), National Weather Service’s Atlas 14 Point Precipitation Frequency Estimates: NJ, in accordance with the location(s) of the drainage area(s) of the site. This data is available at:

https://hdsc.nws.noaa.gov/hdsc/pfds/pfds_map_cont.html?bkmrk=nj; and

2. The applicant shall the Current Precipitation Adjustment Factors below, which sets forth the applicable multiplier for the drainage area(s) of the site:

2-year Design Storm – 1.01

10-year Design Storm – 1.03

100-year Design Storm – 1.06

D. The precipitation depth of the projected two-, 10-, and 100-year storm events of a site shall be determined by multiplying the precipitation depth of the two-, 10-, and 100-year storm events determined from the National Weather Service’s Atlas 14 Point Precipitation Frequency Estimates pursuant to (c)1 above, by the change factors below:

2-year Design Storm – 1.23

10-year Design Storm – 1.28

100-year Design Storm – 1.46

Section 6. Chapter 202, “Stormwater Control”, of the Revised General Ordinances of the Borough of Mountain Lakes, Section 202-6 entitled “Sources for Technical Guidance” shall be amended by the correction of the URL to <https://dep.nj.gov/stormwater/bmp-manual/> and <https://www.njstormwater.org/maintenance-guidance.htm> and the following amendment to Subsection B which shall read as follows:

B. Submissions required to be reviewed by the Department should be mailed to:

The Division of Water Quality, New Jersey Department of Environmental Protection, Mail Code 501-02A, PO Box 420, Trenton, New Jersey 08625-0420.

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

RESOLUTION 85-24

“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 **March 11, 2024** and on file and available for public inspection in the Office of the Treasurer and approved by him for payment, be paid.

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CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Borough Council of Mountain Lakes, New Jersey, at a meeting held on March 11, 2024.

Cara Fox, Borough Clerk

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

List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT

Meeting Date: 03/11/2024 For bills from 02/23/2024 to 03/05/2024

Check#	Vendor	Description	Payment	Check Total
23581	4442 - 10-SPEC	PO 28379 DPW - BUILDING MAINTENANCE	180.00	180.00
23582	101 - B4 LUMBER COMPANY	PO 28587 BH: RENOVATIONS - MILLWORK	336.42	336.42
23583	4296 - ACTIVE911, INC	PO 28593 FIRE DEPT: ALERTING SUBSCRIPTION	58.28	58.28
23584	2661 - AERO ENVIRONMENTAL SERVICES, INC.	PO 28551 S & R - TRAINING	750.00	750.00
23585	3861 - AMAZON CAPITAL SERVICES	PO 28481 DPW: ORDER# 111-7697543-0175424	309.62	
		PO 28488 ADMIN: ORDER# 111-1519200-1692212	135.90	
		PO 28540 POLICE: ORDER# 111-8325262-3285834	99.00	
		PO 28541 POLICE: ORDER# 111-4852293-4265069	50.99	595.51
23586	189 - ANCHOR ACE HARDWARE	PO 28273 POLICE: MISC SUPPLIES - BLANKET	27.54	
		PO 28571 WATER OPERATING - DEPARTMENTAL SUPPLIES	137.98	
		PO 28573 DPW - BUILDING MAINTENANCE	45.97	211.49
23587	102 - ANDERSON & DENZLER ASSOC., INC	PO 28578 JANUARY 2024 PROFESSIONAL SERVICES - PB	184.60	184.60
23588	191 - ASSOC OF NJ ENVIRONMENTAL COMM	PO 28567 2024 MEMBERSHIP DUES	425.00	425.00
23589	220 - ATLANTIC SALT, INC.	PO 28534 S & R - SNOW REMOVAL - SALT	6,487.02	6,487.02
23590	3821 - AYERS DISTRIBUTING, CO	PO 28505 2024 EASTER EGG HUNT	330.00	330.00
23591	4368 - BUY WISE AUTO PARTS, INC.	PO 28509 POLICE: VEHICLE REPAIRS - 2018 DODGE CHA	45.88	45.88
23592	1481 - CORE & MAIN, LP	PO 28376 WATER OPERATING - DEPARTMENTAL SUPPLIES	1,502.94	1,502.94
23593	3382 - CUSTOM BANDAG	PO 28391 DPW - EQUIPMENT REPAIR/MAINTENANCE	1,648.48	1,648.48
23594	4476 - DATUM STORAGE SOLUTIONS	PO 28303 POLICE: POLICE EQUIPMENT FURNITURE - LOC	354.24	354.24
23595	4170 - DEWBERRY ENGINEERS, INC	PO 27858 PROFESSIONAL SERVICES FOR PFOA PFAS REM	7,400.00	7,400.00
23596	2971 - DIRECT ENERGY BUSINESS	PO 28596 WATER: ELECTRIC SERVICE - NOV-DEC 2023	1,844.38	
		PO 28597 SEWER: ELECTRIC SERVICE JAN-FEB 2024	34.41	
		PO 28598 BORO HALL: ELECTRIC SERVICE: JAN - FEB 2	17.58	
		PO 28599 PARKS & BEACHES: ELECTRIC SERVICE: JAN -	132.75	2,029.12
23597	2971 - DIRECT ENERGY BUSINESS	PO 28600 BORO GARAGE: ELECTRIC SERVICE: JAN - FEB	694.00	694.00
23598	4125 - FELDMAN BROTHERS ELECTRICAL SUPPLY	PO 28109 BH: RENOVATIONS - ELECTRICAL BLANKET	221.84	
		PO 28589 BH: RENOVATIONS - SUPPLIES	470.06	691.90
23599	3641 - FERGUSON ENTERPRISES, INC # 417592	PO 28460 WATER OPERATING - EQUIPMENT & TOOLS	488.27	488.27
23600	876 - GARDEN STATE LABORATORIES, INC	PO 27596 WATER DEPT-TREATMENT OF WELLS-BLANKET	2,538.00	2,538.00
23601	1787 - GENSERV, LLC	PO 28546 DPW - FACILITIES MAINTENANCE - BH GENER	715.00	715.00
23602	196 - GRIFFITH-ALLIED TRUCKING, LLC	PO 28538 UNLEADED GASOLINE	2,291.94	2,291.94
23603	2740 - HILTI, INC.	PO 28090 BH: RENOVATIONS - CORE BITS	303.74	303.74
23604	911 - HOME DEPOT CREDIT SERVICES	PO 26825 BH: RENOVATIONS - MISC. SUPPLIES	193.27	
		PO 28247 S & R - BUILDING MAINTENANCE - BLANKET	137.99	
		PO 28248 WATER OPERATING: DEPARTMENTAL SUPPLIES -	151.85	
		PO 28335 DPW - PERSONAL SAFTEY EQUIPMENT - BLANKE	92.97	
		PO 28395 BH: RENOVATIONS - BRASS PLUGS	264.66	
		PO 28461 BOROUGH HALL RENOVATION - BREAK ROOM EQU	727.00	1,567.74
23605	911 - HOME DEPOT CREDIT SERVICES	PO 28564 BH: RENOVATIONS - MISC SUPPLIES	761.43	761.43
23606	4209 - HUNTER CARRIER SERVICES	PO 28343 ADMIN: 2024 PHONES - ACCT BOML- BLANKET	1,028.71	1,028.71
23607	859 - JCP&L	PO 28568 ACCT#100 154 666 612/ BILL PRD: 1/23 - 2	4.31	
		PO 28570 ACCT#100 075 505 725 - BILL PRD: 1/24 -	4.09	
		PO 28572 ACCT#100 141 241 693 BILL PRD: 1/24 - 2/	82.49	
		PO 28588 MAST ACCT#200 000 054 011 BILL DATE: FEB	4.16	
		PO 28595 ACCT#100 050 702 156 - BILL PRD: 1/27 -	1.75	96.80
23608	3789 - JPMONZO, MUNICIPAL CONSULTING LLC.	PO 28457 FINANCE: REDEVELOPMENT AND PILOT AGREEME	75.00	75.00
23609	4563 - LAURIE STEPPER	PO 28249 BLANKET - REIMBURSEMENT FOR NJRPA CONFER	377.04	377.04
23610	1338 - MGL PRINTING SOLUTIONS, LLC	PO 28434 ENVELOPES FOR PFOA & LEAD LINE MAILING A	323.50	
		PO 28444 ADMIN / TAX COLLECTOR: WINDOW ENVELOPES	542.50	866.00
23611	1309 - MORRIS CTY TAX COLL/TREAS ASSN	PO 28566 FINANCE: PREPARING FOR YOUR AUDIT & TAX	34.00	34.00
23612	3033 - MORRIS CTY TAX COLL/TREAS ASSN	PO 28577 TAX COLLECTION - 3/21/24 SEMINAR - ANNE	34.00	34.00
23613	1371 - MTN. LAKES BOARD OF EDUCATION	PO 28602 MAR 2024 MTN LAKES SCHOOL DISTRICT GENER	2,118,523.17	2,118,523.17
23614	3168 - MUNICIPAL CLERKS ASSOC OF MORRIS CO	PO 28548 2024 MUNICIPAL CLERK ASSOCIATION FEE'S	60.00	
		PO 28549 CLERK: SEMINAR - CARA FOX	25.00	85.00
23615	1472 - MURPHY MCKEON P.C.	PO 28569 JANUARY 2024 LEGAL SERVICES - TAX APPEA	1,180.00	
		PO 28581 FEB 2024 PROFESSIONAL SERVICES - RETAINE	4,166.66	5,346.66
23616	4223 - NIAGARA MACHINE, INC	PO 28565 BH: RENOVATIONS	48.53	48.53
23617	2745 - NJ DEPT OF LABOR -WORKFORCE DEVELOPMENT	PO 28459 2ND QTR 2022 UNEMPLOYMENT	3,385.44	3,385.44
23618	4194 - OLDE TOWNE DELI	PO 28418 DPW - MEALS - BLANKET	45.90	45.90
23619	2727 - ONE CALL CONCEPTS, INC.	PO 28411 ACCT# 12-BML / 2024 JAN - APRIL BLANKET	99.38	99.38
23620	2968 - OPTIMUM	PO 28265 DPW: 2024 INTERNET SERVICES ACCT# 07876-	161.21	161.21
23621	2968 - OPTIMUM	PO 28266 DPW: 2024 INTERNET SERVICES ACCT# 07876-	11.86	11.86
23622	3113 - PHILLIPS PREISS GRYGIEL LEHENY HUGH	PO 27551 PROFESSIONAL SERVICES FOR ORDINANCE REVI	5,477.50	
		PO 28579 JAN 2024 PROFESSIONAL SERVICES - PB	717.50	6,195.00
23623	3028 - REINER GROUP, INC	PO 28297 DPW - BUILDING MAINTENANCE - BLANKET	586.44	
		PO 28316 DPW - BUILDING MAINTENANCE	1,415.00	2,001.44
23624	3330 - RUTGERS UNIVERSITY	PO 27555 LAND USE AND ZONING ADMINISTRATION CLASS	780.00	780.00
23625	1948 - SHEAFFER SUPPLY, INC.	PO 27690 BH: RENOVATIONS - MISC SUPPLIES - BLANK	78.44	78.44
23626	2774 - STAPLES CONTRACT & COMMERCIAL, LLC	PO 28526 MULTI DEPT: ORDER# 7626959591-000-001	469.50	469.50

