



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

**DATE: JANUARY 3, 2023 7:30 PM  
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 fourth day of January 2022 in which Resolution the time and place of Agenda and Regular Meetings commencing with January 4, 2022 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](http://www.lakecomonj.org) and on the bulletin board in Borough Hall. All meetings are open to the public.

**OATH OF OFFICE:**

Mayor Kevin G. Higgins  
Councilman Douglas Witte  
Councilwoman Hawley Scull

**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 2023-01  
Time and Place of Regular Meetings

Resolution 2023-02  
Approval of 2023 Meeting Dates

Resolution 2023-03  
Setting Grace Period, Interest Rates and Policy for Taxes and Municipal Charges for 2023

Resolution 2023-04  
Appointments to Authorities, Boards, Commissions and Committees

Resolution 2023-05  
Designating Official Newspapers

Resolution 2023-06  
Adopting a Cash Management Plan

Resolution 2023-07  
Appointing Municipal Labor Attorney

Resolution 2023-08  
Appointing Municipal Attorney

Resolution 2023-09  
Waiving Yard Sale Fees

Resolution 2023-10  
Appointing Community Development Block Grant Representatives

Resolution 2023-11  
Authorizing the Filing of the Recycling Tonnage Grant Application

Resolution 2023-12  
Establishing a fee for non-sufficient funds checks and/or uncollected funds

Resolution 2023-13  
Appointing Municipal Bond Counsel

Resolution 2023-14  
Appointing Zoning Officer

Resolution 2023-15  
Appointing Municipal Engineer

Resolution 2023-16  
Financial Consultant Services

Resolution 2023-17  
Authorizing partial tax payments

Resolution 2023-18  
Appointing the Americans with Disabilities Act Coordinator

Resolution 2023-19  
Establishing fees for photocopies and duplication of electronic or computer-generated documents

Resolution 2023-20  
Appointing the Clean Communities Coordinator

Resolution 2023-21  
Appointing the Municipal Prosecutor

Resolution 2023-22  
Appointing Public Defender

Resolution 2023-23  
Appointing Special Tax Counsel

Resolution 2023-24  
Electronic Tax Sale

Resolution 2023-25  
Appointing Alternate/Conflict Prosecutor

Resolution 2023-26  
Award of a Contract for Municipal Planner

Resolution 2023-27  
Authorizing Aerial Mosquito Control Operations

Resolution 2023-28  
Appointing Alternate/Conflict Engineer

Resolution 2023-29  
Fee Resolution

Resolution 2023-30  
Appointing Risk Management Consultant

**NEW BUSINESS**

Resolution 2023-31  
Authorizing Contract with Monmouth County SPCA  
Offered by Councilman Witte

Resolution 2023-32  
Authorizing Contract with Dental Services Organization  
Offered by Councilwoman Scull

**PUBLIC COMMENTS**

**NEXT MEETING**

The next regular meeting of the Mayor and Council will be held on Tuesday, January 17, 2023, immediately following the 7:30 PM Workshop meeting in the Lake Como Meeting Room. All meetings are open to the public.

**MOTION TO ADJOURN**



## *Borough of Lake Como*

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

### *Oath of Office*

I, Kevin G. Higgins, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New Jersey and that I will bear true faith and allegiance to the same and to the Governments established in the United States and in this State, under the authority of the people; and that I will faithfully, impartially and justly perform all of the duties of the position of Mayor according to the best of my ability. So help me God.

Dated: January 3, 2023

\_\_\_\_\_  
Signature

Attest: \_\_\_\_\_  
Amy L. Boney  
Acting Borough Clerk



## *Borough of Lake Como*

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

### *Oath of Office*

I, Douglas Witte, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New Jersey and that I will bear true faith and allegiance to the same and to the Governments established in the United States and in this State, under the authority of the people; and that I will faithfully, impartially and justly perform all of the duties of the position of Councilman according to the best of my ability. So help me God.

