



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

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



LAURA E. MATOS  
Chair  
SUSAN R. GROGAN  
Executive Director

General Information: [Info@pinelands.nj.gov](mailto:Info@pinelands.nj.gov)  
Application Specific Information: [AppInfo@pinelands.nj.gov](mailto:AppInfo@pinelands.nj.gov)

## MEMORANDUM

To: Members of the Personnel and Budget Committee  
From: Jessica Lynch, Business Manager *JL*  
Date: June 10, 2024  
Subject: Meeting Materials

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Enclosed are meeting materials for the Personnel and Budget Committee meeting to be held in person and virtually on **Tuesday, June 18, 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](https://www.youtube.com/c/PinelandsCommission)



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## PERSONNEL & BUDGET COMMITTEE MEETING

June 18, 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: 853 8416 4279

### Agenda

1. Call to Order
2. Adoption of the March 26, 2024 Personnel & Budget Committee meeting minutes
3. Financial Updates:
  - Check Register
  - Electronic Disbursements
4. Personnel Matters
  - Employee Actions
  - Upcoming recruitment efforts
5. Fiscal Year 2025 Budget Discussion
  - Application Fees
  - Preliminary Financial Projections
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>

**March 26, 2024, 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 Alexis Franklin.

**MEMBERS ABSENT:** none

**STAFF PRESENT:** Executive Director Susan R. Grogan, Jessica Lynch, Charleen Cruz.

#### 1. Call to Order

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

#### 2. Adoption of the October 17, 2023, Personnel & Budget Committee meeting minutes

Commissioner Pikolycky moved the adoption of the minutes of the October 17, 2023 Personnel & Budget Committee meeting. Commissioner Lohbauer seconded the motion. All voted in favor, with the exception of Commissioner Asselta, who was not present for the vote.

#### 3. Financial Updates:

- a. Check Register – Jessica Lynch, Business Services Manager, highlighted the more noteworthy purchases/checks on the register for October 2023 through February 2024.

More notable purchases mentioned were Fiscal Year (FY) 2021 Audit Services; partial payment for the Fenwick Preservation Plan; annual ESRI software renewal; FY2024 Business Insurance Renewal; 2024 NJ Pinelands Calendar and MS Teams Voice & Office 365 Annual renewal.

Commissioner Avery confirmed that production of the 2024 Pinelands Calendar is funded by a grant from the National Park Service.

- b. Electronic Disbursements – EFT, Direct Deposit, ACH (August - December 2023)
- c. Application Fees – Ms. Lynch stated that as of the end of February 2024, application fees are at 89.51% of the anticipated amount for FY 2024. She noted that application

fees of \$626,573.64 were received from July 2023 through February 2024 from 281 applications. The Commission issued 46 refunds.

ED Grogan said that adding the March application revenue to date brings the total to just over the \$700,000 anticipated amount in the FY24 budget.

4. Fixed Asset Deletion:

Ms. Lynch reviewed the list of fixed assets that will be going to Trenton after approval. Commissioner Lohbauer made a motion to approve the fixed asset deletion. Commissioner Pikolycky seconded the motion. All Commissioners present voted in favor. Fixed asset deletion was approved.

5. Personnel Updates

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

Departing employees (2) – Technical Assistant 3, effective 12/29/23 and MIS Specialist 4, effective 1/29/24.

New Hires (2) – Donna DiPalma, Applicant Services Representative, effective 1/29/24 and Jared Schmidt, MIS Specialist 3, effective 12/4/23.

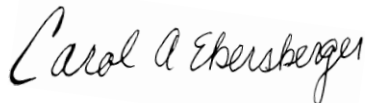
The Planning Director position has been filled with the promotion of Gina Berg. Brad Lanute has been promoted to Chief Planner. Both are effective October 9, 2023.

Recruitment for the Planning Specialist and Technical Assistant 3 positions continues. Interviews are currently being held.

