



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

**DATE: JANUARY 4, 2022 7:30 PM VIA ZOOM
REORGANIZATION MEETING OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF LAKE COMO**

MEETING CALLED TO ORDER

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 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.

OATH OF OFFICE:

Christopher D'Antuono
Heather Albala-Doyle
Peter Ventrice

ROLL CALL

Douglas Witte
Hawley Scull
Christopher D'Antuono
Nicholas DeMauro
Peter Ventrice
Heather Albala-Doyle

NOMINATION OF COUNCIL PRESIDENT

MAYOR HIGGINS' ASSIGNMENT OF COMMITTEE MEMBERS

COMMUNICATIONS

REPORTS OF COMMITTEES

UNFINISHED BUSINESS

PUBLIC COMMENTS ON NEW BUSINESS

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 2022-01
Time and Place of Regular Meetings

Resolution 2022-02
Approval of 2022 Meeting Dates

Resolution 2022-03
Rate of Interest on Delinquent Tax Bills

Resolution 2022-04
Rate of Interest on Delinquent Water/Sewer Bills

Resolution 2022-05
Designating Official Newspapers

Resolution 2022-06
Designating Official Depositories for Official Funds

Resolution 2022-07
Appointing Recycling Coordinator

Resolution 2022-08
Appointing Assessment Searcher

Resolution 2022-09
Appointing Municipal Labor Attorney

Resolution 2022-10
Appointing Municipal Attorney

Resolution 2022-11
Waiving Yard Sale Fees

Resolution 2022-12
Appointing Community Development Block Grant Representatives

Resolution 2022-13
Authorizing the Filing of the Recycling Tonnage Grant Application

Resolution 2022-14
Appointing the Planning/Zoning Board members

Resolution 2022-15
Appointing Representative to the Monmouth County Office of Aging

Resolution 2022-16
Appointing the Fund Commissioner and Safety Coordinator

Resolution 2022-17
Establishing a fee for Non-sufficient funds checks and/or uncollected funds

Resolution 2022-18
Appointing Municipal Bond Counsel

Resolution 2022-19
Appointing Deputy Administrator

Resolution 2022-20
Appointing Zoning Officer

Resolution 2022-21
Appointing Members of the Environmental Commission

Resolution 2022-22
Designating Duplicate Tax Bill Fee

Resolution 2022-23
Fee for Certificate for Redemption of Tax Sale

Resolution 2022-24
Fee for Duplicate Copy of Certificate of Sale

Resolution 2022-25
Appointing Municipal Engineer

Resolution 2022-26
Appointing members of the Tourism Commission

Resolution 2022-27
Appointing representatives to the Parade committee

Resolution 2022-28
Appointing members to the Local Emergency Planning Committee

Resolution 2022-29
Appointing Alternate/Conflict Prosecutor

Resolution 2022-30
Authorizing partial tax payments

Resolution 2022-31
Appointing the Americans with Disabilities Act Coordinator

Resolution 2022-32
Appointing the Tax Search Officer

Resolution 2022-33
Establishing fees for photocopies and duplication of electronic or computer generated documents

Resolution 2022-34
Appointing the Clean Communities Coordinator

Resolution 2022-35
Appointing the Municipal Prosecutor

Resolution 2022-36
Appointing Public Defender

Resolution 2022-37
Appointing Special Tax Counsel

Resolution 2022-38
Electronic Tax Sale

Resolution 2022-39
Appointing Municipal Auditor

Resolution 2022-40
Appointing Alternate/Conflict Public Defender

Resolution 2022-41
Award of a Contract for Municipal Planner

Resolution 2022-42
Appointing Construction Code Official

Resolutions 2022-43
Appointing Fire Subcode Official

Resolution 2022-44
Authorizing Aerial Mosquito Control Operations

Resolution 2022-45
Appointing Alternate/Conflict Engineer

Resolution 2022-46
Appointing Building Subcode Official

Resolution 2022-47
Appointing Electrical Subcode Official

Resolution 2022-48
Appointing SMRSA Representative

Resolution 2022-49
Appointing Risk Management Consultant

Resolution 2022-51
Fee Resolution

Resolution 2022-52
Appointing Public Safety Director

Resolution 2022-55
Appointing Alternate Tax Attorney

Resolution 2022-56
Financial Consultant Services

NEW BUSINESS

Resolution 2022-50
Temporary Budget
Offered by Councilman Witte

Resolution 2022-53
Authorizing Contract with Monmouth County SPCA
Offered by Councilman D'Antuono

