



**MEETING MINUTES OF THE COUNCIL OF THE BOROUGH OF MOUNTAIN LAKES
MARCH 11, 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 7:01p.m.

ROLL CALL ATTENDANCE

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

FLAG SALUTE

Mayor Sheikh led the salute to the flag.

EXECUTIVE SESSION

There was no executive session.

COMMUNITY ANNOUNCEMENTS

Deputy Mayor Barnett thanked the Mountain Lakes school district / facilities staff for accommodating Borough Council meetings during the Borough Hall renovation project and made the following announcements: Borough Hall (400 Boulevard) is open to the public as of today; council chambers will be completed shortly and the next Council meeting should be held at Borough Hall; there will be a Borough Hall grand opening ceremony scheduled in the spring; the Trout Derby will be held on April 20th at Birchwood Lake and the trout stocking will be held on April 19th; community clean-up day will be held on April 20th.

Police Chief Bennett announced that the police electric vehicle (EV) will be in service shortly and that the Borough will be scheduling an unveiling of the EV at Briarcliff School.

SPECIAL PRESENTATIONS

There were no special presentations.

REPORTS OF BOROUGH ESTABLISHED BOARDS, COMMISSIONS AND COMMITTEES

There were no reports.

BOROUGH COUNCIL DISCUSSION ITEMS

There were no discussion items.

PUBLIC COMMENT

Mayor Sheikh opened the meeting to the public.

There was no one from the public wishing to speak.

ATTORNEY'S REPORT

Mayor Sheikh requested that Borough Attorney Oostdyk report on the pending legislation addressing changes to municipal affordable housing obligations throughout the State. Mr. Oostdyk explained that the current legislation under consideration would create a new procedure to establish each municipality's share of its regional obligation to provide new opportunities for the development of affordable housing. It would also create a system to review municipal affordable housing plans utilizing the courts. In response to the Mayor's inquiry regarding the potential impact of the legislation on



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Mountain Lakes, Mr. Oostdyk indicted that the legislation should not have a significant effect on the creation of a plan for Mountain Lakes in the next round, as the mechanisms Mountain Lakes has utilized in its planning have been retained in the new legislation. He also noted that Mountain Lakes has been diligent in its efforts in prior rounds, worked cooperatively with housing advocates, and has continued to explore and support opportunities for housing as they arise. Mayor Sheikh requested that Mr. Oostdyk continue to monitor developments in legislation concerning affordable housing and update the Council with any concerns that arise.

MANAGER'S REPORT

Mr. Stern had nothing to report.

RESOLUTIONS

There were no resolutions.

ORDINANCES TO INTRODUCE

There were no ordinances to introduce.

ORDINANCES TO ADOPT

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

Introduced: 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 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"/>

PUBLIC COMMENT/HEARING

Mayor Sheikh opened the meeting to the public.

There was no one from the public wishing to speak.

Adopted: 3/11/24

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

***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.



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***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

***Approval of the Consent Agenda**

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

Councilmember Muilenburg was absent at the 2/26/24 Council meeting and abstained from voting on the minutes.

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

Economic Development Advisory Committee (EDAC) – Councilmember Cannon reported that the committee discussed the following: having a meet and greet with Borough business owners; hiring someone to update the website. Mayor Sheikh reported that the committee will be focusing on Eastbound Route 46 zoning.

Shade Tree Commission – Councilmember Cannon reported that the commission discussed the following: Arbor Day; seedling distribution; scheduling a date to attend a Council meeting to discuss using the Shade Tree Trust Fund to subsidize residents to prune their trees; adopting the State required model shade tree ordinance by May 1st.

Recreation Commission – Councilmember Muilenburg reported the following: the Independence Day Fireworks will be held at Island Beach on July 2nd; adult and child beach badges will be different colors this year to make it easier for lifeguards to check badges; boat rack / ring renewals end on March 31st; the Sailing Club is looking for a new member; the Easter Egg Hunt will be held on March 24th; the commission discussed bringing back the July swim and boat races.



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Woodlands Committee

Councilmember Muilenberg reported the following: the committee will have co-chairs which will be Bob Dewing and Karen Macleod; the committee will not be running their own sapling program this year but instead will be planting any leftover saplings that the Shade Tree Commission has; the West Shore Trail project is being spearheaded by an Eagle Scout and the committee has scheduled four Saturday workdays; the committee selected a new student member; the committee would like to schedule a date to attend a Council meeting to provide an update on the committee and discuss the Red Trail project.

Councilmember Muilenburg advised that mulch is needed for the West Shore Trail project and Borough Manager Stern advised Councilmember Muilenburg to contact him to obtain the mulch.

Councilmember Korman advised that the Highlands Council Special Planner is interested in meeting with the Woodlands committee, and she will be sending Councilmember Muilenburg the Special Planner's contact information to set up the meeting.

