



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  
SHEILA Y. OLIVER  
Lt. Governor

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

RICHARD PRICKETT  
Chairman  
NANCY WITTENBERG  
Executive Director

## MEMORANDUM

To: Members of the Personnel and Budget Committee  
From: Jessica Lynch, Business Manager *JL*  
Date: September 18, 2020  
Subject: Meeting Material

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Enclosed is material supporting the agenda items for the Personnel and Budget Committee meeting to be held via teleconference on Tuesday, September 29, 2020.

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:

<https://www.youtube.com/channel/UCBgpC8sbR3Acrjo7ppxs3Uw>



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## PERSONNEL & BUDGET COMMITTEE MEETING

September 29, 2020 - 9:30 a.m.

Pinelands Commission YouTube link:

<https://www.youtube.com/channel/UCBgpC8sbR3Acrjo7ppxs3Uw>

To Provide Public Comment, Please Dial: 1-929-205-6099 Meeting ID: 838 1061 1214

### Agenda

1. Adoption of the March 3, 2020 meeting minutes (open and closed session)
2. Financial Updates:
  - a. Check Register (February 2020 - July 2020)
  - b. Electronic Disbursements - EFT; Direct Deposit; ACH (February 2020 - July 2020)
  - c. Application Fees Update
3. Employee Actions
4. Application Fee Projections Presentation
5. FY2021 Budget Preparation & Planning
6. Public Comment
7. Closed Session (If needed)

## PERSONNEL & BUDGET COMMITTEE MEETING

Richard J. Sullivan Center  
Terrence D. Moore Room  
15C Springfield Road  
New Lisbon, New Jersey  
March 3, 2020

### MINUTES

#### Members Present

Alan Avery (Committee Chairman), William Pikolycky, Richard Prickett, and Mark Lohbauer.

#### Members Absent

Gary Quinn, Jane Jannarone, and D'Arcy Rohan Green.

#### Staff Present

Executive Director Nancy Wittenberg, Jessica Lynch, Zobeida Concepcion, Susan Grogan, Stacey Roth, Tony McNichol and Paul Leakan.

Commissioner Avery called the meeting to order at 9:30 a.m.

#### Adoption of Minutes from the August 9, 2019 Personnel and Budget Committee Meeting

Commissioner Lohbauer moved the adoption of the minutes of the August 9, 2019 Personnel and Budget Committee meeting. Commissioner Pikolycky seconded the motion.

All Commissioners present voted in favor, and the minutes were approved.

#### Financial Updates:

Check Register (July 2019 – January 2020) – Business Services Manager Jessica Lynch highlighted the more noteworthy purchases/checks on the register.

Electronic Disbursements – EFT, Direct Deposit, ACH (July 2019 to January 2020). Ms. Lynch stated that all disbursements are payroll-related.

Application Fees – Ms. Lynch said that the application fees year to date have not met expectations; she said the Commission is currently at 33% of the anticipated application fees.

#### Employee Actions

Human Resources Manager Zobeida Concepcion reviewed the Employee Actions:

- Retirements – (2) – Larry Liggett, Donna Graham

- New Hire – Business Specialist – Carol Ebersberger, Sept. 9, 2019
- Promotion – Susan Grogan – Planning Office
- Recruitment – posted MIS Specialist 4; Permit Administrator – awaiting approval from Governor’s office on salary; interviews have been completed

Resolution

Authorizing the Executive Director to submit an application to the New Jersey Historic Trust for a 2020 Preserve New Jersey Historic Preservation Grant – Mr. Tony McNichol, the Commission’s Cultural Resource Planner, presented information on the grant and responded to questions from members of the Committee.. The grant will be used to offset the costs of painting the exterior of Fenwick Manor. .

A motion was moved by Commissioner Lohbauer to approve the resolution, seconded by Commissioner Pikolycky, unanimously approved.

Public Comment

There was no public comment.

Executive Director Updates

Executive Director Wittenberg said that she has communicated with the Governor’s office to request additional funding for fringe expenses.

Closed Session

A motion to go into Closed Session was moved by Commissioner Avery, seconded by Commissioner Lohbauer and unanimously approved at 10:08 a.m.

Return to Open Session

The Committee returned from Closed Session at 11:14 a.m.

With no further items to discuss, Commissioner Avery asked for a motion for adjournment. The motion was moved by Commissioner Pikolycky, seconded by Commissioner Lohbauer and unanimously approved.

The meeting was adjourned at 11:15 a.m.

Certified as true and correct:



\_\_\_\_\_  
Zobeida Concepcion, Human Resources Manager

Date 9/18/2020

Range of Checking Accts: OPERATING to OPERATING Range of Check Dates: 02/01/20 to 07/31/20  
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					
6231	02/13/20	BANK0010 BANK OF AMERICA	0.00	02/13/20 VOID	0
6232	02/13/20	BANK0010 BANK OF AMERICA	902.85	02/29/20	59
6233	02/13/20	BOHLERE Bohler Engineering	250.00	02/19/20 VOID	59 (Reason: incorrect amount)
6234	02/13/20	BURLI005 BURLINGTON COUNTY TIMES	10.12	02/29/20	59
6235	02/13/20	DDROZDOV Darren Drozdov	250.00	02/29/20	59
6236	02/13/20	DELL0005 DELL	2,003.94	02/29/20	59
6237	02/13/20	DIAMO005 DIAMOND M LUMBER	364.52	02/29/20	59
6238	02/13/20	DLROBINS Dwane & Lisa Robinson	250.00	02/29/20	59
6239	02/13/20	FORES005 FORESTRY SUPPLIERS, INC.	625.41	02/29/20	59
6240	02/13/20	GRAIN005 GRAINGER	165.44	02/29/20	59
6241	02/13/20	HAVEN005 Haven Home Builders, LLC	250.00	02/29/20	59
6242	02/13/20	ICLE0005 ICLE	138.00	02/29/20	59
6243	02/13/20	IMPAC005 IMPAC FLEET	311.56	02/29/20	59
6244	02/13/20	JTSCUST JTS Custom Builders & Remodel	2,406.75	02/29/20	59
6245	02/13/20	LOWES005 LOWES	65.36	02/29/20	59
6246	02/13/20	MCOLLINS Michael Collins	250.00		59
6247	02/13/20	OBRIE005 O'BRIEN & SONS, INC.	6.79	02/29/20	59
6248	02/13/20	PRESS005 PRESS OF ATLANTIC CITY	52.92	02/29/20	59
6249	02/13/20	PTSD Pemberton Twp Sewer Division	1,710.00	02/29/20	59
6250	02/13/20	PUBLI005 PUBLIC SERVICE ELECTRIC & GAS	643.98	02/29/20	59
6251	02/13/20	RICOH005 RICOH CORPORATION	243.62	02/29/20	59
6252	02/13/20	SHARP005 SHARP ELECTRONICS	178.79	02/29/20	59
6253	02/13/20	SOESTREI Shloime Oestreicher	843.75	02/29/20	59
6254	02/13/20	TREAS005 TREASURER, STATE OF NEW JERSEY	2,230.00	02/29/20	59
6255	02/13/20	VERIZ005 VERIZON WIRELESS SERVICES, LLC	166.83	02/29/20	59
6256	02/13/20	WITTE005 NANCY WITTENBERG	90.83	02/29/20	59
6257	02/13/20	WOOLS005 WOOLSTON COMPANY INC.	43.95	02/29/20	59
6258	02/14/20	TREAS015 TREASURER, STATE OF NEW JERSEY	75,000.00	03/31/20	60
6259	02/27/20	BOHLERE Bohler Engineering	13,500.00	03/31/20	61
6260	02/27/20	DELL0005 DELL	1,174.85	03/31/20	61
6261	02/27/20	GRAIN005 GRAINGER	101.30	03/31/20	61
6262	02/27/20	JERSE025 JERSEY CENTRAL POWER & LIGHT	1,443.21	03/31/20	61
6263	02/27/20	MASON005 W. B. MASON	380.83	03/31/20	61
6264	02/27/20	PRIME005 PRIMEPAY, LLC	407.50	03/31/20	61
6265	02/27/20	PROPE005 PROPERTY FAX, LLC	3,900.00	03/31/20	61
6266	02/27/20	PSEG REF PSE&G	7,250.00	03/31/20	61
6267	02/27/20	SHI00005 SHI	1,030.04	03/31/20	61
6268	02/27/20	TCATANIA Tino Catania	500.00	03/31/20	61
6269	02/27/20	TREAS005 TREASURER, STATE OF NEW JERSEY	2,225.30	03/31/20	61
6270	02/27/20	TREAS080 TREASURER, STATE OF NEW JERSEY	323.00	03/31/20	61
6271	02/27/20	UGIEN005 UGI Energy Services, LLC	759.02	03/31/20	61
6272	02/27/20	VANCLEEF Van Cleef Engineering	250.00	03/31/20	61
6273	02/27/20	VERIZ005 VERIZON WIRELESS SERVICES, LLC	166.83	03/31/20	61
6274	02/27/20	WMI wildlife Materials Int., Inc.	4,628.00	03/31/20	61
6275	02/27/20	WPIKOLYC William Pikoelycky	46.81	03/31/20	61
6276	03/12/20	ACME Albertsons/Safeway	189.21	03/31/20	62
6277	03/12/20	BANK0010 BANK OF AMERICA	0.00	03/12/20 VOID	0
6278	03/12/20	BANK0010 BANK OF AMERICA	2,687.72	03/31/20	62
6279	03/12/20	COMMU010 COMMUNICATIONS WORKERS OF AMER	1,441.78	03/31/20	62

