



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

**DATE: OCTOBER 19, 2021
REGULAR MEETING IMMEDIATELY FOLLOWING THE WORKSHOP**

MEETING CALLED TO ORDER

SALUTE TO FLAG AND MOMENT OF SILENT REFLECTION

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 fifth day of January 2021 in which Resolution the time and place of Agenda and Regular Meetings commencing with January 5, 2021 were set forth. Notice of same was delivered to the Asbury Park Press the Coast Star and TAPinto 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
Hawley Scull
Christopher D'Antuono
Nick DeMauro
Peter Ventrice
Heather Albala-Doyle

APPROVAL OF MINUTES

Minutes from the October 5, 2021 meeting and the September 21, 2021 workshop

COMMUNICATIONS

REPORTS OF COMMITTEES

UNFINISHED BUSINESS

PUBLIC COMMENTS ON NEW BUSINESS & CONSENT AGENDA

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 2021-125
Canceling Outstanding Checks

NEW BUSINESS

Resolution 2021-126
Annual Audit Corrective Action Plan
Offered by Councilman Witte

Resolution 2021-127
Best Practices Inventory
Offered by Councilman D'Antuono

Resolution 2021-128
Payment of Bills
Offered by Councilwoman Scull

Resolution 2021-129
Awarding Contract for 17th Avenue Improvements
Offered by Councilman Ventrice

Ordinance 2021-965
Bond Ordinance Amending 2016-918 and Repealing Resolution 2018-67
Second Reading & Public Hearing
Offered by Councilman Witte

PUBLIC COMMENTS

NEXT MEETING

The next regular meeting of the Mayor and Council will be held on Tuesday, November 9, 2021 immediately following the 7:30 PM Workshop meeting and the location is to be determined. All meetings are open to the public.

MOTION TO ADJOURN

RESOLUTION NO. 2021-125

**A RESOLUTION AUTHORIZING THE CANCELLING OF OUTSTANDING
AND STALE CHECKS**

WHEREAS, the Borough of Lake Como maintains bank accounts in all funds of the Borough for checking accounts, statement savings and cash management funds; and

WHEREAS, the Chief Municipal Finance Officer of the Borough reconciles the various municipal accounts on a monthly basis; and

WHEREAS, there exists reconciling items that relate to the period ending 9/30/2021; and

WHEREAS, such items are deemed outdated and stale; and

WHEREAS, generally accepted accounting principals and general accepted internal control standards require periodic review; and

WHEREAS, the Chief Municipal Finance Officer of the Borough has performed and reviewed and determined that such action of cancellation be taken as follows:

Fund: Checks from Lake Como Current Account Ending in 1165

Outstanding Checks

	<u>Check #</u>	<u>Amount</u>
5/2020	4771	2,769.03

Total Amount to be cancelled = \$2,769.03

NOW, THEREFORE, BE IT RESOLVED that the Chief Municipal Finance Officer is authorized to make such adjustments to the books and records.

BE IT FURTHER RESOLVED that certified copies of this resolution shall be forwarded to the Chief Municipal Finance Officer.

Dated: 10/19/21

Kevin Higgins, Mayor

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

RESOLUTION NO. 2021-126
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2020 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Mayor and Council of the Borough of Lake Como, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Dated: 10/19/2021

Kevin G. Higgins, Mayor

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

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON OCTOBER 19, 2021.

Louise A. Mekosh, Municipal Clerk



Borough of Lake Como

1740 Main Street • Lake Como, New Jersey 07719
(732) 681-3232 • FAX (732) 681-8981

Kevin G. Higgins
Mayor

Louise A. Mekosh
Borough Clerk/Administrator

STATE OF NEW JERSEY COUNTY OF MONMOUTH

We, members of the governing body of the Borough of Lake Como, County of Monmouth, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the Committee of the Borough of Lake Como, County of Monmouth;
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2020;
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

Kevin Higgins

Douglas Witte

Hawley Scull

Christopher D'Antuono

Nicholas DeMauro

Peter Ventrice

Heather Albala-Doyle

Louise A. Mekosh, Municipal Clerk

Sworn to and subscribed before me this
_____ Day of _____

Notary Public of New Jersey

The Municipal Clerk shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be sent to the Bureau of Financial Regulation and Assistance, Division of Local Government Services, P.O. Box 803, Trenton, New Jersey 08625.

CORRECTIVE ACTION PLAN
SYNOPSIS OF 2020 AUDIT REPORT
BOROUGH OF LAKE COMO, COUNTY OF MONMOUTH
AS REQUIRED BY N.J.S.A. 40A:5-7

RECOMMENDATIONS

Finding 2020-001

That the Borough open up separate bank accounts for the general capital fund and maintain proper subsidiary ledgers for the activity of the fund.

Response: The Borough has a separate Capital Fund account and will move capital expenses and receipts to this account to comply with the finding.

Finding 2020-002

That the Borough liquidate all interfunds prior to year-end and deposit receipts in the proper bank accounts.

Response: The Borough has liquidated many interfunds at the beginning of the CY 2021 and will review all accounts to determine if there are remaining interfunds at the end of the fiscal year.

Finding 2020-003

That the Tax Title Lien and Premium trust accounts be moved to the Borough's Trust fund.

Response: Separate accounts have been established and the activity has been moved to reflect the trust fund activity.

Finding 2020-04

That the Borough ensure that the general ledger is accurate and agrees to all subsidiary ledgers.

Response: The Finance Officer will make sure all ledgers agree with the general ledger balances.

Finding 2020-05

That the Borough adopt or amend an ordinance to fund these expenditures.

Response: The Borough has adopted the ordinance to address the expenditures for the grant.