6. Public comment - None

There being no further discussion, Commissioner Lohbauer moved to adjourn the meeting. Commission Chair Matos seconded the motion. The Committee agreed to adjourn at 9:50 a.m.

Certified as true and correct:



Carol A. Ebersberger  
Business Specialist

May 29, 2024

Range of Checking Accts: OPERATING to OPERATING Range of Check Dates: 03/01/24 to 05/31/24  
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num	
OPERATING					
8207	03/13/24	ACME Albertsons/Safeway	57.81		148
8208	03/13/24	ALLIA005 ALLIANO, ANTHONY	250.00		148
8209	03/13/24	BANK0010 BANK OF AMERICA	0.00	03/13/24 VOID	0
8210	03/13/24	BANK0010 BANK OF AMERICA	0.00	03/13/24 VOID	0
8211	03/13/24	BANK0010 BANK OF AMERICA	4,339.69		148 Science supplies and Survey
8212	03/13/24	CHALIS Chalis Cleaning Service LLC	4,845.00	03/31/24	148 Monkey renewal.
8213	03/13/24	DIAM005 DIAMOND M LUMBER	429.80	03/31/24	148
8214	03/13/24	ESTAT005 ESTATE OF ROSE C. SCHAIRER	250.00		148
8215	03/13/24	FORES005 FORESTRY SUPPLIERS, INC.	89.81		148
8216	03/13/24	GRAI N005 GRAINGER	232.95		148
8217	03/13/24	GUERC005 GUERCI ONI, ANTHONY	20.00		148
8218	03/13/24	HOMED005 HOME DEPOT CREDIT SERVICES	410.73		148
8219	03/13/24	IMPAC005 IMPAC FLEET	425.17		148
8220	03/13/24	JERSE025 JERSEY CENTRAL POWER & LIGHT	1,660.22		148
8221	03/13/24	LOWES005 LOWES	1,152.98		148
8222	03/13/24	MASON005 W. B. MASON	80.41		148
8223	03/13/24	MERCA005 MERCADO, CHRISTIE ANN	250.00		148
8224	03/13/24	NJCSC NJ Civil Service Commission	1,935.00		148 NJLMS platform renewal
8225	03/13/24	NJSTA005 NJ STATE DISTRIBUTION CENTER	336.25		148
8226	03/13/24	OBRIE005 O'BRIEN & SONS, INC.	7.18		148
8227	03/13/24	PRIME005 PRIMEPAY, LLC	535.50		148
8228	03/13/24	PROPE005 PROPERTY FAX, LLC	3,900.00		148 Property Fax annual renewal
8229	03/13/24	SMOLIN Smolin, Lupin & Co., LLC	10,000.00		148 Partial payment for Audit prep.
8230	03/13/24	TABER005 TABERNACLE TOWNSHIP	500.00		148
8231	03/13/24	TECEL005 TEC ELEVATOR INC.	220.00		148
8232	03/13/24	TREAS005 TREASURER, STATE OF NEW JERSEY	2,625.06		148
8233	03/13/24	UGI EN005 UGI Energy Services, LLC	861.86		148
8234	03/13/24	VERI Z005 VERIZON WIRELESS SERVICES, LLC	376.88		148
8235	04/10/24	ACME Albertsons/Safeway	101.50		149
8236	04/10/24	BANK0010 BANK OF AMERICA	0.00	04/10/24 VOID	0
8237	04/10/24	BANK0010 BANK OF AMERICA	0.00	04/10/24 VOID	0
8238	04/10/24	BANK0010 BANK OF AMERICA	4,504.43		149 TDM TV replacement, toners and vehicle supplies.
8239	04/10/24	BEVAN005 B SAFE LLC	486.00		149
8240	04/10/24	BRADY005 BARRY BRADY	1,048.20		149
8241	04/10/24	CARPE005 ELIZABETH G. CARPENTER	524.10		149
8242	04/10/24	CHALIS Chalis Cleaning Service LLC	4,845.00		149
8243	04/10/24	COLUM005 COLUMN SOFTWARE PBC	8.44		149
8244	04/10/24	CONNO005 DONNA CONNOR	524.10		149
8245	04/10/24	DELLO005 DELL	4,307.67		149 PCs and Monitors for new employees.
8246	04/10/24	FORES005 FORESTRY SUPPLIERS, INC.	11.42		149
8247	04/10/24	GANNL005 GANN LAW BOOKS	191.00		149
8248	04/10/24	GRAHA005 DONNA GRAHAM	524.10		149
8249	04/10/24	GRAI N005 GRAINGER	122.60		149
8250	04/10/24	HUGHE005 HUGHES, JAMES W.	187.50		149
8251	04/10/24	IMPAC005 IMPAC FLEET	598.94		149
8252	04/10/24	JERSE025 JERSEY CENTRAL POWER & LIGHT	1,765.36		149
8253	04/10/24	LAMAC005 JOHN G. LAMACCHIA	1,048.20		149
8254	04/10/24	LUKER005 RON LUKER	524.10		149
8255	04/10/24	MARES005 MARESSA PATTERSON, LLC	250.00		149

