



State of New Jersey
THE PINELANDS COMMISSION
PO Box 359
NEW LISBON, NJ 08064
(609) 894-7300
www.nj.gov/pinelands



PHILIP D. MURPHY
Governor
TAHESHA L. WAY
Lt. Governor

General Information: Info@pinelands.nj.gov
Application Specific Information: AppInfo@pinelands.nj.gov

LAURA E. MATOS
Chair
SUSAN R. GROGAN
Executive Director

MEMORANDUM

To: Members of the Personnel and Budget Committee
From: Jessica Lynch, Business Manager *JL*
Date: March 18, 2024
Subject: Meeting Materials

Enclosed are meeting materials for the Personnel and Budget Committee meeting to be held in person and virtually on **Tuesday, March 26, 2024 at 9:30 a.m.**

Specific access information will be provided to all Committee members in a separate email. The public will be able to view and participate in the meeting through the following YouTube link:

www.youtube.com/c/PinelandsCommission



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PERSONNEL & BUDGET COMMITTEE MEETING

March 26, 2024 – 9:30 a.m.

This meeting will be held in-person and virtually

Richard J. Sullivan Center for Environmental Policy and Education
Terrence D. Moore Conference Room
15C Springfield Road
New Lisbon, New Jersey

Watch the meeting on the Pinelands Commission YouTube channel:

<https://www.youtube.com/c/PinelandsCommission>

To Provide Public Comment, Please Dial: 1-929-205-6099 Meeting ID: 885 1427 9031

Agenda

1. Call to Order
2. Adoption of the October 17, 2023 Personnel & Budget Committee meeting minutes
3. Financial Updates:
 - Check Register
 - Electronic Disbursements
 - Application Fees
4. Fixed Asset Deletion
5. Personnel Matters
 - Employee Actions
 - Upcoming recruitment efforts
6. Public comment
7. Closed Session

PINELANDS PERSONNEL & BUDGET COMMITTEE MEETING

This meeting was conducted in-person and available remotely.

The public could view/comment through Pinelands Commission YouTube link:

<https://www.youtube.com/c/PinelandsCommission>

October 17, 2023, 9:30 AM

MINUTES

MEMBERS IN ATTENDANCE (remotely): Chairman Alan W. Avery Jr., William Pikolycky, Mark Lohbauer, Nicholas Asselta, and Commission Chair Laura E. Matos. Also present was Governor's Authorities Unit representative Janice Venables.

MEMBERS ABSENT: none

STAFF PRESENT: Executive Director Susan R. Grogan, Stacey Roth, Jessica Lynch, Charleen Cruz, and Carol Ebersberger.

1. Call to Order

Chairman Avery called the Pinelands Personnel & Budget Committee meeting to order at 9:35 a.m.

2. Adoption of the August 29, 2023 Personnel & Budget Committee meeting minutes

Commissioner Pikolycky moved the adoption of the minutes of the August 29, 2023 Personnel & Budget Committee meeting. Commission Chair Matos seconded the motion. All voted in favor with the exception of Commissioner Lohbauer who was not present for the vote.

3. Closed Session

Chairman Avery requested a motion to go into closed session. Commissioner Pikolycky moved to go into closed session. Commission Chair Matos seconded the motion.

Prior to going into closed session, Stacey Roth, Chief, Legal & Legislative Affairs, explained the basis for the closed session under the Open Public Meetings Act. She said the Committee need to meet in closed session to discuss a collective bargaining negotiation matter.

The Committee returned from closed session at 9:55 a.m. and proceeded with the formal agenda items.

4. Financial Updates:

- a. Check Register –Jessica Lynch, Business Services Manager, highlighted the more noteworthy purchases/checks on the register for July through September 2023.

More notable purchases mentioned were two Dell Laptops for meeting rooms; annual chargebacks to the State of New Jersey for Oracle renewal, Go to My PC, Deputy Attorney General expenses and TeamSite renewal; insurance for new vehicles; end of FY2023 purchases; new EV lawn mower; and CWA Union dues.

- b. Electronic Disbursements – EFT, Direct Deposit, ACH (July 2023)
- c. Application Fees – Ms. Lynch stated that application fees are at 37.06% of the anticipated amount for FY 2023. She noted that application fees of \$259,388.10 were received from July through September from 106 applications. There were 21 refunds issued.

5. Personnel Updates

Charleen Cruz, Human Resource Manager, reviewed employee actions and recruitment efforts.

Recruitment for the Environmental Technologies Coordinator, MIS Specialist and Applicant Services Representative/Assistant positions continue. Postings for these positions closed October 15, 2023, and resumes are being reviewed.

The Planning Director position has been filled with the promotion of Gina Berg. Brad Lanute has been promoted to Chief Planner. Both are effective October 9, 2023.

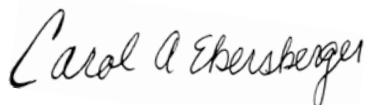
Ms. Cruz also noted salary increases for Timothy Capella, Environmental Specialist 2, and John Keys, Maintenance Technician 2. The increases are effective July 1, 2023.

6. Public comment

Michael Czyzky, Medford, NJ, asked about the disbursement to Magnify Brewing reflected on the check register. ED Grogan stated the disbursement was a refund for overpayment of an application fee. Mr. Czyzky also said that Medford is dealing with recruitment issues and they are forming a coalition to help with this effort. He suggested the Commission consider participating in municipal recruitment events.

There being no further discussion, Commissioner Lohbauer moved to adjourn the meeting. Commissioner Pikolycky seconded the motion. The Committee agreed to adjourn at 10:15 a.m.