The above Synopsis was prepared from the report of audit of the Borough of Lake Como, County of Monmouth, State of New Jersey for the calendar year 2020. This report of audit, submitted by Robert

W. Allison, Registered Municipal Accountant, is on file at the Borough Clerk's office and may be inspected by any interested person.

, Louise A. Mekosh, Borough Clerk

RESOLUTION NO. 2021-127

RESOLUTION CONFIRMING THE SUBMISSION OF THE BEST PRACTICES CHECKLIST INVENTORY TO THE DIRECTOR OF THE DIVISION OF LOCAL GOVERNMENT SERVICES ON BEHALF OF THE BOROUGH OF LAKE COMO

WHEREAS, Local Finance Notice 2021-17 requires the municipality to submit by November 3, 2021 to the Director of the Division of Local Government Services a report describing the municipality's compliance with the "Best Practices Inventory" established by the Director of the Division of Local Government Services, and

WHEREAS, the report as required was submitted by the Chief Financial Officer on October 14, 2021 and the law allows the municipality to have the Best Practices Checklist available to review at their regular public meeting scheduled after the Best Practices checklist submission, and

WHEREAS, the members of the governing body have received the Best Practices Inventory 2021 questions and the answers as submitted; and

WHEREAS, the Borough of Lake Como has achieved a Positive Credit based on its responses which will entitle the Borough of Lake Como to 100% of the eligible State Aid; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Lake Como, that the Local Government Best Practices Checklist, as completed by the Chief Financial Officer, is hereby approved.

DATED: 10/19/21

Kevin G. Higgins, Mayor

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

Home (/) > BPI (/bpi/) > Surveys (/bpi/surveys/?id=5c1c8795-efcf-e911-a987-001dd800d601)
> DCA - BP - Survey View (/bpi/surveys/question-list/) > **Scoring**

[Return to Question List \(../?id=93284418-aa21-ec11-b6e6-001dd802eaf0\)](#)

Best Practices Inventory Online Platform

2021 Survey

Lake Como Borough

Scoring

★ Current Score: 21.50

Score

0 - 6

7 - 10

11 - 14

★ 15 +

A++

Aid Withheld

100% of final aid payment withheld

50% of final aid payment withheld

25% of final aid payment withheld

No aid withholding

Best Practices Inventory Online Platform

2021 Survey

Lake Como Borough

Printable Questions

001

Core Competencies

Personnel

The Fair Labor Standards Act (FLSA) is a federal law requiring that overtime pay must be paid for all hours over 40 hours in a work week except for those employees classified as exempt and thus not entitled to overtime. Management employees such as elected officials, managers/administrators, municipal clerks, CFOs, public works superintendents, police chiefs and other department heads are typically classified as having exempt status and thus not entitled to overtime pay. Other municipal employees may also be classified as exempt under the FLSA (please consult labor counsel for detailed guidance). Exempt status also precludes overtime pay for time worked during emergencies, attendance at night meetings and participation in training sessions. Compensated leave time in lieu of cash payments is considered a form of overtime pay unless such leave is utilized in the same pay period. Does your municipality not pay overtime to employees classified as exempt under the FLSA?

[1.00] Yes

[0.00] No

002

Core Competencies

Personnel

Has your municipality reviewed and updated its employee personnel manual/handbook within the past three years or upon the conclusion of each of your municipality's collective negotiated agreements (CNAs)? If yes, please provide in the Comments section the date which the personnel manual was officially updated. If not yes, please type "Did Not Answer Yes" into the comment box.

[1.00] Yes

[0.00] No

003

Core Competencies

Budget

Does your municipality complete an initial draft of its annual budget no later than the first week of January (or first week of July if an SFY municipality), and obtain input in crafting the draft budget from elected officials and department heads as appropriate to the form of government?

[1.00] Yes

[0.00] No

004	Best Practices	Budget	
Has your municipality created an accumulated absence liability trust fund pursuant to N.J.A.C. 5:30-15.5? Only answer N/A if your municipality 1) does not offer (for any employee hired after a certain date) payouts upon retirement for accumulated sick leave, and 2) no current employee has a grandfathered right to sick leave payouts upon retirement.			[0.50] Yes [0.00] No [0.50] N/A
005	Core Competencies	Capital Projects	
Has your municipality adopted a capital program as defined by N.J.A.C. 5:30-4.2, meaning a moving, multi-year plan and schedule for capital projects (including prospective financing sources) and, when pertinent, first year operating costs and savings?			[1.00] Yes [0.00] No [1.00] N/A
006	Core Competencies	Transparency	
Are your municipality's codified and uncoded ordinances, including all current salary ordinances, available online?			[1.00] Yes [0.00] No
007	Best Practices	Transparency	
Does your municipality have an official social media account or accounts and, if so, is there a written policy establishing guidelines on access, use, and permitted content? Answer N/A if your municipality does not have a social media account.			[0.50] Yes [0.00] No [0.50] N/A
008	Core Competencies	Procurement	
Do your municipality's professional services contracts include a "not to exceed" amount?			[1.00] Yes [0.00] No
009	Best Practices	Procurement	
If your municipality contracts with an insurance broker for health insurance, and said contract exceeds the Local Public Contracts Law (LPCL) bid threshold, is your municipality's health insurance broker being procured through a competitive contracting or sealed bid process conducted pursuant to the Local Public Contracts Law? Only answer N/A if your municipality does not contract with an insurance broker for health insurance or, if it does, the contract does not exceed your municipality's LPCL bid threshold.			[0.50] Yes [0.00] No [0.50] N/A

