



**LAKE COMO BOROUGH
1740 MAIN STREET
LAKE COMO, NJ 07719
(732) 681-3232
MINUTES**

**DATE: JANUARY 5, 2021 7:30 PM
REORGANIZATION MEETING OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF LAKE COMO**

MEETING CALLED TO ORDER

Mayor Higgins called the meeting to order at 7:30pm

SALUTE TO FLAG AND MOMENT OF SILENT PRAYER

SUNSHINE LAW

Introduction as required under the Sunshine Law: Adequate notice of this meeting has been provided by the adoption of a Resolution by the Mayor and Council on the seventh day of January 2020 in which Resolution the time and place of Agenda and Regular Meetings commencing with January 7, 2020 were set forth. Notice of same was delivered to the Asbury Park Press and the Coast Star and a copy of the notice was posted on the borough website at www.lakecomonj.org and on the bulletin board in Borough Hall. All meetings are open to the public.

ROLL CALL

Douglas Witte	Present
Virginia Kropac	Present
Hawley Scull	Present
Christopher D'Antuono	Present
David Gardner	Absent
Nick DeMauro	Present

COMMUNICATION FROM LAKE COMO COUNCILMAN GARDNER

Borough Clerk/Administrator Louise Mekosh read a letter from Councilman Gardner announcing his resignation from the Council.

NOMINATION OF COUNCIL PRESIDENT

Councilwoman Scull nominated Councilman Witte as Council President, seconded by Councilman DeMauro, roll call vote as follows:

Yes: Councilmembers Witte, Kropac, Scull, D'Antuono and DeMauro

No: None

Abstain: None

Absent: Councilman Gardner

MAYOR HIGGINS' ASSIGNMENT OF COMMITTEE MEMBERS

Mayor Higgins announced that none of his Committees will be changing and that when a new Councilmember is sworn in, they will take over Councilman Gardner's committee.

APPROVAL OF MINUTES

Councilwoman Scull made a motion to approve the minutes from the December 15, 2020 Regular Meeting seconded by Councilman D'Antuono, all are in favor.

COMMUNICATIONS

None on the agenda

REPORTS OF COMMITTEES

- Councilman DeMauro reported that the Board of Education is meeting tomorrow night and he will have a report at the next meeting, all other matters are in order.
- Councilman D'Antuono reported that all matters are in order.
- Councilwoman Scull reported that there were a lot of participants in the decorating contest and the town looked beautiful, 5 winners and 2 business winners were picked. Mayor Higgins reiterated what Councilwoman Scull reported, the town was spectacular and because it was the same night Santa was out there were a lot of residents outside. Mayor Higgins asked if that could be planned again for next year. All other matters are in order.
- Councilwoman Kropac reported that she enjoyed working with Councilman Gardner and wished him well. All other matters are in order.
- Councilman Witte reported that all matters are in order.
- Mayor Higgins wished everyone a Happy New Year and thanked Councilman Gardner for all his hard works and service on the Council, Environmental Commission and the Green Team. Mayor Higgins congratulated Councilman DeMauro on his swearing in from earlier tonight. Mayor Higgins reported that the street sweeper will be in town tomorrow and asked residents to take advantage of the mild weather and take care of their properties. 2021 is going to be an exciting year in Lake Como, Mayor Higgins reported, the Main Street beautification project is moving forward, and a grant was received for the lakefront. Mayor Higgins stated that we are still in the midst of a pandemic and the cases are increasing. We are moving into the vaccine stage and there is a high demand for the vaccine. Mayor Higgins reported that the state has a website to preregister for the vaccine. All other matters are in order.

UNFINISHED BUSINESS

No Unfinished Business

PUBLIC COMMENTS ON NEW BUSINESS

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

- Senator Vin Gopal congratulated the new Councilmember in Lake Como and wished everyone a Happy New Year.

Councilwoman Scull made a motion to close the meeting to the public, seconded by Councilman D'Antuono, 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.

Resolution 2021-01
Time and Place of Regular Meetings

Resolution 2021-02
Approval of 2021 Meeting Dates

Resolution 2021-03
Rate of Interest on Delinquent Tax Bills

Resolution 2021-04
Rate of Interest on Delinquent Water/Sewer Bills

Resolution 2021-05
Designating Official Newspapers

Resolution 2021-06
Designating Official Depositories for Official Funds

Resolution 2021-07
Appointing Recycling Coordinator

Resolution 2021-08
Appointing Assessment Searcher

Resolution 2021-09
Appointing Municipal Labor Attorney

Resolution 2021-10
Appointing Municipal Attorney

Resolution 2021-11
Waiving Yard Sale Fees

Resolution 2021-12
Appointing Community Development Block Grant Representatives

Resolution 2021-13
Authorizing the Filing of the Recycling Tonnage Grant Application

Resolution 2021-14
Appointing the Planning/Zoning Board members

Resolution 2021-15
Appointing Representative to the Monmouth County Office of Aging

Resolution 2021-16
Appointing the Fund Commissioner and Safety Coordinator

Resolution 2021-17
Establishing a fee for Non-sufficient funds checks and/or uncollected funds

Resolution 2021-18
Appointing Municipal Bond Counsel

Resolution 2021-19
Appointing Deputy Administrator

Resolution 2021-20
Appointing Zoning Officer

Resolution 2021-21
Appointing Members of the Environmental Commission

Resolution 2021-22
Designating Duplicate Tax Bill Fee

Resolution 2021-23
Fee for Certificate for Redemption of Tax Sale

Resolution 2021-24
Fee for Duplicate Copy of Certificate of Sale

Resolution 2021-25
Appointing Municipal Engineer

Resolution 2021-26
Appointing members of the Tourism Commission

Resolution 2021-27
Appointing representatives to the Parade committee

Resolution 2021-28
Appointing members to the Local Emergency Planning Committee

Resolution 2021-29
Green Team Advisory Committee

Resolution 2021-30
Authorizing partial tax payments

Resolution 2021-31

Appointing the Americans with Disabilities Act Coordinator

Resolution 2021-32

Appointing the Tax Search Officer

Resolution 2021-33

Establishing fees for photocopies and duplication of electronic or computer generated documents