Certified as true and correct:



Carol A. Ebersberger
Business Specialist

Range of Checking Accts: OPERATING to OPERATING Range of Check Dates: 10/01/23 to 02/29/24
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconci led/Voi d	Ref Num
OPERATING					
7985	10/04/23	ACME Albertsons/Safeway	91.20	10/31/23	141
7986	10/04/23	BERG0005 GINA BERG	49.82	10/31/23	141
7987	10/04/23	BEVAN005 B SAFE LLC	441.00	10/31/23	141
7988	10/04/23	BRADY005 BARRY BRADY	989.40	10/31/23	141
7989	10/04/23	CARPE005 ELIZABETH G. CARPENTER	494.70	10/31/23	141
7990	10/04/23	CDWGO005 CDW-GOVERNMENT LLC	1,994.70	10/31/23	141
7991	10/04/23	CHALIS Chal is Cleani ng Servi ce LLC	4,570.00	10/31/23	141
7992	10/04/23	CONN0005 DONNA CONNOR	494.70	11/30/23	141
7993	10/04/23	DELLO005 DELL	926.69	10/31/23	141
7994	10/04/23	GRAHA005 DONNA GRAHAM	692.40	10/31/23	141
7995	10/04/23	HOMED005 HOME DEPOT CREDIT SERVICES	286.40	10/31/23	141
7996	10/04/23	ICLE0005 ICLE	160.00	10/31/23	141
7997	10/04/23	IMPAC005 IMPAC FLEET	778.07	10/31/23	141
7998	10/04/23	JERSE025 JERSEY CENTRAL POWER & LIGHT	2,644.27	10/31/23	141
7999	10/04/23	LAMAC005 JOHN G. LAMACCHIA	1,285.80	10/31/23	141
8000	10/04/23	LOWES010 LOWE'S HOME CENTERS, INC.	250.00	11/30/23	141
8001	10/04/23	LUKER005 RON LUKER	494.70	10/31/23	141
8002	10/04/23	MASON005 W. B. MASON	47.93	10/31/23	141
8003	10/04/23	MCBRI005 DONNA MCBRI DE	989.40	11/30/23	141
8004	10/04/23	MOJAV005 MOJAVE MATERI ALS LLC	11,712.50	11/30/23	141 App Refund 1983-9222.003 Upper Twp
8005	10/04/23	MOORE010 TERRENCE D. MOORE	989.40	10/31/23	141
8006	10/04/23	POOO0005 PEMBERTON TOWNSHIP WATER DEPT.	168.00	10/31/23	141
8007	10/04/23	PINER005 ELIZABETH PINER	1,978.20	10/31/23	141
8008	10/04/23	RIGGF005 RIGG, FRANK	250.00	11/30/23	141
8009	10/04/23	SCAVE005 SCAVELLI, FRANK	500.00	11/30/23	141
8010	10/04/23	SCHOE005 SCHOENBERG, JOHN	989.40	11/30/23	141
8011	10/04/23	SMOLIN Smolin, Lupin & Co., LLC	20,662.00	10/31/23	141 FY21 Audit Services
8012	10/04/23	SONSI005 BETTY SONSI ADEK	494.70	10/31/23	141
8013	10/04/23	STOKE005 LINDA STOKES	692.40	10/31/23	141
8014	10/04/23	TREAS005 TREASURER, STATE OF NEW JERSEY	2,479.70	10/31/23	141
8015	10/04/23	TRIST010 TRI-STATE FIRE PROTECTION	1,590.00	10/31/23	141
8016	10/04/23	UGI EN005 UGI Energy Servi ces, LLC	15.30	10/31/23	141
8017	10/04/23	VANSI005 VANSICKLE, GLENN	692.40	10/31/23	141
8018	10/04/23	VERIZ005 VERI ZON WI RELESS SERVI CES, LLC	453.17	10/31/23	141
8019	10/04/23	WENGRO05 EDWARD WENGROWSKI	494.70	12/31/23	141
8020	10/04/23	WHITTO10 WHI TTON, JAMES	494.70	10/31/23	141
8021	10/04/23	WOOD0005 MELODY WOOD	989.40	10/31/23	141
8022	10/04/23	WPIKOLYC Wi lli am Pi kol ycky	283.88	10/31/23	141
8023	10/04/23	Alignment Check		VOID	
8024	10/04/23	YOUNG005 KAREN L. YOUNG	989.10	10/31/23	141
8025	10/04/23	YOUNG010 NADINE YOUNG	494.70	10/31/23	141
8026	10/04/23	ZAMPE005 ROBERT A. ZAMPELLA	1,285.80	12/31/23	141
8027	10/25/23	BANK0010 BANK OF AMERI CA	0.00	10/25/23	VOID 0
8028	10/25/23	BANK0010 BANK OF AMERI CA	0.00	10/25/23	VOID 0
8029	10/25/23	BANK0010 BANK OF AMERI CA	1,401.46	11/30/23	142
8030	10/25/23	CHALIS Chal is Cleani ng Servi ce LLC	2,550.00	11/30/23	142
8031	10/25/23	CONNOLLY Conno l y & Hi ckey Hi st. Arch.	31,050.00	11/30/23	142 Partial Payment for Fenwick Preservation Plan.
8032	10/25/23	GRAI N005 GRAI NGER	230.01	11/30/23	142
8033	10/25/23	INSTI005 INSTI TUTE FOR PROFESSIONAL DEV	50.00	11/30/23	142