Dated: January 3, 2023

\_\_\_\_\_  
Signature

Attest: \_\_\_\_\_  
Amy L. Boney  
Acting Borough Clerk



## *Borough of Lake Como*

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

### *Oath of Office*

I, Hawley Scull, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New Jersey and that I will bear true faith and allegiance to the same and to the Governments established in the United States and in this State, under the authority of the people; and that I will faithfully, impartially and justly perform all of the duties of the position of Councilwoman according to the best of my ability. So help me God.

Dated: January 3, 2023

\_\_\_\_\_  
Signature

Attest: \_\_\_\_\_  
Amy L. Boney  
Acting Borough Clerk

## **Assignments 2023**

### **Emergency Services Committee**

(Police, Fire, First Aid)

**Nick DeMauro - Chair**

**Doug Witte - Alternate**

### **Public Works Committee**

(DPW, water/sewer, lake commission)

**Christopher D'Antuono - Chair**

**Peter Ventirice - Alternate**

### **Finance**

(Community Development Block Grant)

**Doug Witte - Chair**

**Chris D'Antuano - Alternate**

### **Board of Education and Recreation**

**Heather Albala-Doyle - Chair**

**Nick DeMauro - Alternate**

### **Tourism**

(Quality of Life, Community Relations)

**Hawley Scull - Chair**

**Heather Albala-Doyle - Alternate**

### **Environmental**

(Buildings and Grounds, Green Team)

**Peter Ventrice - Chair**

**Hawley Scull - Alternate**

Planning Board - Douglas Witte

SMRSA - Kevin Lynch

CDBG (Alt. Liaison) - Heath Albala-Doyle

Parade Committee - Mike Ryan



## **RESOLUTION 2023-1**

### **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](http://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.

Dated: 1/3/2023

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Kevin Higgins, Mayor

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Douglas Witte, Council President

### **CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023.

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Amy L. Boney, Acting Borough Clerk

## RESOLUTION 2023-2

**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 17, 2023  
February 7, 2023  
February 21, 2023  
March 7, 2023  
March 21, 2023  
April 4, 2023  
April 18, 2023  
May 2, 2023  
May 16, 2023  
June 7, 2023 (Wednesday)  
June 20, 2023  
July 18, 2023  
August 1, 2023  
August 15, 2023  
September 5, 2023  
September 19, 2023  
October 3, 2023  
October 17, 2023  
November 8, 2023 (Wednesday)  
November 21, 2023  
December 5, 2023  
December 19, 2023  
January 2, 2024 (Reorganization Meeting)

Dated: 01/03/2023

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Kevin Higgins, Mayor

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Douglas Witte, Council President

### CERTIFICATION

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023.

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Amy L. Boney, Acting Borough Clerk

**Resolution 2023-3**

**SETTING GRACE PERIOD, INTEREST RATES AND POLICY  
FOR TAXES AND MUNICIPAL CHARGES FOR 2023**

**WHEREAS**, N.J.S.A. 54:4-67 permits the Governing Body to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for the late payment of taxes or assessments as provided by law; and,

**WHEREAS**, any unpaid taxes and municipal charges constitute an unfair burden on those taxpayers who pay their taxes and municipal charges in a timely manner and delinquent taxpayers should be required to carry their share of the tax burden; and,

**WHEREAS**, N.J.S.A. 40A: 5-17.1 allows for the cancellation of property tax delinquent amounts or refunds in the amounts of less than \$10 and allows the Governing Body to authorize a municipal employee to process this cancellation at the end of the tax year,

**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 tax year 2022 is closed effective December 31, 2022 and that property taxes shall be due and payable quarterly on February 1st, May 1st, August 1st and November 1<sup>st</sup> for the year 2023, with a ten-day grace period, after which dates, if unpaid, shall become delinquent, with interest charged as set forth below and reverting back to the due date on any quarterly installment of taxes. The Tax Collector is hereby authorized and directed to charge, subject to any abatement or discount for the late payment of taxes as provided by law:

1. Eight percent (8%) per annum on the first \$1,500 of taxes delinquent after due date; and,
2. Eighteen percent (18%) per annum on any amount in excess of \$1,500 delinquent after due date; and,
3. An additional penalty of six percent (6%) shall be added to any taxes, interest and municipal charges in excess of \$10,000 that remain unpaid at the end of any calendar year. This shall be calculated on the sum of all taxes from year to year and not on an individual year basis.

