



**LAKE COMO BOROUGH
1740 MAIN STREET
P.O. BOX 569
LAKE COMO, NJ 07719
(732) 681-3232
MINUTES**

**DATE: MAY 17, 2016
7:30 PM WORKSHOP**

DISCUSSION ITEMS

1. Discussing Website Companies
 - a. Mayor Wilton stated that we have been looking into a new design and updates to the Borough website. Former Councilman Jim Chappelle has been maintaining the site for several years and Mayor Wilton thanked Mr. Chappelle for all his hard work.
 - b. Councilman Noonan stated that the Borough website design is fairly old and it needs a lot of updating. We received three quotes and Councilman Noonan recommends going with Your Target Marketing which was the least expensive quote.
 - c. Councilman Higgins asked how much Mr. Chappelle was paid to do the website and Councilman Noonan responded he believed it was around \$1,000.00 a year and this company would go through the entire website thoroughly and update everything and make it more user friendly.
 - d. Mayor Wilton asked Councilman Noonan to offer a resolution under New Business awarding the contract to Your Target Marketing. This resolution will be 2016-89, all are in favor.

PUBLIC COMMENTS ON WORKSHOP ITEMS

Councilman Witte made a motion to open the workshop meeting to the public seconded by Councilwoman Kropac, all are in favor.

No Public Comments

Councilman Witte made a motion to close the workshop meeting to the public seconded by Councilwoman Kropac, all are in favor.

Respectfully Submitted
Amy L. Boney
Deputy Borough Clerk

The minutes of this meeting are not verbatim. Please call Borough Hall at (732)681-3232 to schedule an appointment to hear the tape(s) of this meeting in its entirety. All tapes are subject to being destroyed 80 days after the approval of the Minutes.



Dear Brian:

We designed this package to give you a feel for how YTM can help bring clients to your doorstep. Of course, there is no substitute for a personal meeting where you get a fuller sense of who we are and what we do. Hopefully we'll do that soon.

In the meantime, please know that YTM stands ready to help in your marketing efforts. We are experts at what we do, and we do it at reasonable rates. So, you might have a few questions.

What do you do? The short answer is that we reach out to the right kind of people, and we qualify them. More specifically, they qualify themselves because we only bring your marketing message to people who want to hear from you in the first place

How do you do this? We do this by sharply defining your target market, (hence our company's name), and we let them opt out. If they don't want to hear from you, they don't. It's that simple. But it's also marvelously complex. We bring results because we go where your likely clients are.

Really. How do you do this exactly? There are many ways, and traditional print and broadcast media can be helpful, but we concentrate on New Media. Instead of filing the air waves with noise that most people ignore, we go directly to real prospects that want to know more. We do it in fun and creative ways, and people will enjoy hearing from you. The art of marketing is to build long term clients, not touch thousands of people who don't care. That's what we're all about, and here are some of things, we do:

- ❖ Text Messaging
- ❖ Apps
- ❖ Social Networking
- ❖ Blogs
- ❖ Web Development
- ❖ Email Marketing
- ❖ Graphic Design

The principals at YTM are expertly knowledgeable, professionally dedicated, and committed to you. After all, if you don't succeed, we don't either. We know that, and we make sure you get the results you need. I look forward to meeting with you soon and answering your questions. Just give us a call.

Sincerely,

Eric R. Einstman

Your Target Marketing LLC
1704 Maxwell Drive
Suite 105
Wall, NJ 07719
Office: (800) 579-3523
Email: Eric@YourTargetMarketing.com



Lake Como Website Design & Development

Overall Site Layout / Layout Concept & Design.....\$550.00

Lake Como will be presented with 3 different layout design concepts for the overall website and will then chose the concept they would like to use. YTM will edit the chosen layout based on client's feedback if needed.

Create & Setup of Pages/Sections.....\$500.00

Copy content from existing website to each page of new website, restyle and update imagery as needed.

- Home/Landing Page
 - Will include Upcoming Events feed section from calendar system
 - Dynamic updatable area for Critical Updates and Newsflashes (emergencies)
 - Social Media Feeds
- Boro Office
- Forms
- Directory
- Code Enforcement
- Business Directory
- Calendar
- Links
- About
- Contact/Newsletter Signup

Contact Page Form/Newsletter Signup.....\$75.00

Area for visitors to submit a question and also signup for the town newsletter. Captured data will then be saved in the Lake Como Database for viewing as well as sent via email to the appropriate Lake Como Admin.

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Wall, NJ 07719
Office: (800) 579-3523
Email: Eric@YourTargetMarketing.com



CMS Programming Functionality

Events/Calendar Management System.....\$580.00

- Includes placement of Home Page Events Preview Scrolling Box
- Creation of event based calendar grid
- Admin also has the option to add artwork to each event posted
- Selected number of closest upcoming events will be listed on home page
- Will allow for the ability to set type of event (to filter when viewing calendar grid)

Navigation Management.....\$580.00

The navigation management module will allow the admin to control the navigation displayed on the website with TOP LEVEL LINKS only. Admin can choose from:

- Select page stored on site (via page manager)
- Enter direct URL
- Upload file
- Admin can set link to load in new window or same
- Admin can control active/inactive links
- Admin can adjust frontend position of navigation links

Page Management.....\$580.00

Module will allow admin to create, store and edit content pages on website. Module will also allow admin to edit text area of "contact" page as well as specified area of "home" page.

Basic Email Newsletter System.....\$360.00

- YTM will create a basic Email Newsletter System to send to website contacts
- Module will allow for:
 - Subject line to be seen by recipients
 - Page style editor to form email message (body, artwork, etc)
- Site will send using pre-set site email address

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Total Website Build & Development Cost.....\$3225.00*

**Please note this cost does not include annual website hosting*

Production Time

Estimated Production Time: 30-45 [Business] Days from date of layout approval. Please note, this is a production time estimate only; production time may also be affected by response time from client including, but not limited to: delay of design approvals, delay of receiving necessary website content, failure to provide correct billing information, etc.

Payment Terms

Payment Terms: 50% Deposit of Calculated Invoice Total Due to Begin; Balance in Full within 15 Days Upon Completion. If payment deadline is exceeded, a 15% late Penalty will be assessed.

Additional Services

- Annual Website Hosting \$270.00 per year
- Website Maintenance \$110.00 per hour

Procedure

The following are the steps we will go through to complete the web development process:

- Step 1:** Receive initial deposit for work.
- Step 2:** Buy approved domain names for website (this step is complete).
- Step 3:** Configure Host Server, setup web space and specified email accounts.
- Step 4:** Receive photos, graphics, and text for site from client.
- Step 5:** Create Site Layout Concept (site framework & navigation), provide layout proof to client for approval.
- Step 6:** Develop pages, forms and photo gallery for site.
- Step 7:** Thorough beta and unit testing of the CMS and each module.
- Step 8:** Check for broken links and errors on all pages.
- Step 9:** Website goes live!
- Step 10:** Receive final payment.

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habitatvisual
communications
innovative ideas. effective solutions.

04/06/16

Borough Of Lake Como Web Design Proposal

Habitat Visual Communications
101 B North Wood Ave
Linden NJ 07036

Borough Of Lake Como
1740 Main Street
Lake Como, NJ 07719

A. PROJECT NAME: Borough Of Lake Como Website

B. PROJECT TYPE: Modernized appearance; Word Press website

C. DELIVERABLES:

Design – Creative Services:

- HVC will submit one site design for Client review based on predetermined WP theme.
- Client is allotted 5 revisions to theme design. Please note all revisions must work within theme specs
- Graphic solution will use FPO photography. If HVC is required to purchase additional stock images an adjusted quote will be supplied.

Site Development Phase

- One Master site will be created with sub-directories for each location as it relates to the current website.
- Each sub-directory will consist of the current pages and expand on sections as needed.
- Each sub will have its own unique URL.
- HVC will be responsible to create all required pages for completion of the site content.
- Client will supply all finished copy and photography.
- The site will work within the confines of a WordPress theme.
- The sites will use a responsive framework to improve functionality on tablets and mobile devices.
- HVC will setup Word Press databases - optimize hosting environments
- Configure settings for search engine optimization (SEO)
- Test the new design across various browsers and mobile devices to ensure a consistent user experience.
- Enable Google analytics tracking
- Provide training on how to manage the new site

Timeline:

- 2-3 weeks for Production and Installation

D. ESTIMATED PROJECT TIME TABLE: The estimated project time frame is a visual guide to monitor the progress of the project. Changes to the schedule shall be made depending on the situation with prior notice.