List of Bills - CLAIMS/CLEARING CHECKING ACCOUNT

Meeting Date: 03/11/2024 For bills from 02/23/2024 to 03/05/2024

Check#	Vendor	Description	Payment	Check Total
23627	881 - TMS, INC	PO 28179 ADMIN: 2024 DNS HOSTING / ACCT# GTI - BL	25.24	25.24
23628	1424 - TOWNSHIP OF MONTVILLE	PO 28590 ANIMAL CONTROL CHARGES - 1ST QTR 2024	3,021.07	3,021.07
23629	2801 - TREE KING, INC	PO 28537 S & R - TREE REMOVAL	520.00	520.00
23630	1736 - TWP OF PARSIPPANY - TROY HILLS	PO 28558 2023 SEWER MAINTENANCE CHARGES - FINAL	58,426.05	58,426.05
23631	1062 - UNITED SITE SERVICES	PO 28530 DPW - BUILDING MAINTENANCE	43.75	43.75
23632	4587 - VERIZON	PO 28594 ADMIN: ACCT# 357-361-129-0001-26 - INTER	139.00	139.00
23633	832 - W.W. GRAINGER, INC	PO 28416 S & R - DEPARTMENTAL SUPPLIES - BLANKET	95.86	95.86
23634	4003 - WARSHAUER ELECTRIC SUPPLY CO.	PO 27928 BH: RENOVATIONS - LIGHT POLES - RESO# 10	12,540.00	12,540.00
23635	4031 - WAYNE ELECTRICAL SUPPLY CO.	PO 26788 BH: RENOVATION - ELECTRICAL SUPPLIES BLA	143.02	143.02
23636	4559 - WAYNE FORD	PO 28365 DPW - VEHICLE REPAIR/MAINTENANCE	555.93	555.93
23637	4177 - WEINER LAW GROUP, LLP	PO 28580 JAN 2024 PROFESSIONAL SERVICES - PB	600.00	600.00
23638	4225 - WILLIAMS SCOTSMAN, INC	PO 28236 BH: RENOVATIONS - 2024 TRAILER RENTAL -	224.00	224.00
23639	4080 - WORKWELL TECHNOLOGIES	PO 28545 DPW - BUILDING MAINTENANCE - ANNUAL SUBS	492.00	492.00
23640	3312 - ZACHARY R WALSH	PO 28550 POLICE:ZACH WALSH RE-CERT REIMBURSEMENT	20.00	20.00
TOTAL				2,249,180.00