Resolution 2021-34

Appointing the Clean Communities Coordinator

Resolution 2021-35

Appointing the Municipal Prosecutor

Resolution 2021-36

Appointing Public Defender

Resolution 2021-37

Appointing Special Tax Counsel

Resolution 2021-38

Electronic Tax Sale

Resolution 2021-39

Appointing Municipal Auditor

Resolution 2021-40

Appointing Borough Administrator

Resolution 2021-41

Appointing Deputy Borough Clerk

Resolution 2021-42

Financial Consultant Services

Resolutions 2021-43

Appointing Alternate/Conflict Prosecutor

Resolution 2021-44

Appointing Alternate/Conflict Public Defender

Resolution 2021-45

Appointing Alternate/Conflict Engineer

Resolution 2021-46

Appointing Deputy Treasurer

Resolution 2021-47

Appointing Alternate Tax Attorney

Resolution 2021-48
Appointing Municipal Planner

Resolution 2021-49
Appointing Risk Management Consultant

Resolution 2021-50
Appointing Municipal Registrar

Resolution 2021-51
Appointing Municipal Registrar officials

Resolution 2021-52
Appointing Public Safety Director

Councilwoman Kropac made a motion to approve the Consent Agenda, seconded by Councilman DeMauro, all are in favor.

NEW BUSINESS

Resolution 2021-53
Authorizing Contract with Monmouth County SPCA
Offered by Councilman D'Antuono, seconded by Councilwoman Scull, roll call vote as follows:
Yes: Councilmembers Witte, Kropac, Scull, D'Antuono and DeMauro
No: None
Abstain: None
Absent: Councilman Gardner

Resolution 2021-54
Authorizing Contract with Dental Services Organization
Offered by Councilwoman Scull, seconded by Councilman Witte, roll call vote as follows:
Yes: Councilmembers Witte, Kropac, Scull, D'Antuono and DeMauro
No: None
Abstain: None
Absent: Councilman Gardner

Resolution 2021-55
Authorizing Aerial Mosquito Control Operations
Offered by Councilman DeMauro, seconded by Councilwoman Scull, roll call vote as follows:
Yes: Councilmembers Witte, Kropac, Scull, D'Antuono and DeMauro
No: None
Abstain: None
Absent: Councilman Gardner

Resolution 2021-56
2021 Temporary Budget

Offered by Councilman Witte, seconded by Councilwoman Scull, roll call vote as follows:

Yes: Councilmembers Witte, Kropac, Scull, D'Antuono and DeMauro

No: None

Abstain: None

Absent: Councilman Gardner

Resolution 2021-57

Fee Resolution

Offered by Councilman Kropac, seconded by Councilwoman Scull, roll call vote as follows:

Yes: Councilmembers Witte, Kropac, Scull, D'Antuono and DeMauro

No: None

Abstain: None

Absent: Councilman Gardner

PUBLIC COMMENTS

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

- Mike Ryan of E Street thanked the Mayor and Council and the staff for their hard work in 2020, it was a trying year. Mr. Ryan congratulated Councilmembers DeMauro and Gardner for running their campaign wasn't easy.

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

NEXT MEETING

The next regular meeting of the Mayor and Council will be held on Tuesday, January 19, 2021, immediately following the 7:30 PM Workshop at the location is to be determined. All meetings are open to the public.

MOTION TO ADJOURN

Councilwoman Scull made a motion to adjourn, seconded by Councilman D'Antuono, 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.

DAVID GARDNER
606 Redmond Avenue
Lake Como, New Jersey 07719
davidadamsgardner@gmail.com

January 3, 2021

Honorable Kevin Higgins, Mayor
C/O Lake Como Borough
1740 Main Street
Lake Como, New Jersey 07719

Dear Mayor Higgins:

Please accept this letter as my formal notice of resignation from my position as Councilman for the Borough of Lake Como, effective immediately.

In light of my wife and I working remotely during the COVID-19 pandemic, and also in consideration of my growing family, our home in Lake Como will no longer suit our needs; we have tried to relocate within the borough, however, have been unable to find a suitable home. Regretfully, we must relocate and I, therefore, can no longer serve on the Borough Council.

I appreciate the opportunity to have worked with everyone at the borough and I will miss serving the people of Lake Como.

Sincerely,

A handwritten signature in black ink, appearing to be 'David Gardner', with a stylized, looping initial 'D' and a long horizontal stroke extending to the right.

David Gardner

RESOLUTION NO. 2021-1

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH
OF LAKE COMO SETTING THE TIME AND PLACE FOR REGULAR
AND WORKSHOP MEETINGS OF THE GOVERNING BODY.**

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that the Regular Meetings of the Governing Body of the Borough of Lake Como be held on the first and third Tuesday of each month and the Workshop Meetings be held prior to the Regular Meeting on the first and third Tuesday of each month at the Lake Como Borough Meeting Room, 1740 Main Street, Lake Como, Monmouth County, State of New Jersey.

During the Public Health emergency all meetings will be held electronically and may be attended via Zoom. The instructions for the Zoom Meetings are as follows:

Join Zoom Meeting

<https://zoom.us/j/7326813232?pwd=OWZzYllNM3dmZEVNMVY5QlQzb2FYQT09>

Meeting ID: 732 681 3232

Passcode: 611090

One tap mobile

+16465588656,,7326813232#,,, *611090# US (New York)

+13017158592,,7326813232#,,, *611090# US (Washington D.C)

Dial by your location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 732 681 3232

Passcode: 611090

The agenda and location of the meetings will be posted on the borough webpage www.lakecomonj.org and posted on the bulletin board at the Lake Como Borough Hall, 1740 Main Street, Lake Como, Monmouth County, State of New Jersey.

Workshop Meetings will begin at 7:30 PM and the Regular Meetings will begin at the immediate conclusion of the workshop meeting.

Date: 1/5/2021

Kevin G. Higgins
Mayor

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

/

RESOLUTION NO. 2021-2

BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that the Regular Meetings will be held following the workshop meetings at 7:30 PM scheduled on the following dates:

January 5, 2021

January 19, 2021

February 2, 2021

February 16, 2021

March 2, 2021

March 16, 2021

April 6, 2021

April 20, 2021

May 4, 2021

May 18, 2021

June 1, 2021

June 15, 2021

July 6, 2021

July 20, 2021

August 3, 2021

August 17, 2021

September 7, 2021

September 21, 2021

October 5, 2021

October 19, 2021

November 9, 2021 (Second Tuesday of the Month)

December 7, 2021

December 21, 2021

January 4, 2022 (Reorganization Meeting)

RESOLUTION NO. 2021-3

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF LAKE COMO FIXING THE RATE OF INTEREST ON DELINQUENT TAXES.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como, that the interest on delinquent taxes shall be eight percent (8%) per annum on the first \$1,500.00 of the delinquency and eighteen percent (18%) per annum on any amount in excess of \$1,500.00.