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
OPERATING		Continued			
6280	03/12/20	CWALLACE Cheryl A. Wallace	250.00		62
6281	03/12/20	ERAEN005 ERA - ENVIRONMENTAL RESOURCE A	275.36	03/31/20	62
6282	03/12/20	FORES005 FORESTRY SUPPLIERS, INC.	88.36	03/31/20	62
6283	03/12/20	GRAIN005 GRAINGER	829.56	03/31/20	62
6284	03/12/20	HOMED005 HOME DEPOT CREDIT SERVICES	2,604.74	03/31/20	62
6285	03/12/20	IMPAC005 IMPAC FLEET	351.19	03/31/20	62
6286	03/12/20	LOWES005 LOWES	2,106.68	03/31/20	62
6287	03/12/20	MASON005 W. B. MASON	15.78	03/31/20	62
6288	03/12/20	OBRIE005 O'BRIEN & SONS, INC.	26.98	03/31/20	62
6289	03/12/20	PUBLI005 PUBLIC SERVICE ELECTRIC & GAS	564.32	03/31/20	62
6290	03/12/20	RCARUSO Randall Caruso	250.00	03/31/20	62
6291	03/12/20	TREAS005 TREASURER, STATE OF NEW JERSEY	2,210.48	03/31/20	62
6292	03/12/20	WOOLS005 WOOLSTON COMPANY INC.	43.95	03/31/20	62
6293	04/07/20	BANKO010 BANK OF AMERICA	0.00	04/07/20 VOID	0
6294	04/07/20	BANKO010 BANK OF AMERICA	0.00	04/07/20 VOID	0
6295	04/07/20	BANKO010 BANK OF AMERICA	4,488.14	04/30/20	63
6296	04/07/20	BENDE005 LEXIS NEXIS MATTHEW BENDER	223.74	04/30/20	63
6297	04/07/20	BERG0005 GINA BERG	36.39	05/31/20	63
6298	04/07/20	BEVAN005 BEVAN SECURITY SYSTEMS, INC.	216.00	04/30/20	63
6299	04/07/20	BRADY005 BARRY BRADY	867.60	04/30/20	63
6300	04/07/20	CARPE005 ELIZABETH G. CARPENTER	433.80	05/31/20	63
6301	04/07/20	CASEY Barbara Casey	250.00	04/30/20	63
6302	04/07/20	COURI005 COURIER POST	6.16	04/30/20	63
6303	04/07/20	FISHE005 FISHER SCIENTIFIC	1,693.24	04/30/20	63
6304	04/07/20	GANNETT GANNETT NEWS JERSEY NEWSPAPERS	6.30	04/30/20	63
6305	04/07/20	GARVEY Mark Garvey	250.00	04/30/20	63
6306	04/07/20	GRAHA005 DONNA GRAHAM	202.40	04/30/20	63
6307	04/07/20	GRAIN005 GRAINGER	83.50	04/30/20	63
6308	04/07/20	HOMED005 HOME DEPOT CREDIT SERVICES	55.06	04/30/20	63
6309	04/07/20	ICLE0005 ICLE	99.00	04/30/20	63
6310	04/07/20	IMPAC005 IMPAC FLEET	370.73	04/30/20	63
6311	04/07/20	JERSE025 JERSEY CENTRAL POWER & LIGHT	474.90	04/30/20	63
6312	04/07/20	LAMAC005 JOHN G. LAMACCHIA	433.80	04/30/20	63
6313	04/07/20	MCBRI005 DONNA MCBRIDE	433.80	04/30/20	63
6314	04/07/20	MOORE010 TERRENCE D. MOORE	867.60	04/30/20	63
6315	04/07/20	P0000005 P. T. W. D.	168.00	04/30/20	63
6316	04/07/20	PITNE005 PITNEY BOWES INC.	80.74	04/30/20	63
6317	04/07/20	PRIME005 PRIMEPAY, LLC	368.27	04/30/20	63
6318	04/07/20	PTSD Pemberton Twp Sewer Division	1,710.00	04/30/20	63
6319	04/07/20	RICOH005 RICOH CORPORATION	243.62	04/30/20	63
6320	04/07/20	STOKE005 JOHN C. STOKES	867.60	04/30/20	63
6321	04/07/20	UGIEN005 UGI Energy Services, LLC	664.21	04/30/20	63
6322	04/07/20	VERIZ005 VERIZON WIRELESS SERVICES, LLC	166.83	04/30/20	63
6323	04/07/20	WHITT005 KATHY WHITTON	433.80	04/30/20	63
6324	04/07/20	WOOD0005 MELODY WOOD	867.60	04/30/20	63
6325	04/07/20	WPIKOLYC William PikoIycky	93.62	04/30/20	63
6326	04/07/20	YOUNG010 NADINE YOUNG	433.80	04/30/20	63
6327	04/07/20	ZAMPE005 ROBERT A. ZAMPELLA	962.10	05/31/20	63
6328	04/23/20	ACME Albertsons/Safeway	215.78	05/31/20	64
6329	04/23/20	ATS ATS - Advanced Telemetry Syst.	4,157.50	05/31/20	64
6330	04/23/20	BIOMARK BIOMARK, INC	1,132.00	05/31/20	64
6331	04/23/20	BOWES005 PITNEY BOWES	75.00	05/31/20	64

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
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6332	04/23/20	BURLI005 BURLINGTON COUNTY TIMES	24.84	05/31/20	64
6333	04/23/20	CHAMP010 CHAMPION ENERGY	1,656.71	05/31/20	64
6334	04/23/20	COURI005 COURIER POST	45.40	05/31/20	64
6335	04/23/20	GANNETT GANNETT NEWS JERSEY NEWSPAPERS	16.20	05/31/20	64
6336	04/23/20	GRAIN005 GRAINGER	30.15	05/31/20	64
6337	04/23/20	HERTZOG Charles A. Hertzog, Jr.	200.00	05/31/20	64
6338	04/23/20	JERSE025 JERSEY CENTRAL POWER & LIGHT	439.56	05/31/20	64
6339	04/23/20	NJECC005 NJECC	324.00	05/31/20	64
6340	04/23/20	PRESS005 PRESS OF ATLANTIC CITY	16.38	05/31/20	64
6341	04/23/20	PUBLI005 PUBLIC SERVICE ELECTRIC & GAS	379.63	05/31/20	64
6342	04/23/20	RICOH005 RICOH CORPORATION	243.62	05/31/20	64
6343	04/23/20	SHARP005 SHARP ELECTRONICS	357.58	05/31/20	64
6344	04/23/20	UGIEN005 UGI Energy Services, LLC	420.90	05/31/20	64
6345	04/23/20	USGEO010 U.S. GEOLOGICAL SURVEY - DWRP	4,237.58	05/31/20	64
6346	04/23/20	WOOLS005 WOOLSTON COMPANY INC.	43.95	05/31/20	64
6347	05/15/20	ACCSE005 ACCSES NEW JERSEY INC.	6,085.92	05/31/20	65
6348	05/15/20	AMERI010 AMERICAN PLANNING ASSOCIATION	707.00	05/31/20	65
6349	05/15/20	BANKO010 BANK OF AMERICA	0.00	05/15/20 VOID	0
6350	05/15/20	BANKO010 BANK OF AMERICA	1,668.14	05/31/20	65
6351	05/15/20	COURI005 COURIER POST	23.20	05/31/20	65
6352	05/15/20	DELL0005 DELL	3,734.55	05/31/20	65
6353	05/15/20	GANNETT GANNETT NEWS JERSEY NEWSPAPERS	13.95	05/31/20	65
6354	05/15/20	GRAIN005 GRAINGER	39.12	05/31/20	65
6355	05/15/20	GROGA005 SUSAN R. GROGAN	130.00	05/31/20	65
6356	05/15/20	HOMED005 HOME DEPOT CREDIT SERVICES	1,107.76	05/31/20	65
6357	05/15/20	IMPAC005 IMPAC FLEET	229.80	06/30/20	65
6358	05/15/20	JERSE025 JERSEY CENTRAL POWER & LIGHT	231.78	05/31/20	65
6359	05/15/20	JOESM005 JOE SMOLARSKI & SON	235.00	05/31/20	65
6360	05/15/20	MARAT001 Marathon Engineering	250.00	06/30/20	65
6361	05/15/20	NJDIV010 NJ DIVISION OF FISH AND WILDLI	22.00		65
6362	05/15/20	PRESS005 PRESS OF ATLANTIC CITY	16.80	06/30/20	65
6363	05/15/20	PRIME005 PRIMEPAY, LLC	506.24	05/31/20	65
6364	05/15/20	PUBLI005 PUBLIC SERVICE ELECTRIC & GAS	342.05	05/31/20	65
6365	05/15/20	RICOH005 RICOH CORPORATION	243.62	05/31/20	65
6366	05/15/20	SHARP005 SHARP ELECTRONICS	536.37	05/31/20	65
6367	05/15/20	UGIEN005 UGI Energy Services, LLC	372.25	05/31/20	65
6368	05/15/20	VERIZ005 VERIZON WIRELESS SERVICES, LLC	166.62	05/31/20	65
6369	05/15/20	WOOLS005 WOOLSTON COMPANY INC.	43.95	05/31/20	65
6370	06/03/20	BURLI005 BURLINGTON COUNTY TIMES	21.16	06/30/20	66
6371	06/03/20	CAROL005 CAROLINA BIOLOGICAL SUPPLY COM	138.92	06/30/20	66
6372	06/03/20	CHAMP010 CHAMPION ENERGY	685.05		66
6373	06/03/20	DELL0005 DELL	3,005.91	06/30/20	66
6374	06/03/20	ICLE0005 ICLE	90.00	06/30/20	66
6375	06/03/20	IMPAC005 IMPAC FLEET	170.13	06/30/20	66
6376	06/03/20	PRIME005 PRIMEPAY, LLC	365.25	06/30/20	66
6377	06/03/20	SHARP005 SHARP ELECTRONICS	357.58	06/30/20	66
6378	06/03/20	TREAS005 TREASURER, STATE OF NEW JERSEY	4,450.24	06/30/20	66
6379	06/03/20	VERIZ005 VERIZON WIRELESS SERVICES, LLC	166.73	06/30/20	66
6380	06/25/20	BANKO010 BANK OF AMERICA	0.00	06/25/20 VOID	0
6381	06/25/20	BANKO010 BANK OF AMERICA	3,179.80	07/31/20	67
6382	06/25/20	BEVAN005 BEVAN SECURITY SYSTEMS, INC.	216.00	07/31/20	67
6383	06/25/20	BURLI005 BURLINGTON COUNTY TIMES	28.52	07/31/20	67