**BE IT FURTHER RESOLVED** that the tax collector shall have the authority to charge the following Fees:

Returned Check/Insufficient Funds	\$20.00 [NJSA 40:5-149]
Duplicate Tax Bills - \$5.00 for first	\$15.00 for each thereafter
Duplicate Tax Sale Certificate	\$100.00 [NJSA 54:5-52.1]

Mailing Fee for Tax Sale	up to \$25.00 per mailing [NJSA 54:5-26]
Tax Search	\$10.00 [NJSA 54:5-14]
Certificate of Cancellation/Redemption	
Unpaid and endorsed tax sale certificate	\$25.00
Redemption/Recalculation	\$50.00

**BE IT FURTHER RESOLVED** that the tax collector is authorized and directed to hold a tax sale for any unpaid prior year taxes, interest and other municipal charges; and,

**BE IT FURTHER RESOLVED** that the Tax Collector is authorized to cancel said tax amounts as deemed necessary; and,

**BE IT FINALLY RESOLVED** that this Resolution shall be published in its entirety once in the Asbury Park Press and that a certified copy of this Resolution shall be provided to the Tax Collector, Borough Auditor and Borough Attorney.

Dated: 1/3/2023

\_\_\_\_\_  
Kevin Higgins, Mayor

\_\_\_\_\_  
Douglas Witte, Council President

#### **CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023.

\_\_\_\_\_  
Amy L. Boney, Acting Borough Clerk

## **RESOLUTION 2023-4**

### **APPOINTMENTS-AUTHORITY, BOARDS, COMMISSIONS, COMMITTEES**

**WHEREAS**, N.J.S.A 40A: 60-5 provides that the Mayor nominate, and with the advice and consent of Council, appoint all subordinate officers of the Borough; and

**WHEREAS**, the Mayor has offered the following nominations for the offices and terms shown.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Lake Como, County of Monmouth and State of New Jersey, that the following appointments and terms are hereby confirmed.

#### **BUSINESS ADMINISTRATOR**

Andrew Huisman – 1 year ending 12/31/23

#### **ASSISTANT ADMINISTRATOR**

Amy L. Boney – 1 year ending 12/31/23

#### **ASSESSMENT SEARCHER**

Amy L. Boney – 1 year ending 12/31/23

#### **REPRESENTATIVE TO MONMOUTH COUNTY OFFICE ON AGING**

Marlene P. Ryan – 1 year ending 12/31/23

#### **FUND COMMISSIONER AND SAFETY COORDINATOR**

Andrew Huisman, Chairperson – 1 year ending 12/31/23  
Amy L. Boney, Co-Chairperson – 1 year ending 12/31/23

#### **THE BELMAR/LAKE COMO ST. PATRICK'S DAY PARADE COMMITTEE**

Mayor Emeritus Michael B. Ryan, Chairperson – 1 year ending 12/31/23  
Mayor Kevin G. Higgins, Co-Chairperson – 1 year ending 12/31/23