Check #	Check Date	Vendor	Amount Paid	Reconci led/Voi d	Ref Num
OPERATING		Continued			
8034	10/25/23	JERSE025 JERSEY CENTRAL POWER & LIGHT	1,672.75	11/30/23	142
8035	10/25/23	LOWES005 LOWES	122.04	11/30/23	142
8036	10/25/23	PI TNE005 PITNEY BOWES INC.	75.00	11/30/23	142
8037	10/25/23	PRESS005 PRESS OF AC - USE COLUM005	11.20		142
8038	10/25/23	PRIME005 PRIMEPAY, LLC	519.00	11/30/23	142
8039	10/25/23	PUBLI005 PUBLIC SERVICE ELECTRIC & GAS	99.84	11/30/23	142
8040	10/25/23	RI COH010 RICOH	246.84	11/30/23	142
8041	10/25/23	RI COH010 RICOH	171.16	11/30/23	142
8042	10/25/23	STERL005 STERLING EDUCATION GROUP LLC	8,000.03	11/30/23	142 App Refund 2021-0256.001 Jackson Twp
8043	10/25/23	TREAS005 TREASURER, STATE OF NEW JERSEY	2,470.17	11/30/23	142
8044	10/25/23	TRIST010 TRI-STATE FIRE PROTECTION	2,593.00	11/30/23	142
8045	10/25/23	UGI EN005 UGI Energy Servi ces, LLC	40.49	11/30/23	142
8046	10/25/23	VERI Z005 VERI ZON WI RELESS SERVI CES, LLC	453.62	11/30/23	142
8047	10/25/23	WASTE005 WASTE MANAGEMENT OF NEW JERSEY	69.76	11/30/23	142
8048	11/16/23	1490W005 1490 WEST BAY AVE REALTY	267.50	12/31/23	143
8049	11/16/23	ACME Al bertsons/Safeway	134.58	12/31/23	143
8050	11/16/23	BANK0010 BANK OF AMERI CA	0.00	11/16/23 VOID	0
8051	11/16/23	BANK0010 BANK OF AMERI CA	0.00	11/16/23 VOID	0
8052	11/16/23	BANK0010 BANK OF AMERI CA	1,642.27	12/31/23	143
8053	11/16/23	CHALIS Chal is Cleani ng Servi ce LLC	2,040.00	12/31/23	143
8054	11/16/23	ESRI P010 ESRI	20,390.00	12/31/23	143 FY24 ESRI software renewal
8055	11/16/23	GANNETT GANNETT NEW JERSEY NEWSPAPERS	4.40	12/31/23	143
8056	11/16/23	HOMED005 HOME DEPOT CREDIT SERVI CES	23.05	12/31/23	143
8057	11/16/23	IMPAC005 IMPAC FLEET	625.33	12/31/23	143
8058	11/16/23	LI TCH005 LI TCHKO, MI CHAEL	250.00	12/31/23	143
8059	11/16/23	MASON005 W. B. MASON	337.28	12/31/23	143
8060	11/16/23	MGLPR005 MGL Printi ng Sol uti ons	242.00	12/31/23	143
8061	11/16/23	NEWJE040 NEW JERSEY LEAGUE OF MUNI CI PAL	75.00	12/31/23	143
8062	11/16/23	OBRIE005 O' BRIEN & SONS, INC.	9.39	12/31/23	143
8063	11/16/23	PRIME005 PRIMEPAY, LLC	519.00	12/31/23	143
8064	11/16/23	PUBLI005 PUBLIC SERVICE ELECTRIC & GAS	228.03	12/31/23	143
8065	11/16/23	RI COH010 RICOH	246.84	12/31/23	143
8066	11/16/23	RI COH010 RICOH	169.54	12/31/23	143
8067	11/16/23	RUTGE025 Rutgers, The State Universi ty	0.00	12/31/23	143
8068	11/16/23	SUTTE005 SUTTER, WILLI AM	250.00	12/31/23	143
8069	11/16/23	SWEET005 SWEETWATER DEVELOPMENT	250.00		143
8070	11/16/23	TECEL005 TEC ELEVATOR INC.	220.00	12/31/23	143
8071	11/16/23	WASTE005 WASTE MANAGEMENT OF NEW JERSEY	69.76	12/31/23	143
8072	11/16/23	WILLIS Willis of New Jersey Inc	72,047.90	12/31/23	143 FY24 Business Insurance Renewal
8073	11/16/23	ZIEGL005 ZIEGLER, PHI LI P	250.00	12/31/23	143
8074	12/13/23	ACME Al bertsons/Safeway	16.94	12/31/23	144
8075	12/13/23	AMERI010 AMERI CAN PLANNI NG ASSOCI ATI ON	580.00		144
8076	12/13/23	AMERI060 AMERI CAN SOCI ETY OF I CHTHYOLOG	100.00		144
8077	12/13/23	BANK0010 BANK OF AMERI CA	0.00	12/13/23 VOID	0
8078	12/13/23	BANK0010 BANK OF AMERI CA	2,947.70	12/31/23	144
8079	12/13/23	BURRI005 PATRI CK BURRI TT	127.20	12/31/23	144
8080	12/13/23	CHALIS Chal is Cleani ng Servi ce LLC	6,630.00	12/31/23	144
8081	12/13/23	CHARL005 CHARLES, JEAN	213.46	12/31/23	144
8082	12/13/23	COMMU010 COMMUNI CATIONS WORKERS OF AMER	4,659.30	12/31/23	144
8083	12/13/23	FIELD005 FIELDSTONE AT MEDFORD LLC	7,500.00	12/31/23	144 App Refund 1985-1184.005 Medford Twp
8084	12/13/23	IMPAC005 IMPAC FLEET	660.93	12/31/23	144
8085	12/13/23	JERSE025 JERSEY CENTRAL POWER & LIGHT	1,611.14	12/31/23	144