E. Other Terms and Conditions:

- **COMMENCEMENT.** The project shall commence once the proposed budget has been reviewed and approved. The **Development of additional pages** shall only commence once the site **DESIGN CONCEPT** has been approved by the client for development in paper format.
- **MATERIALS.** Website contents; including photographs, product info, and write-ups will come from the client. In cases where the Images used are licensed or copyrighted, the **CLIENT** shall purchase the image for legitimate use.
- **DEFINITION OF TERMS.** The following definitions shall apply whenever applicable in this agreement.
 - **Design Concept.** A design concept is a conceptual layout, showcasing the look and feel of the website created by **Habitat Visual Communications** with elements completely created from scratch and shouldn't be mistaken from a major revision.
 - **Minor revisions.** Minor Revision include revisions to concepts presented, navigation name changes, font styles, text changes, simple color changes, alteration of plain background or borders, replacement of new graphic already made available by the client.
 - **Major revisions.** Major Revisions include changes in major design elements after site concept has been approved. This may include the following: updates to the entire color scheme of the site, complex background and complex borders, main character elements and custom graphics that will be created from scratch, changes in the navigational structure, 3D elements and those that will effect the slicing of graphics and overall look and feel of the website and those changes that will affect the structure of the database or other backend programs already integrated on the **Final Artwork**.
 - **Final Artwork (FA).** A website is considered a Final Artwork once everything is in placed; this includes all required sections of the website completed in phase b, the navigation and backend/database (if there is any), and uploaded to the designated server or a temporary location for client viewing.
- **REVISIONS.** Up to 5 minor revisions shall be allowed once the initial designs have been reviewed and approved before going on to the development phase of the project. Once the design is approved and is ready for the development phase, it shall be considered final and will be used for the entire theme of the web site.
 - In cases where **THE CLIENT** wants to modify/change the design, and other **major** changes of the **Final Artwork (FA)**, after the website has been uploaded to the designated/temporary server for client viewing, an adjusted quote will be supplied prior to beginning any major revisions.
- **ENHANCEMENTS/ADDENDUM.** Additional features requested by the **CLIENT** to be integrated such as additional section on CMS, additional sections on the front-end, replacement of an entire animated scene, or additional graphics not originally outlined on the Project Brief, shall be considered **ENHANCEMENTS OR ADDENDUM to the project**.
- **THIRD PARTIES.** The Client shall not allow the services or assistance of a **Third Party** designers to work with the project without the permission and knowledge of **HABITAT VISUAL COMMUNICATIONS** undersigned.

- **CONFIDENTIALITY.** **HABITAT VISUAL COMMUNICATIONS** shall hold in confidence all materials submitted by the **CLIENT**. Furthermore, **HABITAT VISUAL COMMUNICATIONS** agrees to sign a non-disclosure agreement if the Client so requires.
- **CANCELLATION/REJECTION OF PROJECT.** The client shall not unreasonably withhold acceptance of, or payment for, the project. If, prior to completion of the project, the client observes any nonconformance with the design plan, the designer must be promptly notified, allowing for necessary corrections. Rejection of the completed project or cancellation during its execution will result in forfeiture of deposit and the possible billing for all additional labor or expenses to date. All elements of the project must then be returned to **HABITAT VISUAL COMMUNICATIONS**. Any usage by the client of those design elements will result in appropriate legal action. Client shall bear all costs, expenses, and reasonable attorney's fees in any action brought to recover payment under this contract or in which **HABITAT VISUAL COMMUNICATIONS** may become a party by reason of this contract.

All files other than the source or originals, shall be the property of the **CLIENT**. These include **HTMLS, PHP, Database, Flattened JPEG images, SWFs, GIFs** etc.

Furthermore, All files used in the development of the website, including all source or originals, shall remain the property of **HABITAT VISUAL COMMUNICATIONS** until duly paid by the **CLIENT** upon completion of the project as specified in this proposal.

- **REPRODUCTION OF WORK:**
 - **THE CLIENT** accepts no right to give away or resell any portion of the code created by **HABITAT VISUAL COMMUNICATIONS**.
 - Habitat Visual Communications retains personal rights to use the completed project and any preliminary designs for the purpose of design competitions, future publications on design, educational purposes and the marketing of the designer's business. Where applicable the client will be given any necessary credit for usage of the project elements.
- **LIMITATION OF LIABILITY.** Should there be legal dispute from the execution of this agreement, **HABITAT VISUAL COMMUNICATIONS'** liability shall be limited to the amount it has received from **THE CLIENT** as payment for its services.
- **COMPLETION/DELIVERY OF PROJECT.** The estimated completion date the project is, on or around, May 1, 2016. Any shipping or insurance costs will be assumed by **THE CLIENT**. Any alteration or deviation from the above specifications involving extra costs will be executed with notice to **THE CLIENT**. Any delay in the completion of the project due to actions or negligence of client, unusual transportation delays, unforeseen illness, or external forces beyond the control of the designer, shall entitle **HABITAT VISUAL COMMUNICATIONS** to extend the completion/delivery date, upon notifying the client, by the time equivalent to the period of such delay.

Projected Budget & Timeline

Projected Lead Times:
2-3 week timeline

Delivery Method: Web/FTP

We would like to thank you for the opportunity to quote on this project and look forward to working with you.

Total Projected Budget:

Development of Borough Of Lake Como WP Site	\$3,900.00
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Payment Terms:
50% Deposit
Balance due when site files are live.

ACCEPTANCE OF AGREEMENT: The above prices, specifications and conditions are hereby accepted. Habitat Visual Communications, Inc is authorized to execute the project as outlined in this agreement.

Payment will be made as proposed above.

Habitat Visual Communications, Inc.

Accepted By:

By: _____
Keith Kennedy
Managing Director
Habitat Visual Communications, Inc.

Company: _____

By: _____

Title: _____

Date: _____

Joomla Connections, LLC

Library Web Page Proposal

Submitted to:

The Borough of Lake Como

1740 Main Street
Lake Como, NJ 07719

Submitted by:

Joomla Connections, LLC
Robert Rynkiewicz
43 East Greenfield Avenue
Pleasantville, NJ 08232
(609) 335-2938

Website: www.JoomlaConnections.com

E-mail brynk@JoomlaConnections.com

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Introduction

The Borough of Lake Como Website is currently using HTML flat webpage technology. The Borough has identified that they wish to migrate the website to a content management system that is much easy to create, edit and update as well as be mobile responsive. Since this is a municipal Website and will require medium to large numbers of Web pages, we propose to build the site with Joomla Content Management System (CMS) version 3.x.

A 2011 Monmouth University Poll showed that municipal Websites are the first place that New Jersey residents go for information about their Municipality¹. Municipal Websites, like a significant resource must provide critical tools to inform the public as well as contain dynamic content. One way of achieving these standards is by using Content Management Systems (CMS) for Websites instead of HTML. Joomla CMS² is a user friendly open source software widely used on the Internet by large corporations as well as for personal and non-profit use. Once the staff are fully trained, I believe you will find it more user friendly and cost effective.

The latest version of Joomla CMS , version 3.x is a mature Website framework that provides cutting edge technology including but not limited to:

- Bootstrap support³ making your Website mobile responsive right out of the box,
- jQuery support⁴ replacing any need for old technologies such as Adobe Flash,
- Microdata Implementation⁵ increasing Search Engine Optimization (SEO),
- Double login Authentication to increase security,
- Built in Smart Search, your website visitors will be able to quickly and easily find the appropriate information on your site,
- Content Versioning. You will never again lose a previous important version of your article and other changes on your site. You are now able to track exactly who made what changes, when, and, if a version note was entered, why the item got edited. Then if needed you can revert to any previous version.

¹ New Jersey E-Government: Best practices in Monmouth County, May 10, 2011.

² Joomla CMS <http://joomla.org>

³ Bootstrap is the most popular HTML, CSS and JAVA development framework (<http://getbootstrap.com/>)

⁴ jQuery a Java script library that is fast, small yet full featured .

⁵ Search Engine such as Google greatly benefit by being able to directly index your website within existing content.