NOW, THEREFORE, BE IT RESOLVED that a penalty of six percent (6%) shall be imposed on delinquencies exceeding \$10,000.00 at the end of the fiscal year.

The Tax Collector is hereby authorized and directed to collect interest on any such delinquent taxes at the above rates.

BE IT FURTHER RESOLVED that the Tax Collector is hereby authorized to hold a Tax Lien Sale at any time allowed by law.

A certified copy of this Resolution shall be provided by the Municipal Clerk to the Tax Collector, Borough Attorney and Borough Auditor for the Borough of Lake Como.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-4

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF LAKE COMO FIXING THE RATE OF INTEREST ON DELINQUENT WATER/SEWER BILLS.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como, that the interest on delinquent water/sewer shall be eight percent (8%) per annum on the first \$1,500.00 of the delinquency and eighteen percent (18%) per annum on any amount in excess of \$1,500.00.

NOW, THEREFORE, BE IT RESOLVED that a penalty of six percent (6%) shall be imposed on delinquencies exceeding \$10,000.00 at the end of the fiscal year.

The Water/Sewer Collector is hereby authorized and directed to collect interest on any such delinquent water/sewer at the above rate.

BE IT FURTHER RESOLVED that the Tax Collector is hereby authorized to hold a Tax Lien Sale at any time allowed by law.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-5

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF
LAKE COMO DESIGNATING OFFICIAL BOROUGH NEWSPAPERS.**

BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that the Coast Star, published weekly in Manasquan, The Asbury Park Press, published daily, and the Star Ledger published daily are hereby designated as the official newspapers for the Borough of Lake Como into which notices are to be provided under the Open Public Meetings act (NJSA10:4-6 to 10:21) of the State of New Jersey, otherwise known as “the Sunshine Law”; and

BE IT FURTHER RESOLVED, that TAPinto Belmar/Lake Como be and hereby is designated as the electronic news source for which notices and other matters are to be provided under the Open Public Meetings Act.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-6

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF LAKE
COMO DESIGNATING THE OFFICIAL DEPOSITORIES FOR
OFFICIAL FUNDS.**

BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that Investors Bank, Kearney Bank and the New Jersey Cash Management Fund, Citi Fund Services, are hereby designated as the official depositories for all the monies of this municipality during the year 2021.

BE IT FURTHER RESOLVED that all municipal officers and employees coming into possession of any funds of the municipality are hereby directed to deposit same in said official depositories.

BE IT FURTHER RESOLVED that said funds shall be paid out of the account of the Borough of Lake Como, and Investors Savings, Kearny Bank and the New Jersey Cash Management Fund, Citi Fund Services are hereby authorized and directed to honor the withdrawal from any account of the Borough of Lake Como, over the two (2) signatures of the Mayor and the Borough Clerk.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-7

WHEREAS, Mayor Kevin G. Higgins has appointed

Viveca Graham, CRP

To the position of Certified Recycling Professional,

for the Borough of Lake Como for one year,

Commencing January 1, 2021, terminating December 31, 2021.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-8

WHEREAS, Mayor Kevin G. Higgins has appointed

Louise A. Mekosh

To the position of Assessment Searcher

for the Borough of Lake Como for one year,

Commencing January 1, 2021, terminating December 31, 2021.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-9

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
LABOR ATTORNEY**

WHEREAS, the Borough of Lake Como has a need to acquire a Labor Attorney as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Borough of Lake Como has determined and certified in writing that the value of the acquisition will not exceed \$17,500; and,

WHEREAS, Mark Kitrick, Esq. of King, Kitrick and Jackson, LLC be and is hereby appointed Labor Attorney, effective January 1, 2021 for a one-year term through December 31, 2021.

WHEREAS, Mark Kitrick, Esq. of the law firm King, Kitrick & Jackson, LLC has submitted a proposal indicating they will provide the service of Labor Attorney for the Borough of Lake Como; and

WHEREAS, Mark Kitrick, Esq. of the law firm King, Kitrick & Jackson, LLC has been serving as the Labor Attorney for the Borough of Lake Como and is highly experienced with the Borough of Lake Como and its policies.

WHEREAS, Mark Kitrick, Esq. of the law firm King, Kitrick & Jackson, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee in the previous one year, and that the contract will prohibit the law firm from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Municipal Finance Officer has certified that funds are available for this professional service.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter into a contract with Mark Kitrick, Esq. of the law firm King, Kitrick & Jackson, LLC as described herein; and,

BE IT FURTHER RESOLVED that this resolution shall be published in an official newspaper of the Borough of Lake Como.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-10

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
MUNICIPAL ATTORNEY**

WHEREAS, the Borough of Lake Como has a need to acquire a Municipal Attorney as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Borough of Lake Como has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

WHEREAS, Marguerite M. Schaffer, Esq. is hereby appointed Municipal Attorney, effective January 1, 2021 for a one-year term through December 31, 2021.

WHEREAS, Marguerite M. Schaffer, Esq. is a licensed Attorney in the State of New Jersey and has submitted a proposal indicating she will provide the service of Municipal Attorney for the Borough of Lake Como; and

WHEREAS, Marguerite M. Schaffer, Esq. has been serving as the Municipal Attorney for the Borough of Lake Como and is highly experienced with the Borough of Lake Como.

WHEREAS, Marguerite M. Schaffer, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that she has not made any reportable contributions to a political or candidate committee in the previous one year, and that the contract will prohibit the law firm from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Municipal Finance Officer has certified that funds are available for this professional service.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter into a contract with Marguerite M. Schaffer, Esq. as described herein; and,

BE IT FURTHER RESOLVED that this resolution shall be published in an official newspaper of the Borough of Lake Como.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION 2021-11

**A RESOLUTION WAIVING THE PERMIT FEES FOR
YARD SALES TWICE A YEAR**

WHEREAS, twice a year, the Borough of Lake Como holds town wide yard sales allowing all residents to participate in this community event; and

WHEREAS, these events are held in the spring and fall at no cost to the residents of the Borough of Lake Como; and

NOW, THEREFORE, BE IT RESOLVED, that the Borough Clerk is hereby authorized to waive fees for all residents participating in the biannual town wide yard sales.