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-020	GENERAL ADMIN - OTHER EXPENSE	564.57			
01-201-20-120-020	MUNICIPAL CLERK - OTHER EXP'S	85.00			
01-201-20-130-020	FINANCE - OTHER EXPENSES	368.16			
01-201-20-140-020	COMPUTER SERVICES	176.10			
01-201-20-145-020	TAX COLLECTOR - OTHER EXPENSES	343.82			
01-201-20-155-020	LEGAL SERVICES - OTHER EXPENSE	5,346.66			
01-201-21-180-020	PLANNING BOARD - OTHER EXPENSE	1,502.10			
01-201-25-240-020	POLICE DEPT - OTHER EXPENSES	197.53			
01-201-26-290-020	STREETS & ROADS - OTHER EXP.	12,977.21			
01-201-26-315-020	VEHICLE REPAIRS & MAINTENANCE	601.81			
01-201-27-335-020	ENVIRONMENTAL COMM - OTHER EXP	425.00			
01-201-28-370-020	PARKS & PLAYGROUNDS OTHER EXP.	707.04			
01-201-31-435-020	ELECTRICITY - ALL DEPARTMENTS	932.66			
01-201-31-440-020	TELECOMMUNICATIONS	1,028.71			
01-201-31-447-020	PETROLEUM PRODUCTS	2,291.94			
01-203-21-185-020	(2023) BD OF ADJUST - OTHER EXPENSES		5,477.50		
01-203-22-195-020	(2023) UNIFORM CONST - OTHER EXPENSES		794.35		
01-203-25-255-020	(2023) FIRE DEPT - OTHER EXPENSES		58.28		
01-203-26-290-020	(2023) STREETS & ROADS - OTHER EXP.		750.00		
01-203-31-435-020	(2023) ELECTRICITY - ALL DEPARTMENTS		4.16		
01-207-55-000-000	LOCAL SCHOOL TAXES PAYABLE			2,118,523.17	
01-260-05-100	DUE TO CLEARING			0.00	2,153,155.77
TOTALS FOR	Current Fund	27,548.31	7,084.29	2,118,523.17	2,153,155.77
04-215-55-989-000	2020 CAPITAL ORD. 8-20 BORO HALL RENOV.			336.29	
04-215-55-996-000	2023 CAPITAL ORDINANCE 8-23			1,081.24	
04-215-55-998-000	2023 CAPITAL ORD. 13-23 BORO HALL RENOV.			15,249.12	
04-260-05-100	DUE TO CLEARING			0.00	16,666.65
TOTALS FOR	General Capital	0.00	0.00	16,666.65	16,666.65
05-201-55-520-520	Water Operating - Other Expenses	4,064.34			
05-203-55-520-520	(2023) Water Operating - Other Expenses		10,426.27		
05-260-05-100	DUE TO CLEARING			0.00	14,490.61
TOTALS FOR	Water Operating	4,064.34	10,426.27	0.00	14,490.61
07-201-55-520-520	Sewer Operating - Other Expenses	34.41			
07-203-55-520-520	(2023) Sewer Operating - Other Expenses		58,426.05		
07-260-05-100	DUE TO CLEARING			0.00	58,460.46
TOTALS FOR	Sewer Operating	34.41	58,426.05	0.00	58,460.46

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
13-260-05-100	DUE TO CLEARING			0.00	3,021.07
13-286-56-000-000	RESERVE - ANIMAL LICENSE FUND			3,021.07	
TOTALS FOR	Animal Trust	0.00	0.00	3,021.07	3,021.07
14-260-05-100	Due to Clearing			0.00	3,385.44
14-300-60-000-000	RESERVE FOR UNEMPLOYMENT INSUR			3,385.44	
TOTALS FOR	Unemployment Trust	0.00	0.00	3,385.44	3,385.44

Total to be paid from Fund 01 Current Fund	2,153,155.77
Total to be paid from Fund 04 General Capital	16,666.65
Total to be paid from Fund 05 Water Operating	14,490.61
Total to be paid from Fund 07 Sewer Operating	58,460.46
Total to be paid from Fund 13 Animal Trust	3,021.07
Total to be paid from Fund 14 Unemployment Trust	3,385.44
	<hr/>
	2,249,180.00

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

Payroll Agency Account

Meeting Date: 03/11/2024 For bills from 02/23/2024 to 03/05/2024

Check#	Vendor	Description	Payment	Check Total
5059	4521 - INTERNATIONAL BROTHERHOOD OF TEAMSTERS L	PO 28561 DPW UNION DUES - FEBRUARY 2024	381.00	381.00
5060	1392 - MTN. LAKES POLICE ASSOCIATION	PO 28601 POLICE UNION DUES - MARCH 2024	300.00	300.00
TOTAL				681.00

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
12-101-01-001-001	PAYROLL AGENCY-CASH-PROVIDENT BANK			0.00	681.00
12-200-00-000-800	POLICE UNION DUES			300.00	
12-200-00-000-801	DPW UNION DUES			381.00	
TOTALS FOR	Payroll Agency Account	0.00	0.00	681.00	681.00

Total to be paid from Fund 12 Payroll Agency Account

681.00

681.00

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

Meeting Date: 03/11/2024 For bills from 02/27/2024 to 03/05/2024

Check#	Vendor	Description	Payment	Check Total
5392	102 - ANDERSON & DENZLER ASSOC., INC	PO 28574 JANUARY 2024 PROFESSIONAL SERVICES - ESC	2,534.18	2,534.18
5393	3113 - PHILLIPS PREISS GRYGIEL LEHENY HUGH	PO 28575 JANUARAY 2024 PROFESSIONAL SERVICES - ES	240.00	240.00
5394	4177 - WEINER LAW GROUP, LLP	PO 28576 DEC 2023 /JAN 2024 PROFESSIONAL SERVICES	497.50	497.50
TOTAL				3,271.68

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
17-101-01-001-002	Escrow - Developers - Checking			0.00	3,271.68
17-500-00-091-320	CORVELLI SERVICES LLC			1,203.20	
17-500-00-091-412	TFJ MOUNTAIN LAKES, LLC			461.50	
17-500-00-091-413	NOUVELLE, LLC - INSPECTON FEES			226.68	
17-500-00-091-421	THE CRAIG SCHOOL			641.90	
17-500-00-091-422	DUSKO JOLDZIC			738.40	
TOTALS FOR	Developer's Escrow	0.00	0.00	3,271.68	3,271.68