#### **TAX SEARCH OFFICER**

Toni J. Mullen – 1 year ending 12/31/23

#### **CERTIFIED RECYCLING PROFESSIONAL**

Viveca Graham – 1 year ending 12/31/23

## **PUBLIC SAFETY DIRECTOR**

Chief Tina Scott – 1 year ending 12/31/23

## **PLANNING BOARD**

Class I - Kevin G. Higgins – Mayors Term ending 12/31/26

Class II – Eugene Cavanagh – 1 year ending 12/31/23

Class III – Douglas Witte – 1 year ending 12/31/23

Class IV – Keith Montgomery Goise – 4 years ending 12/31/23

Class IV – Stephen Petrosino – 4 years ending 12/31/23

Class IV – Joseph Cavaluzzi – 4 years ending 12/31/24

Class IV – Allison Krilla – 4 years ending 12/31/24

Class IV – Thomas Neff – 2 years ending 12/31/24

Class IV – Gretchen Schmidhausler – 4 years ending 12/31/25

One Open Vacancy

Alternate #1 – Andrew Reiners – 2 years ending 12/31/23

Secretary – Viveca Graham – 1 year ending 12/31/23

## **ENVIRONMENTAL COMMISSION**

Chairperson, Deborah Hilliard - 2 years ending 12/31/24

Planning Board Liaison, Andrew Reiners - 1 year ending 12/31/23

Council Liaison, Peter Ventrice – 3 years ending 12/31/23

Dr. Marilyn Weber – 3 years ending 12/31/25

John Buckley – 3 years ending 12/31/25

Barbara Rumsby – 3 years ending 12/31/25

Alternate #1 – Colleen Geberis – 2 years ending 12/31/24

Secretary – Viveca Graham – 1 year ending 12/31/23

## **TOURISM COMMISSION**

Chairperson, Dr. Laura Kelly - 2 years ending 12/31/24

Reginald Hyde - 2 years ending 12/31/24

Robert Fahey – 2 years ending 12/31/24

Teresa Vassallo – 2 years ending 12/31/23

Hawley Scull – 3 years ending 12/31/24

Secretary – Amy L. Boney – 1 year ending 12/31/23

## **LOCAL EMERGENCY PLANNING COMMITTEE**

Emergency Management Coordinator/Administrator, Andrew Huisman – 1 year ending 12/31/23

Mayor, Kevin G. Higgins – 1 year ending 12/31/23

Council Liaison/Deputy Emergency Management Coordinator,

Nicholas DeMauro, - 1 year ending 12/31/23

Public Safety Director, Tina Scott – 1 year ending 12/31/23

Fire Marshal, Ryan Dullea – 1 year ending 12/31/23

Fire Chief, Steven Hudson – 1 year ending 12/31/23

Director of Emergency Medical Services, Robert DeMartin – 1 year ending 12/31/23  
Construction Code Official, John Rowe – 1 year ending 12/31/23  
DPW Supervisor, Sean Rydholm – 1 year ending 12/31/23  
Borough Engineer, Bruce Koch – 1 year ending 12/31/23  
Municipal Judge, Dennis Lavender – 1 year ending 12/31/23  
Borough Attorney, Marguerite Schaffer – 1 year ending 12/31/23

Dated: 1/3/2023

\_\_\_\_\_  
Kevin Higgins, Mayor

\_\_\_\_\_  
Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023.

\_\_\_\_\_  
Amy L. Boney, Acting Borough Clerk

## **Resolution 2023-5**

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

**WHEREAS**, N.J.S.A 40:53-2 requires that all ordinances or other public notices which any municipality, except cities, may be required by any law to publish, where the manner of publication is not otherwise specifically provided for, shall be published in at least one official newspaper published and circulating in the municipality; and

**WHEREAS**, N.J.S.A 40:53-1 provides that the governing body of every municipality may designate an official newspaper or newspapers for the publication of all advertisements and notices required by law to be published by the municipality; and

**WHEREAS** "Official Newspapers" as defined by N.J.S.A. 10:4 means paid, published and circulated in the municipality, and if there be no such newspaper, then in at least one published in the county in which the municipality is located and said newspaper is circulated; and

**WHEREAS** P.L. 1975 c.231 provides that a public body may provide electronic notice of any meeting of the public body through the Internet and defines "Electronic Notice" as advance notice available to the public via electronic transmission of at least forty-eight (48) hours, giving the time, date, location and, to the extent, known the agenda of any Regular, Special or Rescheduled Meeting, which notice shall accurately state whether formal action may or may not be taken at such meeting; and

**WHEREAS** Nothing in P.L. 1975 c.231 shall be construed as affecting or superseding the adequate notice requirements that are imposed by the "Open Public Meetings Act" and no electronic notice issued pursuant to this act shall be deemed to substitute for, or be considered in lieu of, such adequate notice,

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Lake Como, in the County of Monmouth, State of New Jersey, 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 (NJSA 10:4-6 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: 1/3/2023

\_\_\_\_\_  
Kevin Higgins, Mayor

\_\_\_\_\_  
Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023.