Dated: January 5, 2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-12

**APPOINTING THE COMMUNITY DEVELOPMENT
BLOCK GRANT REPRESENTATIVES**

WHEREAS, Mayor Kevin G. Higgins has appointed

Louise A. Mekosh, Borough Representative
Virginia Kropac, Alternate

As per the Community Development Block Grant program,
For one year, commencing January 1, 2021,
terminating December 31, 2021.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-13

**A RESOLUTION OF THE BOROUGH OF LAKE COMO
AUTHORIZING THE FILING OF AN APPLICATION
FOR A RECYCLING TONNAGE GRANT**

WHEREAS, The Mandatory Source Separation and Recycling Act, P.L. 1967, c. 102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, It is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, The New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, The recycling regulations imposed on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, A resolution authorizing this municipality to apply for such tonnage grants will memorialize the commitment of this municipality to recycling and to indicate the assent of the Mayor and Council to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, Such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed for the year 2020.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that the Borough of Lake Como hereby endorses the submission of the 2020 recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Viveca Graham, Certified Recycling Professional, to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant shall be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

RESOLUTION NO. 2021-14

**RESOLUTION APPOINTING MEMBERS TO THE
LAKE COMO PLANNING BOARD**

WHEREAS, Mayor Kevin G. Higgins has appointed the following members to the Lake Como Planning Board for each designated period:

Kevin G. Higgins, Class I, Mayor, Four Years, Terminate 12/31/22

Douglas Witte, Class III, One Year, Terminate 12/31/21

Eugene Cavanagh, Class II, One Year, Terminate 12/31/21

Kathleen Madaras, Class IV, Four Years, Terminate 12/31/23

Stephen Petrosino, Class IV, Four Years, Terminate 12/31/23

Joseph Cavaluzzi, Class IV, Four Years, Terminate 12/31/24

Allison Krilla, Class IV, Four Years, Terminate 12/31/24

Christine Noonan, Class IV, Four Years, Terminate 12/31/21

Beverly Fierro, Class IV, Four Years, Terminate 12/31/21

Keith Montgomery Goisse, Alternate 1, Two Years, Terminate 12/31/21

Gretchen Schmidhausler, Alternate 2, Two Years, Terminate 12/31/22

Viveca Graham, Secretary, One Year, Terminate 12/31/21

Dated: 01/5/21

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-15

WHEREAS, Mayor Kevin G. Higgins has appointed

Marlene P. Ryan
Lake Como, NJ

To the position of Lake Como's Representative
to the Monmouth County Office on Aging for one year,
Commencing January 1, 2021, terminating December 31, 2021.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-16

WHEREAS, Mayor Kevin G. Higgins has appointed

Louise A. Mekosh, Chairperson
Amy L. Boney, Co-Chairperson

To the positions of Fund Commissioner and Safety Coordinator for the Borough of
Lake Como for one year, Commencing January 1, 2021, terminating December 31, 2021.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-17

BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como, County of Monmouth, and State of New Jersey, that the Tax Collector, Collector of Water/Sewer, Borough Clerk, Municipal Court Administrator, Building Department, and Chief Municipal Finance Officer charge **\$20.00** for each check returned for non-sufficient funds and/or uncollected funds.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-18

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
BOND COUNSEL**

WHEREAS, the Borough of Lake Como has a need to acquire Bond Counsel as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Borough of Lake Como has determined and certified in writing that the value of the acquisition will not exceed \$17,500; and,

WHEREAS, Wilentz, Goldman & Spitzer PA be and is hereby appointed Bond Counsel, effective January 1, 2021 for a one-year term through December 31, 2021.

WHEREAS, Wilentz, Goldman & Spitzer PA has submitted a proposal indicating they will provide the service of Bond Counsel for the Borough of Lake Como; and

WHEREAS, Wilentz, Goldman & Spitzer PA has been serving as the Bond Counsel for the Borough of Lake Como and is highly experienced with the Borough of Lake Como its current municipal financing.

WHEREAS, Wilentz, Goldman & Spitzer PA has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee in the in the previous one year, and that the contract will prohibit the law firm from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Municipal Finance Officer has certified that funds are available for this professional service.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter into a contract with Wilentz, Goldman & Spitzer PA as described herein; and,

BE IT FURTHER RESOLVED that this resolution shall be published in an official newspaper of the Borough of Lake Como.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-19

WHEREAS, Mayor Kevin G. Higgins has appointed

Viveca Graham

To the position of Deputy Administrator

for the Borough of Lake Como for one year,

Commencing January 1, 2021, terminating December 31, 2021.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-20

WHEREAS, Mayor Kevin G. Higgins has appointed

Mark Fessler

To the position of

Zoning Officer

for the Borough of Lake Como for one year,

Commencing January 1, 2021, terminating December 31, 2021.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-21

**RESOLUTION APPOINTING MEMBERS TO THE LAKE COMO
ENVIRONMENTAL COMMISSION**

WHEREAS, Mayor Kevin G. Higgins has appointed the following members to the Lake Como Environmental Commission for each designated period:

Dr. Marilyn Weber, Chairman, Two years, Terminate 12/31/2022

John Buckley, Three Years, Terminate 12/31/2022

Vacant, Council Liaison, Three Years, Terminate 12/31/ (Goes w Councilmembers term)

Vacant, Planning Board Liaison, One Year, Terminate 12/31/2021

Kristin McElvey, Three years, Terminate 12/31/2022

Andrew Reiners, Alternate No. 1, Two Years, Terminate 12/31/2021

Vacant, Alternate No. 2, Two Years, Terminate 12/31/2022

Viveca H. Graham, Secretary, One Year, Terminate 12/31/2021

Dated: 01/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-22

FEES FOR DUPLICATE TAX BILLS

WHEREAS, the Tax Collector must provide an original tax bill to a mortgage company or servicing agent if a homeowner authorization notice is on file, and