The project approach presented in this proposal is based on experience with:

- The Spring Lake Borough, NJ ;
 - The Spring Lake Public Library, NJ;
 - Red Bank Public Library, NJ ;
 - The Smithtown Library District in Long Island, NY ;
 - The Monmouth County Library in Monmouth County, NJ ;
 - The Bellwood Public Library, Bellwood, IL;
 - The Cape May County Library System in Cape May, NJ,
 - The Cumberland County Library in Cumberland County, NJ ;
 - Millville Public Library in Millville, NJ
- and several other non-library websites including:
- Datatec Corporation, Long Island , NY;
 - Neuropsychology and Counseling Associates, LLC in Brick, NJ ;
 - The John Brookes Recovery Center, Atlantic City, NJ.

Joomla CMS is a Web solution that is highly customizable and extensible. The basic Lake Como Borough Website will allow your staff to enter, edit and delete content using a standard Internet browser such as Mozilla Firefox. You will be able to time stamp content so that out dated articles will automatically become unpublished based on date and time that you assign to that article. You can create hierarchical tiers of access to data so that only specific persons can access content based on categories.

A municipal Website can offer so much more than the basic and mainly static information such as contact and documents. I am ready to work as a member of the Lake Como Borough Website team to successfully complete the new Joomla CMS Website making it one of the premier municipal sites on the Web.

This proposal has several functions including but not limited to:

- Electronic Newsletters (Mass Email) with an archive of previous news,
- Borough Calendar of Events,
- Public Notice area with document management to meet your requirements for open public records,
- A "City Hall" section so that citizens can reach the Mayor and City Council. They can read bylaws, look at Borough projects and planning as well as read annual reports.
- Social Media Integration with Facebook, Twitter, etc...

- Creation of Municipal related widgets (example: Latest News, Emergency notifications).
 - Directory of Borough Departments with contact form, address and telephone numbers.
 - "I want to" section to provide answers quickly to citizens about Frequently-Asked-Questions such as getting permits, licensing fees, council meeting attendance.
 - Electronic forms can be generated for use as a contact us form.
 - Borough gallery of images for special events, ceremonies, and tourism.
-

Occasionally customers have wanted new logos or needed the current logo to be updated. Normally, branding and logo work is very expensive but I am able to provide this service at very reasonable cost through the work of a very talented graphic artist located in the Los Angeles, California. I have also included this option for revising the Borough logo for use with the Website and an option for using the selected logo for branding.

Joomla CMS gives the owner direct access to the maintenance of Website content. I have included 21 on-site hours of training for Borough staff. The Borough will supply the Internet connection and computer equipment including a projector and screen for this training. Training is usually schedule in 3 hour segments but can also be schedule for full day sessions. The minimum scheduled time in 3 hours sessions.

The staff will transfer content from the current site during our training sessions and during the development stage of the project. This is a good time to review all the current content and reorganize it to make it more user-friendly.

A government Website must meet the demands of heavy usage as well as ability to be secure from hacking, Malware and Denial-of-Service (DOS) attacks. For that reason, I have proposed hosting this Website using the gold hosting package. This package will give the necessary performance and disk space to hold all the images and numerous PDF format files that will be part of the Borough website.

Gold Hosting Package

Cloud hosting offers the power of a dedicated server while adding more flexibility and scalability. The cloud platform uses true **Hyper-V Technology** and has the resources needed to power the Lake Como Borough Website.

Cloud Hosting Technical Specs

- DDoS Attack Response
- SAS 70 Type II Certified
- Redundant Carriers
- Secured Entrance/Exit
- Brute Force Detection
- Network Monitoring
- Firewall

Gold hosting package

- Dual Intel Xeon-Westmere 5670-Hexcore [2.93GHz]
- 50 GB Disk Space
- Smart CloudSpeed 1000 SSD RAID 10
- 1 GBPS Uplink
- Kingston DDR3
- CentOS Linux , Apache Web server, php and MySql.

Design:

I have proposed a custom template built on the Yootheme Company WARP Framework which is mobile responsive. Using this Framework, I will design a Website meeting the design elements that the Borough staff specify. The site will be fully mobile responsive to adapt to computer tablets and most cells phones including iphone, blackberry and Android phones.

Project Approach

Task 1. Gather information and assist the website project team in developing the layout and graphic design of the new Borough website.

1. Communication is critical to the success of any project or any collaborative activity. To ensure that everyone is fully informed at the start of the project, the first task will be to schedule a 2 hour on-site conference between the staff team and Bob Rynkiewicz. I will review the borough's goals for the project, develop a time line and activities, state the responsibilities of both parties and set a dead line for the completion of the project.

Task 2. Software installation.

1. I will install and configure Joomla CMS Core version 3.x (latest version) as well as Joomla Extensions (options) identified during the planning process.

Joomla Extensions would be loaded but not restricted to:

- Yootheme WARP Framework with Yootheme Widgetkit for image galleries, Google maps, accordion style menus, automated slide shows and many other options.
- UIKIT for various Java based components.
- ACYMailer Extension for electronic newsletters
- RSForms for Electronic Forms
- JCE – wysiwyg editor
- Social Media Integration icons in the design
- Social Bookmarking, a system for letting users bookmark content.
- Akeeba Admin Tools for improved security
- Akeeba Backup for on the fly backups and restoration of the website
- DocMan documents management extension for Joomla CMS.
- JEvents calendar extension.
- Phoca Gallery extension for Joomla CMS.

Other extensions will be loaded upon mutual agreement based on our planning meeting (Task #1).

I will also install all associated Joomla modules and plugins for each extension installed.

Several of the above extensions are commercial and normally require the Website user to purchase a license in order to use them. Joomla Connections has an affiliation / Group license with several Joomla CMS vendors. This allows us to provide you with extensions and templates at no additional charge. They include:

- Akeeba Backup and Admin Tools Pro versions
- Yootheme Widgetkit and Widgetkit2
- RSForms Pro version
- Yootheme Zoo
- Yootheme WARP Framework
- YooTheme ULKIT
- Phoca Gallery

“Docman” extension is not included in this list and will require an annual subscription fee of \$99.00 per year.

Task 2.: Setup Joomla Connections Hosting service with CentOS Linux Operating System servers. This will include :

CentOS 6.5 Linux Server
PHP 5 or above⁶
MySQL 3.23.x or above⁷
Apache 2.2 or above⁸

The Gold Hosting package includes a fully managed environment. cPanel access, daily backups, web statistics, maintenance, support, and security upgrades. Hosting packages will be offered to the Lake Como Borough each calendar year.

⁶ Php scripting language <http://www.php.net>

⁷ MySql database engine : <http://www.mysql.com>

⁸ Apache Webserver software <http://www.apache.org>

Task 3. Template creation and Installation.

1. I will coordinate with the Borough Web Team to design a template based based on their feedback and ideas. The staff will provide requirements during the development of the theme and make final approval of the design. The design may also include revision of the current Lake Como Borough logo.

Task 4 Provide 21 hours of on-site Joomla CMS training.

1. I will provide Joomla CMS training to a maximum of three (3) Borough staff. Training will include Joomla CMS as well as training on the use of all installed extensions such as the Calendar, the documents management system, etc....

Task 5 Provide one-year Joomla CMS support.

2. I will provide Joomla CMS support via telephone or Internet direct access to the server for the newly installed Lake Como Borough site. I have averaged out the support to one hour per month. Support includes updates for the Joomla Core 3.x as well as updates for individual extensions, modules and plugins. Joomla Connections support also includes access to the Joomla Connections Website forum and all custom security features that I add to Joomla Core. The Borough Site will be hosted on a Cloud Server with the Gold hosting package (50GB Disk space)

Optional Tasks

1. Lake Como Borough Logo revision or new logo development.

Projected Timetable

The Website project can be completed by the middle of July 2016 based on the following assumptions:

- Project start date within May 2016.

Library and Teaching Experience

Robert Rynkiewicz:

I am a graduate of Drexel University School of Information Science and have been employed by The Atlantic City Free Public Library for more than twenty-seven years. Since 1985, I have worked primarily with computers in libraries having been part of a team of staff that developed a dBase indexing program to index the local newspaper "The Press of Atlantic City".