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
OPERATING		Continued			
8086	12/13/23	MARLE005 MARLEE CONTRACTORS	568.17	12/31/23	144
8087	12/13/23	MASON005 W. B. MASON	4.78	12/31/23	144
8088	12/13/23	MCCRO005 MCCROSSON & STANTON	250.00	12/31/23	144
8089	12/13/23	MOORE020 MOORESTOWN SERVICE STATION LLC	250.00		144
8090	12/13/23	NEWJE025 NEW JERSEY DEPARTMENT OF LABOR	709.69	12/31/23	144
8091	12/13/23	NJSTA005 NJ STATE DISTRIBUTION CENTER	688.17	12/31/23	144
8092	12/13/23	PHOEN015 PHOENIX PINELANDS CORPORATION	2,812.50		144
8093	12/13/23	PRIME005 PRIMEPAY, LLC	519.00	12/31/23	144
8094	12/13/23	PTSD Pemberton Twp Sewer Division	1,710.00	12/31/23	144
8095	12/13/23	PUBLI005 PUBLIC SERVICE ELECTRIC & GAS	623.21	12/31/23	144
8096	12/13/23	RI COH010 RICOH	246.84	12/31/23	144
8097	12/13/23	RI COH010 RICOH	169.54	12/31/23	144
8098	12/13/23	ROWAN005 ROWAN COLLEGE AT BURLINGTON CO	5,240.00		144
8099	12/13/23	SOCST005 SOC. STUDY OF AMPHIBIANS & REP	120.00		144
8100	12/13/23	TECEL005 TEC ELEVATOR INC.	220.00	12/31/23	144
8101	12/13/23	TREAS005 TREASURER, STATE OF NEW JERSEY	2,481.77		144
8102	12/13/23	UGI EN005 UGI Energy Services, LLC	238.72	12/31/23	144
8103	12/13/23	VERI Z005 VERIZON WIRELESS SERVICES, LLC	453.62	12/31/23	144
8104	12/13/23	WASTE005 WASTE MANAGEMENT OF NEW JERSEY	87.20	12/31/23	144
8105	01/04/24	ACME Albertsons/Safeway	95.26		145
8106	01/04/24	BEVAN005 B SAFE LLC	441.00		145
8107	01/04/24	BRADY005 BARRY BRADY	989.40		145
8108	01/04/24	BURLI005 BURLINGTON COUNTY TIMES	3.51		145
8109	01/04/24	CARPE005 ELIZABETH G. CARPENTER	494.70		145
8110	01/04/24	CDWGO005 CDW-GOVERNMENT LLC	854.98		145
8111	01/04/24	CHALIS Chalis Cleaning Service LLC	5,100.00		145
8112	01/04/24	COLUM005 COLUMN SOFTWARE PBC	69.78		145
8113	01/04/24	CONN005 DONNA CONNOR	494.70		145
8114	01/04/24	DELLO005 DELL	346.22		145
8115	01/04/24	ELPO005 E&LP	33.75		145
8116	01/04/24	GRAHA005 DONNA GRAHAM	692.40		145
8117	01/04/24	GRAI N005 GRAINGER	63.92		145
8118	01/04/24	HENRY005 HENRY, DERRECK	250.00		145
8119	01/04/24	IMPAC005 IMPAC FLEET	339.86		145
8120	01/04/24	JERSE025 JERSEY CENTRAL POWER & LIGHT	1,582.96		145
8121	01/04/24	JINKE005 JINKENS, SANDRA	2,250.00		145
8122	01/04/24	LAMAC005 JOHN G. LAMACCHIA	1,285.80		145
8123	01/04/24	LOWES005 LOWES	92.21		145
8124	01/04/24	LUKER005 RON LUKER	494.70		145
8125	01/04/24	MARLE005 MARLEE CONTRACTORS	1,143.73		145
8126	01/04/24	MASON005 W. B. MASON	40.77		145
8127	01/04/24	MCBRI005 DONNA MCBRIDE	989.40		145
8128	01/04/24	MOORE010 TERENCE D. MOORE	989.40		145
8129	01/04/24	OBRIE005 O'BRIEN & SONS, INC.	13.37		145
8130	01/04/24	POOO005 PEMBERTON TOWNSHIP WATER DEPT.	168.00		145
8131	01/04/24	PEMBE025 PEMBERTON ELECTRICAL SUPPLY CO	59.60		145
8132	01/04/24	PINER005 ELIZABETH PINER	1,978.20		145
8133	01/04/24	SCHOE005 SCHOENBERG, JOHN	989.40		145
8134	01/04/24	SONSI005 BETTY SONSI ADEK	494.70		145
8135	01/04/24	STATE025 STATE OF NEW JERSEY	323.00		145
8136	01/04/24	STOKE005 LINDA STOKES	692.40		145
8137	01/04/24	TENAX005 TENAX STRATEGIES, INC.	250.00		145