WHEREAS, under the discretion of the Tax Collector, State Statute N.J.S.A. 54:4-64 permits the Tax Collector to charge a duplicate bill fee if the mortgage company or servicing agent requests additional tax bills on the same property within the same billing year,

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Lake Como that upon such request the Tax Collector is authorized to charge \$5.00 for the first duplicate tax bill and \$25.00 for each subsequent tax bill.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-23
SETTING FEE FOR REPLACEMENT
CERTIFICATE FOR REDEMPTION OF TAX SALE

WHEREAS, an original Certificate of Sale is issued to the homeowner or a designated party upon redemption, and

WHEREAS, it is the responsibility of the property owner to have said certificate canceled of record at the county, and

WHEREAS, State Statute N.J.S.A. 54:5 permits the Tax Collector to provide a Certificate for Redemption of Tax Sale to have said lien canceled upon the event that the original certificate is lost or destroyed before being canceled,

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Lake Como that upon request, the Tax Collector is authorized to prepare a Certificate for Redemption of Tax Sale and charge a fee of \$25.00 per certificate for administrative costs.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-24
FEE FOR DUPLICATE CERTIFICATE OF SALE

WHEREAS, within ten days of a tax sale a successful bidder is provided with a Certificate of Sale, and

WHEREAS, the lienholder is responsible for the recording and safekeeping of such certificate, and

WHEREAS, the certificate becomes a legal document for future court proceedings or to be relinquished upon redemption, and

WHEREAS, State Statute N.J.S.A. 54:5-52.1 permits the Tax Collector to charge a fee for the process of preparing a duplicate certificate, as long as it is marked as such, in the event that the lienholder provides an affidavit stating that the original certificate is either lost or destroyed and the Mayor and Council approves such action by resolution,

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Lake Como that a fee of \$100.00 be charged for each duplicate certificate issued.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-25
RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
MUNICIPAL ENGINEER

WHEREAS, the Borough of Lake Como has a need to acquire a Municipal Engineer as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Borough of Lake Como has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

WHEREAS, CME Associates, 3151 Bordentown Avenue, Parlin, NJ 08859 is hereby appointed Municipal Engineer, effective January 1, 2021 for a one-year term through December 31, 2021.

WHEREAS, CME Associates is a licensed Engineering firm in the State of New Jersey and has submitted a proposal indicating they will provide the service of Municipal Engineer for the Borough of Lake Como; and

WHEREAS, CME Associates has been serving as the Municipal Engineer for the Borough of Lake Como and is highly experienced with the Borough of Lake Como.

WHEREAS, CME Associates has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the previous one year, and that the contract will prohibit the firm from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Municipal Finance Officer has certified that funds are available for this professional service.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter into a contract with CME Associates. as described herein; and,

BE IT FURTHER RESOLVED that this resolution shall be published in an official newspaper of the Borough of Lake Como.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-26

**APPOINTING MEMBERS OF THE TOURISM COMMISSION FOR EACH
DESIGNATED PERIOD**

WHEREAS, Mayor Kevin G. Higgins has appointed the following members of the Lake Como Tourism Commission:

Reginald Hyde, Two Year Term, terminating 12/31/21
Peter Lair, Two Year Term, terminating 12/31/21
Teresa Vassallo, Two Year Term, terminating 12/31/2022
William Clanton, Two Year Term, terminating 12/31/2022
Hawley Scull, Three Year Term, terminating 12/31/2021
Amy Boney, Secretary, One Year Term, terminating 12/31/2021

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-27

**APPOINTING THE LAKE COMO REPRESENTATIVES TO
THE BELMAR/LAKE COMO ST. PATRICK'S DAY PARADE COMMITTEE**

WHEREAS, Mayor Kevin G. Higgins has appointed

Mayor Emeritus Michael B. Ryan to the position of Chairperson

and

Mayor Kevin G. Higgins to the position of Co-Chairperson

for the Belmar/ Lake Como St. Patrick's Day Parade committee for the year 2021.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-28

BE IT RESOLVED by the Mayor and Council of the Borough of

Lake Como, County of Monmouth, that the following persons:

Edward Kirshenbaum	Emergency Management Coordinator
Frank Cinelli	Deputy Emergency Management Coordinator
Kevin G. Higgins	Mayor
Nicholas DeMauro	Council Liaison
Louise A. Mekosh	Administrator & Deputy Emergency Management Coordinator
Tina Scott	Public Safety Director
Franny Hines	First Aid Director
Ryan Dullea	Fire Marshal
George Burr, Jr.	Fire Chief
Theodore Bianchi	Construction Code Official
Brendan Maas	Superintendent, DPW
Bruce Koch	Borough Engineer
Dennis Lavender	Municipal Judge
Marguerite Schaffer	Borough Attorney

Are hereby appointed as the Borough of Lake Como Local Emergency Planning Committee (LEPC) commencing January 1, 2021, terminating December 31, 2021.

BE IT FURTHER RESOLVED that a copy of this Resolution shall be sent to the State of New Jersey, Department of Law and Public Safety, Division of Emergency Management.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

Certification of Municipal Clerk
I, Louise A. Mekosh, RMC,CMC,CMFO
Borough Clerk/Administrator do hereby certify that the
Above Resolution 2021-28 was duly adopted by the
Governing Body at their Regular meeting held on 1/5/2021.

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

Resolution No. 2021-29

**A Resolution Establishing a Green Team Advisory Committee
In the Borough of Lake Como**

WHEREAS, The Borough of Lake Como strives to save tax dollars, assure clean air and water, improve working and living environments to build a community that is sustainable economically, environmentally and socially; a community which would thrive well into the new century; and

WHEREAS, The Borough of Lake Como wishes to build a model of government which benefits our residents now and far into the future with green community initiatives which are easy to replicate and affordable to implement; and

WHEREAS, in an attempt to focus attention on “Green” issues, The Borough of Lake Como wishes to establish a Green Team Advisory Committee (GTA); and

WHEREAS, The Borough of Lake Como has started the process of focusing on “Green” issues by conducting an energy audit of municipal facilities and operations in 2012 and will focus on completing an updated audit; and

WHEREAS, The Borough of Lake Como along with the Environmental Commission has begun the process of making its operations greener and more environmentally friendly with energy audits to pinpoint the most effective ways to reduce energy consumption; and

WHEREAS, water quality improvements, operational changes, several environmental-friendly projects and educating the public will all be considered as The Borough of Lake Como moves forward to do our share to lessen the environmental impact of our operations and improve the quality of life in our community.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of The Borough of Lake Como that we do hereby establish a Green Team Advisory Committee, consisting of ten members, to be appointed annually and whose initial term of appointment shall be through December 31, 2021;

BE IT FURTHER RESOLVED by Mayor and Council of The Borough of Lake Como that the Mission, Goals and Objectives for the GTA through December 31, 2021 are established as follows:

Resolution No. 2021-29 (Cont.)