010	Best Practices	Procurement	<p>Insurance broker fees dependent on the amount of health insurance premiums or fees paid by the municipality are vulnerable to abuse as brokers could face conflicting incentives in seeking lower-cost health insurance alternatives. If your municipality contracts with an insurance broker for health insurance, is the structure for broker payments set at a flat-fee rather than on a commission basis to mitigate the risk of a broker recommending more expensive health insurance coverage to earn higher fees? Only answer N/A if your municipality does not contract with an insurance broker for health insurance.</p>	<p>[0.50] Yes [0.00] No [0.50] N/A</p>
011	Core Competencies	Cybersecurity	<p>A cybersecurity incident response plan is a set of instructions to help detect, respond to, and recover from network security incidents. These plans address areas such as cybercrime, data loss, and service outages. Does your municipality have a cybersecurity incident response plan?</p>	<p>[1.00] Yes [0.00] No</p>
012	Core Competencies	Cybersecurity	<p>Are all municipal employees receiving ongoing cybersecurity training in malware detection, password construction, identifying security incidents and social engineering attacks?</p>	<p>[1.00] Yes [0.00] No</p>
013	Core Competencies	Financial Administration	<p>Pursuant to N.J.S.A. 40A:5-14(d), a local unit's investment policies shall be based on a cash flow analysis prepared by the CFO, with those policies being commensurate with the nature and size of the funds held by the local unit. Has your municipality conducted a cash flow analysis of its deposited and invested funds, and, based on that analysis, does your municipality's cash management plan set policies for your municipality's investments that consider preservation of capital, liquidity, current and historical investment returns, diversification, maturity requirements, costs and fees associated with the investment and, when appropriate, policies of investment instrument administrators?</p>	<p>[1.00] Yes [0.00] No</p>
014	Core Competencies	Budget	<p>Is your municipality ensuring that insurance reimbursements are credited back to the budget appropriation line item in the budget in accordance with N.J.S.A 40A:5-32, instead of applied as miscellaneous revenue not anticipated? Compliance with this statutory obligation relieves pressure on current year appropriations. Only answer N/A if your municipality had no insurance reimbursements in 2020 or 2021.</p>	<p>[1.00] Yes [0.00] No [1.00] N/A</p>

015	Core Competencies	Capital Projects
Has your municipality reviewed all completed capital project bond ordinances for remaining balances that can be cancelled by resolution, and revert to their respective balance sheet accounts?		[1.00] Yes [0.00] No

016	Best Practices	Personnel
Has your municipality established by ordinance an anti-nepotism policy that, at minimum, only authorizes the hiring the family members/relatives of municipal officials and employees if the individuals involved would do not work in a direct supervisory relationship, or in job positions in which a conflict of interest could arise. The term "family member/relatives" should be defined to include but not necessarily be limited to spouses, children, siblings, parents, in-laws, and step-relatives.		[0.50] Yes [0.00] No

017	Core Competencies	Procurement
Has your municipality reviewed with legal counsel and other appropriate officials (e.g. engineer) the boilerplate language in its bid or RFP documents to ensure such language meets legal requirements under the Local Public Contracts Law and pay-to-play, along with other relevant statutes and caselaw?		[1.00] Yes [0.00] No

018	Core Competencies	Transparency
Does your municipality maintain an up-to-date municipal website containing at minimum the following: past three years adopted budgets; the current year proposed budget (including the full adopted budget for the current year when approved by the governing body); most recent annual financial statement and audits; notification(s) for solicitation of bids and RFPs; and meeting dates, minutes and agendas for the governing body, planning board, board of adjustment and all commissions?		[1.00] Yes [0.00] No

019	Core Competencies	Transparency
N.J.S.A. 34:13A-8.2 requires public employers, including municipalities, to file with the Public Employment Relations Commission (PERC) a copy of all contracts negotiated with public employee representatives. This includes, but is not limited to, collective bargaining agreements, memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements. Copies of same may be emailed to contracts@perc.state.nj.us . Has your municipality filed all current contracts with PERC? Only answer N/A if your municipality does not have any employee labor unions.		[1.00] Yes [0.00] No [1.00] N/A

	Core Competencies	Cybersecurity
020		
	Does your municipality perform off-network daily incremental backups with weekly full backups of all data?	[1.00] Yes [0.00] No
	Core Competencies	Shared Services
021		
	N.J.A.C. 5:30-3.8(d)(20) requires each municipal user-friendly budget to include a listing of each shared service provided or received, what entity or entities are providing or receiving the service, the beginning and end date of the agreement as applicable, and the amount either received or paid for the service. Does your municipality list on its user-friendly budget each shared services agreement it is a party to, along with the other information required by the above-referenced regulation?	[1.00] Yes [0.00] No [1.00] N/A [1.00] Prospective
	Core Competencies	Fire Districts
022		
	If a Board of Fire Commissioners establishes annual compensation for its fire district commissioners, N.J.S.A. 40A:14-88 requires the municipal governing body to review and approve such compensation before the fire district can submit its annual budget to the voters, or, in the case of fire districts whose Board of Fire Commissioners elections coincides with the November General election, before the district can adopt its annual budget. The fire district shall submit to the municipal governing body for approval the amount of compensation fixed by the Board regardless of whether the amount of compensation is being modified. Oughton v. Board of Fire Comrs., etc., 178 N.J. Super. 565, 570-571 (App. Div. 1981). If any members of the Board of Fire Commissioners in one or more of your municipality's fire districts are authorized by the Board to receive compensation, does your municipality 1) require its fire district(s) to submit such compensation for review on an annual basis; 2) ensure that each Board has adopted a resolution or resolutions fixing the amount of compensation requested for governing body approval; and 3) adopt a resolution approving, disapproving, or modifying the compensation amount fixed by the Board of Fire Commissioners?	[1.00] Yes [0.00] No [1.00] N/A [1.00] Prospective
	Core Competencies	Shared Services
023		
	N.J.S.A. 40A:65-4(b) requires a copy of each shared services agreement to be filed with the Division of Local Government Services. Has your municipality filed with the Division the most current copy of each shared services agreement under which the municipality provides one or more services to another local unit as defined by N.J.S.A. 40A:65-3 of the Uniform Shared Services and Consolidation Act? Only answer N/A if your municipality does not provide a shared service to another local unit.	[1.00] Yes [0.00] No [1.00] N/A