\_\_\_\_\_  
Amy L. Boney, Acting Borough Clerk

## **RESOLUTION 2023-6**

### **RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF LAKE COMO ADOPTING A CASH MANAGEMENT PLAN**

**WHEREAS**, it is in the best interest of the Borough of Lake Como to earn additional revenue through the investment and prudent management of its cash receipts; and,

**WHEREAS**, N.J.S.A.40A:5-14 requires that each local unit shall adopt a Cash Management Plan,

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Lake Como, County of Monmouth, and State of New Jersey that the following shall constitute the Cash Management Plan for the Borough of Lake Como and every board, committee or commission in the Borough of Lake Como shall deposit and manage its funds pursuant to this plan:

#### **DEFINITIONS**

1. Chief Financial Officer shall mean the person appointed pursuant to section 5 of P.L.1988, c.110 (C. 40A: 9-140.10).
2. Fiscal Year shall mean the period for which a local unit adopts a budget, as required pursuant to the "Local Budget Law," N.J.S.40A:4-1 et seq.
3. Cash Management Plan, pursuant to N.J.S.A. 40A:5-14, each local unit shall adopt a cash management plan and shall deposit, or invest, or both deposit and invest, its funds pursuant to that plan.

#### **DESIGNATION OF DEPOSITORIES**

The following financial institutions are designated official depositories:

Citizens Bank (formerly Investors Bank)  
Kearny Bank  
New Jersey Cash Management Fund, Citi Fund Services

Designated official depositories are required to submit to the Chief Financial Officer of the Municipality a copy of the State of New Jersey, Department of Banking, Governmental Unit Deposit Protection Act notification of eligibility, which must be filed semiannually in the Department of Banking as of June 30th and December 31st of each year. Said notices must be available for annual audit.

## **DEPOSIT OF FUNDS**

All funds shall be deposited within forty-eight hours of receipt to maximize interest earnings.

Operating funds shall be deposited into interest bearing accounts to maximize interest earnings. Capital and debt service funds may be deposited into interest bearing accounts. Trust Funds may be deposited into interest bearing accounts in accordance with the State statutes regulating the Developer's Escrow deposits. Non-interest-bearing accounts should be regularly monitored for availability of funds for investment except where either State or Federal Laws prohibit the earning of interest on such funds.

## **AUTHORIZING SIGNATURES ON CHECKS**

The following Borough Officials are hereby authorized to sign checks where combinations of two (2) or three (3) principal signatures are required:

Mayor  
Acting Chief Financial Officer  
Acting Municipal Clerk

Kevin G. Higgins  
Toni J. Mullen  
Amy L. Boney

## **AUDIT REQUIREMENT**

The Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A.40A: 5-4.

## **AUTHORITY TO INVEST**

By adopting this Resolution, the Council of the Borough of Lake Como is designating Toni J. Mullen, Acting Chief Financial Officer, who shall make and be responsible for the municipal deposits and investments.

## **INVESTMENT INSTRUMENTS**

The Chief Financial Officer shall invest at his/her discretion in any investment instrument as approved by the State of New Jersey in accordance with N.J.S.A. 40A:5-15.1.

## **REPORTING PROCEDURES**

The Chief Financial Officer shall report all investments in accordance with N.J.S.A. 40A: 5- 15.2.

At a minimum the Chief Financial Officer shall:

Keep a record of all investments.

Keep cash position record, which reveals, on a daily basis, the status of the cash in its bank accounts.

Confirm investments with the Council at the next regularly scheduled

meeting.

Report monthly to the Governing Body as to the status of cash balances in the bank accounts, revenue collection, interest rates and interest earned.

### **CASH FLOW**

The Chief Financial Officer shall ensure that the accounting system provides regular information concerning the cash position and investment performance.

All monies shall be turned over to the Treasurer and deposited in accordance with N.J.S.A. 40A: 5-15.

The Chief Financial Officer is authorized and directed to invest surplus funds of the Borough of Lake Como as the availability of the funds permit. In addition, it shall be the responsibility of the Chief Financial Officer to minimize the possibility of idle cash by depositing the monies in interest bearing accounts wherever practical and in the best interest of the Borough of Lake Como.