2024 NJ Pinelands Calendar

Check #	Check Date	Vendor	Amount Paid	Reconci led/Voi d	Ref Num
OPERATING		Continued			
8138	01/04/24	TREAS005 TREASURER, STATE OF NEW JERSEY	2,496.04		145
8139	01/04/24	UGIEN005 UGI Energy Servi ces, LLC	868.70		145
8140	01/04/24	VANSI005 VANSICKLE, GLENN	692.40		145
8141	01/04/24	VERIZ005 VERI ZON WI RELESS SERVI CES, LLC	453.02		145
8142	01/04/24	WENGRO05 EDWARD WENGROWSKI	494.70		145
8143	01/04/24	WENGRO05 EDWARD WENGROWSKI	56.34		145
8144	01/04/24	WHITTO10 WHI TTON, JAMES	494.70		145
8145	01/04/24	WOOD0005 MELODY WOOD	989.40		145
8146	01/04/24	YOUNG005 KAREN L. YOUNG	989.10		145
8147	01/04/24	YOUNG010 NADINE YOUNG	494.70		145
8148	01/04/24	ZAMPE005 ROBERT A. ZAMPELLA	494.70		145
8149	01/24/24	ACME Al bertsons/Safeway	41.56		146
8150	01/24/24	BANK0010 BANK OF AMERI CA	0.00	01/24/24 VOID	0
8151	01/24/24	BANK0010 BANK OF AMERI CA	1,699.51		146
8152	01/24/24	BURLI005 BURLINGTON COUNTY TIMES	86.58		146
8153	01/24/24	CDWGO005 CDW-GOVERNMENT LLC	69.10		146
8154	01/24/24	COLLI010 COLLI ERS ENGI NEERI NG	400.00		146
8155	01/24/24	COMTE005 COMTEC SYSTEMS INC.	312.00		146
8156	01/24/24	COURI005 GANNETT NY-NJ LOCALi Q	54.61		146
8157	01/24/24	GANNETT GANNETT NEW JERSEY NEWSPAPERS	61.16		146
8158	01/24/24	JERSE025 JERSEY CENTRAL POWER & LIGHT	1,717.50		146
8159	01/24/24	LETTM005 LETTMAN, THERESA	152.28		146
8160	01/24/24	LOWES005 LOWES	26.56		146
8161	01/24/24	MASON005 W. B. MASON	138.82		146
8162	01/24/24	MAURI010 MAURI ELLO, MARK	210.56		146
8163	01/24/24	NJDIV010 NJ DIVISION OF FISH & WI LDLI FE	22.00		146
8164	01/24/24	NJDIV010 NJ DIVISION OF FISH & WI LDLI FE	22.00		146
8165	01/24/24	NJECC005 American's Charities - NJECC	130.00		146
8166	01/24/24	OBRIE005 O' BRIEN & SONS, INC.	10.26		146
8167	01/24/24	PI TNE005 PITNEY BOWES INC.	159.99		146
8168	01/24/24	PRIME005 PRIMEPAY, LLC	529.00		146
8169	01/24/24	PUBLI005 PUBLIC SERVI CE ELECTRI C & GAS	708.44		146
8170	01/24/24	RI COH010 RI COH	246.84		146
8171	01/24/24	RI COH010 RI COH	169.54		146
8172	01/24/24	RUSSO005 RUSSO-FIGUEROA, ASHLEY	250.00		146
8173	01/24/24	TECELO05 TEC ELEVATOR INC.	220.00		146
8174	01/24/24	TREAS005 TREASURER, STATE OF NEW JERSEY	2,489.20		146
8175	01/24/24	UGIEN005 UGI Energy Servi ces, LLC	947.95		146
8176	01/24/24	VERIZ005 VERI ZON WI RELESS SERVI CES, LLC	454.26		146
8177	01/24/24	WASTE005 WASTE MANAGEMENT OF NEW JERSEY	69.76		146
8178	01/24/24	WILLIS Willis of New Jersey Inc	259.00		146
8179	01/24/24	ZAMPE005 ROBERT A. ZAMPELLA	791.10		146
8180	01/24/24	ZENGE005 ZENGEL INDUSTRIES LLC	250.00		146
8181	02/20/24	ARCRP005 ARCR PROPERTI ES	1,125.00		147
8182	02/20/24	BANK0010 BANK OF AMERI CA	0.00	02/20/24 VOID	0
8183	02/20/24	BANK0010 BANK OF AMERI CA	0.00	02/20/24 VOID	0
8184	02/20/24	BANK0010 BANK OF AMERI CA	2,605.54		147
8185	02/20/24	BENDE005 LEXI S NEXI S MATTHEW BENDER	242.06		147
8186	02/20/24	BRUCE010 BRUCE PAPANONE, INC	843.75		147
8187	02/20/24	CHALIS Chal is Cleani ng Servi ce LLC	5,335.00		147
8188	02/20/24	DELL0005 DELL	22,500.67		147
8189	02/20/24	FRYFY005 FYR-FYTER SALES & SERVI CE	51.25		147

MS Teams Voice & Office 365 Annual
Renewal.

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
OPERATING		Continued			
8190	02/20/24	HERNA005 HERNANDEZ, OSCAR	250.00		147
8191	02/20/24	HOMED005 HOME DEPOT CREDIT SERVICES	2,234.51		147
8192	02/20/24	ICLE0005 ICLE	143.00		147
8193	02/20/24	IMPAC005 IMPAC FLEET	222.88		147
8194	02/20/24	IRICK010 IRICK, JEROME	315.84		147
8195	02/20/24	LOWES005 LOWES	2,923.47		147
8196	02/20/24	MASON005 W. B. MASON	45.46		147
8197	02/20/24	NJDIV010 NJ DIVISION OF FISH & WILDLIFE	22.00		147
8198	02/20/24	PINEB010 PINE BARRENS TRIBUNE LLC	55.00		147
8199	02/20/24	PRIME005 PRIMEPAY, LLC	843.00		147
8200	02/20/24	PUBLI005 PUBLIC SERVICE ELECTRIC & GAS	808.23		147
8201	02/20/24	RI COH010 RICOH	246.84		147
8202	02/20/24	RI COH010 RICOH	169.54		147
8203	02/20/24	TECELO05 TEC ELEVATOR INC.	220.00		147
8204	02/20/24	TRIST010 TRI-STATE FIRE PROTECTION	385.00		147
8205	02/20/24	WASTE005 WASTE MANAGEMENT OF NEW JERSEY	72.28		147
8206	02/20/24	WPIKOLYC William Piko l yck y	283.88		147

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	213	9	348,213.45	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	213	9	348,213.45	0.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	213	9	348,213.45	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	213	9	348,213.45	0.00

Totals by Year-Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
General Fund	4-1	269,922.35	38,908.49	4,789.30	313,620.14
Kirkwood Cohansey Study K/C	4-2	31,050.00	0.00	0.00	31,050.00
Pi nel and s Conservati on	4-6	3,543.31	0.00	0.00	3,543.31
Total Of All Funds:		<u>304,515.66</u>	<u>38,908.49</u>	<u>4,789.30</u>	<u>348,213.45</u>

Range of Accounts: 1-00-000-01-11-02 to 1-00-000-01-11-02 Starting Date: 08/01/23 Ending Date: 12/31/23
 Transaction Type: Manual Db: N Cr: Y Receipts Db: N Cr: N Adopt/Amend Db: N Cr: N Invoice Db: N Cr: N
 Expenditures Db: N Cr: N Encumbrance Db: N Cr: N Accrued Revenue Db: N Cr: N Refund Db: N Cr: N
 Disbursements Db: N Cr: N Revenue Db: N Cr: N Reimbursements Db: N Cr: N Transfer OverPayment Db: N Cr: N
 Deferred Revenue Db: N Cr: N Received Db: N Cr: N
 Summarize Receipts/Disbursements: N