024

Core Competencies

Financial Administration

Audit findings address areas needing improvement and ignoring these findings devalues the process. Municipalities should correct noted deficiencies. Have the audit findings in your municipality's 2018 audit been identified in a corrective action plan and not been repeated in the 2019 audit? If the answer is no, please list the repeat findings, along with the date the corrective action plan was submitted to DLGS, under Comments. Only answer "N/A" if there were no audit findings in the 2019 audit. If you did not answer no, please type "Did Not Answer No" into the Comment Box.

[1.00] Yes
[0.00] No
[1.00] N/A

025

Best Practices

Transparency

Does your municipality feature a link on its website to the Division of Taxation's Property Tax Relief Program webpage at <https://www.state.nj.us/treasury/taxation/relief.shtml>?

[0.50] Yes
[0.00] No

026

Best Practices

Fire Districts

Local Finance Notice 2017-23 describes the avenues through which a municipality can consolidate multiple fire districts into a single fire district. Does your municipality have a single fire district or, if your municipality has multiple fire districts, is it reviewing the feasibility of consolidating its multiple districts into a single district? Only answer N/A if your municipality does not have a fire district.

[0.50] Yes
[0.00] No
[0.50] N/A

027

Best Practices

Environment

Have public electric vehicle charging stations been installed, or are they currently being installed, on municipal property?

[0.50] Yes
[0.00] No

028a

Unscored Survey

Shared Services

Does your municipality currently provide the following position to another municipality pursuant to a shared services agreement? If Yes, list under Comments each municipality this applies. If no, insert N/A into Comments. (a) Chief Financial Officer

[0.00] Yes
[0.00] No

028b

Unscored Survey

Shared Services

Does your municipality currently provide the following position to another municipality pursuant to a shared services agreement? If Yes, list under Comments each municipality this applies. If no, insert N/A into Comments. (b) Tax Collector

[0.00] Yes
[0.00] No

028c	Unscored Survey	Shared Services
Does your municipality currently provide the following position to another municipality pursuant to a shared services agreement? If Yes, list under Comments each municipality this applies. If no, insert N/A into Comments. (c) Tax Assessor		[0.00] Yes [0.00] No
028d	Unscored Survey	Shared Services
Does your municipality currently provide the following position to another municipality pursuant to a shared services agreement? If Yes, list under Comments each municipality this applies. If no, insert N/A into Comments. (d) Municipal Clerk		[0.00] Yes [0.00] No
028e	Unscored Survey	Shared Services
Does your municipality currently provide the following position to another municipality pursuant to a shared services agreement? If Yes, list under Comments each municipality this applies. If no, insert N/A into Comments. (e) Municipal Treasurer		[0.00] Yes [0.00] No
028f	Unscored Survey	Shared Services
Does your municipality currently provide the following position to another municipality pursuant to a shared services agreement? If Yes, list under Comments each municipality this applies. If no, insert N/A into Comments. (f) Qualified Purchasing Agent		[0.00] Yes [0.00] No
028g	Unscored Survey	Shared Services
Does your municipality currently provide the following position to another municipality pursuant to a shared services agreement? If Yes, list under Comments each municipality this applies. If no, insert N/A into Comments. (g) Certified Public Works Manager		[0.00] Yes [0.00] No
028h	Unscored Survey	Shared Services
Does your municipality currently provide the following position to another municipality pursuant to a shared services agreement? If Yes, list under Comments each municipality this applies. If no, insert N/A into Comments. (h) Public Works Superintendent		[0.00] Yes [0.00] No

029

Unscored Survey

Shared Services

If the answer to at least one part of Question 28 is yes, did one or more of the identified shared service agreements result in the dismissal of a tenured official? If yes, please insert under Comments 1) the position or positions where an agreement resulted in the dismissal of a tenured official; and 2) an estimate of the cost savings anticipated to be achieved by the participating municipalities at the outset of the agreement. If the answer is No or N/A, please insert "No" or "N/A" under Comments. See LFN 2018-3R for more information on this provision of the Common Sense Shared Service Act.

[0.00] Yes
[0.00] No
[0.00] N/A

030

Unscored Survey

Environment

How much did your municipality spend on operational costs associated with managing and treating stormwater runoff in the prior fiscal year, and how much did your municipality appropriate toward same for the current fiscal year? Examples of such costs include street cleaning, conveyance system clean-out, routine maintenance of storm drains and outfall pipes, and stormwater runoff-related educational programs. Also list under Comments the FCOA codes your municipality is using to classify these stormwater-related prior year expenditures and current year appropriations.

031

Unscored Survey

Financial Administration

Does your municipality currently retain a chief financial officer through a professional services contract?