Total to be paid from Fund 17 Developer's Escrow

3,271.68

3,271.68

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

Meeting Date: 03/11/2024 For bills from 02/23/2024 to 03/05/2024

Check#	Vendor	Description	Payment	Check Total
5601	3861 - AMAZON CAPITAL SERVICES	PO 28487 FACILITIES: ORDER# 111-7086624-7075440	52.98	52.98
	TOTAL			52.98

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
33-101-01-001-001	CASH - RECREATION			0.00	52.98
33-600-00-090-000	Recreation Trust Reserves			52.98	
TOTALS FOR	Recreation Trust	0.00	0.00	52.98	52.98

Total to be paid from Fund 33 Recreation Trust

52.98

52.98

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

RESOLUTION 86-24

**“RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH J. CALDWELL & ASSOCIATES FOR
HIGHLANDS CONFORMANCE PLANNER”**

WHEREAS, there exists the need for Highlands Conformance planning services for the Borough of Mountain Lakes; and
WHEREAS, J. Caldwell & Associates has submitted a proposal dated January 12, 2024 indicating that planning services will be provided for a fee not to exceed \$15,000.00; 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 J. Caldwell & Associates for professional planning services for the Borough of Mountain Lakes as set forth in the attached contract, for an annual fee not to exceed \$15,000 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.** A notice of this action shall be printed once in the legal newspaper of the Borough of Mountain Lakes.

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

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 March 11, 2024.

Cara Fox, Borough Clerk

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

CERTIFICATION OF THE AVAILABILITY OF FUNDS
02-200-40-700-520 HIGHLANDS PLAN CONFORMANCE GRANT \$15,000.00



Monica Goscicki, CFO

**Borough of Mountain Lakes
Contract Review Checklist**

Vendor / Professional: J Caldwell & Associates

Service Provided: Highlands Conformance Planner

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	N/A	n/a
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	N/A	n/a
Political Contribution Disclosure	Professional Services	Disclosure Language In Contract Form; Form Completed	✓	✓
Qualifications	Professional Services	Proof of professional licenses / certifications	✓	✓
Debarment	Public Works	Vendor Not Currently On State Debarment List	✓	✓

Reviewed by: Cara Fox Date: 2/28/24

Verified by: [Signature] Date: 3/8/24

**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 J. Caldwell & Associates LLC, 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 January 14, 2024 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 \$15,000.00.
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

CONTRACTOR

By: Am for

By: [Signature]

2/28/24
Date

(SEAL)



Highlands Regional Master Plan Conformance

Coordination Plan Scope of Work

Borough of Mountain Lakes

Morris County, New Jersey

January 14, 2024



**J Caldwell
& Associates, LLC**

Community Planning Consultants



Overview

J. Caldwell & Associates, LLC (JCA) is proposing to coordinate the process of Highlands Regional Master Plan (RMP) Conformance. The Borough is 1,861 acres and located entirely within the Planning Area of the Highlands Region, where conformance to the Highlands Regional Master Plan is voluntary. This proposal is to develop and conduct meetings for various Borough committees, boards, and stakeholders to review the Highlands Plan Conformance process and grant opportunities that become available through Plan Conformance, and to prepare a list of projects the Borough would like to pursue using Highlands grant funding.

Proposed Approach

JCA prepares and conducts either a) a presentation and feedback session or b) a handout and materials for the following municipal entities:

1. Green Team
2. Lakes Management Advisory Committee
3. Economic Development Advisory Committee
4. Shade Tree Commission
5. Affordable Housing Advisory Committee
6. Environmental Commission
7. Recreation Commission
8. Historic Preservation Commission
9. Woodlands Advisory Committee
10. Planning Board Chair and Ordinance Subcommittee

Presentations and feedback sessions will occur during regularly scheduled public meetings held by the respective committee or commission, during special meetings, meetings with select members of a committee, or JCA will forward relevant handouts, information, and resources to each committee or commission.

Additionally, JCA will meet with the Borough Manager and Planning Board Chair to discuss Plan Conformance, the feedback gathered from the municipal committees and commissions, and next steps for pursuing Plan Conformance. A list of projects the various entities would like to pursue using Highlands funding will be provided to the Borough Mayor and Council.



Highlands Plan Conformance – Coordination Plan Scope of Work

Task 1: Attend Borough Public Meetings or Provide Committees/Commissions with Handouts:

JCA will attend as many regularly scheduled committee/commission public meetings, or special meetings, to review and develop lists of projects and proposals for grant funding through the Plan Conformance process. JCA will distribute information on Highlands-specific data resources and grant opportunities which are relevant to the respective entity. Handouts will be provided to entities, if JCA is unable to attend a meeting, these handouts will be provided and include a request for questions, comments, and project ideas.

Deliverables: Handouts, feedback questionnaires, and links to resources.

Task 2: Meetings with Borough Manager and Planning Board Chair:

JCA will meet with the Borough Manager of Mountain Lakes to discuss grant opportunities, feedback gathered from the committees and commission public meetings JCA attends, and the process of Plan Conformance. JCA will also meet with the Planning Board Chair to discuss the same items. Feedback from the Borough Manager and Planning Board Chair will be incorporated into proposals for the Highlands Plan Conformance process.

Deliverable: Summary of findings from committee and commission feedback sessions with input from the Borough Manager and Planning Board Chair.

Task 3: Prepare Project List:

Using information from feedback sessions and requests for comment through handouts, prepare a list of projects the Borough would like to pursue using Highlands grant funding. JCA will forward and/or present the list to the Borough Mayor and Council. This will include a review of and feedback on the Highlands Plan Implementation Agenda (PIA).

Deliverable: A list of projects the Borough would pursue using Highlands Council funding. Input on Highlands PIA.



Cost Estimate and Timeline

The budget for this proposal is \$15,000, which will be billed hourly at JCA 2024 rates up to a not-to-exceed amount of \$15,000. Tasks 1-3 will be conducted over a 2-3 month period.