The Chief Financial Officer shall ensure that funds are borrowed for Capital Projects in a timely fashion.

Dated: 1/3/2023

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Kevin Higgins, Mayor

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Douglas Witte, Council President

### **CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023.

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Amy L. Boney, Acting Borough Clerk

**RESOLUTION 2023-7**

**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 exceed \$17,500.00; and

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

**WHEREAS**, Mark Kitrick, Esq. of King, Kitrick and Jackson, LLC be and is hereby appointed Labor Attorney, effective January 1, 2023, for a one-year term through December 31, 2023; 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; and

**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 a contract with Mark Kitrick, Esq. of the law firm King, Kitrick & Jackson, LLC in accordance with Mr. Kitrick's proposal; and

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

Dated: 1/3/2023

\_\_\_\_\_  
Kevin Higgins, Mayor

\_\_\_\_\_  
Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023.

\_\_\_\_\_  
Amy L. Boney, Acting Borough Clerk

## **RESOLUTION 2023-8**

### **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, 2023 for a one-year term through December 31, 2023.

**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 authorize the Borough Clerk to enter 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: 1/3/2023

\_\_\_\_\_  
Kevin Higgins, Mayor

\_\_\_\_\_  
Douglas Witte, Council President

### **CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023.

\_\_\_\_\_  
Amy L. Boney, Acting Borough Clerk

**RESOLUTION 2023-9**

**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: 01/03/2023

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Kevin G. Higgins, Mayor

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Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023

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Amy L. Boney, Acting Borough Clerk

**RESOLUTION 2023-10**

**APPOINTING THE COMMUNITY DEVELOPMENT  
BLOCK GRANT REPRESENTATIVES**

**BE IT RESOLVED**, at the recommendation of Mayor Kevin G. Higgins, the Council has appointed

Andrew Huisman, Borough Representative  
Amy L. Boney, Alternate Representative  
Heather Albala-Doyle, Council Liaison

As per the Community Development Block Grant program,  
For one year, commencing January 1, 2023, terminating  
December 31, 2023.

Dated: 01/03/2023

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Kevin G. Higgins, Mayor

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Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023

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Amy L. Boney, Acting Borough Clerk



## **RESOLUTION 2023-11**

### **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 2022.

**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 2022 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: 01/03/2023

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Kevin G. Higgins, Mayor

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Douglas Witte, Council President

#### **CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023

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Amy L. Boney, Acting Borough Clerk

**RESOLUTION 2023-12**

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

Dated: 1/3/2023

\_\_\_\_\_  
Kevin Higgins, Mayor

\_\_\_\_\_  
Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023.

\_\_\_\_\_  
Amy L. Boney, Acting Borough Clerk

## **RESOLUTION 2023-13**

### **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, 2023 for a one-year term through December 31, 2023.

**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 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: 01/03/2023

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Kevin G. Higgins, Mayor

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Douglas Witte, Council President

### **CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023

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Amy L. Boney, Acting Borough Clerk

**RESOLUTION 2023-14**

**BE IT RESOLVED**, at the recommendation of Mayor Kevin G. Higgins, the Council has appointed

John P. Rowe

To the position of

Zoning Officer

for the Borough of Lake Como for one year,

Commencing January 1, 2023, terminating December 31, 2023.

Dated: 01/03/2023

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Kevin G. Higgins, Mayor

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Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023

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Amy L. Boney, Acting Borough Clerk

**RESOLUTION 2023-15**  
**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, 2023 for a one-year term through December 31, 2023; and

**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; and

**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, in accordance with its proposal; and

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

Dated: 1/3/2023

\_\_\_\_\_  
Kevin Higgins, Mayor

\_\_\_\_\_  
Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023.

\_\_\_\_\_  
Amy L. Boney, Acting Borough Clerk

**RESOLUTION 2023-16**  
**FINANCIAL CONSULTANT SERVICES**

**WHEREAS**, at the recommendation of Mayor Kevin G. Higgins, the Council is appointing Holman, Frenia & Allison 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 Holman, Frenia & Allison for said services until the completion of CY2022 financial records.