[0.00] Yes
[0.00] No

032a

Unscored Survey

American Rescue Plan Act

Has your municipality allocated and/or currently plan to allocate ARP Local Fiscal Recovery Fund (LFRF) dollars for the following eligible use? (a) Public Health (EC 1)

[0.00] Yes
[0.00] No

032b

Unscored Survey

American Rescue Plan Act

Has your municipality allocated and/or currently plan to allocate ARP Local Fiscal Recovery Fund (LFRF) dollars for the following eligible use? (b) Negative Econ. Impacts (EC 2)

[0.00] Yes
[0.00] No

032c

Unscored Survey

American Rescue Plan Act

Has your municipality allocated and/or currently plan to allocate ARP Local Fiscal Recovery Fund (LFRF) dollars for the following eligible use? (c) Services to Disproportionately Impacted Communities (EC 3)

[0.00] Yes
[0.00] No

032d

Unscored Survey

American Rescue Plan Act

Has your municipality allocated and/or currently plan to allocate ARP Local Fiscal Recovery Fund (LFRF) dollars for the following eligible use? (d) Premium Pay (EC 4)

[0.00] Yes

[0.00] No

032e

Unscored Survey

American Rescue Plan Act

Has your municipality allocated and/or currently plan to allocate ARP Local Fiscal Recovery Fund (LFRF) dollars for the following eligible use? (e)
Water/Sewer/Broadband Infrastructure (EC5)

[0.00] Yes

[0.00] No

032f

Unscored Survey

American Rescue Plan Act

Has your municipality allocated and/or currently plan to allocate ARP Local Fiscal Recovery Fund (LFRF) dollars for the following eligible use? (f) Revenue Replacement (EC 6)

[0.00] Yes

[0.00] No

032g

Unscored Survey

American Rescue Plan Act

Is your municipality currently undecided on how to allocate ARP Local Fiscal Recovery Fund (LFRF) dollars for the previously referenced expenditure categories?
Please answer Yes if none of the previous subparts were Yes, otherwise answer No

[0.00] Yes

[0.00] No

032h

Unscored Survey

American Rescue Plan Act

Did your municipality decline ARP Local Fiscal Recovery Fund (LFRF) dollars instead?
Please answer Yes if none of the previous subparts were Yes, otherwise answer No

[0.00] Yes

[0.00] No

033

Unscored Survey

American Rescue Plan Act

What portion of the first tranche of ARP LFRF dollars will your municipality obligate toward eligible uses by December 31, 2021?

[0.00] 100%

[0.00] Equal to or
Greater than 50%[0.00] Less than
50%

[0.00] 0%

[0.00] Currently
Undecided[0.00] Declined
ARP LFRF Funds

034

Unscored Survey

American Rescue Plan Act

What portion of the first tranche of ARP LFRF dollars will your municipality obligate toward eligible uses by December 31, 2022?

[0.00] 100%
 [0.00] Equal to or Greater than 50%
 [0.00] Less than 50%
 [0.00] 0%
 [0.00] Currently Undecided
 [0.00] Declined ARP LFRF Funds

035

Unscored Survey

Financial Administration

Does your municipality pay one or more of its vendors or contractors via an automated clearing house (ACH) transfer and/or a procurement card? Please select one or more of the options provided , as applicable. This question excludes debt service, pension bills, and employee health benefits.

[0.00] ACH
 [0.00] Procurement Card
 [0.00] None of the Above

036a

Unscored Survey

Procurement

N.J.S.A. 40A:11-41 et seq. authorizes municipalities to establish one or more specified set-aside programs for public procurement. A set-aside program establishes a goal for its contracting agencies of setting aside a certain percentage of the dollar value of total procurements to be awarded as set-aside contracts to one or more qualified enterprises authorized pursuant to N.J.S.A. 40A:11-42. If your municipality has set aside the following program, please select Yes and include under Comments the percentage of the dollar value of total procurements currently establishes as a set-aside goal under the program. Those selecting No shall type "N/A" under Comments. (a) Minority Business Enterprises

[0.00] Yes
 [0.00] No

036b

Unscored Survey

Procurement

N.J.S.A. 40A:11-41 et seq. authorizes municipalities to establish one or more specified set-aside programs for public procurement. A set-aside program establishes a goal for its contracting agencies of setting aside a certain percentage of the dollar value of total procurements to be awarded as set-aside contracts to one or more qualified enterprises authorized pursuant to N.J.S.A. 40A:11-42. If your municipality has set aside the following program, please select Yes and include under Comments the percentage of the dollar value of total procurements currently establishes as a set-aside goal under the program. Those selecting No shall type "N/A" under Comments. (b) Women's Business Enterprises

[0.00] Yes

[0.00] No

036c

Unscored Survey

Procurement

N.J.S.A. 40A:11-41 et seq. authorizes municipalities to establish one or more specified set-aside programs for public procurement. A set-aside program establishes a goal for its contracting agencies of setting aside a certain percentage of the dollar value of total procurements to be awarded as set-aside contracts to one or more qualified enterprises authorized pursuant to N.J.S.A. 40A:11-42. If your municipality has set aside the following program, please select Yes and include under Comments the percentage of the dollar value of total procurements currently establishes as a set-aside goal under the program. Those selecting No shall type "N/A" under Comments. (c) Small Business Enterprises

[0.00] Yes

[0.00] No

036d

Unscored Survey

Procurement

N.J.S.A. 40A:11-41 et seq. authorizes municipalities to establish one or more specified set-aside programs for public procurement. A set-aside program establishes a goal for its contracting agencies of setting aside a certain percentage of the dollar value of total procurements to be awarded as set-aside contracts to one or more qualified enterprises authorized pursuant to N.J.S.A. 40A:11-42. If your municipality has set aside the following program, please select Yes and include under Comments the percentage of the dollar value of total procurements currently establishes as a set-aside goal under the program. Those selecting No shall type "N/A" under Comments. (d) Veteran Business Enterprises

[0.00] Yes

[0.00] No

037

Unscored Survey

Procurement

If your municipality has established a set-aside program for qualified business enterprises pursuant to N.J.S.A. 40A:11-41 et seq, did your municipality's contract awards meet or exceeded the set-aside goals established by the governing body in the prior fiscal year for each of your municipality's set-aside programs? Only answer N/A if your municipality does not have a set-aside program.