In 1992, I was the project coordinator for the transition and implementation of the Atlantic City Library's first automated library system. This project included the retrospective conversion of all the libraries cataloging records to digital format as well as the development of the Request-For-Proposals.

I assisted The Ocean City Library, Ocean City, NJ in the implementation of their first Library website in 1998 as well as Margate City Library, Margate New Jersey.

As Assistant Director of the Atlantic City Library, I have extensive public library experience in planning, budgeting and supervision. I have successfully carried out the development and completion of several grant projects, computer systems installations and building remodeling projects.

As an Adjunct Faculty member of The Cape-Atlantic Community College, I have served as part of the Computer Science faculty for over 10 years and have extensive experience with training college level classes in computer science.

Joomla Connections, LLC was formed in 2007 to promote the use of Joomla Content Management System. We provide consulting, both hardware and software installation, template design, customized training and hosting of Web 2.0 sites.

All along, Our Company has been installing and supporting other Open Source solutions including our communications and file Servers built with Gentoo & CentOS Linux Operating System. We also implement and support other enterprise level Open Source packages including:

- Joomla CMS
- Dansguardian Internet Web Filtering
- WordPress CMS

In 2009, We started our hosting packages for Joomla CMS, Wordpress and Moodle.

Our servers are contracted through the Green Geeks Web Hosting Company and housed in a secure facility with generator backup power solutions in Dallas , Texas. The support staff of Green Geeks is all North American and available 24/7. When there are any support issues I will deal with the Green Geeks staff directly to solve any issues.

Project Cost

The project budget includes the professional fee for consulting and implementing services and the expenses. All billable hours will be on-site or in my office at an hourly rate of \$75. The professional fee is a not to exceed cost for the scope of the work as defined in this proposal. Any additional services agreed beyond the scope of work are available at an hourly rate of \$75. with any additional required travel to be reimbursed.

Professional Service		
Task 1.1 Initial Planning meeting & template selection	3 hours	\$225.00
Task 2.1 Server Joomla Configuration, Joomla CMS and Joomla added Extensions. Modules and Plugins install	21 hours	\$1575.00
Task 3.1 Joomla Template creation, install and design assistance	36 hours	\$2700.00
Task 4.1 Joomla Training	21 hours	\$1575.00
Task 5.1 Joomla support and maintenance (Gold package)	July through Dec. 2016 @ \$100.00 per month	\$600.00
"Docman" Joomla CMS extension for PDF forms.	Annual subscription @ \$99.00	\$99.00
	Total without options	\$6774.00

Project Options Costs

A revision of the current logo as seen in the Website can be performed for a charge of \$600.00 assuming that the basic logo will remain the same and require just a redo. The current logo is of poor quality and low resolution. A new logo and branding can also be designed for the Borough and could be quoted.

Payment

This quote is valid for a period of 90 days. Information including pricing and terms are confidential between Lake Como Borough and Joomla Connections, LLC and will not be shared with any third party.

Professional fee:

1st payment – 40% upon award of contract.

Subsequent invoicing will occur as each task is completed in the project. Total cost will not exceed the stated "Total fee of the project" unless agreed upon by Joomla Connections, LLC and Lake Como Borough.

Payment will be due within thirty days of the receipt of bill.

Projected Annual Fees beginning 2017

Professional Service		
Joomla CMS Maintenance and hosting (Gold package)	@\$100. Per month	\$1,200.00
Docman extension annual subscription		\$99.00
	Total without options	\$1,299.00

This fee will be billed ever December for the following year.

Disclaimer

In no event will Joomla Connections be liable for any damages, including any lost profits, lost savings or other incidental, consequential or special damages arising from the use of customer web sites, customer products or external links and affiliate sites. Visitors, and third parties, agree to indemnify and hold harmless Joomla Connections, it's owners, employees and it's agents, from any damages claimed as a result of information, resources, products or services, or third party links obtained from the Joomla Connections site.

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Pornography, sex-related merchandising and material is prohibited on all sites hosted or designed by Joomla Connections. This includes sites that may infer sexual content, or links to adult content elsewhere. If you host non-adult related content with us and then host adult related sites somewhere else, this is also prohibited and we can not allow someone to host on our server that would host pornography elsewhere. If we find out that you are hosting adult material elsewhere, we will be forced to remove your site (even if it does not have adult material on it) from our servers because we feel that it would be just a matter of time before you would either try to put that on our servers or place a link to it. Joomla Connections will be the sole arbiter in determining violations of this provision.

If pornography is found on our server, the offending domain will be deleted immediately with no warning and no refunds of money will be given. NO links to any pornography or sex related sites are tolerated and your site will immediately be removed without refund.

Also prohibited are sites that promote any illegal activity or present content that may be damaging to Joomla Connections servers or any other server on the internet. Links to such materials are also prohibited. No warez, illegal MP3 downloads or gaming sites.

Examples of unacceptable content or links:

Pirated software

Hacker / Cracker programs or archives

Warez sites

Joomla Connections will be the sole arbiter as to what constitutes a violation of this provision.

Our company reserves the right to change or modify these terms with no prior notice.

If you have questions contact us at brynk@joomlaconnections.com



**LAKE COMO BOROUGH
1740 MAIN STREET
P.O. BOX 569
LAKE COMO, NJ 07719
(732) 681-3232
MINUTES**

**DATE: MAY 17, 2016
REGULAR MEETING IMMEDIATELY FOLLOWING WORKSHOP**

MEETING CALLED TO ORDER

Mayor Wilton called the meeting to order at 7:50pm

SALUTE TO FLAG AND MOMENT OF SILENT PRAYER

SUNSHINE LAW

INTRODUCTION AS REQUIRED UNDER THE SUNSHINE LAW: ADEQUATE NOTICE OF THE MEETING HAS BEEN PROVIDED BY THE ADOPTION OF A RESOLUTION BY THE MAYOR AND COUNCIL ON THE FIFTH DAY OF JANUARY 2016 IN WHICH RESOLUTION THE TIME AND PLACE OF AGENDA AND REGULAR MEETINGS COMMENCING WITH JANUARY 5, 2016 WERE SET FORTH. NOTICE OF SAME WAS DELIVERED TO THE ASBURY PARK PRESS AND THE COAST STAR AND A COPY OF SAME IS POSTED ON THE BULLETIN BOARD IN THE BOROUGH HALL. ALL MEETINGS ARE OPEN TO THE PUBLIC.

ROLL CALL

Douglas Witte	Present
Kevin Higgins	Present
Virginia Kropac	Present
John Carvelli	Present
Hawley Scull	Excused Absence
Michael Noonan	Present

Also present were Borough Attorney Peg Schaffer, Borough Clerk/Administrator Louise Mekosh, Deputy Borough Clerk Amy Boney, DPW Superintendent Brendan Maas, Belmar Police Chief Drew Huisman, Belmar Police Lieutenant Tina Scott, Belmar Police Lieutenant Tom Cox and Belmar Police Sergeant Michael Campbell.

APPROVAL OF MINUTES

Councilman Higgins made a motion to approve the minutes from the April 26, 2016 Regular Meeting seconded by Councilman Noonan, all are in favor.

COMMUNICATIONS

South Belmar First Aid Squad Requesting Permission for Annual Coin Toss

- Borough Clerk/Administrator Louise Mekosh read the letter from the South Belmar First Aid Squad requesting permission to hold annual coin tosses.

South Belmar Fire Company No. 1 Requesting Permission for Annual Coin Toss

- Borough Clerk/Administrator Louise Mekosh read the letter from the South Belmar Fire Department requesting permission to hold annual coin tosses. Councilman Witte made a motion to approve the requests for coin tosses for the South Belmar Fire and First Aid Departments seconded by Councilman Higgins, all are in favor.