Dated: 01/03/2023

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Kevin G. Higgins, Mayor

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Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023

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Amy L. Boney, Acting Borough Clerk

## **RESOLUTION 2023-17**

### **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 1<sup>st</sup>, May 1<sup>st</sup>, August 1<sup>st</sup>, and November 1<sup>st</sup>, 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: 01/03/2023

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Kevin G. Higgins, Mayor

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Douglas Witte, Council President

### **CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023

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Amy L. Boney, Acting Borough Clerk

**RESOLUTION 2023-18**

**APPOINTING THE AMERICANS WITH DISABILITIES ACT COORDINATOR**

**BE IT RESOLVED**, at the recommendation of Mayor Kevin G. Higgins, the Council has appointed

Annette Cline  
730 19<sup>th</sup> 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, 2023, terminating December 31, 2023.

Dated: 01/03/2023

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Kevin G. Higgins, Mayor

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Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023

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Amy L. Boney, Acting Borough Clerk



## **RESOLUTION 2023-19**

### **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: 01/03/2023

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Kevin G. Higgins, Mayor

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Douglas Witte, Council President

### **CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023

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Amy L. Boney, Acting Borough Clerk

**RESOLUTION 2023-20**

**APPOINTING THE LAKE COMO CLEAN COMMUNITIES' COORDINATOR**

**BE IT RESOLVED**, that at the recommendation of Mayor Kevin G. Higgins, the Council 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, 2023, terminating December 31, 2023.

Dated: 01/03/2023

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Kevin G. Higgins, Mayor

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Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023

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Amy L. Boney, Acting Borough Clerk

## **RESOLUTION 2023-21**

### **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, 2023 for a one-year term through December 31, 2023; and

**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; and

**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., in accordance with his proposal; and

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

Dated: 1/3/2023

\_\_\_\_\_  
Kevin Higgins, Mayor

\_\_\_\_\_  
Douglas Witte, Council President

### **CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023.

\_\_\_\_\_  
Amy L. Boney, Acting Borough Clerk

**RESOLUTION 2023-22**

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR  
PUBLIC DEFENDER**

**WHEREAS**, the Borough of Lake Como needs to retain Matthew Sage, Esq. to serve as Public Defender to the Borough of Lake Como, as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Matthew Sage, Esq. be and is hereby appointed as Public Defender, effective January 1, 2023 for a one-year term through December 31, 2023; and

**WHEREAS**, Matthew Sage, 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 him from making any reportable contributions through the term of the contract.

**NOW THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter a contract with Matthew Sage, Esq. at the rates established in his contract for professional services; and,

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

Dated: 1/3/2023

\_\_\_\_\_  
Kevin Higgins, Mayor

\_\_\_\_\_  
Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023.

\_\_\_\_\_  
Amy L. Boney, Acting Borough Clerk

**RESOLUTION 2023-23**

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR  
SPECIAL TAX COUNSEL**

**WHEREAS**, the Borough of Lake Como needs to retain Gregory B. Pasquale, Esq. of the law firm of Schaffer Shain Jalloh PC to serve as Special Tax Counsel to the Borough of Lake Como, as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Gregory B. Pasquale, Esq. be and is hereby appointed as Special Tax Counsel, effective January 1, 2023 for a one-year term through December 31, 2023; and

**WHEREAS**, Schaffer Shain Jalloh PC 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 him from making any reportable contributions through the term of the contract.

**NOW THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter a contract with Gregory B. Pasquale, Esq. at the rates established in his contract for professional services; and

**BE IT FURTHER RESOLVED** that a copy of this resolution shall be forwarded to the Tax Assessor; and

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

Dated: 1/3/2023

\_\_\_\_\_  
Kevin Higgins, Mayor

\_\_\_\_\_  
Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023.