[0.00] Yes

[0.00] No

[0.00] N/A

038	Unscored Survey	Procurement
<p>For a municipality having established a set-aside program for qualified business enterprises, N.J.S.A. 40A:11-48 requires each municipal authority, board, committee or commission authorized to independently award contracts to issue a report to the municipal governing body by January 31 of each year 1) describing their efforts in attaining the municipality's set-aside goals for the prior calendar year; and 2) the percentage of the dollar value of total procurements awarded in the prior calendar year under each set-aside program established by the municipality. Did each of the above-referenced entities submit this report to the municipal governing body in 2021? Answer N/A if your municipality does not have a set-aside program or does not have any authorities, boards, committees or commissions authorized to independently award contracts.</p>		
<p>[0.00] Yes [0.00] No [0.00] N/A</p>		

039	Unscored Survey	Tax Collection
<p>Has your municipality established a ten-day grace period for the payment of property taxes and other municipal charges as authorized by N.J.S.A. 54:5-19?</p>		
<p>[0.00] Yes [0.00] No</p>		

040	Unscored Survey	Tax Collection
<p>Complete the Excel-based Tax Sale Report. Upload the completed report using the "Attach File" button toward the bottom of your screen. Type "File Uploaded" in the Comment Box</p>		

041	Unscored Survey	Opportunity Zones
<p>Is your municipality aware of any real estate development projects or businesses that will be using the Opportunity Zone tax incentive or receiving an Opportunity Fund investment?</p>		
<p>[0.00] Yes [0.00] No [0.00] N/A</p>		

042	Unscored Survey	Opportunity Zones
<p>If your municipality knows of any projects that are using or will be using the Opportunity Zone tax incentive, please include the name of each project, the full address, a short description that includes the primary developer (if applicable), estimated value of the development (i.e. total permitted value), and the project's status (if known) on the Excel form provided on DLGS's Best Practices webpage. Upload the Excel form using the "Attach File" button toward the bottom of your screen. If you have uploaded the Excel form, type "File Uploaded" in the Comment Box. If you have not uploaded the Excel Form, type NA in the Comment Box.</p>		

043	Unscored Survey	Planning & Economic Development
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Does your municipality currently plan to sell any municipally-owned vacant conforming lots by December 31, 2022?	[0.00] Yes [0.00] No
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044a	Unscored Survey	Planning & Economic Development
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Does your municipality impose the following requirement upon developers as a condition of granting zoning approval for residential construction and/or residential/commercial mixed use construction? (a) Dedication of Space or Open-Space	[0.00] Yes [0.00] No
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044b	Unscored Survey	Planning & Economic Development
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Does your municipality impose the following requirement upon developers as a condition of granting zoning approval for residential construction and/or residential/commercial mixed use construction? (b) Fee In-Lieu of Dedicating Space or Open Space	[0.00] Yes [0.00] No
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044c	Unscored Survey	Planning & Economic Development
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Does your municipality impose the following requirement upon developers as a condition of granting zoning approval for residential construction and/or residential/commercial mixed use construction? (c) Fee In-Lieu of Parking	[0.00] Yes [0.00] No
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044d	Unscored Survey	Planning & Economic Development
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Does your municipality impose the following requirement upon developers as a condition of granting zoning approval for residential construction and/or residential/commercial mixed use construction? (d) Impact Fee(s) (pro rata share of infrastructure improvement costs)	[0.00] Yes [0.00] No
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044e

Unscored Survey

Planning & Economic
Development

Does your municipality impose the following requirement upon developers as a condition of granting zoning approval for residential construction and/or residential/commercial mixed use construction? (e) Provision of Affordable Housing Units

[0.00] Yes

[0.00] No

044f

Unscored Survey

Planning & Economic
Development

Does your municipality impose the following requirement upon developers as a condition of granting zoning approval for residential construction and/or residential/commercial mixed use construction? (f) Affordable Housing Trust Fund Payments

[0.00] Yes

[0.00] No

045

Unscored Survey

Planning & Economic
Development

Does your municipal land use ordinance provide for an historic preservation commission that is governed under N.J.S.A. 40:55D-107?

[0.00] Yes

[0.00] No

046

Unscored Survey

Planning & Economic
Development

Does your municipality have an environmental commission, or is your municipality part of a joint environmental commission, that is governed under N.J.S.A. 40:56A-1 et seq.?

[0.00] Yes

[0.00] No

047

Unscored Survey

Planning & Economic
Development

Does your municipality have an industrial commission that is governed under N.J.S.A. 40:55B-1 et seq.?

[0.00] Yes

[0.00] No

048

Unscored Survey

Recreation

Does your municipality have a recreation commission that is governed under N.J.S.A. 40:61-17 et seq.?