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
OPERATING		Continued		
8256	04/10/24	MASON005 W. B. MASON	45.66	149
8257	04/10/24	MCBRI005 DONNA MCBRIDE	1,048.20	149
8258	04/10/24	MOORE010 TERRENCE D. MOORE	1,048.20	149
8259	04/10/24	NEWJEO40 NEW JERSEY LEAGUE OF MUNICIPAL	115.00	149
8260	04/10/24	OBRIE005 O' BRIEN & SONS, INC.	64.19	149
8261	04/10/24	POO00005 PEMBERTON TOWNSHIP WATER DEPT.	168.00	149
8262	04/10/24	PARKE010 PARKER MCCAY P.A.	6.25	149
8263	04/10/24	PINER005 ELIZABETH PINER	1,048.20	149
8264	04/10/24	PTSD Pemberton Twp Sewer Division	1,710.00	149
8265	04/10/24	PUBLI005 PUBLIC SERVICE ELECTRIC & GAS	744.70	149
8266	04/10/24	RI COH005 RICOH CORPORATION	71.75	149
8267	04/10/24	RI COH010 RICOH	246.84	149
8268	04/10/24	RI COH010 RICOH	169.54	149
8269	04/10/24	SCHOE005 SCHOENBERG, JOHN	1,048.20	149
8270	04/10/24	SMOLIN Smolin, Lupin & Co., LLC	8,580.00	149
8271	04/10/24	SONSI005 BETTY SONSI ADEK	524.10	149
8272	04/10/24	STOKE005 LINDA STOKES	524.10	149
8273	04/10/24	TCATANIA TINO CATANIA	250.00	05/03/24 VOID 149
8274	04/10/24	TECELO05 TEC ELEVATOR INC.	220.00	(Reason: Incorrect Amount) 149
8275	04/10/24	TOUSS005 TOUSSAINT-FRANCIS, DEANDRO	250.00	149
8276	04/10/24	TREAS005 TREASURER, STATE OF NEW JERSEY	2,690.60	149
8277	04/10/24	TRISTO20 TRI STATE ENGINEERING	300.13	149
8278	04/10/24	UGI EN005 UGI Energy Services, LLC	784.59	149
8279	04/10/24	VANSI005 VANSICKLE, GLENN	1,362.60	149
8280	04/10/24	VERIZ005 VERIZON WIRELESS SERVICES, LLC	401.22	149
8281	04/10/24	WASTE005 WASTE MANAGEMENT OF NEW JERSEY	149.60	149
8282	04/10/24	WENGR005 EDWARD WENGROWSKI	524.10	149
8283	04/10/24	WHITTO10 WHITTON, JAMES	524.10	149
8284	04/10/24	WOOD0005 MELODY WOOD	1,048.20	149
8285	04/10/24	YOUNG005 KAREN L. YOUNG	733.80	149
8286	04/10/24	YOUNG010 NADINE YOUNG	524.10	149
8287	04/10/24	ZAMPE005 ROBERT A. ZAMPELLA	1,048.20	149
8288	05/09/24	ASSEL005 ASSELTA, NICHOLAS	451.20	150
8289	05/09/24	BANK0010 BANK OF AMERICA	0.00	05/09/24 VOID 0
8290	05/09/24	BANK0010 BANK OF AMERICA	0.00	05/09/24 VOID 0
8291	05/09/24	BANK0010 BANK OF AMERICA	2,068.63	150
8292	05/09/24	CHALIS Chalis Cleaning Service LLC	7,395.00	150
8293	05/09/24	DELLO005 DELL	3,589.56	150
8294	05/09/24	GANNETT GANNETT PENNSYLVANIA LOCALiQ	50.60	150
8295	05/09/24	GANNL005 GANN LAW BOOKS	187.00	150
8296	05/09/24	GARYK005 GARY KUBIAK & SON ELECTRIC INC	1,662.00	150
8297	05/09/24	GRAINO05 GRAINGER	28.81	150
8298	05/09/24	HOMED005 HOME DEPOT CREDIT SERVICES	50.91	150
8299	05/09/24	JERSE025 JERSEY CENTRAL POWER & LIGHT	1,574.76	150
8300	05/09/24	LUM2024 Lum, Drasco & Positan LLC	2,625.00	150
8301	05/09/24	MASON005 W. B. MASON	40.39	150
8302	05/09/24	PEMBE025 PEMBERTON ELECTRICAL SUPPLY CO	90.18	150
8303	05/09/24	PI TNE005 PITNEY BOWES INC.	75.00	150
8304	05/09/24	PRIME005 PRIMEPAY, LLC	510.00	150
8305	05/09/24	PUBLI005 PUBLIC SERVICE ELECTRIC & GAS	533.03	150
8306	05/09/24	RI COH010 RICOH	246.84	150
8307	05/09/24	RI COH010 RICOH	169.54	150