February 2024

- **Preparation of materials for committee and commission meetings and/or handouts**
- **Attendance of committee and commission public meetings**
- **Completion of Task 1**

March 2024

- **Summarize and draft report on findings from feedback sessions**
- **Meeting with the Borough Manager and Planning Board Chair**
- **Completion of Task 2**
- **Distribution of materials to the Mayor and Borough Council (or a subcommittee)**
- **Completion of Task 3**

2024 Highlands Plan Conformance Planner Proposal Borough of Mountain Lakes, Morris County

Scope of Services

Ms. Jessica Caldwell, P.P., A.I.C.P., of J. Caldwell & Associates, LLC will provide planning services to the Borough of Mountain Lakes for the Borough's Highlands Plan Conformance at the hourly rates listed below on an as needed basis as requested

2024 Hourly Rates

Principal Planner..... Jessica C. Caldwell, P.P., A.I.C.P., L.E.E.D. – G.A.	\$150
Senior Planner Alison Kopsco, P.P., A.I.C.P.	\$145
Associate Planner	\$135



**J Caldwell
& Associates, LLC**
Community Planning Consultants

STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

DEPARTMENT OF TREASURY/
DIVISION OF REVENUE
PO BOX 252
TRENTON, NJ 08646-0252

TAXPAYER NAME:

J. CALDWELL & ASSOCIATES LLC

TRADE NAME:

ADDRESS:

145 SPRING ST STE E
NEWTON NJ 07860

SEQUENCE NUMBER:

1704507

EFFECTIVE DATE:

03/26/12

ISSUANCE DATE:

09/25/18



Director
New Jersey Division of Revenue

FORM BRC

REV. NOV. 1, 2010

This Certificate is NOT assignable or transferable. It must be presented in person at the time of renewal.

During the performance of the Contract, J. Caldwell & Associates, LLC agrees as follows:

J. Caldwell & Associates, LLC will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, gender identity or expression, disability, or nationality. Except with respect to affectional or sexual orientation and gender identity or expression, the Professional 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, gender identity, sex or 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 of pay or other forms of compensation and selection for training, including apprenticeship.

J. Caldwell & Associates, LLC agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the designated Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

J. Caldwell & Associates, LLC will, in all solicitations or advertisements for employees placed by or on behalf of the Professional, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, gender identity or expression, disability, or nationality.

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

J. Caldwell & Associates, LLC, where applicable, agrees to comply with the regulations promulgated by the Treasurer of the State of New Jersey pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

J. Caldwell & Associates, LLC agrees to attempt in good faith to employ 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 of the State of New Jersey 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 of the State of New Jersey pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

J. Caldwell & Associates, LLC 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, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, gender identity or expression, disability, or nationality and that it will discontinue the use of any recruitment agency which

engages in direct or indirect discriminatory practices.

J. Caldwell & Associates, LLC 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.

J. Caldwell & Associates, LLC agrees to review all procedures relating to transfers, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, gender identity or expression, disability, or nationality 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.

J. Caldwell & Associates, LLC shall furnish such reports or other documents to the Division of Purchase & Property, CCAU, EEO Monitoring Program as may be requested by the office to carry out purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase & Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to N.J.A.C. 17:27-1.1 et seq.

J. Caldwell & Associates, LLC is certified by the State of New Jersey Department of the Treasury as a Small Business Enterprise (SBE) and Women-Owned Business Enterprise (WBE).



Borough of Mountain Lakes

AFFIDAVIT OF NON-COLLUSION

The undersigned, being duly sworn according to law, deposes and says:

1. I reside at 98 Armstrong Road, Wantage, New Jersey 07461

2. The name of the within applicant is Jessica Caldwell Dykstra

3. I executed the said proposal on behalf of the applicant with full authority to do so.
4. The applicant has not directly or indirectly entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive proposal in connection with the contract.
5. All statements contained in the Qualification Statement and Proposal and in this Affidavit are true and correct and were made with the full knowledge that the Borough of Mountain Lakes, County of Morris, its officers and employees, relies upon the truth of the statements therein made in awarding the above-named contract.
6. I further warrant that no person or selling agency has been employed or retained to solicit or service such contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except bonafide employees of a bonafide established commercial selling agencies maintained by the applicant.

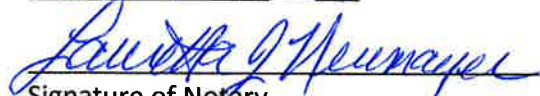
Subscribed and sworn to
before me this day



Signature of Applicant

Jessica Caldwell Dykstra

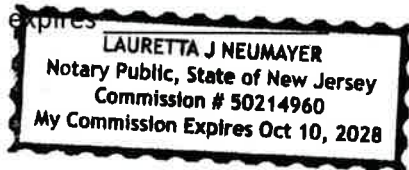
Print Name

Jan 19, 2024


Signature of Notary

My Commission expires

(Seal)



BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
 Required Pursuant to N.J.S.A. 19:44A-20.8
BOROUGH OF MOUNTAIN LAKES

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that J. Caldwell & Associates, LLC, has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one-year period preceding January 1, 2024 to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the Council of the Borough of Mountain Lakes as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

Lauren Barnett	Melissa Muilenburg
Chris Cannon	Christopher Richter
Cynthia Korman	Khizar Sheikh
Thomas Menard	

Part II – Ownership Disclosure Certification

I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

- Partnership
 Corporation
 Sole Proprietorship
 Subchapter S Corporation
 Limited Partnership
 Limited Liability Corporation
 Limited Liability Partnership

Name of Stock or Shareholder	Home Address
Jessica Caldwell Dykstra	43 Newton Avenue, Branchville, NJ 07826

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: J. Caldwell & Associates, LLC

Signed: *Jessica Caldwell Dykstra* Title: President

Print Name: Jessica Caldwell Dykstra Date: _____

Subscribed and sworn before me this 19 day of Jan, 2024

Lauretta J Neumayer

Jessica Caldwell Dykstra
(Affiant)

Jessica Caldwell Dykstra, President
(Print name & title of affiant) (Corporate Seal)

My Commission expires LAURETTA J NEUMAYER
 Notary Public, State of New Jersey
 Commission # 50214960
 My Commission Expires Oct 10, 2028



DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM

STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY - DIVISION OF PURCHASE AND PROPERTY
33 WEST STATE STREET, P.O. BOX 230 TRENTON, NEW JERSEY 08625-0230

BID SOLICITATION # AND TITLE: Highlands Conformance Planner

VENDOR NAME: J. Caldwell & Associates, LLC

Pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4) any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must certify that neither the person nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the New Jersey Department of the Treasury's Chapter 25 List as a person or entity engaged in investment activities in Iran. The Chapter 25 list is found on the Division's website at <https://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Vendors/Bidders must review this list prior to completing the below certification. If the Director of the Division of Purchase and Property finds a person or entity to be in violation of the law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

CHECK THE APPROPRIATE BOX

I certify, pursuant to N.J.S.A. 52:32-57, et seq. (P.L. 2012, c.25 and P.L. 2021, c.4), that neither the Vendor/Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List of entities determined to be engaged in prohibited activities in Iran.

OR

I am unable to certify as above because the Vendor/Bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the New Jersey Department of the Treasury's Chapter 25 List. I will provide a detailed, accurate and precise description of the activities of the Vendor/Bidder, or one of its parents, subsidiaries or affiliates, has engaged in regarding investment activities in Iran by completing the information requested below.