Resolution 2022-54
Authorizing Contract with Dental Services Organization
Offered by Councilman DeMauro

PUBLIC COMMENTS

NEXT MEETING

The next regular meeting of the Mayor and Council will be held on Tuesday, January 18, 2022, 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. 2022-1

**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.

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: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-2

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 18, 2022
February 1, 2022
February 15, 2022
March 1, 2022
March 15, 2022
April 5, 2022
April 19, 2022
May 3, 2022
May 17, 2022
June 21, 2022
July 5, 2022
July 19, 2022
August 2, 2022
August 16, 2022
September 6, 2022
September 20, 2022
October 4, 2022
October 18, 2022
November 1, 2022
December 6, 2022
December 20, 2022
January 3, 2023 (Reorganization Meeting)

DATED: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-3

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: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-4

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 when authorized by law.

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

Dated: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-5

**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: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-6

**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 2022.

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: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-7

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, 2022, terminating December 31, 2022.

Dated: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-8

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, 2022, terminating December 31, 2022.

Dated: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-9

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

WHEREAS, the Borough of Lake Como has a need to acquire a Labor Attorney; and,

WHEREAS, the Borough of Lake Como has determined and certified in writing that the value of the acquisition will not exceed \$17,500.00, and,

WHEREAS, Mark Kitrick, Esq. of King, Kitrick and Jackson, LLC be and is hereby appointed Labor Attorney, effective January 1, 2022 for a one-year term through December 31, 2022.

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 on the Borough's list 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: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-10

**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, 2022 for a one-year term through December 31, 2022.

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 on the Borough's list 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: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION 2022-11

**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 4, 2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-12
APPOINTING THE COMMUNITY DEVELOPMENT
BLOCK GRANT REPRESENTATIVES

WHEREAS, Mayor Kevin G. Higgins has appointed

Louise A. Mekosh, Borough Representative
Heather Albala-Doyle Alternate

As per the Community Development Block Grant program,
For one year, commencing January 1, 2022, terminating
December 31, 2022.

Dated: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-13

**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 2021.

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 2021 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.

Dated: 1/4/2022

Kevin G. Higgins, Mayor

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

RESOLUTION NO. 2022-14

**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:

Douglas Witte, Class III, One Year, Terminate 12/31/22
Eugene Cavanagh, Class II, One Year, Terminate 12/31/22
Christine Noonan, Class IV, Four Years, Terminate 12/31/25
Gretchen Schmidhausler, Class IV, Four Years, Terminate 12/31/25
Keith Montgomery Goisse, Alternate 1, Two Years, Terminate 12/31/23
Scott Fischer, Alternate 2, Unexpired Term, Two Years, Terminate 12/31/22
Viveca Graham, Secretary, One Year, Terminate 12/31/22

Dated: 01/04/22

Kevin G. Higgins
Mayor

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

Roster of Other Members:

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

RESOLUTION NO. 2022-15

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, 2022, terminating December 31, 2022.**

Dated: 1/4/2022

**Kevin G. Higgins
Mayor**

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

RESOLUTION NO. 2022-16

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, 2022, terminating December 31, 2022.**

Dated: 1/4/2022

**Kevin G. Higgins
Mayor**

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

RESOLUTION NO. 2022-17

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: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-18

**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 exceed \$17,500; and,

WHEREAS, Wilentz, Goldman & Spitzer PA be and is hereby appointed Bond Counsel, effective January 1, 2022 for a one-year term through December 31, 2022.

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 on the Borough's list 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: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-19

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, 2022, terminating December 31, 2022.

Dated: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-20

WHEREAS, Mayor Kevin G. Higgins has appointed

John Rowe

To the position of

Zoning Officer

for the Borough of Lake Como for one year,

Commencing January 1, 2022, terminating December 31, 2022.

Dated: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-21

**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:

Andrew Reiners, Planning Board Liaison, One Year, Terminate 12/31/2022

Deborah Hilliard, Three years, Terminate 12/31/2024

Barbara Rumsby, Alternate No. 1, Unexpired Term, Two Years, Terminate 12/31/2022

Viveca H. Graham, Secretary, One Year, Terminate 12/31/2022

Dated: 01/4/2022

Kevin G. Higgins
Mayor

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

Roster of other members:

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

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

Peter Ventrice, Council Liaison, Three Years, Terminate 12/31/2023

Colleen Geberis, Alternate No. 2, Two Years, Terminate 12/31/2023

RESOLUTION NO. 2022-22

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: 1/4/2022

Kevin G. Higgins
Mayor

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

**RESOLUTION NO. 2022-23
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: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-24
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: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-25
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, 2022 for a one-year term through December 31, 2022.