Partial payment for Audit prep.

(Reason: Incorrect Amount)

Laptops for new staff.

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
OPERATING		Continued			
8308	05/09/24	TCATANIA TINO CATANIA	200.00		150
8309	05/09/24	TECELO05 TEC ELEVATOR INC.	698.00		150
8310	05/09/24	TREAS005 TREASURER, STATE OF NEW JERSEY	1,555.09		150
8311	05/09/24	UGIEN005 UGI Energy Services, LLC	519.49		150
8312	05/09/24	VERIZ005 VERIZON WIRELESS SERVICES, LLC	401.05		150
8313	05/09/24	WASTE005 WASTE MANAGEMENT OF NEW JERSEY	74.80		150
8314	05/09/24	WMI Wildlife Materials Int., Inc.	640.00		150
8315	05/24/24	ACME Albertsons/Safeway	217.07		151
8316	05/24/24	ATS ATS - Advanced Telemetry Syst.	16,139.00		151 Science Grant Supplies
8317	05/24/24	CHILK005 CHILKOTOWSKY, GEORGE	250.00		151
8318	05/24/24	GRAHA015 GRAHAM, WILLIS	250.00		151
8319	05/24/24	HORNE005 CHARLES M. HORNER	130.00		151
8320	05/24/24	IMPAC005 IMPAC FLEET	797.42		151
8321	05/24/24	JERSE025 JERSEY CENTRAL POWER & LIGHT	1,554.85		151
8322	05/24/24	MASON005 W. B. MASON	54.79		151
8323	05/24/24	NEWJE040 NEW JERSEY LEAGUE OF MUNICIPAL	75.00		151
8324	05/24/24	NEWJE075 NEW JERSEY STATE BAR ASSOCIATI	107.25		151
8325	05/24/24	OBRIE005 O' BRIEN & SONS, INC.	44.48		151
8326	05/24/24	PHOTO010 B&H PHOTO-VIDEO	343.15		151
8327	05/24/24	PRIME005 PRIMEPAY, LLC	510.00		151
8328	05/24/24	PUBLI005 PUBLIC SERVICE ELECTRIC & GAS	299.94		151
8329	05/24/24	RAMAP005 RAMAPO HOMES LLC	250.00		151
8330	05/24/24	RI COH010 RI COH	246.84		151
8331	05/24/24	RI COH010 RI COH	169.54		151
8332	05/24/24	SMITH045 SMITH, DANIEL	250.00		151
8333	05/24/24	STOIC005 STOICA, BENJAMIN	200.00		151
8334	05/24/24	TICAS005 TIC ASSOCIATES X111, LLC	250.00		151
8335	05/24/24	UGIEN005 UGI Energy Services, LLC	237.45		151
8336	05/24/24	WATER005 WATERFORD TOWNSHIP	250.00		151