Library Board – Councilmember Muilenburg reported the following: the board appointed Sarita Finnie and Gordon Stuss as new members; the board's subcommittees are meeting more frequently to be more productive; Lunar New Year was a success; the new film series is going well; the library is trying to strengthen their reading program at Sunrise Senior Living; the board reviewed the library's circulation statistics.

Council Goes to Briarcliff – Councilmember Muilenburg reported that the workshop will be held in May and the student issue will be building pickleball courts

Land Use Ordinance Subcommittee – Councilmember Menard reported that the subcommittee is waiting to receive the Borough Planner's recommendations to the proposed Residential RAA Zoning Ordinance that takes into consideration feedback received at the 2/26/24 Council meeting.

Environmental Commission – Councilmember Korman reported the following: the commission is analyzing polystyrene recycling; the commission discussed the Borough's Clean-up Day; the commission would like to attend a Council meeting to provide an update on their activities. Mayor Sheikh advised Councilmember Korman to contact him to schedule the date.

Affordable Housing Advisory Committee – Councilmember Korman reported the following: the committee was educated by the Borough's administrative agent on how rent is set for accessory apartments; the committee discussed collaborating with the Economic Development Advisory Committee to create an affordable housing overlay zone on Eastbound Route 46; there is a \$100,000 accessory apartment grant program included in the State's proposed budget.

Green Team – Deputy Mayor Barnett reported the following: the committee completed the first round of submissions to renew their Sustainable New Jersey silver status; the committee will be looking to attend a Council meeting (possibly the 2nd meeting in April) to provide an update on the committee's activities; the committee will have an information table at the Trout Derby; one of the action items needed for Sustainable Jersey certification is the completion of the EV charging station located at the Wawa. Borough Manager Stern agreed to inquire when the Wawa's charging station will be completed.

Finance Advisory Committee – Deputy Mayor Barnett reported the following: the committee discussed the final 2024 Borough budget and fund balance projections; the committee will not meet in April; the committee will review a draft of the long-term capital plan at their May meeting; the committee will meet with the Borough Auditors at their June meeting.

The Station Project Subcommittee – Councilmember Korman reported that the Borough will be applying for grants from the Morris County Trust Fund and the NJ Historic Trust to cover the cost of the construction of the project. The Council will need to adopt a resolution at the next Council meeting authorizing the Borough to apply for the Morris County Trust Fund grant.



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Public Safety Committee – Councilmember Korman reported that the committee discussed incident communications and streetlights.

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
Background Info & Options for Borough Regarding Upcoming State Required Adoption of Tree Ordinance	Borough Attorney	
Position of Shade Tree Commission Regarding Upcoming State Required Adoption of Tree Ordinance	Shade Tree Commission	
Status of Borough Planner's Next Steps from 2/26/24 Council Regarding the Proposed Residential RAA Zoning Ordinance	Councilmember Menard	
Inquire When Wawa's EV Charging Station Will Be Completed	Borough Manager	
Adopt Resolution Authorizing the Submission of a Grant Application to the Morris County Historic Preservation Trust Fund for Construction Funds for Partial Exterior Restoration of the Mountain Lakes Train Station	Borough Council	3/25/24 Council Meeting

ADJOURNMENT at 8:01P.M.

Motion made by Councilmember Korman, second by Councilmember Menard to adjourn the meeting at 8:01p.m., with all members in favor signifying by "Aye".

Respectfully Submitted,



 Cara Fox, Borough Clerk

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

ORDINANCE 2-24

**“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.

Section 7. 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 8. All Ordinances or parts of Ordinances which are inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 9. This Ordinance shall take effect immediately after final passage and publication in the manner provided by law.

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 March 11, 2024.



 Cara Fox, Borough Clerk

Introduced: 2/26/24

Adopted: 3/11/24

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

**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.

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 March 11, 2024.

Cara Fox
Cara Fox, Borough Clerk

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

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 - 84 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: RENOAVATIONS - 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: RENOVAITONS - 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 BOWL- 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 - WORRWELL 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
	<u>2,249,180.00</u>

M. Welch

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 GRIGIEL 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
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**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.

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 March 11, 2024.

Cara Fox
 Cara Fox, Borough Clerk

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

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

Monica Goscicki
 Monica Goscicki, CFO

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

THIS AGREEMENT, made this 12th day of MARCH, 2024 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

By: Cara Fox

3/12/24
Date

BOROUGH OF MOUNTAIN LAKES
IN THE COUNTY OF MORRIS

By: [Signature]

(SEAL)

WITNESS ATTEST:
CONTRACTOR

By: [Signature]

2/28/24
Date

CONTRACTOR

By: [Signature]

(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