REPORTS OF COMMITTEES

- Councilman Noonan reported that he will offer add on and offer a resolution under new business to award Your Target Marketing to redo the Borough website. They will provide updates along the course of the 30-60 day timeline for the website. All other matters are in order.
- Councilman Carvelli reported that he is trying to finalize the ordinance pertaining to vacant and abandoned homes in Lake Como and should have that ready in the next few weeks. All other matters are in order.
- Councilwoman Kropac reported that tonight is the final reading of the ordinance for the Community Development Block Grant project which will provide funding to continue the Main Street beautification project. This project will include lighting and landscaping on Main Street. All other matters are in order.
- Councilman Higgins reported that there are two companies in town doing construction right now. Vision Construction is doing paving on Main Street for the Borough and Kiley is repaving the areas the gas company dug up during their project over the winter. These two projects, Councilman Higgins stated, will get rid of some of the bad bumps and gullies on the streets throughout town. Councilman Higgins asked for the residents to bear with us for the 2 weeks this project should take. All other matters are in order.
- Councilman Witte reported that the budget is on hold while we wait on word if we are getting transitional aid through the state. Belmar Police Department officially took over Lake Como on May 11th and Councilman Witte welcomed the officers here. All other matters are in order.
- Mayor Wilton welcomed Chief Huisman, Lt. Scott, Lt. Cox and Sgt. Campbell of Belmar Police Department to the meeting. Mayor Wilton congratulated Councilwoman Scull on welcoming baby Maisie Victoria on May 12th, a little earlier than expected but mommy and baby are doing well. All other matters are in order.

UNFINISHED BUSINESS

No Unfinished Business

PUBLIC COMMENTS ON NEW BUSINESS

Councilman Witte made a motion to open the meeting to the public seconded by Councilwoman Kropac, all are in favor.

No Public Comments on New Business

Councilman Witte made a motion to close the meeting to the public seconded by Councilman Higgins, all are in favor.

CONSENT AGENDA

All items listed under this section are considered to be routine by the Borough Council and will be enacted by one motion. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

Water Sewer Monthly Report

Real Estate Tax Monthly Report

Resolution 2016-84
Estimated Levy Tax for
2016 3rd Quarter Taxes

Resolution 2016-85
Refund of Tax Overpayment

Resolution 2016-86
Payment of Bills

Resolution 2016-88
Resolution Appointing a Public Safety Director

Councilwoman Kropac made a motion to approve the items on the consent agenda seconded by Councilman Higgins, all are in favor.

NEW BUSINESS

Ordinance 2016-910

Second Reading and Public Hearing

Repealing Ordinance 2016-908 CAP Rate

Introduced by Councilman Witte seconded by Councilman Higgins.

- Councilman Higgins made a motion to open this ordinance to the public seconded by Councilwoman Kropac, all are in favor.
 - o No Public Comments
- Councilman Witte made a motion to close this ordinance to the public seconded by Councilwoman Kropac, all are in favor.

Roll call vote as follows:

- Yes: Councilmember Witte, Higgins, Kropac, Carvelli & Noonan
- No: None
- Abstain: None
- Absent: Councilwoman Scull

Ordinance 2016-911

Second Reading and Public Hearing

Improvements to Main Street - NJDOT

Introduced by Councilman Witte seconded by Councilwoman Kropac.

- Councilman Higgins made a motion to open this ordinance to the public seconded by Councilwoman Kropac, all are in favor.
 - o No Public Comments
- Councilman Witte made a motion to close this ordinance to the public seconded by Councilman Higgins, all are in favor.

Roll call vote as follows:

- Yes: Councilmember Witte, Higgins, Kropac, Carvelli & Noonan
- No: None
- Abstain: None
- Absent: Councilwoman Scull

Ordinance 2016-912

Second Reading and Public Hearing

Improvements to Main Street - CDBG

Introduced by Councilwoman Kropac seconded by Councilman Witte.

- Councilman Higgins made a motion to open this ordinance to the public seconded by Councilman Noonan, all are in favor.
 - o No Public Comments
- Councilman Higgins made a motion to close this ordinance to the public seconded by Councilwoman Kropac, all are in favor.

Roll call vote as follows:

- Yes: Councilmember Witte, Higgins, Kropac, Carvelli & Noonan
- No: None
- Abstain: None
- Absent: Councilwoman Scull

Ordinance 2016-913

Second Reading and Public Hearing

Disbanding Police Department

Introduced by Councilman Witte seconded by Councilman Higgins.

- Councilman Higgins made a motion to open this ordinance to the public seconded by Councilwoman Kropac, all are in favor.
 - o No Public Comments
- Councilman Higgins made a motion to close this ordinance to the public seconded by Councilman Witte, all are in favor.

Roll call vote as follows:

- Yes: Councilmember Witte, Higgins, Kropac & Carvelli
- No: None
- Abstain: Councilman Noonan
- Absent: Councilwoman Scull

Resolution 2016-87

Executive Session Personnel

Councilman Higgins made a motion to pull this resolution from the Consent Agenda and offer it under New Business, Councilman Noonan abstained, and all others are in favor.

Offered by Councilman Higgins seconded by Councilman Witte, Councilman Noonan abstained, all others are in favor.

Resolution 2016-89

Authorizing Contract with Your Target Marketing

Offered by Councilman Noonan seconded by Councilman Higgins all are in favor.

PUBLIC COMMENTS

Councilman Higgins made a motion to open the meeting to the public seconded by Councilwoman Kropac, all are in favor.

- Barbara Frank, 761 22nd Avenue, came before the Council and asked when the next phase of the water project will be taking place. She stated she is having ongoing issues with discolored water. Councilman Higgins responded that we are waiting on funding from the USDA and once funding is received we will bid out the project and begin as soon as possible. We are doing everything as fast as we can. Councilman Higgins also asked Mr. Maas to flush the hydrant on Mrs. Frank's street.
- Mark Coxson, owner of Benny Burger in Lake Como, came before the Council and asked if businesses can be involved in the redesign of the website. Mr. Coxson also expressed his concerns as a business owner regarding ordinance 4-3.8 restricting hours of operations on Fridays, Saturdays and Sundays between Memorial Day and Labor Day. Mr. Coxson stated that he believes that this is causing more problems and believes the ordinance is outdated. Mayor Wilton stated that the Council will get the input of the police department and can put this topic on the workshop at the June 8th meeting.
- Dr. Gulotta of Gulotta Chiropractic Wellness Institute came before the Council to express his concerns about letters his employees received about parking on Main Street and being ticketed. Mayor Wilton stated that as per Mr. Paul Heaney, owner of Paul's Tavern, he has offered his parking lot as an alternative to Main Street parking.
- Paula Spinelli of 1733 Melrose Avenue came before the Council to read a letter she wrote commending Al Hazel who was a Special Officer for the Borough of Lake Como.

Councilman Higgins made a motion to close the meeting to the public seconded by Councilman Witte, all are in favor.

EXECUTIVE SESSION

The Mayor and Council, as per resolution 2016-87 entered into executive session at 8:10pm returning at 8:51pm for the sole purpose of adjournment.

NEXT MEETING

THE NEXT REGULAR MEETING OF THE MAYOR AND COUNCIL WILL BE HELD ON **WEDNESDAY, JUNE 8, 2016** IMMEDIATELY FOLLOWING THE 7:30PM WORKSHOP MEETING IN THE LAKE COMO MEETING ROOM. ALL MEETINGS ARE OPEN TO THE PUBLIC.

MOTION TO ADJOURN

Councilman Higgins made a motion to adjourn seconded by Councilwoman Kropac, all are in favor.

Respectfully Submitted
Amy L. Boney
Deputy Borough Clerk

The minutes of this meeting are not verbatim. Please call Borough Hall at (732)681-3232 to schedule an appointment to hear the tape(s) of this meeting in its entirety. All tapes are subject to being destroyed 80 days after the approval of the Minutes.

South Belmar First Aid Squad



Squad # 47-21

May 12, 2016

Mayor & Council
Borough of Lake Como
1740 Main Street
Lake Como, N.J. 07719

Dear Mayor & Council:

The South Belmar First Aid is asking permission to hold its annual coin toss between Memorial Day and Labor Day 2016. In the past we normally set up the coin toss on 16th Avenue and 18th Avenue on Memorial Day weekend and July 4th weekend. We are asking for your permission to hold these fundraisers on any weekend through out the summer.

Sincerely,

A handwritten signature in cursive script, appearing to read 'R. Whille'.

Ronald Whille
Chief, South Belmar Fire Company

South Belmar Fire Company No. 1
South Belmar, New Jersey 07719



May 12, 2016

Mayor & Council
Borough of Lake Como
1740 Main Street
Lake Como, N.J. 07719

Dear Mayor & Council:

The South Belmar Fire Company is asking permission to hold its annual coin toss between Memorial Day and Labor Day 2016. In the past we normally set up the coin toss on 16th Avenue and 18th Avenue on Memorial Day weekend and July 4th weekend. We are asking for your permission to hold these fundraisers on any weekend through out the summer.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Whille". The signature is written in a cursive, somewhat stylized font.