G/L Account No.	Description	Type	Debit	Credit	Reference #	User
Date	Transaction					
1-00-000-01-11-02	BANK OF PRINCETON -OPERATING	Asset				
08/01/23	Manual Entry EFT FSA PAYMENT			10.00	G 238	2 CEBERSBE
08/02/23	Manual Entry RECORD EFT FOR SUI NJ 927 2/2023			1,702.26	G 238	4 CEBERSBE
08/02/23	Manual Entry RECORD NET PAY DISBURSEMENT PPE 07/28/23			80,073.72	G 238	6 CEBERSBE
08/03/23	Manual Entry EFT FSA PAYMENT			20.00	G 238	36 CEBERSBE
08/08/23	Manual Entry EFT FSA PAYMENT			20.00	G 238	38 CEBERSBE
08/08/23	Manual Entry EFT FEDERAL TAX PAYMENT PPE 07/28/23			29,528.84	G 238	42 CEBERSBE
08/09/23	Manual Entry MONEY TRANSFER FEE CHARGED BY BANK			25.00	G 238	46 CEBERSBE
08/09/23	Manual Entry EFT FOR NJGIT PAYMENT PPE 07/28/23			4,524.56	G 238	48 CEBERSBE
08/09/23	Manual Entry EFT FOR PA REV PAYMENT PPE 07/28/23			113.37	G 238	50 CEBERSBE
08/09/23	Manual Entry EFT DEF COMP/ROTH PAYMENT PPE 07/28/23			4,918.22	G 238	53 CEBERSBE
08/15/23	Manual Entry EFT FSA PAYMENT			970.00	G 238	55 CEBERSBE
08/16/23	Manual Entry MONEY TRANSFER FEE CHARGED BY BANK			25.00	G 238	61 CEBERSBE
08/16/23	Manual Entry RECORD NET PAY DISBURSEMENT PPE 08/11/23			80,183.38	G 238	65 CEBERSBE
08/17/23	Manual Entry EFT FSA PAYMENT			10.00	G 238	93 CEBERSBE
08/22/23	Manual Entry EFT FSA PAYMENT			970.00	G 238	95 CEBERSBE
08/23/23	Manual Entry EFT PAYMENT DEF COMP/ROTH PPE 08/11/23			4,970.88	G 238	98 CEBERSBE
08/23/23	Manual Entry EFT PAYMENT DEF COMP/ROTH PPE 08/11/23			29,223.59	G 238	102 CEBERSBE
08/23/23	Manual Entry EFT PAYMENT NJGIT PPE 08/11/23			4,508.41	G 238	104 CEBERSBE
08/24/23	Manual Entry EFT PAYMENT PA REV PPE 08/11/23			110.65	G 238	106 CEBERSBE
08/25/23	Manual Entry EFT FSA PAYMENT			10.00	G 238	108 CEBERSBE
08/29/23	Manual Entry EFT FSA PAYMENT			10.00	G 238	110 CEBERSBE
08/30/23	Manual Entry MONEY TRANSFER FEE CHARGED BY BANK			25.00	G 238	118 CEBERSBE
08/30/23	Manual Entry RECORD NET PAY DISBURSEMENT PPE 08/25/23			91,892.82	G 238	120 CEBERSBE
09/05/23	Manual Entry EFT FEDERAL TAX PAYMENT PPE 08/25/23			30,753.07	G 246	8 CEBERSBE
09/06/23	Manual Entry EFT FSA PAYMENT			21.47	G 246	10 CEBERSBE
09/06/23	Manual Entry EFT NJGIT PAYMENT PPE 08/25/23			4,508.41	G 246	12 CEBERSBE
09/07/23	Manual Entry EFT DEF COMP/ROTH PPE 08/25/23			5,323.10	G 246	15 CEBERSBE
09/07/23	Manual Entry EFT PA REV PAYMENT PPE 08/25/23			102.17	G 246	17 CEBERSBE
09/13/23	Manual Entry RECORD NET PAY DISBURSEMENT PPE 09/08/23			82,664.09	G 246	33 CEBERSBE
09/14/23	Manual Entry EFT FSA PAYMENT			10.00	G 246	66 CEBERSBE
09/19/23	Manual Entry EFT FSA PAYMENT			10.00	G 246	72 CEBERSBE
09/20/23	Manual Entry EFT FEDERAL TAX PAYMENT PPE 09/08/23			29,953.27	G 246	78 CEBERSBE
09/20/23	Manual Entry EFT NJGIT PAYMENT PPE 09/08/23			4,679.24	G 246	80 CEBERSBE
09/21/23	Manual Entry EFT PA REV PAYMENT PPE 09/08/23			113.87	G 246	82 CEBERSBE
09/21/23	Manual Entry EFT DEF COMP/ROTH PAYMENT PPE 09/08/23			4,970.88	G 246	85 CEBERSBE
09/26/23	Manual Entry EFT FSA PAYMENT			10.00	G 246	91 CEBERSBE
09/26/23	Manual Entry MONEY TRANSFER FEES CHARGED BY BANK			25.00	G 246	95 CEBERSBE
09/27/23	Manual Entry RECORD NET PAY DISBURSEMENT PPE 09/22/23			81,284.55	G 246	97 CEBERSBE
10/03/23	Manual Entry EFT FSA PAYMENT			10.00	G 248	2 CEBERSBE
10/03/23	Manual Entry EFT FEDERAL TAX PAYMENT PPE 09/22/23			29,525.36	G 248	8 CEBERSBE
10/04/23	Manual Entry EFT DEF COMP/ROTH PAYMENT PPE 09/22/23			4,970.88	G 248	11 CEBERSBE
10/04/23	Manual Entry EFT NJGIT PAYMENT PPE 09/22/23			4,554.70	G 248	13 CEBERSBE
10/06/23	Manual Entry MONEY TRANSFER FEES CHARGED BY BANK			25.00	G 248	17 CEBERSBE
10/10/23	Manual Entry EFT TO DIV OF PENSIONS FOR JULY 2023			26,202.78	G 248	22 CEBERSBE
10/10/23	Manual Entry EFT TO DIV OF PENSIONS FOR AUGUST 2023			26,259.44	G 248	27 CEBERSBE