Entity Engaged in Investment Activities
Relationship to Vendor/ Bidder
Description of Activities

Duration of Engagement
Anticipated Cessation Date

**Attach Additional Sheets If Necessary.*

CERTIFICATION

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Vendor is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I may be subject to criminal prosecution under the law, and it will constitute a material breach of my contract(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.



Signature

1/19/24

Date

Jessica Caldwell Dykstra, President

Print Name and Title

Borough of Mountain Lakes


CERTIFICATION OF NON-DEBARMENT FOR FEDERAL GOVERNMENT CONTRACTS

N.J.S.A. 52:32-44.1 (P.L. 2019, c.406)

This certification shall be completed, certified to, and submitted to the contracting unit prior to contract award, except for emergency contracts where submission is required prior to payment.

PART I: VENDOR INFORMATION	
Individual or Organization Name	J. Caldwell & Associates, LLC
Address of Individual or Organization	145 Spring Street, Newton, New Jersey 07860
DUNS Code (if applicable)	
CAGE Code (if applicable)	
Check the box that represents the type of business organization:	

- Sole Proprietorship (skip Parts III and IV)
 Non-Profit Corporation (skip Parts III and IV)
 For-Profit Corporation (any type)
 Limited Liability Company (LLC)
 Partnership
 Limited Partnership
 Limited Liability Partnership (LLP)
 Other (be specific): _____

PART II – CERTIFICATION OF NON-DEBARMENT: Individual or Organization			
I hereby certify that the individual or organization listed above in Part I is not debarred by the federal government from contracting with a federal agency. I further acknowledge: that I am authorized to execute this certification on behalf of the above-named organization; that the <i>Borough of Mountain Lakes</i> is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the date of contract award by the <i>Borough of Mountain Lakes</i> to notify the <i>them</i> in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Borough of Mountain Lakes, permitting them to declare any contract(s) resulting from this certification void and unenforceable.			
Full Name (Print):	Jessica Caldwell Dykstra	Title:	President
Signature:		Date:	1/19/24

PART III – CERTIFICATION OF NON-DEBARMENT: Individual or Entity Owning Greater than 50 Percent of Organization	
Section A (Check the Box that applies)	
<input type="checkbox"/>	Below is the name and address of the stockholder in the corporation who owns more than 50 percent of its voting stock, or of the partner in the partnership who owns more than 50 percent interest therein, or of the member of the limited liability company owning more than 50 percent interest therein, as the case may be.
Name of Individual or Organization	
Home Address (for Individual) or Business Address	
OR	
<input type="checkbox"/>	No one stockholder in the corporation owns more than 50 percent of its voting stock, or no partner in the partnership owns more than 50 percent interest therein, or no member in the limited liability company owns more than 50 percent interest therein, as the case may be.
Section B (Skip if no Business entity is listed in Section A above)	
<input type="checkbox"/>	Below is the name and address of the stockholder in the corporation who owns more than 50 percent of the voting stock of the organization's parent entity, or of the partner in the partnership who owns more than 50 percent interest in the organization's parent entity, or of the member of the limited liability company owning more than 50 percent interest in organization's parent entity, as the case may be.
Stockholder/Partner/Member Owning Greater Than 50 Percent of Parent Entity	
Home Address (for Individual) or Business Address	
OR	
<input type="checkbox"/>	No one stockholder in the parent entity corporation owns more than 50 percent of its voting stock, no partner in the parent entity partnership owns more than 50 percent interest therein, or no member in the parent entity limited liability company owns more than 50 percent interest therein, as the case may be.
Section C – Part III Certification	
I hereby certify that no individual or organization that is debarred by the federal government from contracting with a federal agency owns greater than 50 percent of the Organization listed above in	

Part I or, if applicable, owns greater than 50 percent of a parent entity of _____.

I further acknowledge: that I am authorized to execute this certification on behalf of the above-named organization; that the *Borough of Mountain Lakes* is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the date of contract award to notify the Borough of Mountain Lakes in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Borough of Mountain Lakes, permitting them to declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print):		Title:	
Signature:		Date:	

Part IV – CERTIFICATION OF NON-DEBARMENT: Contractor – Controlled Entities	
Section A	
<input type="checkbox"/>	Below is the name and address of the corporation(s) in which the Organization listed in Part I owns more than 50 percent of voting stock, or of the partnership(s) in which the Organization listed in Part I owns more than 50 percent interest therein, or of the limited liability company or companies in which the Organization listed above in Part I owns more than 50 percent interest therein, as the case may be.
Name of Business Entity	Business Address
Add additional sheets if necessary	
OR	
<input type="checkbox"/>	The Organization listed above in Part I does not own greater than 50 percent of the voting stock in any corporation and does not own greater than 50 percent interest in any partnership or any limited liability company.

Section B (skip if no business entities are listed in Section A of Part IV)	
<input type="checkbox"/>	Below are the names and addresses of any entities in which an entity listed in Part III A owns greater than 50 percent of the voting stock (corporation) or owns greater than 50 percent interest (partnership or

limited liability company).	
Name of Business Entity Controlled by Entity Listed in Section A of Part IV	Business Address
Add additional Sheets if necessary	
OR	
<input type="checkbox"/>	No entity listed in Part III A owns greater than 50 percent of the voting stock in any corporation or owns greater than 50 percent interest in any partnership or limited liability company.
Section C – Part IV Certification	
<p>I hereby certify that the Organization listed above in Part I does not own greater than 50 percent of any entity that that is debarred by the federal government from contracting with a federal agency and, if applicable, does not own greater than 50 percent of any entity that in turns owns greater than 50 percent of any entity debarred by the federal government from contracting with a federal agency. I further acknowledge: that I am authorized to execute this certification on behalf of the above-named organization; that the Borough of Mountain Lakes is relying on the information contained herein and that I am under a continuing obligation from the date of this certification through the date of contract award by the Borough of Mountain Lakes to notify them in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I am subject to criminal prosecution under the law and that it will constitute a material breach of my agreement(s) with the Borough of Mountain Lakes permitting them to declare any contract(s) resulting from this certification void and unenforceable.</p>	
Full Name (Print):	Title:
Signature:	Date:

List of Agencies with Elected Officials Required for Political Contribution Disclosure
N.J.S.A. 19:44A-20.26

County Name: Morris
State: Governor Phil Murphy
Legislative Leadership Committees
Legislative District # 26: State Senator Joseph Pennacchio

Members of the General Assembly: Brian Bergen
Jay Webber

County:

Commissioners Christine Myers, Director
 Stephen H. Shaw, Deputy Director
 John Krickus
 Douglas R. Cabana
 Thomas J. Mastrangelo
 Tayfun Selen
 Deborah Smith

Clerk: Ann F. Grossi, Esq.

Sheriff: James M. Gannon

Surrogate: Heather J. Darling, Esq.