Ronald Whille
Chief, South Belmar Fire Company



Borough of Lake Como

1740 Main Street, P.O. Box 569 • Lake Como, New Jersey 07719-0569
(732) 681-3232 • FAX (732) 681-8981

Brian T. Wilton
Mayor

Louise A. Mekosh
Borough Clerk/Administrator

MEMO

TO: Louise A. Mekosh, RMC, CMC, CMFO

FROM: Esther A. Kiss, CTC *EK*

DATE: May 10, 2016

RE: Water/Sewer Monthly Report

.....
Attached you will find the April 2016 cash and adjustment reports for the water/sewer utility account.

The total amount deposited into the water/sewer account for April is \$148,032.73.

Please contact me if you have any questions.



Borough of Lake Como

1740 Main Street, P.O. Box 569 • Lake Como, New Jersey 07719-0569
(732) 681-3232 • FAX (732) 681-8981

Brian T. Wilton
Mayor

Louise A. Mekosh
Borough Clerk/Administrator

MEMO

TO: Louise A. Mekosh, RMC, CMC, CMFO

FROM: Esther A. Kiss, CTC *jk*

DATE: May 10 2016

RE: Real Estate Tax Monthly Report

Attached you will find the April 2016 cash & adjustment reports for taxes.

The total amounts deposited for April are as follows:

Current Account:	\$ 581,935.60
Redemption Account	16,033.61

Grand Total:	\$ 597,969.21

Please contact me if you have any questions.

RESOLUTION NO. 2016-84

WHEREAS, the final municipal budget for the 2016 calendar year has not been adopted, and

WHEREAS, a certified 2016 General Tax Rate will not be available to complete the mailing of the final 2016 tax bills on a timely basis, and

WHEREAS, in accordance with N.J.S.A. 54:4-66.2 & 54:4-66.3, it has been determined that it is in the best interest of the Borough of Lake Como that an estimated bill be sent, and

WHEREAS, the attached certification reflects the permitted range and calculation for the 2016 estimated levies and rates, and

WHEREAS, based on these calculations, it is determined that the estimated tax levy for the 2016 tax year shall be \$6,806,872.91, with an estimated tax rate of 1.833.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that the Tax Collector is authorized to prepare and mail an estimated tax bill for the 2016 3rd Quarter using the attached certification.

BE IT FURTHER RESOLVED that the due date and grace period shall be subject to and enforced under R.S. 54:4-67.

Date: May 17, 2016

Brian T. Wilton, Mayor

Louise A. Mekosh, RMC, CMC, CMFO
Borough Clerk/Administrator

2016 ESTIMATED 3RD Q INSTALLMENT

LINE ITEM	2015 LEVY	2015 RATE	EST 2016	EST 2016
			.95-1.05 LEVY	.95-1.05 RATE
COUNTY BUDGET	\$961,896.53	0.259	\$1,009,991.36	0.272
COUNTY LIBRARY BUDGET	\$63,390.39	0.017	\$66,559.91	0.018
DISTRICT SCHOOL BUDGET	\$3,022,000.00	0.815	\$2,870,900.00	0.773
LOCAL MUNICIPAL PURPOSES	\$2,651,193.04	0.715	\$2,783,752.69	0.75
COUNTY HEALTH BUDGET	\$19,040.69	0.005	\$19,992.72	0.005
COUNTY OPEN SPACE FUND	\$53,024.98	0.014	\$55,676.23	0.015
TOTAL	\$6,770,545.63	1.825	\$6,806,872.91	1.833

2016 NET VALUATION TAXABLE \$371,251,200.00

Louise A. Mekosh, RMC, CMC, CMFO

Esther A. Kiss, CTC

Prepared on: _____

RESOLUTION NO. 2016-85

WHEREAS, 1700 C-5 LLC is listed on the tax rolls as the owner of Block 11 Lot 4.0103, commonly known as 1700 Main Street Suite 103, and

WHEREAS, on May 2, 2016 1700 C-5 LLC paid the May 1, 2016 real estate taxes, and

WHEREAS, on May 6, 2016 Manasquan Bank also disbursed the May 1, 2016 real estate taxes on behalf of the property owner, and

WHEREAS, 1700 C-5 LLC has now requested, in writing, that their payment be refunded.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that a refund be issued to 1700 C-5 LLC, 1700 Main Street Suite 4, Lake Como, NJ 07719 in the amount of \$1,342.29.

Date: May 17, 2016

Brian T. Wilton, Mayor

Louise A. Mekosh, RMC, CMC, CMFO
Borough Clerk/Administrator

Resolution 2016 – 86

Be it resolved by the Mayor and Council of the Borough of Lake Como that the proper officers be directed and authorized to make payment from the following accounts:

CURRENT ACCOUNT:

Per Attached Bill List		\$672,441.51
Adam Schneider, Esq.	Plan Bd-Micchelli	143.75
	Plan Bd-Finnegan	244.37
	Plan Bd-B&M Estates	488.75
	Plan Bd-Cesare	460.00
	Plan Bd-Sockloff	143.75
		<u>\$673,922.13</u>

WATER/SEWER ACCOUNT:

Per Attached Bill List		\$ 30,473.36
CME Associates	Ord 14-896	<u>2,643.00</u>
		\$ 33,116.36

PAYROLL ACCOUNT:

3831	Employee Payroll Dated 5/4/16	\$ 78,239.77
1979	Employee Payroll Dated 5/4/16	9,646.50
1074	Employee Payroll Dated 5/4/16	1,315.12
1229	Employee Payroll Dated 5/4/16	122.72
1157	Employee Payroll Dated 5/4/16	160.49
Wire	State of NJ – PFRS	12,500.00
Wire	State of NJ – PERS	<u>6,550.00</u>
		\$108,534.60

TOURISM ACCOUNT:

1229	LC Payroll Account	\$ 122.72
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FIRE PREVENTION:

1157	Lake Como Payroll Account	\$ 160.49
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TRAFFIC ACCOUNT:

1074	Lake Como Payroll Account	\$ 1,315.12
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DOG LICENSE ACCOUNT:

1070 NJ Dept of Health \$ 2.40

REDEMPTION ACCOUNT:

1117	US Bank as Custodian for ACT Lien Holding	\$ 1,704.97
1118	TWR As CST for Ebury Fund	3,629.04
1120	LC Water/Sewer Account	20.96
1121	TWR As CST Ebury Fund	1,195.71
1122	LC Water/Sewer Account	30.00
1123	TWR As Cust for Ebury	3,632.38
1124	US Bank for Pro Cap	1,814.39
1125	LC Water/Sewer Account	30.00
1126	US Bank Cust for Pro Cap	468.84
1127	TWR As CST for Ebury	<u>1,704.09</u>
		\$ 14,230.38

PREMIUM ACCOUNT:

1078	US Bank As Cust6 for ACT Lien Holding	\$ 4,000.00
1079	TWR As CST for Ebury	27,400.00
1080	TWR As CST for Ebury	2,300.00
1081	TWR As Cust for Ebury	2,800.00
1082	US Bank Cust for Pro Cap	1,000.00
1083	US Bank Cust for Pro Cap	1,300.00
1084	TWR As CST for Ebury	<u>3,134.00</u>
		\$ 41,934.00

Dated: May 17, 2016

Brian T. Wilton
Mayor

Louise A. Mekosh, RMC, CMC, CMFO
Borough Clerk/Administrator

Range: First to Last
 P.O. Type: All
 Format: Condensed
 Include Non-Budgeted: Y
 Include Revenue: Y
 First Enc Date Range: to 05/17/16
 Open: N Rcvd/Apvr/Held: Y Paid: N Void: N Deleted: N
 Btd: Y State: Y Other: Y Exempt: Y AS of Date: 05/17/16