[0.00] Yes

[0.00] No

Resolution 2021 – 128

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	\$439,622.61
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WATER/SEWER ACCOUNT:

Per Attached Bill List	\$ 16,894.31
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PAYROLL ACCOUNT:

5138	Employee Payroll Dated 10/13/21	\$ 28,450.48
2414	Employee Payroll Dated 10/13/21	10,864.31
1465	Employee Payroll Dated 10/13/21	<u>136.71</u>
		\$ 39,451.50

TOURISM ACCOUNT:

1465	Lake Como Payroll Account	\$ 136.71
	Peter Aragno	<u>1,000.00</u>
		\$ 1,136.71

DOG LICENSE ACCOUNT:

1126	NJ Dept. Health	\$ 2.40
	MGL Printing Solution	<u>173.00</u>
		\$ 175.40

Dated: October 19, 2021

Kevin G. Higgins, Mayor

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

**BOROUGH OF LAKE COMO
BOND ORDINANCE NUMBER 2021-965**

**BOND ORDINANCE AMENDING BOND ORDINANCE
NUMBER 2016-918 FINALLY ADOPTED BY THE
BOROUGH COUNCIL OF THE BOROUGH OF LAKE
COMO, IN THE COUNTY OF MONMOUTH, STATE OF NEW
JERSEY (THE "BOROUGH") ON SEPTEMBER 6, 2016 TO
INCREASE THE TOTAL APPROPRIATION THEREIN FROM
\$2,965,000 TO \$3,665,000 (WHICH INCLUDES A GRANT IN
THE AMOUNT OF \$700,000 FROM THE UNITED STATES
DEPARTMENT OF AGRICULTURE) AND REPEALING
RESOLUTION NUMBER 2018-67 ADOPTED BY THE
BOROUGH ON FEBRUARY 20, 2018**

WHEREAS, the Borough of Lake Como, in the County of Monmouth, State of New Jersey (the "Borough") has determined to repeal and cancel Resolution Number 2018-67 adopted on February 20, 2018 (the "Grant Resolution") appropriating a \$700,000 grant received from the United States Department of Agriculture (the "USDA Grant") ; and

WHEREAS, to effectuate same, the Borough now desires to amend bond ordinance number 2016-918 finally adopted by the Borough Council of the Borough on September 6, 2016, entitled "BOND ORDINANCE PROVIDING FOR VARIOUS WATER SYSTEM IMPROVEMENTS – PHASE II, BY AND IN THE BOROUGH OF LAKE COMO, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY; APPROPRIATING \$2,965,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$2,965,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF" (the "Original Ordinance"), to appropriate the USDA Grant and to repeal and cancel the Grant Resolution; now, therefore,

BE IT ORDAINED AND ENACTED BY THE BOROUGH COUNCIL OF THE BOROUGH OF LAKE COMO, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring),
AS FOLLOWS:

SECTION 1. The above recitals are incorporated herein as though fully set forth at length.

SECTION 2. The Original Ordinance of the Borough is hereby amended to the extent and with the effect as set forth below:

(a) The total appropriation in the Original Ordinance is hereby increased by \$700,000, from \$2,965,000 to \$3,665,000. The \$700,000 additional appropriation will be funded by the USDA Grant.

(b) This bond ordinance does not provide for an additional down payment from the amount required by the Original Ordinance and does not authorize an increase in the amount of bonds and notes provided in the Original Ordinance.

SECTION 3. The Grant Resolution is hereby repealed and canceled.

SECTION 4. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

SECTION 5. The Borough covenants to maintain the exclusion from gross income under Section 103(a) of the Code of the interest on all tax-exempt bonds and notes issued under the Original Ordinance, as amended and supplemented hereby.

SECTION 6. Except as expressly amended and supplemented hereby, the Original Ordinance shall remain in full force and effect.

SECTION 7. This amending bond ordinance shall take effect twenty (20) days after the first publication hereof after final adoption, as provided by the Local Bond Law.

**ADOPTED ON FIRST READING
DATED: October 5, 2021**

LOUISE A. MEKOSH
Borough Clerk

**ADOPTED ON SECOND READING
DATED: October 19, 2021**

LOUISE A. MEKOSH
Borough Clerk

CERTIFICATE OF INTRODUCTION

I, the undersigned Clerk of the Borough of Lake Como, in the County of Monmouth, State of New Jersey, DO HEREBY CERTIFY that the foregoing is an extract from the Minutes of a meeting of the governing body of the Borough duly called and held on October 5, 2021 at 7:30 p.m. and that the following was the roll call:

Present:

Absent:

I FURTHER CERTIFY that the foregoing extract has been compared by me with the original minutes as officially recorded in my office in the Minute Book of the governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Borough this ____ day of _____, 2021.

(SEAL)

LOUISE A. MEKOSH,
Clerk of the Borough of Lake Como

CERTIFICATE OF FINAL ADOPTION

I, the undersigned Clerk of the Borough of Lake Como, in the County of Monmouth, State of New Jersey, DO HEREBY CERTIFY that the foregoing is an extract from the Minutes of a meeting of the governing body of the Borough duly called and held on October 19, 2021, at 7:30 p.m. and that the following was the roll call:

Present:

Absent:

I FURTHER CERTIFY that the foregoing extract has been compared by me with the original minutes as officially recorded in my office in the Minute Book of the governing body and is a true, complete and correct copy thereof and of the whole of the original minutes so far as they relate to the subject matters referred to in the extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Borough this ____ day of _____, 2021.

(SEAL)

LOUISE A. MEKOSH,
Clerk of the Borough of Lake Como

CLERK'S CERTIFICATE

I, LOUISE A. MEKOSH, DO HEREBY CERTIFY that I am the Clerk of the Borough of Lake Como, in the County of Monmouth (the "Borough"), a municipal corporation organized and existing under the laws of the State of New Jersey, and that as such I am duly authorized to execute and deliver this certificate on behalf of the Borough. In such capacity, I have the responsibility to maintain the minutes of the meetings of the governing body of the Borough and the records relative to all resolutions and ordinances of the Borough. The representations made herein are based upon the records of the Borough. I DO HEREBY FURTHER CERTIFY THAT:

1. Attached hereto is the bond ordinance introduced on October 5, 2021 and finally adopted on October 19, 2021.

2. After introduction, the bond ordinance was published as required by law on October __, 2021 in _____ (name of newspaper).