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 on the Borough's list 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: 1/4/2022

Kevin G. Higgins
Mayor

Louise A. Mekosh, RMC,CMC,CMFO

RESOLUTION NO. 2022-26

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:

Teresa Vassallo, Two Year Term, terminating 12/31/23
Dr. Laura Kelly, Two Year Term, terminating 12/31/23
Hawley Scull, Three Year Term, terminating 12/31/24
Amy Boney, Secretary, One Year Term, terminating 12/31/22

Dated: 1/4/2022

Kevin G. Higgins
Mayor

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

Roster of other members:

Reginald Hyde, Two Year Term, terminating 12/31/22
William Clanton, Two Year Term, terminating 12/31/22

RESOLUTION NO. 2022-27

**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 2022.

Dated: 1/4/2022

**Kevin G. Higgins
Mayor**

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

RESOLUTION NO. 2022-28

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
Ryan Dullea	Fire Marshal
Jason Downing	Fire Chief
John Rowe	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, 2022, terminating December 31, 2022.

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: 1/4/2022

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 2022-28 was duly adopted by the
Governing Body at their Regular meeting held on 1/4/2022.

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

RESOLUTION NO. 2022-29

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, 2022, terminating December 31, 2022.**

Dated: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-30

**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 for excess balances, 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: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-31

APPOINTING THE AMERICANS 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
Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973; for one year,
Commencing January 1, 2022, terminating December 31, 2022.

Dated: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-32

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, 2022, terminating December 31, 2022.

Dated: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-33

**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: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-34

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, 2022, terminating December 31, 2022.

Dated: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-35

**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, 2022 for a one-year term through December 31, 2022.

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 on the Borough's list 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: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-36

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, 2022, terminating December 31, 2022.

Dated: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-37

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, 2022, terminating December 31, 2022.

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

Dated: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-38

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: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-39

**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, 2022 for a one-year term through December 31, 2022.

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 on the Borough's list 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: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-40

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, 2022, terminating December 31, 2022.

Dated: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-41
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, 2022 for a one-year term through December 31, 2022.

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 on the Borough's list 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: 1/4/2022

Kevin G. Higgins
Mayor

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

**RESOLUTION NO. 2022-42
APPOINTING CONSTRUCTION CODE OFFICIAL**

WHEREAS, Mayor Kevin G. Higgins has appointed

**John Rowe
License #3545**

To the position of Construction Code Official

for the Borough of Lake Como for a term of four years,

Commencing January 1, 2022, terminating December 31, 2025.

Dated: 1/4/2022

**Kevin G. Higgins
Mayor**

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

**RESOLUTION NO. 2022-43
APPOINTING FIRE SUBCODE OFFICIAL**

WHEREAS, Mayor Kevin G. Higgins has appointed

**Theodore Bianchi
License #2151**

To the position of Fire Subcode Official

for the Borough of Lake Como for a term of four years,

Commencing January 1, 2022, terminating December 31, 2025.

Dated: 1/4/2022

**Kevin G. Higgins
Mayor**

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

RESOLUTION 2022-44
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 its 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: Councilmember

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 4th day of January, 2022.

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

RESOLUTION NO. 2022-45

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, 2022, terminating December 31, 2022.**

Dated: 1/4/2022

Kevin G. Higgins
Mayor

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

**RESOLUTION NO. 2022-46
APPOINTING BUILDING SUBCODE OFFICIAL**

WHEREAS, Mayor Kevin G. Higgins has appointed

**Charles Gimbel
License #8227**

**To the position of Building Subcode Official
for the Borough of Lake Como for a term of four years,
Commencing January 1, 2022, terminating December 31, 2025.**

Dated: 1/4/2022

**Kevin G. Higgins
Mayor**

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

**RESOLUTION NO. 2022-47
APPOINTING ELECTRICAL SUBCODE OFFICIAL**

WHEREAS, Mayor Kevin G. Higgins has appointed

**Jean Verrier
License #8186**

**To the position of Electrical Subcode Official
for the Borough of Lake Como for a term of four years,
Commencing January 1, 2022, terminating December 31, 2025.**

Dated: 1/4/2022

**Kevin G. Higgins
Mayor**

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

**RESOLUTION NO. 2022-48
APPOINTING THE LAKE COMO REPRESENTATIVE
TO THE SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY**

WHEREAS, Mayor Kevin G. Higgins has appointed

Kevin E. Lynch

As the Lake Como Representative to the South Monmouth

Regional Sewerage Authority

for a term of five years,

Commencing February 1, 2022, terminating January 31, 2027.