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
OPERATING		Continued			
6384	06/25/20	CAP00001 Capella, Timothy	49.66	07/31/20	67
6385	06/25/20	COMMU010 COMMUNICATIONS WORKERS OF AMER	5,795.89	07/31/20	67
6386	06/25/20	COURI005 COURIER POST	27.16	07/31/20	67
6387	06/25/20	FISHE005 FISHER SCIENTIFIC	305.46	07/31/20	67
6388	06/25/20	GANNETT GANNETT NEWS JERSEY NEWSPAPERS	61.20	07/31/20	67
6389	06/25/20	GRAIN005 GRAINGER	71.89	07/31/20	67
6390	06/25/20	HORNE005 CHARLES M. HORNER	130.00	07/31/20	67
6391	06/25/20	INSIT005 IN-SITU INC.	545.97	07/31/20	67
6392	06/25/20	JERSE025 JERSEY CENTRAL POWER & LIGHT	633.59	07/31/20	67
6393	06/25/20	JESSI005 JESSICA LYNCH, PETTY CASH CUST	146.56		67
6394	06/25/20	JJCOU005 J&J Court Transcribers, Inc.	137.28	07/31/20	67
6395	06/25/20	P0000005 P. T. W. D.	168.00	07/31/20	67
6396	06/25/20	PLEAKAN Paul Leakan	11.78		67
6397	06/25/20	PRESS005 PRESS OF ATLANTIC CITY	21.00	07/31/20	67
6398	06/25/20	PRIME005 PRIMEPAY, LLC	365.25	07/31/20	67
6399	06/25/20	PUBLI005 PUBLIC SERVICE ELECTRIC & GAS	152.51	07/31/20	67
6400	06/25/20	RICOH005 RICOH CORPORATION	243.62	07/31/20	67
6401	06/25/20	RUTGE025 Rutgers, The State University	550.00	07/31/20	67
6402	06/25/20	SEEBE005 FREDRICK C. SEEBER	20.25	07/31/20	67
6403	06/25/20	SZURA005 BRIAN SZURA	148.83	07/31/20	67
6404	06/25/20	THOMS005 THOMSON WEST PAYMENT CENTER	132.00	07/31/20	67
6405	06/25/20	TREAS005 TREASURER, STATE OF NEW JERSEY	2,213.11	07/31/20	67
6406	06/25/20	UGIEN005 UGI Energy Services, LLC	151.99	07/31/20	67
6407	06/25/20	VERIZ005 VERIZON WIRELESS SERVICES, LLC	166.73	07/31/20	67
6408	06/25/20	WARD0010 RHONDA WARD	31.87	07/31/20	67
6409	06/25/20	WOOLS005 WOOLSTON COMPANY INC.	43.95	07/31/20	67
6410	06/30/20	BANKO010 BANK OF AMERICA	0.00	06/30/20 VOID	0
6411	06/30/20	BANKO010 BANK OF AMERICA	1,269.70		68
6412	06/30/20	BURLI005 BURLINGTON COUNTY TIMES	34.04		68
6413	06/30/20	CHAMP010 CHAMPION ENERGY	682.51		68
6414	06/30/20	COURI005 COURIER POST	41.12		68
6415	06/30/20	DEWBE005 Dewberry Engineers, Inc.	250.00		68
6416	06/30/20	DRJOA005 Dr. Joanna Burger - Rutgers	5,060.00		68
6417	06/30/20	GANNETT GANNETT NEWS JERSEY NEWSPAPERS	22.50		68
6418	06/30/20	GRAIN005 GRAINGER	104.44		68
6419	06/30/20	HERPE Herpetological Associates, Inc	38,267.80		68
6420	06/30/20	PRESS005 PRESS OF ATLANTIC CITY	24.36		68
6421	06/30/20	TREAS005 TREASURER, STATE OF NEW JERSEY	2,472.66		68
6422	06/30/20	UNITE020 United States Geological Surv	53,480.00		68
6423	07/23/20	AECOM005 AECOM	375.00		69
6424	07/23/20	ASTAC005 ASTACIO, JAMES & DORIS	200.00		69
6425	07/23/20	BOWES005 PITNEY BOWES	75.00		69
6426	07/23/20	BRADY005 BARRY BRADY	867.60		69
6427	07/23/20	CARPE005 ELIZABETH G. CARPENTER	433.80		69
6428	07/23/20	ENVTEC Enviromental & Technical Serv.	400.00		69
6429	07/23/20	ERNST010 ERNST, CHERYL	62.51		69
6430	07/23/20	GRAHA005 DONNA GRAHAM	607.20		69
6431	07/23/20	HAASR005 HAAS, ROBERT	250.00		69
6432	07/23/20	JDNGP005 JDNG PROPERTIES	6,646.45		69
6433	07/23/20	JERSE025 JERSEY CENTRAL POWER & LIGHT	674.35		69
6434	07/23/20	KLEUS005 KLEUSER, JR., MARK	250.00		69
6435	07/23/20	LAMAC005 JOHN G. LAMACCHIA	433.80		69



Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
OPERATING		Continued			
6436	07/23/20	LIGGE005 LARRY LIGGETT	2,892.00		69
6437	07/23/20	MANUA005 NEW JERSEY LEGISLATIVE MANUAL	93.00		69
6438	07/23/20	MCBRI005 DONNA MCBRIDE	433.80		69
6439	07/23/20	MOORE010 TERRENCE D. MOORE	867.60		69
6440	07/23/20	PRIME005 PRIMEPAY, LLC	365.01		69
6441	07/23/20	PROVC005 PROVCO PINEGOOD LAKEHURST LLC	14,812.72		69
6442	07/23/20	PUBLI005 PUBLIC SERVICE ELECTRIC & GAS	71.86		69
6443	07/23/20	RICOH005 RICOH CORPORATION	243.62		69
6444	07/23/20	SHARP005 SHARP ELECTRONICS	357.58		69
6445	07/23/20	STOKE005 JOHN C. STOKES	867.60		69
6446	07/23/20	UGIEN005 UGI Energy Services, LLC	12.03		69
6447	07/23/20	UNKOW005 UNKOW, SONAM YANZOM	200.00		69
6448	07/23/20	WHITT005 KATHY WHITTON	433.80		69
6449	07/23/20	WOOLS005 WOOLSTON COMPANY INC.	43.95		69
6450	07/23/20	YOUNG005 KAREN L. YOUNG	462.70		69
6451	07/23/20	YOUNG010 NADINE YOUNG	433.80		69
6452	07/23/20	ZAMPE005 ROBERT A. ZAMPELLA	962.10		69
6453	07/23/20	WOOD0005 MELODY WOOD	867.60		70
6454	07/30/20	NJCSC NJ Civil Service Commission	1,800.00		71

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	216	8	354,909.91	250.00
Direct Deposit:	0	0	0.00	0.00
Total:	216	8	354,909.91	250.00

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	216	8	354,909.91	250.00
Direct Deposit:	0	0	0.00	0.00
Total:	216	8	354,909.91	250.00