Municipality: Borough of Mountain Lakes

Mayor: Khizar Sheikh

Members of the Governing Body:

Council Members: Lauren Barnett, Deputy Mayor
 Chris Cannon
 Cynthia Korman
 Tom Menard
 Melissa Muilenburg
 Chris Richter

STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business:

I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.
OR

I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

- Partnership Corporation Sole Proprietorship
 Limited Partnership Limited Liability Corporation Limited Liability Partnership
 Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

Name: Jessica Caldwell Dykstra	Name:
Home Address: 43 Newton Avenue Branchville, NJ 07826	Home Address:
Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:

Subscribed and sworn before me this 19 day of Jan, 2024
Lauretta J Neumayer
(Notary Public)
My Commission expires: _____

Jessica Caldwell Dykstra
(Affiant)
Jessica Caldwell Dykstra, President
(Print name & title of affiant)
(Corporate Seal)

LAURETTA J NEUMAYER
Notary Public, State of New Jersey
Commission # 50214960
My Commission Expires Oct 10, 2028



State of New Jersey

Highlands Water Protection and Planning Council
100 North Road (Route 513)
Chester, New Jersey 07930-2322
(908) 879-6737
(908) 879-4205 (fax)
www.nj.gov/njhighlands



PHILIP D. MURPHY
Governor

TAHESHA L. WAY
Lt. Governor

CARL J. RICHKO
Chairperson

BENJAMIN L. SPINELLI, ESQ.
Executive Director

February 20, 2024

VIA EMAIL ONLY:

The Honorable Khizar Sheikh
Mountain Lakes Borough
400 Boulevard
Mountain Lakes, NJ 07046

Subject: Scope of Work Approval – Plan Conformance Petition Documents
Grant #09-033-011-1425

Dear Mayor Sheikh:

On behalf of the Highlands Water Protection and Planning Council (Highlands Council), thank you for submitting the Scope of Work (SOW) for assembling the necessary documents for conformance with the Regional Master Plan. The total proposed cost to complete the project is \$15,000, which is broken down into three tasks: public meeting attendance, municipal meetings, and the generation of a draft implementation plan and schedule to be presented to both Mayor and Borough Council. Staff has reviewed the SOW and found it to be appropriate and acceptable. The Highlands Council has approved a not-to-exceed budget of **\$15,000** towards completion of the identified tasks. A replacement page 19 of the Borough's existing Plan Conformance Amended Grant Agreement and the approved SOW are attached.

Upon submission of the identified deliverables for approval by the Highlands Council, invoicing will be authorized on a per task basis. After a municipal review, invoices may be forwarded from your professionals to the Highlands Council for reimbursement, and should include a detail indicating date worked, contributing employee (or position), number of hours worked, and subtotal billed against the grant. All requests for consideration of deliverables or reimbursement must be accompanied by authorization from the municipality.

Please coordinate with Maryjude Haddock-Weiler, Planning Manager (ext. 110, maryjude.haddock-weiler@highlands.nj.gov) regarding completed deliverables and questions about the program. All questions regarding reimbursement for completed tasks should go to Herb August, Grants Manager (ext. 102, herbert.august@highlands.nj.gov). Should you or other municipal officials wish to discuss any other Highlands-related matter, I remain available to you as well and can be reached by telephone at extension 101 or by e-mail at ben.spinelli@highlands.nj.gov. We look forward to our continued collaboration in the important efforts to protect and preserve the Highlands Region.

Sincerely,

Benjamin L. Spinelli, Esq.
Executive Director

Enclosures

c: Mitchell Stern, Borough Administrator
Cara Fox, Borough Clerk

ATTACHMENT D. Budget		
Estimated Total Project Cost	\$30,000.00	
Amount of Grant Funding Requested	\$30,000.00	
Project Cost Breakdown		
Project Components	Cost Estimate	
Initial Assessment Grant	\$15,000.00	
Petition Document Generation	\$15,000.00	
TOTAL *	\$30,000.00	
Source of Estimates		
Provided by the Highlands Council <i>As per Highlands Council Resolution 2022-19, October 20, 2022; and 2024-3, January 18, 2024.</i>		
Other Funding Sources		
Please list any other sources of funds that the applicant will rely upon to aid in the completion of the product(s) expected to be funded by the Planning Assistance Grant from the Highlands Council. Please note the source(s), status of obtaining the funds, and the amount expected.		
	Source & Status	Amount
		\$0
	TOTAL	\$0

Last Revised on February 16, 2024

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

RESOLUTION 75-24

**“RESOLUTION AUTHORIZING THE BOROUGH MANAGER TO APPLY FOR A GRANT FROM THE
HIGHLANDS COUNCIL FOR THE HIRING OF A SPECIAL PLANNER TO COORDINATE THE PROCESS OF
HIGHLANDS REGIONAL MASTER PLAN CONFORMANCE”**

WHEREAS, the Highlands Council is offering a \$15,000 grant to provide funding for the Borough to hire a special planner to coordinate the process of Highlands Regional Master Plan Conformance; and

WHEREAS, the Borough is desirous of hiring a special planner for this purpose.

THEREFORE, BE IT RESOLVED that the Borough Manager is hereby authorized to apply for a \$15,000 grant from the Highlands Council to hire a special planner.

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

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 February 12, 2024.

Cara Fox
Cara Fox, Borough Clerk

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



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
 FEBRUARY 26, 2024
 HELD AT ML HIGH SCHOOL, 96 POWERVILLE ROAD, MOUNTAIN LAKES, NJ 07046**

CALL TO ORDER AND OPEN PUBLIC MEETINGS ACT STATEMENT

This meeting is being held in compliance with Public Law 1975, Chapter 231, Sections 4 and 13, as notice of this meeting has been reported to The Citizen and the Morris County Daily Record and The Star Ledger on January 4, 2024 and posted in the municipal building.

Mayor Sheikh called the meeting to order at 6:33p.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"/>	Richter	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Korman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Barnett	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Menard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sheikh	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mulienburg	<input type="checkbox"/>	<input checked="" type="checkbox"/>			

Councilmember Korman arrived at 6:37pm.

FLAG SALUTE

Mayor Sheikh led the salute to the flag.

EXECUTIVE SESSION

R77-24, Resolution to Enter an Executive Session – Litigation (Tax Appeals), Contract Negotiations & Attorney - Client Privilege (Approval of Executive Minutes)

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

COMMUNITY ANNOUNCEMENTS

Councilmember Korman made the following announcements: The Mountain Lakes Garden Club will hold a discussion about seeds on February 27th; the Garden Club would like to display the winners of their "Circle of Life" Photography Show at Borough Hall; Performances for Mountain Lakes High School's musical "Something Rotten" will be held February 29th through March 2nd.

SPECIAL PRESENTATIONS

There were no presentations.