\_\_\_\_\_  
Amy L. Boney, Acting Borough Clerk

## **RESOLUTION 2023-24**

### **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: 01/03/2023

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Kevin G. Higgins, Mayor

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Douglas Witte, Council President

### **CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023

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Amy L. Boney, Acting Borough Clerk

**RESOLUTION 2023-25**

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR  
ALTERNATE/CONFLICT PROSECUTOR**

**WHEREAS**, the Borough of Lake Como needs to retain Susan L. Solda DeSimone, Esq. to serve as Alternate/Conflict Prosecutor to the Borough of Lake Como, as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Susan L. Solda DeSimone, Esq. be and is hereby appointed as Alternate/Conflict Prosecutor, effective January 1, 2023 for a one-year term through December 31, 2023; and

**WHEREAS**, Susan L. Solda DeSimone, 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 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.

**NOW THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter a contract with Susan L. Solda DeSimone, Esq. at the rates established in their contract for professional services; and,

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

Dated: 1/3/2023

\_\_\_\_\_  
Kevin Higgins, Mayor

\_\_\_\_\_  
Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023.

\_\_\_\_\_  
Amy L. Boney, Acting Borough Clerk

**RESOLUTION 2023-26**  
**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, 2023 for a one-year term through December 31, 2023.

**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, in accordance with their proposal; and

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

Dated: 1/3/2023

\_\_\_\_\_  
Kevin Higgins, Mayor

\_\_\_\_\_  
Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023.

\_\_\_\_\_  
Amy L. Boney, Acting Borough Clerk



**RESOLUTION 2023-27**

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

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

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

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

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

**NOW, THEREFORE**, be it resolved as follows:

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

- c. The County will notify the police department of each municipality over which aerial pesticide operations are planned prior to commencement of such operations.

Moved by:

Seconded by:

Ayes:

Nays:

Abstentions:

Absences:

Dated: 01/03/2023

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Kevin G. Higgins, Mayor

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Douglas Witte, Council President

### **CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023

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Amy L. Boney, Acting Borough Clerk

**RESOLUTION 2023-28**

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR  
ALTERNATE/CONFLICT ENGINEER**

**WHEREAS**, the Borough of Lake Como needs to retain Adams, Rehmann and Heggan Associates, Inc. to serve as Alternate/Conflict Engineer to the Borough of Lake Como, as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Adams, Rehmann and Heggan Associates, Inc. be and is hereby appointed as Alternate/Conflict Engineer, effective January 1, 2023 for a one-year term through December 31, 2023; and

**WHEREAS**, Adams, Rehmann and Heggan Associates, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that they have 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.

**NOW THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter a contract with Adams, Rehmann and Heggan Associates, Inc. at the rates established in their contract for professional services; and,

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

Dated: 1/3/2023

\_\_\_\_\_  
Kevin Higgins, Mayor

\_\_\_\_\_  
Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023.

\_\_\_\_\_  
Amy L. Boney, Acting Borough Clerk

## **RESOLUTION 2023-29**

### **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 2023 electronic tax sale.

Dated: 01/03/2023

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Kevin G. Higgins, Mayor

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Douglas Witte, Council President

### **CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023

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Amy L. Boney, Acting Borough Clerk

## **RESOLUTION 2023-30**

**WHEREAS**, Acrisure has been nominated by Mayor Kevin Higgins for appointment to the position of Risk Management Consultant;

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Lake Como, in the County of Monmouth and State of New Jersey, consent to the appointment of Acrisure for a term, *nunc pro tunc*, commencing January 1, 2023 and continuing through December 31, 2023.

Dated: 1/3/2023

\_\_\_\_\_  
Kevin Higgins, Mayor

\_\_\_\_\_  
Douglas Witte, Council President

### **CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023.

\_\_\_\_\_  
Amy L. Boney, Acting Borough Clerk

**RESOLUTION 2023-31**

**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, 2023, ending December 31, 2023.

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

Dated: 01/03/2023

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Kevin G. Higgins, Mayor

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Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023

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Amy L. Boney, Acting Borough Clerk

**RESOLUTION 2023-32**

**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, 2023, ending January 31, 2024.

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

Dated: 01/03/2023

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Kevin G. Higgins, Mayor

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Douglas Witte, Council President

**CERTIFICATION**

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 3, 2023

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Amy L. Boney, Acting Borough Clerk