Mission

The Borough of Lake Como Green Team Advisory Committee will explore ways to improve municipal operations with “Green” initiatives which are economically sound through research and evaluation as provided by Sustainable Jersey through various “actions”.

Goals

Submit a report and recommendations to the Mayor and Council by October 1, 2021 to include:

1. An audit of municipal facilities.
2. An evaluation of municipal fleet vehicles.
3. A report for suggested best practices for “greener” municipal operations.

Objectives

1. Collaborate with Borough Employees, service providers and other agencies to share resource information and ideas consistent with the Mission of GTA.
2. Encourage participation of employees, residents, businesses, schools, local church to solicit ideas on green initiatives.
3. Research and analyze green initiatives which make practical environmental and financial sense.
4. Develop strategies for sustainable green initiatives in municipal operations.

NOW, THEREFORE, BE IT FINALLY RESOLVED by The Borough of Lake Como that the following persons are hereby appointed to the GTA for the period commencing January 1, 2021, terminating December 31, 2021:

Vacant, Councilman, Chairman
Louise Mekosh, Borough Clerk/Administrator
Brendan Maas, Public Works Superintendent
Vacant, Member
David Hoh, Member
Peter Teevan, Member

Dated: 1/5/2021

Kevin G. Higgins,
Mayor

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

RESOLUTION NO. 2021-30

**AUTHORIZING PARTIAL TAX PAYMENTS
SUBJECT TO CONDITIONS PROVIDED BY STATE STATUTE**

WHEREAS, State Statute 54:4-66 dictates that taxes for municipalities operating under a Calendar Year shall be payable in four quarterly installments with due dates as follows: February 1st, May 1st, August 1st, and November 1st, and

WHEREAS, to assist taxpayers with maintaining a current balance and to maximize the tax collection rate, it would be in the best interest of the Borough of Lake Como to accept partial payments toward these property tax quarters, whether their respective charges have been established or not, and

WHEREAS, the acceptance of partial payments shall be limited to conditions that are not subject to statutes N.J.S.A. 54:5-1 through N.J.S.A. 54:5-10, commonly known as the "Tax Sale Law", N.J.S.A. 54:5-19 through N.J.S.A. 54:34.3, the sale of real property to enforce liens; N.J.S.A. 54:5-54 through N.J.S.A. 54:5-63.1, rights of redemption; N.J.S.A. 54:5-65 through N.J.S.A. 54:5-76, redemption by installments, Borough rights to enforce or foreclose a tax sale lien; N.J.S.A. 54:4-63.11 through N.J.S.A. 54:4-134, tax appeal judgments, refunds, interest on refunds, and application of refunds; N.J.S.A. 54:3-27, payment of taxes pending appeal; and bankruptcy court or other court orders, and

WHEREAS, balances that exist after their respective grace periods shall be subject to N.J.S.A. 54:4-67, interest on delinquencies and 6% year end penalty, and addressed by prior resolution; and

WHEREAS, this resolution is not made to supersede any laws that govern the tax collector's office or that will harm the tax collection process, but is made to benefit the taxpayers of the Borough of Lake Como and the Borough itself.

NOW, BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that partial payments toward pending or established tax quarters shall be accepted in accordance with the conditions listed above.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-31

APPOINTING THE AMERICAN WITH DISABILITIES ACT COORDINATOR

WHEREAS, Mayor Kevin G. Higgins has appointed

Annette Cline
730 19th Ave., Lake Como, NJ

To the position of Coordinator for the Borough of Lake Como for the
American with Disabilities Act and Section 504 of the Rehabilitation Act of 1973; for one year,
Commencing January 1, 2021, terminating December 31, 2021.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-32

APPOINTING THE TAX SEARCH OFFICER

WHEREAS, Mayor Kevin G. Higgins has appointed

Toni Mullen

To the position of

Tax Search Officer

for the Borough of Lake Como for one year,

Commencing January 1, 2021, terminating December 31, 2021.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-33

**ESTABLISHING FEES FOR PHOTOCOPIES AND DUPLICATION
OF ELECTRONIC OR COMPUTER GENERATED DOCUMENTS**

BE IT RESOLVED, by the Mayor and Council of the Borough of Lake Como that the Borough of Lake Como shall charge fees for photocopies in accordance to N.J.S.A. 47:1A-5.b. A copy of the current State statute regarding photocopy fees shall be maintained in the Borough Clerk's office.

BE IT RESOLVED that all scanned or photocopied documents that are sent via facsimile shall be charged the same rate as the fees established for photocopies in response to any records requests.

BE IT RESOLVED that duplication of any electronic or computer generated documents shall be charged the cost to the municipality for said copy. The Borough will not reproduce any records or documents that are copyright protected or that do not belong to the municipality.

BE IT FURTHER RESOLVED that copies of this Resolution shall be given to all Departments requiring them to charge as outlined above.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-34

APPOINTING THE LAKE COMO CLEAN COMMUNITIES COORDINATOR

WHEREAS, Mayor Kevin G. Higgins has appointed

VIVECA H. GRAHAM

To the position of Lake Como Clean Communities Coordinator

for the Borough of Lake Como for one year,

Commencing January 1, 2021, terminating December 31, 2021.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-35

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
MUNICIPAL PROSECUTOR**

WHEREAS, the Borough of Lake Como has a need to appoint a Municipal Prosecutor as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Borough of Lake Como has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

WHEREAS, William G. McGuinn, Esq. be and is hereby appointed Municipal Prosecutor, effective January 1, 2021 for a one-year term through December 31, 2021.