PO #	PO Date	Vendor	Description	R/A/H	Amount
16-00203	03/16/16	J. FLETCHER CREAMER	REPLACE MANHOLE COVERS	7,710.00	
16-00234	04/01/16	TAYLOR HARDWARE	APRIL PURCHASES	139.03	
16-00238	04/01/16	AMCO PEST SERVICES, INC.	PEST CONTROL SERVICE APRIL	110.00	
16-00270	04/13/16	SEABREEZE FORD	SERVICE DPW 2014 FORD	394.57	
16-00272	04/01/16	ASSOCIATED HUMANE SOCIETIES	ANIMAL CONTROL APRIL	191.89	
16-00287	03/31/16	HARRY HAUSHALTER	SPECIAL TAX COUNSEL MARCH	425.00	
16-00288	04/14/16	NATIONAL GEOMATICA/JUNGLE LASE	NAT GEOMATICA MARCH	340.00	
16-00289	04/18/16	BELMAR ELECTRIC	LIGHT BALLAST-POLICE DEPT	95.35	
16-00293	04/13/16	WATCHUNG SPRING WATER CO INC	WATER/RENTAL	69.88	
16-00295	04/28/16	CAMPBELL FOUNDRY CO.	STORM DRAIN GRATE	221.00	
16-00296	04/29/16	QUILL CORPORATION	OFFICE SUPPLIES	134.59	
16-00297	05/03/16	LAKE COMO PAYROLL ACCOUNT	EMPLOYEE PAYROLL 5/4/16	87,886.27	
16-00298	05/04/16	NJ LEAGUE OF MUNICIPALITIES	WEBINAR-CODE ENFORCEMENT	35.00	
16-00299	05/05/16	WATER WORKS SUPPLY COMPANY INC	CURB KEY	46.38	
16-00300	05/05/16	CARROT-TOP INDUSTRIES, INC.	FLAGS	184.69	
16-00302	04/12/16	GARDEN STATE LABORATORIES, INC	WATER ANALYSIS	138.00	
16-00303	04/12/16	GLORIA P. SANCHEZ	INTERPRETOR-COURT	175.00	
16-00304	04/20/16	DELISA WASTE SERVICES	TRASH/RECYCLE/PAPER MAY 2016	6,795.00	
16-00305	05/05/16	STATE OF NJ PENSIONS&BENEFITS	EMPLOYEE GROUP INS MAY	30,060.77	
16-00306	05/05/16	JCP&L	ELECTRIC SERVICE	1,092.28	
16-00307	04/25/16	CHE ASSOCIATES	MAIN ST IMPROVEMENTS PH2	810.75	
16-00308	04/25/16	CHE ASSOCIATES	EMS GENERATOR	229.50	
16-00309	04/25/16	CHE ASSOCIATES	TAX MAPS	162.00	
16-00310	05/05/16	CABLEVISION/OPTIMUM	DPW OPT ONLINE	70.64	
16-00311	04/29/16	CHE ASSOCIATES	MAIN ST IMPROVEMENTS PH2	2,838.00	
16-00312	04/28/16	BELMAR AUTO SERVICE	POLICE CAR 65-BLADES/OIL	70.00	
16-00313	04/28/16	THE COAST STAR	LEGAL ADVERTISING	165.42	
16-00314	04/29/16	RIO SUPPLY, INC	D/B/A SLC MET WATER METERS	3,158.00	
16-00315	04/26/16	FIRE SECURITY TECHNOLOGIES	FIRE ALARM INSECTIONS	1,065.00	
16-00316	05/09/16	MONMOUTH COUNTY TREASURER2	MONMOUTH COUNTY TAXES	240,474.13	
16-00317	05/09/16	MONMOUTH COUNTY TREASURER3	LIBRARY TAXES	15,847.60	
16-00318	05/09/16	MONMOUTH COUNTY TREASURER4	HEALTH TAXES	4,760.17	
16-00319	05/09/16	MONMOUTH COUNTY TREASURER	OPEN SPACE TAXES	13,256.25	
16-00322	05/09/16	LAKE COMO BOARD OF EDUCATION	SCHOOL TAX MAY	251,833.33	

PO #	PO Date	Vendor	Description	R/A/H Amount
16-00323	04/18/16	ASSOCIATED HUMANE SOCIETIES	ANIMAL CONTROL APRIL	191.89
16-00325	05/09/16	RICOH USA, INC.	COPY MACHINE LEASE MAY	456.58
16-00326	05/06/16	STAPLES	FAX CARTRIDGES	273.96
16-00327	05/06/16	NEOFUNDS BY NEOPST	POSTAGE	904.05
16-00328	05/03/16	FIRE SECURITY TECHNOLOGIES	REPLACE FIRE ALARM BATTERIES	76.19
16-00329	05/09/16	AT&T	LONG DISTANCE SERVICE	47.47
16-00330	05/09/16	ATLANTIC SECURITY & FIRE	SECURITY POLICE BLD/MONITORING	1,250.85
16-00333	05/11/16	CABLEVISION/OPTIMUM	POLICE OPT ONLINE	135.64
16-00334	05/11/16	NEW JERSEY AMERICAN WATER CO.	PURCHASE OF WATER APRIL	9,472.28
16-00337	05/13/16	VERIZON	TELEPHONE SERVICE	1,392.81
16-00338	05/13/16	ADAM SCHNEIDER, ESQUIRE		11,479.63
16-00339	05/13/16	ADAM SCHNEIDER, ESQUIRE	GREATER MEDIA LEGAL 2015	6,248.03
Total Purchase Orders: 46				Total P.O. Line Items: 120
Total R/A/H Amount:				702,914.87

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	5-10	17,727.66	0.00	0.00	17,727.66
	6-10	654,713.85	0.00	0.00	654,713.85
	6-20	30,473.36	0.00	0.00	30,473.36
	Year Total:	685,187.21	0.00	0.00	685,187.21
	Total of All Funds:	702,914.87	0.00	0.00	702,914.87

RESOLUTION 2016-88

A RESOLUTION APPOINTING A PUBLIC SAFETY DIRECTOR

WHEREAS, Mayor Brian T. Wilton has appointed

**Chief Andrew Huisman
Belmar Police Department**

to the position of Public Safety Director. This Resolution shall be in effect beginning May 17, 2016, terminating January 3, 2017.

05/17/2016

Brian T. Wilton
Mayor

Louise A. Mekosh, RMC, CMC, CMFO
Borough Clerk/Administrator

ORDINANCE NO. 2016-910
REPEALING ORDINANCE 2016-908

WHEREAS, the Governing Body adopted Ordinance No. 2016-908, an Ordinance to exceed the municipal budget appropriation limits and to establish a CAP Bank; and

WHEREAS, in order to effectuate the Ordinance the Borough was required to submit the question to a voter referendum; and

WHEREAS, by referendum held April 19, 2016, the referendum was defeated.

NOW THEREFORE BE IT ORDAINED by the Mayor and Council of the Borough of Lake Como that Ordinance no. 2016-908 be and the same is hereby repealed.

Dated: 05/17/2016

Brian T. Wilton, Mayor

Attested by:

Louise A Mekosh, RMC, CMC, CMFO
Borough Clerk/Administrator

**BOROUGH OF LAKE COMO
ORDINANCE NO. 2016-911**

AN ORDINANCE AUTHORIZING ROAD IMPROVEMENTS TO MAIN STREET, PHASE III AND VARIOUS STREETS WITHIN THE BOROUGH, APPROPRIATING A TOTAL OF \$240,000.00 WHICH WILL BE FUNDED BY A NEW JERSEY DEPARTMENT OF TRANSPORTATION GRANT.

BE IT ORDAINED by the Mayor and Council of the Borough of Lake Como, County of Monmouth, and State of New Jersey as follows:

Section 1. \$240,000.00 is hereby appropriated from the following funding source: New Jersey Department of Transportation Municipal Aid Program – FY2016 - in the amount of \$240,000.00; for the purpose of various road improvements within the Borough, including but not limited to the following street: Main Street.

Section 2. That the Mayor and Council of the Borough of Lake Como may complete the Road and Drainage improvements to the various streets herein above authorized by appropriate resolution.

Section 3. The capital budget of the Borough of Lake Como is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full details of the amended capital budget and capital program as approved by the Director of the Division of Local Governments Services is on file with the Clerk and is available for public inspection.

Section 4. This ordinance shall take effect when finally passed and published according to law.