Range of Accounts: 1-00-000-01-11-02 to 1-00-000-01-11-02 Starting Date: 02/01/20 Ending Date: 08/31/20  
 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. Date Transaction	Description	Type	Debit	Credit	Reference #	User Id
1-00-000-01-11-02	BENEFICIAL BANK-OPERATING	Asset				
02/04/20 Manual Entry	Money transfer fees charged by bank			25.00	G 96	4 CEBERSBE
02/04/20 Manual Entry	EFT Payment Phila Tax			380.34	G 96	6 CEBERSBE
02/04/20 Manual Entry	EFT Payment Phila Tax			1,383.71	G 96	8 CEBERSBE
02/05/20 Manual Entry	EFT Payment for PA Rev			299.29	G 96	10 CEBERSBE
02/06/20 Manual Entry	Record net pay disbursement PPE 1/31/20			97,517.12	G 96	12 CEBERSBE
02/06/20 Manual Entry	Record EFT payment DefComp/RothPPE1/31/2			4,051.36	G 96	42 CEBERSBE
02/06/20 Manual Entry	EFT FSA Payment			59.08	G 96	46 CEBERSBE
02/07/20 Manual Entry	To record EFT to Div of Pensions for Jan			24,544.44	G 96	50 CEBERSBE
02/07/20 Manual Entry	EFT FSA Payment			23.98	G 96	52 CEBERSBE
02/10/20 Manual Entry	EFT FSA Payment			2,100.00	G 96	54 CEBERSBE
02/11/20 Manual Entry	Record EFT Fed Tax Payment PPE1/31/20			42,014.94	G 96	58 CEBERSBE
02/12/20 Manual Entry	Record EFT for NJGIT Payment PPE 1/31/20			5,973.68	G 96	60 CEBERSBE
02/14/20 Manual Entry	To record monthly fees charged by bank			25.00	G 96	64 CEBERSBE
02/18/20 Manual Entry	EFT FSA Payment			3.33	G 96	66 CEBERSBE
02/19/20 Manual Entry	EFT FSA Payment			18.00	G 96	68 CEBERSBE
02/20/20 Manual Entry	Record net pay disbursement PPE 2/14/20			70,341.76	G 96	70 CEBERSBE
02/20/20 Manual Entry	Record EFT paymentDefComp/Roth 2/14/20			3,348.50	G 96	96 CEBERSBE
02/20/20 Manual Entry	EFT FSA Payment			10.00	G 96	100 CEBERSBE
02/20/20 Manual Entry	EFT FSA Payment			299.00	G 96	102 CEBERSBE
02/21/20 Manual Entry	EFT FSA Payment			151.00	G 96	104 CEBERSBE
02/24/20 Manual Entry	EFT FSA Payment			10.00	G 96	106 CEBERSBE
02/24/20 Manual Entry	EFT FSA Payment			10.00	G 96	108 CEBERSBE
02/25/20 Manual Entry	Record EFT Fed Tax Payment PPE 2/14/20			25,700.85	G 96	112 CEBERSBE
02/26/20 Manual Entry	Record EFT for NJGIT payment PPE 2/14/20			3,435.54	G 96	118 CEBERSBE
02/28/20 Manual Entry	EFT FSA payment			10.00	G 96	120 CEBERSBE
03/02/20 Manual Entry	Money transfer fees charged by bank			25.00	G 102	4 CEBERSBE
03/02/20 Manual Entry	EFT FSA Payment			1,473.20	G 102	6 CEBERSBE
03/02/20 Manual Entry	EFT FSA Payment			10.00	G 102	8 CEBERSBE
03/03/20 Manual Entry	EFT FSA Payment			10.00	G 102	10 CEBERSBE
03/05/20 Manual Entry	Record net pay disbursement PPE 2/28/20			69,915.68	G 102	12 CEBERSBE
03/05/20 Manual Entry	Record EFT paymentDefComp/RothPPE2/28/20			3,348.50	G 102	39 CEBERSBE
03/05/20 Manual Entry	EFT FSA payment			299.00	G 102	43 CEBERSBE
03/06/20 Manual Entry	Record EFT to Div of Pensions			22,898.28	G 102	47 CEBERSBE
03/06/20 Manual Entry	EFT FSA payment			10.00	G 102	49 CEBERSBE
03/10/20 Manual Entry	Record EFT Federal Tax paymentPPE2/28/20			25,860.76	G 102	53 CEBERSBE
03/10/20 Manual Entry	Record EFT Federal Tax paymentPPE2/28/20			3,486.03	G 102	55 CEBERSBE
03/13/20 Manual Entry	Record EFT paymnet for PA Rev			299.29	G 102	57 CEBERSBE
03/13/20 Manual Entry	Money Transfer fees charged by bank			25.00	G 102	61 CEBERSBE
03/17/20 Manual Entry	EFT FSA Paymnet			17.59	G 102	63 CEBERSBE
03/19/20 Manual Entry	Record net pay disbursement PPE 03/13/20			73,462.99	G 102	65 CEBERSBE
03/20/20 Manual Entry	EFT FSA Payment			151.00	G 102	88 CEBERSBE
03/23/20 Manual Entry	Money transfer fee charged by bank			25.00	G 102	92 CEBERSBE
03/23/20 Manual Entry	Record EFT for NJGIT paymentPPE03/13/20			3,579.35	G 102	94 CEBERSBE
03/24/20 Manual Entry	Record EFT Fed Tax payment PPE 03/13/20			27,231.49	G 102	98 CEBERSBE
03/31/20 Manual Entry	EFT FSA Payment			9.46	G 102	103 CEBERSBE

G/L Account No.	Description	Type	Debit	Credit	Reference #	User Id
Date	Transaction					
1-00-000-01-11-02	BENEFICIAL BANK-OPERATING	Asset	Continued			
04/01/20	Manual Entry			70,764.00	G 104	2 JLYNCH
04/03/20	Manual Entry			25.00	G 104	34 JLYNCH
04/03/20	Manual Entry			378.04	G 104	36 JLYNCH
04/07/20	Manual Entry			3,590.24	G 104	38 JLYNCH
04/07/20	Manual Entry			24,446.99	G 104	42 JLYNCH
04/07/20	Manual Entry			26,419.10	G 104	46 JLYNCH
04/07/20	Manual Entry			413,398.00	G 104	48 JLYNCH
04/07/20	Manual Entry			3,375.23	G 104	51 JLYNCH
04/08/20	Manual Entry			3,503.49	G 104	54 JLYNCH
04/09/20	Manual Entry			134.55	G 104	56 JLYNCH
04/13/20	Manual Entry			25.00	G 104	60 JLYNCH
04/14/20	Manual Entry			11.12	G 104	62 JLYNCH
04/15/20	Manual Entry			71,987.58	G 104	64 JLYNCH
04/17/20	Manual Entry			2.50	G 104	91 JLYNCH
04/20/20	Manual Entry			26,749.15	G 104	95 JLYNCH
04/20/20	Manual Entry			3,590.24	G 104	97 JLYNCH
04/20/20	Manual Entry			3,651.50	G 104	100 JLYNCH
04/21/20	Manual Entry			572.50	G 104	102 JLYNCH
04/21/20	Manual Entry			141.00	G 104	104 JLYNCH
04/22/20	Manual Entry			10.00	G 104	106 JLYNCH
04/27/20	Manual Entry			114.98	G 104	110 JLYNCH
04/27/20	Manual Entry			25.00	G 104	112 JLYNCH
04/30/20	Manual Entry			82,785.14	G 104	114 JLYNCH
05/01/20	Manual Entry			4,882.25	G 105	2 JLYNCH
05/02/20	Manual Entry			117.40	G 105	4 JLYNCH
05/04/20	Manual Entry			28,480.79	G 105	8 JLYNCH
05/04/20	Manual Entry			3,590.24	G 105	10 JLYNCH
05/04/20	Manual Entry			3,914.09	G 105	13 JLYNCH
05/05/20	Manual Entry			24,116.90	G 105	17 JLYNCH
05/05/20	Manual Entry			288.40	G 105	19 JLYNCH
05/05/20	Manual Entry			222.07	G 110	2 CEBERSBE
05/07/20	Manual Entry			40.40	G 105	21 JLYNCH
05/11/20	Manual Entry			25.00	G 105	25 JLYNCH
05/11/20	Manual Entry			9.46	G 105	27 JLYNCH
05/14/20	Manual Entry			70,127.18	G 105	29 JLYNCH
05/15/20	Manual Entry			2.65	G 105	57 JLYNCH
05/19/20	Manual Entry			26,235.43	G 105	61 JLYNCH
05/19/20	Manual Entry			3,590.24	G 105	63 JLYNCH
05/19/20	Manual Entry			15.00	G 105	65 JLYNCH
05/19/20	Manual Entry			250.00	G 105	67 JLYNCH
05/20/20	Manual Entry			141.00	G 105	69 JLYNCH
05/25/20	Manual Entry			9.46	G 105	71 JLYNCH
05/26/20	Manual Entry			3,651.50	G 105	74 JLYNCH
05/28/20	Manual Entry			71,210.24	G 105	96 JLYNCH
06/02/20	Manual Entry			3.84	G 113	2 JLYNCH
06/02/20	Manual Entry			500.00	G 113	4 JLYNCH
06/02/20	Manual Entry			3,672.18	G 113	7 JLYNCH
06/02/20	Manual Entry			26,634.54	G 113	11 JLYNCH
06/03/20	Manual Entry			193.05	G 113	15 JLYNCH
06/03/20	Manual Entry			3,590.24	G 113	17 JLYNCH
06/04/20	Manual Entry			25.00	G 113	21 JLYNCH
06/11/20	Manual Entry			24,116.90	G 113	25 JLYNCH