3. Following the passage of the ordinance on first reading, and at least seven (7) days prior to the final adoption thereof, I caused to be posted in the principal municipal building of the Borough at the place where public notices are customarily posted, a copy of said ordinance or a summary thereof and a notice that copies of the ordinance would be made available to the members of the general public of the Borough who requested copies, up to and including the time of further consideration of the ordinance by the governing body. Copies of the ordinance were made available to all who requested same.

4. After final passage, the ordinance was duly approved by the Mayor on October __, 2021 and was duly published as required by law on October __, 2021 in

_____ (name of newspaper). No protest signed by any person against making any improvement or incurring the indebtedness authorized therein, nor any petition requesting that a referendum vote be taken on the action proposed in the ordinance has been presented to the governing body or to me or filed in my office within twenty (20) days after said publication or at any other time after the final passage thereof.

5. The bond ordinance has not been amended (other than as set forth therein), added to, altered or repealed and said ordinance is now in full force and effect.

6. A certified copy of this bond ordinance and a copy of the amended capital budget form has been filed with the Director of the Division of Local Government Services, as applicable.

7. The official seal of the Borough is the seal, an impression of which is affixed, imprinted or reproduced opposite my signature on this Certificate.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed, imprinted or reproduced the corporate seal of the Borough this ____ day of _____, 2021.

(SEAL)

LOUISE A. MEKOSH,
Clerk of the Borough of Lake Como

BOROUGH COUNCIL OF THE BOROUGH OF LAKE COMO
PUBLIC NOTICE

NOTICE OF PENDING BOND ORDINANCE AND SUMMARY

The bond ordinance, the summary terms of which are included herein, was introduced and passed upon first reading at a meeting of the governing body of the Borough of Lake Como, in the County of Monmouth, State of New Jersey (the "Borough"), on October 5, 2021. It will be further considered for final passage, after public hearing thereon, at a meeting of the governing body to be held on October 19, 2021 at 7:30 p.m. Copies of the full bond ordinance are available at no cost and during regular business hours at the Borough Clerk's office for members of the general public who request the same. Information regarding remote access to the meeting may be found on the Borough's website at www.lakecomonj.org. The summary of the terms of such bond ordinance follows:

Title: **BOND ORDINANCE AMENDING BOND ORDINANCE NUMBER 2016-918 FINALLY ADOPTED BY THE BOROUGH COUNCIL OF THE BOROUGH OF LAKE COMO, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY (THE "BOROUGH") ON SEPTEMBER 6, 2016 TO INCREASE THE TOTAL APPROPRIATION THEREIN FROM \$2,965,000 TO \$3,665,000 (WHICH INCLUDES A GRANT IN THE AMOUNT OF \$700,000 FROM THE UNITED STATES DEPARTMENT OF AGRICULTURE) AND REPEALING RESOLUTION NUMBER 2018-67 ADOPTED BY THE BOROUGH ON FEBRUARY 20, 2018**

Purpose(s): The purpose of the bond ordinance is to (i) amend Bond Ordinance Number 2016-918 finally adopted on September 6, 2016, to appropriate a grant in the amount of \$700,000 from the United States Department of Agriculture, and (ii) repeal and cancel Resolution Number 2018-67 adopted on February 20, 2018.

Appropriation: Increased by \$700,000 (from \$2,965,000 to \$3,665,000)

**Bonds/Notes
Authorized:** Unchanged

Grant: \$700,000 from the United States Department of Agriculture

Down Payment: None

Section 20 Costs: Unchanged

Useful Life: Unchanged

LOUISE A. MEKOSH,
Clerk of the Borough of Lake Como

BOROUGH COUNCIL OF THE BOROUGH OF LAKE COMO
PUBLIC NOTICE

BOND ORDINANCE STATEMENTS AND SUMMARY

The bond ordinance, the summary terms of which are included herein, has been finally adopted by the Borough Council of the Borough of Lake Como, in the County of Monmouth, State of New Jersey (the "Borough"), on October 19, 2021 and the twenty (20) day period of limitation within which a suit, action or proceeding questioning the validity of such bond ordinance can be commenced, as provided in the Local Bond Law, has begun to run from the date of the first publication of this statement. Copies of the full bond ordinance are available at no cost and during regular business hours at the Borough Clerk's office for members of the general public who request the same. The summary of the terms of such bond ordinance follows:

Title:	BOND ORDINANCE AMENDING BOND ORDINANCE NUMBER 2016-918 FINALLY ADOPTED BY THE BOROUGH COUNCIL OF THE BOROUGH OF LAKE COMO, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY (THE "BOROUGH") ON SEPTEMBER 6, 2016 TO INCREASE THE TOTAL APPROPRIATION THEREIN FROM \$2,965,000 TO \$3,665,000 (WHICH INCLUDES A GRANT IN THE AMOUNT OF \$700,000 FROM THE UNITED STATES DEPARTMENT OF AGRICULTURE) AND REPEALING RESOLUTION NUMBER 2018-67 ADOPTED BY THE BOROUGH ON FEBRUARY 20, 2018
Purpose(s):	The purpose of the bond ordinance is to (i) amend Bond Ordinance Number 2016-918 finally adopted on September 6, 2016, to appropriate a grant in the amount of \$700,000 from the United States Department of Agriculture, and (ii) repeal and cancel Resolution Number 2018-67 adopted on February 20, 2018.
Appropriation:	Increased by \$700,000 (from \$2,965,000 to \$3,665,000)
Bonds/Notes Authorized:	Unchanged
Grant:	\$700,000 received from the United States Department of Agriculture
Down Payment:	None
Section 20 Costs:	Unchanged
Useful Life:	Unchanged

LOUISE A. MEKOSH,
Clerk of the Borough of Lake Como