Dated: 05/17/2016

Brian T. Wilton, Mayor

Attested by:

Louise A Mekosh, RMC, CMC, CMFO
Borough Clerk/Administrator

**BOROUGH OF LAKE COMO
ORDINANCE NO. 2016-912**

AN ORDINANCE AUTHORIZING IMPROVEMENTS TO MAIN STREET WITHIN THE BOROUGH, APPROPRIATING A TOTAL OF \$53,097.00 WHICH WILL BE FUNDED BY A COMMUNITY DEVELOPMENT BLOCK GRANT.

BE IT ORDAINED by the Mayor and Council of the Borough of Lake Como, County of Monmouth, and State of New Jersey as follows:

Section 1. \$53,097.00 is hereby appropriated from the following funding source: Community Development Block Grant – FY2014 - in the amount of \$53,097.00; for Main Street Improvements, including but not limited to the following street: Main Street.

Section 2. That the Mayor and Council of the Borough of Lake Como may complete the Improvements to Main Street herein above authorized by appropriate resolution.

Section 3. The capital budget of the Borough of Lake Como is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full details of the amended capital budget and capital program as approved by the Director of the Division of Local Governments Services is on file with the Clerk and is available for public inspection.

Section 4. This ordinance shall take effect when finally passed and published according to law.

Dated: 05/17/2016

Brian T. Wilton, Mayor

Attested by:

Louise A Mekosh, RMC, CMC, CMFO
Borough Clerk/Administrator

**BOROUGH OF LAKE COMO,
MONMOUTH COUNTY, STATE OF NEW JERSEY**

ORDINANCE NO. 2016-913

**AN ORDINANCE DISSOLVING THE LAKE COMO POLICE
DEPARTMENT AND DESIGNATING THE BOROUGH
OF BELMAR POLICE DEPARTMENT AS ENFORCING
AGENCY FOR BOROUGH ORDINANCES**

WHEREAS, the Borough of Lake Como (“Borough”) is a tiny municipality, comprising only 0.25 square miles and approximately 1,800 residents, and, due to its size, residential property taxes constitute the Borough’s predominant and almost exclusive source of revenue; and

WHEREAS, in the past the Borough has relied heavily on State financial aid to balance its budget, and this aid has now been nearly eliminated, requiring the Borough to consistently raise property taxes and use its surplus to remain below the State mandated 2% property tax cap; and

WHEREAS, the Borough’s proposed municipal budget is \$3.4 million, approximately \$643,000 over the property tax cap, and a corresponding tax increase of this magnitude will require taxpayer approval via referendum and will impose further financial sacrifice on already overburdened residents; and

WHEREAS, the Lake Como Police Department was established by the Revised General Ordinances of the Borough of Lake Como, adopted October 15, 2002, continuing § 2-21 of the Code of 1973; and

WHEREAS, the budget of the Lake Como Police Department, currently comprised of seven full-time, uniformed officers, is \$1.9 million, over half of the entire municipal budget; and

WHEREAS, in August of 2015, Borough officials were informed that the Police Department was facing an approximately \$105,000 emergency expenditure due to overtime costs, in addition to the \$100,000 already budgeted for overtime costs, and the Chief of Police advised that it would be necessary for the Borough to hire two additional police officers; and

WHEREAS, a referendum permitting the Borough to exceed the Budget and Appropriation Caps and raise taxes to close the budget deficit was defeated by the voters of Lake Como; and

WHEREAS, in November of 2015, the Borough of Belmar submitted a proposal to provide police services in response to a Request for Proposal (“RFP”) issued by the Borough of Lake Como, under which the Belmar Police Department would assume all policing function for the Borough; and

WHEREAS, in return the Borough would be responsible for approximately twenty five (25%) percent of the Belmar Police Department’s annual budget, projected for the 2016 budget year to be a cost to the Borough of \$1 million, representing approximately \$900,000 in savings to the Borough’s taxpayers; and

WHEREAS, under the proposal, the Borough would be policed by a larger police department with significant policing resources at its disposal; and

WHEREAS, the Lake Como Police Department has served the Borough and its residents with honor and efficiency for many years; and

WHEREAS, unfortunately, the continually-increasing costs of local government have made the maintenance of the Lake Como Police Department economically and fiscally untenable; and

WHEREAS, the Borough Council has entered into a contract for the provision of police services with the Belmar Police Department; therefore

BE IT ORDAINED by the Borough Council of the Borough of Lake Como, County of Monmouth and State of New Jersey, as follows:

Section 1. Dissolution of Lake Como Police Department.

Chapter II, Article III, § 2-21 of the Revised General Ordinances of the Borough of Lake Como is hereby repealed in its entirety. Any references to the Lake Como Police Department in the Revised Ordinances shall hereafter be deemed to refer to the Belmar Police Department.

Section 2. Designation of Belmar Police Department as Enforcing Agency.

Subject to the provisions of this Ordinance and to the extent authorized by law, the Belmar Police Department is hereby designated as the enforcing agency for Borough ordinances

of the Borough of Lake Como, and is hereby authorized to carry out the police functions of the Borough as required by law and in accordance with the Interlocal Contract for Police Services between the Borough of Belmar and the Borough of Lake Como.

Section 3. Severability.

If any provision or portion of a provision of this Ordinance is held to be unconstitutional, preempted by Federal or State law, or otherwise invalid by any court of competent jurisdiction, the remaining provisions of this Ordinance shall not be invalidated.

Section 4. Repealer.

All Ordinances, or parts of Ordinances, which are inconsistent with any provisions of this Ordinance are hereby repealed as to the extent of such inconsistencies.

Section 5. Effective Date.

This Ordinance shall take effect Twenty days after the final passage by the Borough Council and approval by the Mayor of this Ordinance.

SO ORDAINED, as aforesaid.

Brian T. Wilton, Mayor

NOTICE

Notice is hereby given that the foregoing Ordinance was introduced at a meeting of the Borough of Lake Como Council held on _____, 2016, and read a first time, and that the Ordinance herein will be considered on second reading and for final passage at a meeting of the Borough of Lake Como Council to be held on _____, 2016, at 7:30 p.m. at the Borough of Lake Como Municipal Complex, 1740 Main Street, Lake Como, New Jersey, 07719. At said time and place, all persons having an interest in the foregoing Ordinance will be granted an opportunity to be heard concerning the same prior to consideration for final passage by the Council.

Louise A. Mekosh, Borough Clerk

APPROVAL BY THE MAYOR ON THIS ____
DAY OF _____, 2016

BRIAN WILTON,
Mayor

RESOLUTION OF THE BOROUGH OF LAKE COMO,

RESOLUTION NO. 2016-87

COUNTY OF MONMOUTH, STATE OF NEW JERSEY,

**RESOLUTION OF THE BOROUGH COUNCIL AUTHORIZING
CLOSED PORTION OF PUBLIC MEETING**

WHEREAS, the Open Public Meetings Act N.J.S.A. 10:4-12b(6) permits the Borough Council to exclude the public from a meeting, or any portion thereof, at which the Council wishes to discuss tactics and techniques utilized in protecting the safety and property of the public where disclosures may impair that protection ; and

WHEREAS, the Governing body wishes to discuss those tactics and techniques and related personnel issues with the Belmar Police Chief; and

WHEREAS, minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes shall be made public;

NOW, THEREFORE, BE IT RESOLVED that the Borough Council shall exclude the public from that portion of its May 17, 2016 meeting which pertains to the aforementioned matter, and that such matters that are not covered by the attorney-client privilege will be disclosed to the public if and when confidentiality is no longer required.

BE IT FURTHER RESOLVED by the Borough Council of the Borough of Lake Como, that the public portion of this meeting is hereby closed.

Dated:

**Douglas Witte,
Council President**

CERTIFICATION

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on _____, 2016.

**Louise A. Mekosh, RMC, CMC, CMFO
Borough Clerk/Administrator**

RESOLUTION 2016-89

**A RESOLUTION AUTHORIZING EXECUTION OF
A CONTRACT WITH YOUR TARGET MARKETING**

WHEREAS, the Borough of Lake Como has received three (3) quotes for the redesign of the Boroughs website; and

WHEREAS, the Borough of Lake Como has received a quote from Your Target Marketing in the amount of \$3,225.00;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Clerk are hereby authorized to execute a contract with Your Target Marketing for the redesign of the Borough of Lake Como's website.

Dated: 05/17/2016

Brian T. Wilton
Mayor

Louise A. Mekosh, RMC, CMC, CMFO
Borough Clerk/Administrator