WHEREAS, William G. McGuinn, Esq. has submitted a proposal indicating they will provide the service of Municipal Prosecutor for the Borough of Lake Como; and

WHEREAS, William G. McGuinn, Esq. has been serving as the Municipal Prosecutor for the Borough of Lake Como and is highly experienced with the Borough of Lake Como Municipal Court.

WHEREAS, William G. McGuinn, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee in the in the previous one year, and that the contract will prohibit the law firm from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Municipal Finance Officer has certified that funds are available for this professional service.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter into a contract with William G. McGuinn, Esq. as described herein; and,

BE IT FURTHER RESOLVED that this resolution shall be published in an official newspaper of the Borough of Lake Como.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-36

APPOINTING THE PUBLIC DEFENDER

WHEREAS, Mayor Kevin G. Higgins has appointed

Thomas H. Martin, Esq.

To the position of Public Defender

for the Borough of Lake Como for one year,

Commencing January 1, 2021, terminating December 31, 2021.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-37

APPOINTING TO THE POSITION OF SPECIAL TAX COUNSEL

WHEREAS, Mayor Kevin G. Higgins has appointed

**MICHAEL BURNS, ESQ.
LONG, MARMERO & ASSOCIATES**

As Special Tax Counsel

for the Borough of Lake Como for one year,

Commencing January 1, 2021, terminating December 31, 2021.

A copy of this Resolution shall be forwarded to the Tax Assessor.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-38

Resolution Authorizing Electronic Tax Sale

WHEREAS, N.J.A.C. 5:33-1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Local Government Service; and

WHEREAS, the Director of the Division of Local Government Services has promulgated rules and regulations for an electronic tax, and

WHEREAS, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more complete tax sale process, and

WHEREAS, the Borough of Lake Como wishes to hold an electronic tax sale.

DATED: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-39

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
MUNICIPAL AUDITOR**

WHEREAS, the Borough of Lake Como has a need to appoint a Municipal Auditor as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Borough of Lake Como has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

WHEREAS, Robert Allison of Holman, Frenia and Allison, P.C., is hereby appointed Municipal Auditor, effective January 1, 2021 for a one-year term through December 31, 2021.

WHEREAS, Robert Allison has submitted a proposal indicating they will provide the service of Municipal Auditor for the Borough of Lake Como; and

WHEREAS, Robert Allison has been serving as the Municipal Auditor for the Borough of Lake Como and is highly experienced with the Borough of Lake Como accounting practices.

WHEREAS, Robert Allison has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee in the in the previous one year, and that the contract will prohibit the firm from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Municipal Finance Officer has certified that funds are available for this professional service.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter into a contract with Robert Allison of Holman, Frenia and Allison, P.C., as described herein; and,

BE IT FURTHER RESOLVED that this resolution shall be published in an official newspaper of the Borough of Lake Como.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-40

WHEREAS, Mayor Kevin G. Higgins has appointed

Louise A. Mekosh

As the Borough Administrator for the Borough of Lake Como for a period of three years, commencing January 1, 2021, terminating December 31, 2023.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-41

WHEREAS, Mayor Kevin G. Higgins has appointed

Amy Boney

To the Position of Deputy Borough Clerk for the Borough of Lake Como for a period of three years, commencing January 1, 2021, terminating December 31, 2023.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-42
FINANCIAL CONSULTANT SERVICES

WHEREAS, Mayor Kevin G. Higgins is appointing Andrew Hodulik, CPA to provide financial consultant services by providing assistance in the maintenance of the Borough's general ledger and its subsidiary ledgers of the Borough of Lake Como.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como authorizes the Mayor and Borough Clerk to enter into a Contract with Andrew Hodulik, CPA for said services.

Dated: 01/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-43

APPOINTING ALTERNATE/CONFLICT PROSECUTOR

WHEREAS, Mayor Kevin G. Higgins has appointed

Bob Smith and Associates

To the position of Alternate/Conflict Prosecutor, for one year,

Commencing January 1, 2021, terminating December 31, 2021.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-44

APPOINTING ALTERNATE/CONFLICT PUBLIC DEFENDER

WHEREAS, Mayor Kevin G. Higgins has appointed

MATTHEW SAGE

To the position of Alternate/Conflict Public Defender, for one year,

Commencing January 1, 2021, terminating December 31, 2021.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-45

APPOINTING ALTERNATE/CONFLICT ENGINEER

WHEREAS, Mayor Kevin G. Higgins has appointed
ADAMS, REHMANN AND HEGGAN ASSOCIATES, INC. (ARH)

To the position of Alternate/Conflict Engineer, for one year,
Commencing January 1, 2021, terminating December 31, 2021.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-46

WHEREAS, Mayor Kevin G. Higgins has appointed

Patricia Holmes

To the Position of Deputy Treasurer for the Borough of Lake Como for a period of three years, commencing January 1, 2021, terminating December 31, 2023.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-47

WHEREAS, Mayor Kevin G. Higgins has appointed

Kerry Higgins, Esq.

To the Position of Alternate Tax Attorney for the Borough of Lake Como for a period of one year, commencing January 1, 2021, terminating December 31, 2021.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-48
RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
MUNICIPAL PLANNER

WHEREAS, the Borough of Lake Como has a need to acquire a Municipal Planner as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Borough of Lake Como has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

WHEREAS, CME Associates, 3151 Bordentown Avenue, Parlin, NJ 08859 is hereby appointed Municipal Planner, effective January 1, 2021 for a one-year term through December 31, 2021.

WHEREAS, CME Associates is a licensed firm in the State of New Jersey and has submitted a proposal indicating they will provide the service of Municipal Planner for the Borough of Lake Como; and

WHEREAS, CME Associates has been serving as the Municipal Planner for the Borough of Lake Como and is highly experienced with the Borough of Lake Como.

WHEREAS, CME Associates has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the in the previous one year, and that the contract will prohibit the firm from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Municipal Finance Officer has certified that funds are available for this professional service.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter into a contract with CME Associates. as described herein; and,

BE IT FURTHER RESOLVED that this resolution shall be published in an official newspaper of the Borough of Lake Como.