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	123	7	133,152.79	250.00
Direct Deposit:	0	0	0.00	0.00
Total:	123	7	133,152.79	250.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	123	7	133,152.79	250.00
Direct Deposit:	0	0	0.00	0.00
Total:	123	7	133,152.79	250.00

Range of Accounts: 1-00-000-01-11-02 to 1-00-000-01-11-02 Starting Date: 01/01/24 Ending Date: 03/31/24  
 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				
01/02/24	Manual Entry	Money transfer fees charged by bank		25.00	G 259	4 CEBERSBE
01/03/24	Manual Entry	Record net pay disbursement PPE 12/29/23		82,803.51	G 259	12 CEBERSBE
01/04/24	Manual Entry	EFT FSA Payment		1,351.66	G 259	38 CEBERSBE
01/08/24	Manual Entry	EFT Federal Tax payment PPE 12/29/23		30,091.79	G 259	42 CEBERSBE
01/08/24	Manual Entry	EFT Div. of Pensions Oct. 2023		26,709.60	G 259	47 CEBERSBE
01/08/24	Manual Entry	EFT Div. of Pensions Nov. 2023		26,437.99	G 259	52 CEBERSBE
01/09/24	Manual Entry	EFT Div. of Pensions Dec. 2023		25,835.62	G 259	57 CEBERSBE
01/12/24	Manual Entry	EFT NJGIT Payment PPE 12/29/24		4,735.60	G 259	59 CEBERSBE
01/12/24	Manual Entry	EFT PA Rev Payment PPE 12/29/24		124.80	G 259	61 CEBERSBE
01/12/24	Manual Entry	EFT Payment Def Comp/Roth PPE 12/29/24		5,255.68	G 259	64 CEBERSBE
01/16/24	Manual Entry	Money transfer fee charged by bank		25.00	G 259	72 CEBERSBE
01/17/24	Manual Entry	Record net pay disbursement PPE 01/12/24		83,629.72	G 259	74 CEBERSBE
01/29/24	Manual Entry	EFT Federal tax payment ppe 01/12/24		30,280.62	G 259	108 CEBERSBE
01/30/24	Manual Entry	EFT FSA Payment		133.81	G 259	110 CEBERSBE
01/30/24	Manual Entry	Money transfer fee charged by bank		25.00	G 259	114 CEBERSBE
01/31/24	Manual Entry	EFT for NJGIT payment PPE 01/12/24		4,785.96	G 259	116 CEBERSBE
01/31/24	Manual Entry	Record net pay disbursement PPE 01/26/24		83,779.59	G 259	118 CEBERSBE
02/01/24	Manual Entry	EFT Payment DefComp/Roth PPE 01/12/24		5,549.33	G 260	3 CEBERSBE
02/01/24	Manual Entry	EFT Payment for PA Rev PPE 01/12/24		125.06	G 260	5 CEBERSBE
02/01/24	Manual Entry	EFT Qtrly SUI/SDI NJ927		562.23	G 260	11 CEBERSBE
02/01/24	Manual Entry	EFT Payment Philly Wage Tax 1st Qtr 2023		1,027.00	G 260	13 CEBERSBE
02/01/24	Manual Entry	EFT Payment Philly Wage Tax 2nd Qtr 2023		1,029.00	G 260	15 CEBERSBE
02/01/24	Manual Entry	EFT Payment Philly Wage Tax 3rd Qtr 2023		1,018.00	G 260	17 CEBERSBE
02/01/24	Manual Entry	EFT Payment Philly Wage Tax 4th Qtr 2023		1,018.00	G 260	19 CEBERSBE
02/07/24	Manual Entry	EFT Federal Tax payment PPE 01/26/24		30,445.49	G 260	31 CEBERSBE
02/12/24	Manual Entry	Money transfer fees charged by bank		25.00	G 260	39 CEBERSBE
02/12/24	Manual Entry	EFT payment for PA Rev PPE 01/26/24		124.80	G 260	41 CEBERSBE
02/12/24	Manual Entry	EFT FSA Payment		1.16	G 260	43 CEBERSBE
02/13/24	Manual Entry	EFT FSA Payment		14.10	G 260	45 CEBERSBE