G/L Account No. Date Transaction	Description	Type	Debit	Credit	Reference #	User
1-00-000-01-11-02	BANK OF PRINCETON -OPERATING	Asset	Continued			
10/10/23 Manual Entry	EFT TO DIV OF PENSIONS FOR SEPT 2023			26,493.11	G 248	32 CEBERSBE
10/11/23 Manual Entry	RECORD NET PAY DISBURSEMENT PPE 10/06/23			82,806.12	G 248	34 CEBERSBE
10/11/23 Manual Entry	EFT FSA PAYMENT			10.00	G 248	63 CEBERSBE
10/16/23 Manual Entry	EFT PAYMENT PA REV PPE 09/22/23			116.64	G 248	69 CEBERSBE
10/16/23 Manual Entry	EFT FSA PAYMENT			10.00	G 248	71 CEBERSBE
10/17/23 Manual Entry	EFT FSA PAYMENT			10.10	G 248	73 CEBERSBE
10/17/23 Manual Entry	EFT FEDERAL TAX PAYMENT PPE 10/06/23			29,900.76	G 248	77 CEBERSBE
10/18/23 Manual Entry	EFT NJ GIT PAYMENT PPE 10/06/23			4,609.64	G 248	79 CEBERSBE
10/18/23 Manual Entry	EFT PA REV PAYMENT PPE 10/06/23			120.86	G 248	81 CEBERSBE
10/18/23 Manual Entry	EFT DEF COMP/ROTH PAYMENT PPE 10/06/23			4,987.09	G 248	84 CEBERSBE
10/20/23 Manual Entry	STOP PAYMENT BANK FEE CK 7711 CME ASSOC			30.00	G 248	86 CEBERSBE
10/23/23 Manual Entry	RECORD SUI NJ927W - QTR 3/2023			1,017.08	G 248	92 CEBERSBE
10/24/23 Manual Entry	MONEY TRANSFER FEES CHARGED BY BANK			25.00	G 248	100 CEBERSBE
10/25/23 Manual Entry	RECORD NET PAY DISBURSEMENT PPE10/20/23			82,857.94	G 248	102 CEBERSBE
10/31/23 Manual Entry	EFT FEDERAL TAX PAYMENT PPE 10/20/23			30,281.91	G 248	132 CEBERSBE
11/01/23 Manual Entry	EFT PAYMENT DEF COMP/ROTH PPE 10/20/23			5,022.05	G 250	3 CEBERSBE
11/01/23 Manual Entry	EFT PAYMENT NJGIT PPE 10/20/23			4,663.60	G 250	5 CEBERSBE
11/01/23 Manual Entry	EFT PAYMENT PA REV PPE 10/20/23			135.93	G 250	7 CEBERSBE
11/06/23 Manual Entry	MONEY TRANSFER FEE CHARGE BY BANK			25.00	G 250	11 CEBERSBE
11/07/23 Manual Entry	EFT FSA PAYMENT			970.00	G 250	13 CEBERSBE
11/08/23 Manual Entry	RECORD PAY DISBURSEMENT PPE 11/03/23			83,427.26	G 250	19 CEBERSBE
11/15/23 Manual Entry	EFT FEDERAL TAX PAYMENT PPE 11/03/23			30,365.78	G 250	58 CEBERSBE
11/16/23 Manual Entry	EFT NJ GIT TAX PAYMENT PPE 11/03/23			4,663.60	G 250	60 CEBERSBE
11/17/23 Manual Entry	EFT PA REV TAX PAYMENT PPE 11/03/23			169.59	G 250	62 CEBERSBE
11/17/23 Manual Entry	EFT PAYMENT DEF COMP/ROTH PPE 11/03/23			5,022.05	G 250	65 CEBERSBE
11/20/23 Manual Entry	MONEY TRANSFER FEES CHARGED BY BANK			25.00	G 250	69 CEBERSBE
11/21/23 Manual Entry	RECORD NET PAY DISBURSEMENT PPE 11/17/23			92,756.94	G 250	71 CEBERSBE
11/21/23 Manual Entry	EFT FSA PAYMENT			10.00	G 250	99 CEBERSBE
11/29/23 Manual Entry	EFT FEDERAL TAX PAYMENT PPE 11/17/23			32,470.47	G 250	111 CEBERSBE
12/04/23 Manual Entry	EFT FSA PAYMENT			10.00	G 254	2 CEBERSBE
12/05/23 Manual Entry	EFT PA REV PAYMENT FOR PPE 11/17/23			157.38	G 254	4 CEBERSBE
12/05/23 Manual Entry	EFT FSA PAYMENT			317.85	G 254	6 CEBERSBE
12/05/23 Manual Entry	EFT NJGIT PAYMENT FOR PPE 11/17/23			4,943.12	G 254	8 CEBERSBE
12/05/23 Manual Entry	MONEY TRANSFER FEES CHARGED BY BANK			25.00	G 254	12 CEBERSBE
12/06/23 Manual Entry	EFT PAYMENT DEF COMP/ROTH PPE 11/17/23			5,397.09	G 254	15 CEBERSBE
12/06/23 Manual Entry	RECORD NET PAY DISBURSEMENT PPE 12/01/23			83,999.65	G 254	17 CEBERSBE
12/12/23 Manual Entry	EFT FSA PAYMENT			10.00	G 254	49 CEBERSBE
12/12/23 Manual Entry	EFT FSA PAYMENT			364.00	G 254	51 CEBERSBE
12/12/23 Manual Entry	EFT FEDERAL TAX PAYMENT PPE 12/01/23			33,381.32	G 254	55 CEBERSBE
12/13/23 Manual Entry	EFT FSA PAYMENT			136.69	G 254	57 CEBERSBE
12/18/23 Manual Entry	EFT PAYMENT FOR NJGIT PPE 12/01/23			4,727.01	G 254	71 CEBERSBE
12/19/23 Manual Entry	EFT FSA PAYMENT			51.76	G 254	73 CEBERSBE
12/19/23 Manual Entry	MONEY TRANSFER FEES CHARGED BY BANK			25.00	G 254	77 CEBERSBE
12/20/23 Manual Entry	EFT FSA PAYMENT			64.97	G 254	79 CEBERSBE
12/20/23 Manual Entry	RECORD NET PAY DISBURSEMENT PPE 12/15/23			84,850.98	G 254	81 CEBERSBE
12/21/23 Manual Entry	EFT FSA PAYMENT			2.44	G 254	108 CEBERSBE
12/21/23 Manual Entry	EFT FSA PAYMENT			85.18	G 254	110 CEBERSBE
12/26/23 Manual Entry	EFT PAYMENT PA REV PPE 12/01/23			135.66	G 254	118 CEBERSBE
12/26/23 Manual Entry	EFT PAYMENT DEF COMP/ROTH PPE 12/01/23			5,345.58	G 254	121 CEBERSBE
12/26/23 Manual Entry	EFT FEDERAL TAX PAYMENT FOR PPE 12/15/23			30,589.33	G 254	125 CEBERSBE
12/27/23 Manual Entry	EFT NJGIT PAYMENT FOR PPE 12/15/23			4,770.88	G 254	127 CEBERSBE
12/28/23 Manual Entry	EFT PAYMENT DEF COMP/ROTH PPE 12/15/23			4,680.96	G 254	130 CEBERSBE