Dated: 1/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-49

**RESOLUTION APPOINTING THE LAKE COMO RISK MANAGEMENT
CONSULTANT**

WHEREAS, Mayor Kevin G. Higgins has appointed

ACRISURE
Woodbridge, NJ

To the position of Risk Management Consultant, for one year,
Commencing January 1, 2021, terminating December 31, 2021

Dated: 01/5/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-50

A RESOLUTION APPOINTING THE MUNICIPAL REGISTRAR

WHEREAS, Mayor Kevin G. Higgins has appointed

Louise A. Mekosh, CMR

To the position of Municipal Registrar for the Borough of Lake Como for a period of three years, commencing January 1, 2021, terminating December 31, 2023.

A copy of this resolution shall be forwarded to the New Jersey State Registrar.

Dated: 01/05/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-51

WHEREAS, Mayor Kevin G. Higgins has appointed the following officials in the Municipal Registrar's office:

Amy Boney, CMR, Deputy Registrar

Viveca Graham, Alternate Registrar

Patricia Holmes, Alternate Registrar

Toni Mullen, Alternate Registrar

for the Borough of Lake Como for a period of three years, commencing January 1, 2021, terminating December 31, 2023.

A copy of this resolution shall be forwarded to the New Jersey State Registrar.

Dated: 01/05/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-52

WHEREAS, Mayor Kevin G. Higgins has appointed

Tina Scott

To the position of Public Safety Director for the Borough of Lake Como for a period of one year, commencing January 1, 2021, terminating December 31, 2021.

Dated: 01/05/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-53

**A RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT
WITH THE MONMOUTH COUNTY SPCA**

BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that the Borough Clerk/Administrator is hereby authorized to execute an agreement with the Monmouth County SPCA for animal control services along with the Trap and Release option for a one year term beginning January 1, 2021, ending December 31, 2021.

A copy of the agreement shall be attached to this resolution.

Dated: 01/05/2021

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2021-54

**A RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT
WITH THE DENTAL SERVICES ORGANIZATION, INC.**

BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that the Borough Clerk/Administrator is hereby authorized to execute an agreement with the Dental Services Organization, Inc., Plaza 35, 1030 St. Georges Avenue, Avenel, NJ 07001 for a term of February 1, 2021, ending January 31, 2022.

A copy of this agreement shall be attached to this resolution.

Dated: 01/05/2021

Kevin G. Higgins
Mayor

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

RESOLUTION 2021-55
RESOLUTION AUTHORIZING THE COUNTY OF MONMOUTH MOSQUITO CONTROL
DIVISION TO CONDUCT AERIAL MOSQUITO CONTROL OPERATIONS WITHIN THE
BOROUGH OF LAKE COMO

WHEREAS, the Monmouth County Board of Chosen Freeholders, pursuant to N.J.S.A. 26:9-27 et seq. has elected through its Mosquito Control Division to perform all acts necessary for the elimination of mosquito breeding areas and/or to exterminate mosquitoes within the county; and

WHEREAS, the County has instituted an Integrated Pest Management Program consisting of surveillance, water management, biological control, and chemical control to exterminate the mosquito population within the county of Monmouth; and

WHEREAS, prior to conducting aerial dispensing operations over a designated “congested area,” the County is required, pursuant to Federal Aviation Administration Regulation (FAR Part 137.51), to secure prior written approval from the governing body of the political subdivision over which the aircraft is to be operated; and

WHEREAS, the Borough of Lake Como is designated as a “congested area” by the Federal Aviation Administration and the County has requested that this governing body consent to its proposed aerial dispensing operations.

NOW, THEREFORE, be it resolved as follows:

1. The Governing Body hereby authorizes the County of Monmouth Mosquito Control Division or it’s agent to apply pesticides by aircraft for mosquito control in certain areas of the municipality designated by the County as being either larval mosquito habitat or areas harboring high populations of mosquitoes constituting either a nuisance, a health hazard, or both with the understanding that:
 - a. The County shall utilize pesticides, application equipment and aircraft that are approved for aerial applications by the applicable Federal (USEPA) and State (NJDEP) agencies, and
 - b. Such operations will be performed in compliance with applicable Federal and State regulations, and
 - c. The County will notify the police department of each municipality over which aerial pesticide operations are planned prior to commencement of such operations.

Moved by: Seconded by:

Ayes:

Nays: Abstentions: Absences:

I, Louise A. Mekosh, Clerk of the municipality of the Borough of Lake Como do hereby attest that the foregoing resolution was adopted at a regular meeting of the Governing Body of the Borough of Lake Como held on the 5th day of January, 2021.

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

RESOLUTION NO. 2021-56

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF LAKE COMO PROVIDING FOR THE MAKING OF A TEMPORARY APPROPRIATION.

WHEREAS, N.J.S. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the Calendar Year 2021 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first 30 days of the fiscal year, and

WHEREAS, the total appropriations in the CY2020 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$3,700,863.47 and

WHEREAS, 26.25% of the total appropriations in the CY2020 budget is the sum of \$971,476.66;

BE IT FURTHER RESOLVED, the total appropriations in the CY2020 Water/Sewer Utility budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$1,346,920.00 and 26.25% of the total appropriations in the CY2020 Water/Sewer Utility budget is the sum of \$353,566.50;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como, County of Monmouth, State of New Jersey, that the following appropriations be made and a certified copy of this resolution be transmitted to the Chief Financial Officer for her records: The attached pages include the temporary 2021 budget and are approved by this resolution.

Dated: 1/5/2021

Kevin G. Higgins, Mayor

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

RESOLUTION NO. 2021-57

FEE RESOLUTION

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Local Government Services, and

WHEREAS, the rules and regulations require a municipality to send two (2) notices of tax sale to all properties included in said sale; and

WHEREAS, the rules and regulations allow said municipality to charge a fee of \$25.00 per notice for the creation, printing and mailing of said notice; and

WHEREAS, in an effort to more fairly assign greater fiscal responsibility to delinquent taxpayers, the Borough of Lake Como wishes to charge \$25.00 per notice mailed which will be assessed specifically to the delinquent accounts that are causing the need for a tax sale and not to the general tax base.

BE IT RESOLVED by the Council of the Borough of Lake Como that a fee of \$25.00 per notice be established and is hereby authorized and directed to be charged for each notice of tax sale that is sent in conjunction with the 2021 electronic tax sale.

DATED: 1/5/2021

Kevin G. Higgins
Mayor

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