G/L Account No. Date Transaction	Description	Type	Debit	Credit	Reference #	User Id
1-00-000-01-11-02	BENEFICIAL BANK-OPERATING	Asset	Continued			
06/11/20 Manual Entry	recd EFT for Philly Wage Tax			26.52	G 113	27 JLYNCH
06/11/20 Manual Entry	recd EFT for Philly Wage Tax			1,183.38	G 113	29 JLYNCH
06/11/20 Manual Entry	recd net pay disbursement PPE 6/8/20			70,170.57	G 113	31 JLYNCH
06/12/20 Manual Entry	EFT FSA Payable			100.00	G 113	59 JLYNCH
06/15/20 Manual Entry	EFT FSA Payable			10.00	G 113	61 JLYNCH
06/16/20 Manual Entry	Dental			20,072.55	G 107	3 JLYNCH
06/16/20 Manual Entry	EFT FSA Payable			2.65	G 113	63 JLYNCH
06/16/20 Manual Entry	EFT to Pay Federal Tax PPE 6/8/20			26,227.23	G 113	67 JLYNCH
06/16/20 Manual Entry	EFT to Pay NJGIT Tax PPE 6/8/20			3,590.24	G 113	69 JLYNCH
06/16/20 Manual Entry	EFT to Pay PA Rev Tax PPE 6/8/20			182.70	G 113	71 JLYNCH
06/16/20 Manual Entry	EFT to Pay Def Comp/Roth PPE 6/8/20			3,672.18	G 113	74 JLYNCH
06/22/20 Manual Entry	EFT FSA Payment			141.00	G 113	76 JLYNCH
06/22/20 Manual Entry	transfer fee charged by bank			25.00	G 113	80 JLYNCH
06/25/20 Manual Entry	recd net pay disbursement PPE 6/19/20			70,515.94	G 113	82 JLYNCH
06/25/20 Manual Entry	recd EFT Def Comp/Roth PPE 6/19/20			3,768.37	G 113	108 JLYNCH
06/25/20 Manual Entry	recdEFT for Fed Tax PPE 6/19/20			26,356.82	G 113	114 JLYNCH
06/25/20 Manual Entry	recd EFT for NJGIT Tax PPE 6/19/20			3,590.24	G 113	116 JLYNCH
06/26/20 Manual Entry	recd EFT DOL reimbursement			3,836.05	G 113	118 JLYNCH
06/26/20 Manual Entry	recd EFT for PA REV PPE 06/19/20			163.11	G 113	131 JLYNCH
06/29/20 Manual Entry	transfer fees charged by bank			25.00	G 113	167 JLYNCH
06/29/20 Manual Entry	EFT FSA Payment			10.00	G 113	169 JLYNCH
06/29/20 Manual Entry	EFT FSA Payment			10.00	G 113	171 JLYNCH
06/30/20 Manual Entry	TO RECORD CORRECTION TO ENTRY 20-596			0.01	G 114	2 CEBERSBE
Total Manual Entry:	120	Debit:	0.00	Credit:	1,782,908.90	Net: 1,782,908.90 Cr
<b>Report Totals</b>						
Total Manual Entry:	120	Debit:	0.00	Credit:	1,782,908.90	Net: 1,782,908.90 Cr
Total Transactions:	120	Debit:	0.00	Credit:	1,782,908.90	Net: 1,782,908.90 Cr