**A copy of this resolution shall be forwarded to the South Monmouth Regional Sewerage
Authority.**

Dated: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-49

**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, 2022, terminating December 31, 2022

Dated: 01/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-51

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 2022 electronic tax sale.

DATED: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-52

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, 2022, terminating December 31, 2022.**

Dated: 01/04/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-55
APPOINTING ALTERNATE TAX ATTORNEY

WHEREAS, Mayor Kevin G. Higgins hereby appoints:

Eric M. Bernstein & Associates, LLC
To the Position of Alternate Tax Attorney

This appointment is for the Borough of Lake Como commencing January 1, 2022, terminating December 31, 2022.

Dated: 1/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-56
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 month to month Contract with Andrew Hodulik, CPA for said services until the completion of CY2021 financial records.

Dated: 01/4/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-50

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 2022 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 CY2021 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$3,878,532.32 and

WHEREAS, 26.25% of the total appropriations in the CY2021 budget is the sum of \$1,018,114.73;

BE IT FURTHER RESOLVED, the total appropriations in the CY2021 Water/Sewer Utility budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$1,360,481.00 and 26.25% of the total appropriations in the CY2021 Water/Sewer Utility budget is the sum of \$357,126.26;

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 2022 budget and are approved by this resolution.

Dated: 1/4/2022

Kevin G. Higgins, Mayor

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

RESOLUTION 2022-50
TEMPORARY BUDGET

General Appropriations

GENERAL GOVERNMENT

General Administration

Salaries and Wages	001-101	\$	14,568.75
Printing & Advertising	001-202	\$	1,000.00
Other Expenses	001-299	\$	750.00

Mayor and Council

Salaries and Wages	001-102	\$	4,350.00
Other Expenses	001-204	\$	375.00
Ceremony Fees	001-104	\$	100.00

Municipal Clerk

Salaries and Wages	001-103	\$	15,000.00
Other Expenses	001-203	\$	375.00
Elections	002-201	\$	150.00

Financial Administration (Treasury)

Salaries and Wages	003-101	\$	35,437.50
Other Expenses	003-201	\$	10,000.00

Audit Services

Other Expenses	003-203	\$	9,187.50
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Tax Collection

Salaries and Wages	005-101	\$	17,692.50
Other Expenses	005-201	\$	2,000.00

Tax Search Officer

Salaries and Wages	006-101	\$	1,837.50
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Tax Sale

Other Expenses	008-201	\$	375.00
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Tax Assessment Administration

Salaries and Wages	004-101	\$	6,063.75
Other Expenses	004-201	\$	1,250.00

Assessment & Imprvmt Searcher

Salaries and Wages	007-101	\$	1,143.00
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Legal Services

Fees	009-203	\$	9,187.50
Borough Attorney	009-299	\$	5,250.00

Municipal Court

Salaries and Wages	200-101	\$	9,819.75
Other Expenses	200-201	\$	1,250.00

Engineering Services

Other Expenses	010-201	\$	13,125.00
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LAND USE ADMINISTRATION

Planning Board

Salaries and Wages	012-101	\$	1,575.00
Other Expenses	012-201	\$	2,887.50

CODE ENFORCEMENT & ADMINISTRATION

Building Inspector

Salaries and Wages	026-101	\$	2,756.25
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Plumbing Inspector

Salaries and Wages	027-101	\$	2,197.00
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RESOLUTION 2022-50
TEMPORARY BUDGET

CODE ENFORCEMENT & ADMINISTRATION

Continued

Fire Protection Inspection

Salaries and Wages	028-101	\$	2,197.00
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Electrical Inspector

Salaries and Wages	029-201	\$	2,197.00
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Construction Code Official

Salaries and Wages	030-101	\$	8,500.00
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Other Expenses	030-201	\$	625.00
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Zoning Official	030-301	\$	1,312.50
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Zoning Official:Application Fees	030-302	\$	656.25
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INSURANCE

Surety Bond Premiums

Other Expenses	013-302	\$	3,216.50
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General Liability	013-303	\$	7,590.00
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Workers Compensation	013-301	\$	13,365.00
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Employee Group Health	013-304	\$	50,000.00
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PUBLIC SAFETY