REPORTS OF BOROUGH ESTABLISHED BOARDS, COMMISSIONS AND COMMITTEES

Lakes Management Committee Update

Lakes Management Chair Derek Jackson provided an update and advised that the committee recommends hiring an independent advisor to assist in the development of a maintenance, preservation, and restoration plan for the Borough lakes. The focus of the independent advisor would include the following: recommend how to balance recreation with natural aquatic growth needs which support marine life habitat; how to manage and/or remove the sediment deposits that are naturally accumulating in the lakes in a cost-efficient manner; review infrastructure enhancements needed to minimize stormwater impact on our lakes.

The Council asked questions of Mr. Jackson and he answered them.



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
 FEBRUARY 26, 2024
 HELD AT ML HIGH SCHOOL, 96 POWERVILLE ROAD, MOUNTAIN LAKES, NJ 07046**

BOROUGH COUNCIL DISCUSSION ITEMS

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

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

2024 Municipal Budget Presentation

Borough Manager Stern gave a PowerPoint presentation of the 2024 municipal budget. The council asked questions of Mr. Stern and he answered them.

Resolution 78-24, Introduce 2024 Municipal 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"/>
Korman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Menard	<input type="checkbox"/>	<input 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"/>
Richter	<input checked="" 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"/>
Sheikh	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Proposed Zoning Amendment / Draft Ordinance

Councilmember Richter provided an overview of the subcommittee and advised that the subcommittee supports the Borough Planner's 2/8/24 memo and moving forward with adopting an ordinance for conditional use standards for places of assembly in residential zones.

Borough Planner Kate Keller discussed the 2/8/24 memo and the rationale behind the bulk standards in the proposed zoning ordinance. Ms. Keller advised the following: some of the Neighborhood Coalition's concerns were incorporated into the proposed ordinance; the proposed ordinance is in response to the Borough's Master Plan Reexamination Report; if an applicant does not meet the standards of the proposed ordinance, it would require a Zoning Board hearing for a "D" variance; the proposed ordinance recommendations are based on realistic opportunity.

The Council asked questions of Ms. Keller and she answered them.

PUBLIC COMMENT REGARDING ZONING AMENDMENT / DRAFT ORDINANCE

Mayor Sheikh opened the meeting to the public.

Robert Von Schalscha requested that the proposed ordinance protect the residents and maintain the look / feel of the residential neighborhood. Mr. Von Schalscha also asked questions about maximum building height, add on structures being included in calculation, and parking.

Abram Kirshenbaum questioned if entities in the proposed ordinance can rent out space to a for profit entity.

John Cali asked questions regarding the proposed ordinance limiting the expansion of non-residential entities and if the entities would be grandfathered in.

Ms. Keller responded to the public's comment and advised that the proposed zoning ordinance does not address non-profit tax status.



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The Council discussed the public's comments / questions and requested that Ms. Keller do the following: review proposed zoning ordinance item D-9 on page 3 - sufficient year-round screening; explore adding language in proposed zoning ordinance regarding roof-top structures & review structure maximum height; review proposed zoning ordinance item D10; add frontage buffer requirement to proposed zoning ordinance.

PUBLIC COMMENT

Mayor Sheikh opened the meeting to the public.

Abram Kirshenbaum requested that the proposed zoning ordinance reduce the 40% maximum improved lot coverage.

Steve Castellucci questioned if the proposed zoning ordinance affects overlay zones.

Jenny Ota expressed support for resident Suzanne Atkin-Platt's recommendations for the proposed zoning ordinance and requested that access in and out of the non-residential property be on a main road.

Mayor Sheikh, Borough Planner Kate Keller, and Councilmember Richter responded to the public's comments.

ATTORNEY'S REPORT

Mr. Oostdyk had nothing to report.

MANAGER'S REPORT

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

RESOLUTIONS

There were no resolutions.

ORDINANCES TO INTRODUCE

2-24, Amending Chapter 202 of the Code of the Borough of Mountain Lakes and Revising Stormwater Management Regulations

Introduced: 9/11/23

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

ORDINANCES TO ADOPT

1-24, Calendar Year 2024 Ordinance to Exceed the Municipal Budget Appropriation Limits and Establish a Cap Bank

Introduced: 2/12/24

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



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
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PUBLIC COMMENT/HEARING

Mayor Sheikh opened the meeting to the public.

There was no one from the public wishing to speak.

Adopted: 2/26/24

Council member	M	2nd	Yes	No	Abstain	Absent
Cannon	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Korman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Menard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Muilenburg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Richter	<input type="checkbox"/>	<input checked="" 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"/>
Sheikh	<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. R79-24, Authorizing the Payment of Bills
- b. R80-24, Authorizing the Borough to Accept Highlands Council Grant for the Hiring of a Special Planner to Coordinate the Process of Highlands Regional Master Plan Conformance
- c. R81-24, Authorizing the Discretionary Award of a Contract for Millwork and Related Materials to Quality Granite & Marble in an Amount That May Exceed \$17,500 But Will Be Less Than \$44,000
- d. R82-24, Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A. 40A:11-12A
- e. R83-24, Authorizing the Borough's Participation in the Sourcewell National Purchasing Cooperative
- f. R84-24, Authorizing the Settlement of a Tax Appeal (Grunin v. Borough of Mountain Lakes – Block 62, Lot 17)

***APPROVAL OF MINUTES**

- 9/11/23 (Executive)
- 2/12/24 (Regular)

***BOARD, COMMITTEE AND COMMISSION APPOINTMENTS**

- a. Calvin Lee to the Shade Tree Commission as a student member
- b. Steve Castellucci to the Affordable Housing Advisory Committee as Member with a term running through 12/31/26

***Approval of the Consent Agenda**

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



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
 FEBRUARY 26, 2024
 HELD AT ML HIGH SCHOOL, 96 POWERVILLE ROAD, MOUNTAIN LAKES, NJ 07046**

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

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

COUNCIL REPORTS

The Council tabled the reports until the next meeting.

PUBLIC COMMENT

Mayor Sheikh opened the meeting to the public.

There was no one from the public wishing to speak.

NEXT STEPS AND PRIORITIES

Mayor Sheikh reviewed the following next steps and priorities:

Next Step	Completed by	Completion date
Review Proposed Zoning Ordinance Item D-9 on Page 3 - Sufficient Year-Round Screening	Borough Planner	
Explore Adding Language in Proposed Zoning Ordinance Regarding Roof-top Structures & Review Structure Maximum Height	Borough Planner	
Review Proposed Zoning Ordinance Item D10	Borough Planner	
Add Frontage Buffer Requirement to Proposed Zoning Ordinance	Borough Planner	

ADJOURNMENT at 9:44P.M.

Motion made by Councilmember Menard, second by Councilmember Korman to adjourn the meeting at 9:44p.m., with all members in favor signifying by "Aye".

Respectfully Submitted,

Cara Fox, Borough Clerk