02/13/24	Manual Entry	EFT for NJGIT payment PPE 01/26/24		4,780.82	G 260	47 CEBERSBE
02/13/24	Manual Entry	EFT DefComp/Roth payment PPE 01/26/24		5,549.33	G 260	50 CEBERSBE
02/14/24	Manual Entry	Record net pay disbursement PPE 02/09/24		82,832.18	G 260	52 CEBERSBE
02/21/24	Manual Entry	EFT Federal tax payment PPE 02/09/24		30,217.93	G 260	81 CEBERSBE
02/21/24	Manual Entry	EFT FSA Payment		10.00	G 260	85 CEBERSBE
02/22/24	Manual Entry	EFT FSA Payment		10.00	G 260	87 CEBERSBE
02/22/24	Manual Entry	EFT Payment NJGIT for PPE 02/09/24		4,764.42	G 260	89 CEBERSBE
02/23/24	Manual Entry	EFT Payment PA Rev for PPE 02/09/24		125.06	G 260	91 CEBERSBE
02/23/24	Manual Entry	EFT payment DefComp/Roth PPE 02/09/24		5,572.52	G 260	94 CEBERSBE
02/26/24	Manual Entry	EFT FSA payment		10.00	G 260	96 CEBERSBE
02/28/24	Manual Entry	EFT FSA payment		196.01	G 260	98 CEBERSBE
02/28/24	Manual Entry	Record net pay disbursement PPE 02/23/24		94,739.14	G 260	100 CEBERSBE
02/29/24	Manual Entry	EFT FSA Payment		13.01	G 260	123 CEBERSBE
03/01/24	Manual Entry	EFT FSA Payment		119.74	G 261	2 CEBERSBE
03/04/24	Manual Entry	EFT FSA Payment		10.00	G 261	4 CEBERSBE
03/04/24	Manual Entry	EFT FSA Payment		193.25	G 261	6 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			
03/05/24 Manual Entry	EFT Federal Tax Payment for PPE 02/23/24			31,854.59	G 261	10 CEBERSBE
03/06/24 Manual Entry	EFT FSA Payment			10.00	G 261	12 CEBERSBE
03/06/24 Manual Entry	EFT NJGIT Payment for PPE 02/23/24			4,764.42	G 261	14 CEBERSBE
03/06/24 Manual Entry	EFT PA Rev Payment for PPE 02/23/24			125.06	G 261	16 CEBERSBE
03/11/24 Manual Entry	EFT FSA Payment			10.00	G 261	22 CEBERSBE
03/12/24 Manual Entry	Money transfer fee charged by bank			25.00	G 261	26 CEBERSBE
03/13/24 Manual Entry	Record net pay disbursement PPE 03/08/24			81,381.25	G 261	28 CEBERSBE
03/19/24 Manual Entry	EFT Federal Tax payment PPE 03/08/24			29,776.81	G 261	62 CEBERSBE
03/19/24 Manual Entry	EFT FSA Payment			2.00	G 261	64 CEBERSBE
03/19/24 Manual Entry	EFT FSA Payment			5.00	G 261	66 CEBERSBE
03/19/24 Manual Entry	EFT FSA Payment			10.00	G 261	68 CEBERSBE
03/19/24 Manual Entry	EFT FSA Payment			238.84	G 261	70 CEBERSBE
03/21/24 Manual Entry	EFT FSA Payment			10.00	G 261	72 CEBERSBE
03/22/24 Manual Entry	EFT FSA Payment			5.68	G 261	74 CEBERSBE
03/22/24 Manual Entry	EFT DefComp/Roth payment PPE 02/23/24			5,572.52	G 261	77 CEBERSBE
03/22/24 Manual Entry	EFT NJGIT payment PPE 03/08/24			4,735.67	G 261	79 CEBERSBE
03/22/24 Manual Entry	EFT DefComp/Roth payment PPE 03/08/24			5,572.52	G 261	82 CEBERSBE
03/25/24 Manual Entry	Money transfer fee charged by bank			25.00	G 261	86 CEBERSBE
03/26/24 Manual Entry	EFT FSA Payment			10.00	G 261	88 CEBERSBE
03/27/24 Manual Entry	Record net pay disbursement PPE 03/22/24			81,988.88	G 261	90 CEBERSBE
03/28/24 Manual Entry	EFT FSA Payment			12.98	G 261	117 CEBERSBE