Police Department

Police Contract	015-401	\$	355,687.50
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Public Health Other Expenses	015-201		\$1,250.00
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Office of Emergency Management

Other Expenses	017-201	\$	100.00
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Public Defender

Salaries and Wages	200-102	\$	750.00
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Fire Department

Other Expenses-Miscellaneous	014-299	\$	250.00
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Municipal Prosecutor

Salaries and Wages	015-301	\$	5,512.50
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PUBLIC WORKS

Streets and Road Maintenance

Salaries and Wages	018-101	\$	28,875.00
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Other Expenses	018-201	\$	11,812.50
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Solid Waste Collection

Other Expenses	019-201	\$	22,575.00
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Recycling

Other Expenses	020-201	\$	15,750.00
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Recycling Tax	020-301	\$	660.00
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Building and Grounds

Salaries and Wages	011-101	\$	25,856.25
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Other Expenses	011-201	\$	14,437.50
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HEALTH AND HUMAN SERVICES

Board of Health/Vital Statistics

Salaries and Wages	022-101	\$	1,050.00
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Environmental Health Services

Other Expenses	032-201	\$	150.00
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PARKS AND RECREATION

Advancement of Youth Activities

Other Expenses	025-201	\$	500.00
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Senior Citizen Activities	033-201	\$	500.00
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RESOLUTION 2022-50
TEMPORARY BUDGET

OTHER OPERATING FUNCTIONS

Celebration of Public Events

Other Expenses	024-201	\$	656.25
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UTILITY EXPENSE AND BULK PURCHASES

Street Lighting	031-201	\$	7,875.00
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Telephone	400-311	\$	3,150.00
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LANDFILL/SOLID WASTE DISPOSAL COSTS

Landfill/solid waste disposal costs	021-201	\$	21,000.00
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STATUTORY EXPENDITURES

Social Security System	110-402	\$	15,710.00
		\$	-

Total Gen'l Approp. Within "CAPS"		\$	793,470.25
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OPERATIONS EXCLUDED FROM "CAPS"

National Geomatica-GIS System	115-201	\$	2,625.00
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Total Approp. Excluded from "CAPS"		\$	2,625.00
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TOTAL 2022 TEMPORARY APPROPRIATIONS		\$	796,095.25
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Note:

CY2021 Total Appropriations		\$	3,878,532.32
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Allowable 2022 Temporary Appropriations		\$	1,018,114.73
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MUNICIPAL DEBT SERVICE - General Account

Monmouth County Improvement Auth 2013 Principal	300-310	\$	94,500.00
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Monmouth County Improvement Auth 2013 Interest	300-311	\$	4,500.00
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Monmouth County Improvement Auth Admin Fees	300-306	\$	2,000.00
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Total Debt Service - General Account		\$	101,000.00
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MUNICIPAL DEBT SERVICE - Water/Sewer Account

Principal on Bonds	280-003	\$	70,471.65
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Interest on Bonds	280-002	\$	111,698.35
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Total Debt Service - Water/Sewer Account		\$	182,170.00
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WATER/SEWER UTILITY BUDGET

TEMPORARY APPROPRIATIONS W/S UTILITY

OPERATING

Salaries and Wages	100-101	\$	52,000.00
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Other Expenses	100-201	\$	38,062.50
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Other Expenses:SMRSA	250-001	\$	144,435.00
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Purchase of Water	150-001	\$	68,250.00
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STATUTORY EXPENSES

Social Security System	110-402	\$	3,937.50
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TOTAL 2022 TEMP. W/S APPROPRIATIONS		\$	306,685.00
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Note:

CY2021 Total Appropriations		\$	1,360,481.00
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Allowable 2022 Temporary Appropriations		\$	357,126.26
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RESOLUTION NO. 2022-53

**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, 2022, ending December 31, 2022.

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

Dated: 01/04/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-54

**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, 2022, ending January 31, 2023.

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

Dated: 01/04/2022

Kevin G. Higgins
Mayor

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

RESOLUTION NO. 2022-2

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 18, 2022
February 1, 2022
February 15, 2022
March 1, 2022
March 15, 2022
April 5, 2022
April 19, 2022
May 3, 2022
May 17, 2022
June 21, 2022
July 5, 2022
July 19, 2022
August 2, 2022
August 16, 2022
September 6, 2022
September 20, 2022
October 4, 2022
October 18, 2022
November 1, 2022
December 6, 2022
December 20, 2022
January 3, 2023 (Reorganization Meeting)

DATED: 1/4/2022

Kevin G. Higgins
Mayor

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