Range of Accounts: 1-00-000-01-11-02 to 1-00-000-01-11-02 Starting Date: 07/01/20 Ending Date: 08/31/20  
 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. Date Transaction	Description	Type	Debit	Credit	Reference #	User Id
1-00-000-01-11-02	BENEFICIAL BANK-OPERATING	Asset				
07/01/20 Manual Entry	EFT FSA PAYMENT			77.00	G 116	2 CEBERSBE
07/01/20 Manual Entry	EFT FSA PAYMENT			214.08	G 116	4 CEBERSBE
07/07/20 Manual Entry	EFT FSA PAYMENT			10.00	G 116	8 CEBERSBE
07/08/20 Manual Entry	TO RECORD EFT TO DIV OF PENSIONS - JUNE			24,116.01	G 116	12 CEBERSBE
07/08/20 Manual Entry	RECORD NET PAY DISTRIBUTION PPE 07/03/20			70,568.22	G 116	83 CEBERSBE
07/11/20 Manual Entry	EFT FSA PAYMENT			10.00	G 116	36 CEBERSBE
07/14/20 Manual Entry	EFT FSA PAYMENT			4.19	G 116	38 CEBERSBE
07/14/20 Manual Entry	RECORD EFT FED TAX FOR PPE 07/03/20			26,383.08	G 116	42 CEBERSBE
07/14/20 Manual Entry	RECORD EFT NJGIT FOR PPE 07/03/20			3,601.51	G 116	44 CEBERSBE
07/14/20 Manual Entry	RECORD EFT PA REV FOR PPE 07/03/20			189.32	G 116	46 CEBERSBE
07/14/20 Manual Entry	RECORD EFT DEF COMP/ROTHFOR PPE 07/03/20			3,773.03	G 116	49 CEBERSBE
07/15/20 Manual Entry	EFT FSA PAYMENT			20.00	G 116	51 CEBERSBE
07/16/20 Manual Entry	EFT FSA PAYMENT			31.49	G 116	53 CEBERSBE
07/20/20 Manual Entry	EFT FSA PAYMENT			235.00	G 116	55 CEBERSBE
07/22/20 Manual Entry	EFT FSA PAYMENT			63.00	G 116	57 CEBERSBE
07/23/20 Manual Entry	RECORD NET PAY DISBURSEMENT PPE 07/17/20			71,470.45	G 116	59 CEBERSBE
07/27/20 Manual Entry	RECORD EFT FOR FED TAX PAY PPE 07/17/20			26,736.15	G 116	89 CEBERSBE
07/27/20 Manual Entry	RECORD EFT NJGIT PAYMENT PPE 07/17/20			3,627.69	G 116	91 CEBERSBE
07/27/20 Manual Entry	RECORD EFT PAREV PAYMENT PPE 07/17/20			177.08	G 116	93 CEBERSBE
07/27/20 Manual Entry	RECORD EFT DEFCOMP/ROTH PPE 07/17/20			3,783.74	G 116	96 CEBERSBE
07/28/20 Manual Entry	EFT FSA Payment			9.46	G 118	2 CEBERSBE
07/31/20 Manual Entry	AMOUNT OWED ON QTRLY RETURN			615.55	G 116	98 CEBERSBE
07/31/20 Manual Entry	To Record Qtrly SUI/SDI Payment-Form 927			4,760.09	G 117	3 CEBERSBE
07/31/20 Manual Entry	Record Correction to entry 21-012 071420			0.01	G 118	4 CEBERSBE

Total Manual Entry: 24 Debit: 0.00 Credit: 240,476.15 Net: 240,476.15 Cr

Report Totals

Total Manual Entry: 24 Debit: 0.00 Credit: 240,476.15 Net: 240,476.15 Cr  
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 Total Transactions: 24 Debit: 0.00 Credit: 240,476.15 Net: 240,476.15 Cr

## New Jersey Pinelands Commission Application Fee Summary

FY Total	Month	Total Revenue	Received		Refunded	
			Number	Amount	Number	Amount
<b>Budget</b>	FY 2021					
\$45,186.72	July	45,186.72	24	\$67,383.40	9	\$22,196.68
\$120,134.40	August	74,947.68	23	\$75,447.68	2	\$500.00
	September	0.00				
	October	0.00				
	November	0.00				
	December	0.00				
	January	0.00				
	February	0.00				
	March	0.00				
	April	0.00				
	May	0.00				
	June	0.00				
<b>\$120,134.40</b>		<b>\$120,134.40</b>	<b>47</b>	<b>\$142,831.08</b>	<b>11</b>	<b>\$22,696.68</b>

Budget Anticipated	\$380,000.00	
Amount Collected	\$120,134.40	31.61%
<u>Amount Uncollected</u>	<u>\$259,865.60</u>	<u>68.39%</u>

**EMPLOYEE ACTIONS**  
**March 2020 – August 2020**

**A. DEPARTING EMPLOYEE(S)**

Name	Title	Office	Hire Date	Effective Date
Kelly Christopher	Environmental Specialist 3	Regulatory Programs	8/14/2017	3/13/2020
Jean Montgomerie	Environmental Specialist 2	Regulatory Programs	8/15/1994	8/1/2020

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

Title	Office	Status
Director Special Programs	Executive	Not Budgeted
Community Planner*	Executive	Not Budgeted
GIS Administrator	Land Use/Tech. Prgms.	Not Budgeted
Planning Specialist	Land Use/Tech Prgms.	Budgeted
Resource Planner	Land Use/Tech. Prgms.	Not Budgeted
Planning Assistant (part-time)	Land Use/Tech. Prgms.	Not Budgeted
Environmental Specialist	Regulatory Programs	Not Budgeted
Environmental Specialist	Regulatory Programs	Not Budgeted
Coordinator of Environmental Services	Regulatory Programs	Not Budgeted
Principal Applicant Services Rep.	Regulatory Programs	Not Budgeted
Principal Applicant Services Rep.	Regulatory Programs	Not Budgeted
Research Scientist	Science	Not Budgeted
Research Scientist*	Science	Not Budgeted
Research Scientist	Science	Budgeted
GIS Specialist	MIS	Budgeted
GIS Specialist*	Science	Not Budgeted
Business Specialist	Business Services	Not Budgeted
Principal Office Assistant	Business Services	Not Budgeted
Undetermined (1 Full Time and 1 Part Time)	Unassigned	Not Budgeted

\*Funded by the Pinelands Conservation Fund

**C. OTHER NOTES**

Name	Title	Office	Notes-Start Date
April Field	Chief Permit Administrator	Regulatory Programs	3/2/2020