Total Manual Entry:                      66              Debit:              0.00              Credit:              922,249.75              Net:              922,249.75 Cr

Report Totals

Total Manual Entry:	66	Debit:	0.00	Credit:	922,249.75	Net:	922,249.75 Cr
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Total Transactions:	66	Debit:	0.00	Credit:	922,249.75	Net:	922,249.75 Cr

**EMPLOYEE ACTIONS**  
**April 2024- June 2024**

**A. DEPARTING EMPLOYEE(S)**

<u>Name</u>	<u>Title</u>	<u>Office</u>	<u>Departing Date</u>	<u>Effective Date</u>
Devin Williamson	Environmental Specialist 3	Regulatory	05/03/2024	05/03/2024

**B. HIRED EMPLOYEE(S)**

<u>Name</u>	<u>Title</u>	<u>Office</u>	<u>Hire Date</u>	<u>Effective Date</u>
Amber Mallm	Planning Specialist 3	Land Use Programs	05/06/2024	05/06/2024
Lori Friddell	Technical Assistant 2	Land Use Programs	05/20/2024	05/20/2024
Morgan Foley	MIS Specialist 4	Information Systems	06/03/2024	06/03/2024

**C. VACANCIES / RECRUITMENT(S)**

<u>Title</u>	<u>Office</u>	<u>Status</u>
Planning Specialist	Land Use Programs	Budgeted/Hired
Planning Specialist	Land Use Programs	Budgeted/Posted
Technical Assistant 2	Land Use Programs	Budgeted/Hired
MIS Specialist 4	Information Systems	Budgeted/Hired
Research Scientist 3	Science	Budgeted/Posted

**D. SUSPENSION(S)**

<u>Name</u>	<u>Title</u>	<u>Office</u>	<u>Notes</u>
Jeffrey Dragon	Research Scientist 2	Science	Effective 05/14/2024

## New Jersey Pinelands Commission Application Fee Summary

FY Total	Month	Total Revenue	Received		Refunded	
			Number	Amount	Number	Amount
\$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
\$708,520.01	March	81,946.37	38	\$83,216.37	5	1,270.00
\$864,750.57	April	156,230.56	50	\$157,474.44	6	1,243.88
\$977,727.60	May	112,977.03	41	\$114,877.03	8	1,900.00
\$977,727.60	June	0.00				
\$977,727.60		<b>\$977,727.60</b>	410	\$1,026,582.69	65	\$48,855.09

Budget Anticipated	\$700,000.00	
Amount Collected	\$977,727.60	139.68%
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Amount in Excess of Budget.	\$277,727.60	39.68%