G/L Account No. Date Transaction	Description	Type	Debit	Credit	Reference #	User
1-00-000-01-11-02	BANK OF PRINCETON -OPERATING	Asset	Continued			
12/28/23 Manual Entry	EFT FSA PAYMENT			270.15	G 254 132	CEBERSBE
12/28/23 Manual Entry	EFT PAYMENT PA REV FOR PPE 12/15/23			128.90	G 254 134	CEBERSBE
Total Manual Entry:	99	Debit: 0.00	Credit: 1,457,297.40	Net: 1,457,297.40	Cr	
Report Totals						
Total Manual Entry:	99	Debit: 0.00	Credit: 1,457,297.40	Net: 1,457,297.40	Cr	
Total Transactions:	99	Debit: 0.00	Credit: 1,457,297.40	Net: 1,457,297.40	Cr	

New Jersey Pinelands Commission Application Fee Summary

FY Total	Month	Total Revenue	Received		Refunded	
			Number	Amount	Number	Amount
Budget	FY 2024					
\$99,308.00	July	99,308.00	36	\$99,308.00	0	\$0.00
\$172,526.75	August	73,218.75	51	\$78,563.97	20	\$5,345.22
\$259,388.10	September	86,861.35	19	\$87,048.85	1	\$187.50
\$276,352.49	October	16,964.39	37	\$37,676.92	5	\$20,712.53
\$363,999.15	November	87,646.66	29	\$88,914.16	5	\$1,267.50
\$446,510.28	December	82,511.13	35	\$93,537.09	5	\$11,025.96
\$519,770.63	January	73,260.35	38	\$76,944.10	7	\$3,683.75
\$626,573.64	February	106,803.01	36	\$109,021.76	3	\$2,218.75
\$626,573.64	March	0.00				
\$626,573.64	April	0.00				
\$626,573.64	May	0.00				
\$626,573.64	June	0.00				
\$626,573.64		\$626,573.64	281	\$671,014.85	46	\$44,441.21

Budget Anticipated	\$700,000.00	
Amount Collected	\$626,573.64	89.51%



State of New Jersey
 THE PINELANDS COMMISSION
 PO Box 359
 NEW LISBON, NJ 08064
 (609) 894-7300
 www.nj.gov/pinelands



PHILIP D. MURPHY
 Governor
 TAHESHA L. WAY
 Lt. Governor

General Information: Info@pinelands.nj.gov
 Application Specific Information: AppInfo@pinelands.nj.gov

LAURA E. MATOS
 Chair
 SUSAN R. GROGAN
 Executive Director

MEMORANDUM

To: Members of the Personnel & Budget Committee
 From: Jessica Lynch, Business Manager *Jcl*
 Date: March 26, 2024
 Subject: FY 24 Fixed Assets for Deletion

ASSET ID	ASSET DESCRIPTION	TYPE	SERIAL #
0206	HP LASERJET 2100TN	HP PRINTER	
0354	DELL OPTIPLEX GX 620	PC	9CHOC81
0384	DRAPES – 8 SETS & TOPPERS		
0441	SMART BOARD W/PROJECTOR		SBX885M20002685 B012DJ23D0103
0470	DELL PRECISION T1650	PC	9Z75ZV1
0473	BOXX 3D EXTREME	PC	B142664
	<u>ITEMS WITH NO ASSET TAGS TO BE REMOVED</u>		
	3 - MONITORS		
	2 - UPS BATTERY		

EMPLOYEE ACTIONS
October 2023- March 2024

A. DEPARTING EMPLOYEE(S)

<u>Name</u>	<u>Title</u>	<u>Office</u>	<u>Departing Date</u>	<u>Effective Date</u>
Trent Maxwell	Technical Assistant 3	Land Use Programs	12/29/2023	12/29/2023
John Paoline	MIS Specialist 4	Information Systems	1/29/2024	1/29/2024

B. HIRED EMPLOYEE(S)

<u>Name</u>	<u>Title</u>	<u>Office</u>	<u>Hire Date</u>	<u>Effective Date</u>
Donna DiPalma	Applicant Services Rep.	Regulatory	1/29/2024	1/29/2024
Jared Schmidt	MIS Specialist 3	Information Systems	12/04/2023	12/04/2023

C. VACANCIES / RECRUITMENT(S)

<u>Title</u>	<u>Office</u>	<u>Status</u>
Planning Director	Land Use Programs	Budgeted/Hired
Planning Specialist	Land Use Programs	Budgeted/Posted
Technical Assistant 3	Land Use Programs	Budgeted/Posted
Applicant Services Representative/Assistant	Regulatory	Budgeted/Hired
Chief Planner	Land Use Programs	Budgeted/Hired
MIS Specialist 3	Information Systems	Budgeted/Hired

D. PROMOTIONS

<u>Name</u>	<u>Title</u>	<u>Office</u>	<u>Notes-Start Date</u>
Gina Berg	Director of Land Use Programs	Land Use Programs	Eff. 10/9/2023
Brad Lanute	Chief Planner	Land Use Programs	Eff. 10/9/2023