



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

**DATE: SEPTEMBER 20, 2022
7:30 PM REGULAR MEETING**

MEETING CALLED TO ORDER

Mayor Higgins called the meeting to order at 7:34pm

SALUTE TO FLAG AND MOMENT OF SILENT REFLECTION

SUNSHINE LAW

Introduction as required under the Sunshine Law: Adequate notice of this meeting has been provided by the adoption of a Resolution by the Mayor and Council on the 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 and on the bulletin board in Borough Hall. All meetings are open to the public.

ROLL CALL

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

APPROVAL OF MINUTES

Councilman DeMauro made a motion to approve the minutes from the September 6, 2022 meeting, seconded by Councilman Ventrice, Councilwoman Scull abstained, all others are in favor.

COMMUNICATIONS

None on the agenda

REPORTS OF COMMITTEES

- Councilwoman Albala-Doyle reported on the upcoming events for Belmar Recreation. They will be having chair yoga and regular yoga at the Taylor Pavilion for \$5. More details are available on the Belmar Recreation website. All other matters are in order.
- Councilman Ventrice reported that the Environmental Commission set the date for the fall lake cleanup for October 22nd from 9:00am – 11:00 pm.

Councilman Ventrice also reported that the new walking path for the lake improvement project has been marked out at the lake and he is looking forward to that project starting. All other matters are in order.

- Councilman DeMauro thanked the Belmar Police Department for the excellent job they have been doing as well as the First Aid Department. Chief Scott added that from May 30 – September 1, the First Aid answered 675 call all within 5 minutes or less. All other matters are in order.
- Councilman D'Antuono reported that at the last meeting discussions began about reducing the number of brush pick ups in the Borough. Following up on that discussion, he is recommending that starting in 2023, brush will be picked up twice a month, on the 1st and 3rd Tuesdays from March through November. All other matters are in order.
- Councilwoman Scull reported that Lake Como Day is this Saturday, September 24th from 4:00pm – 9:00pm. There are a bunch of great vendors, kids' activities, a beer and wine garden fireworks and a live band. Councilwoman Scull reported that instead of a Business of the Month, this month's Facebook post is "Share your great memories of Lake Como Day". Lastly, Councilwoman Scull reported that Lake Como Resident of the Year, Chip Cavanagh will be selling hot dogs at Lake Como Day with all proceeds being donated back to the park. All other matters are in order.
- Councilman Witte reported that he has received a copy of the budget to see where the town stands moving towards the end of the year. For the 100th Anniversary Committee, Councilman Witte reported that the first meeting will be on Thursday, September 22nd. For this meeting's trivia questions, since Lake Como Day is this weekend, Councilman Witte asked, which former NBA star came to Lake Como Day to sign autographs? Mayor Higgins answered correctly: Daryl Dawkins. Councilman Witte asked, at the 1st Lake Como Day, what was the task of the Mayor and Council? Mayor Higgins answered correctly: handed out free hot dogs and water. Councilman Witte reported that all other matters are in order.
- Mayor Higgins reported that all his topics were covered under the reports of the Council, and he hopes to see everyone at Lake Como Day. All other matters are in order.

UNFINISHED BUSINESS

No Unfinished Business

PUBLIC COMMENTS ON NEW BUSINESS & CONSENT AGENDA

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

No Public Comments

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

CONSENT AGENDA

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

Resolution 2022-148
Refund Street Opening Escrow

Councilwoman Scull made a motion to approve the Consent Agenda, seconded by Councilman D'Antuono, all are in favor.

NEW BUSINESS

Ordinance 2022-980
Second Reading and Public Comments
Installing Handicap Spot
Offered by Councilwoman Scull and seconded by Councilwoman Albala-Doyle.
There were no public comments on this Ordinance.

Roll call vote as follows:

Yes: Councilmembers Witte, Scull, D'Antuono, DeMauro, Ventrice and Albala-Doyle

No: None

Abstain: None

Absent: None

Resolution 2022-145
Steering Committee Representatives
Offered by Councilman DeMauro, seconded by Councilman Ventrice, roll call vote as follows:

Yes: Councilmembers Witte, Scull, D'Antuono, DeMauro, Ventrice and Albala-Doyle

No: None

Abstain: None

Absent: None

Resolution 2022-146
Awarding Contract for 17th Avenue Improvements
Offered by Councilman Ventrice, seconded by Councilwoman Albala-Doyle, roll call vote as follows:

Yes: Councilmembers Witte, Scull, D'Antuono, DeMauro, Ventrice and Albala-Doyle

No: None

Abstain: None

Absent: None

Resolution 2022-147

Payment of Bills

Offered by Councilwoman Albala-Doyle, seconded by Councilman DeMauro, roll call vote as follows:

Yes: Councilmembers Witte, Scull, D'Antuono, DeMauro, Ventrice and Albala-Doyle

No: None

Abstain: None

Absent: None

Resolution 2022-149

Salary Resolution

Offered by Councilman D'Antuono, seconded by Councilwoman Albala-Doyle, roll call vote as follows:

Yes: Councilmembers Witte, Scull, D'Antuono, DeMauro, Ventrice and Albala-Doyle

No: None

Abstain: None

Absent: None

Resolution 2022-150

Approving Borough Administrator/Superintendent Contract

Offered by Councilman Witte, seconded by Councilwoman Albala-Doyle, roll call vote as follows:

Yes: Councilmembers Witte, Scull, D'Antuono, DeMauro, Ventrice and Albala-Doyle

No: None

Abstain: None

Absent: None

PUBLIC COMMENTS

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

No Public Comments

Councilman D'Antuono made a motion to close the meeting to the public, seconded by Councilman Ventrice, all are in favor.

NEXT MEETING

The next regular meeting of the Mayor and Council will be held on Tuesday, October 4, 2022, immediately following the 7:30 PM Workshop meeting. All meetings are open to the public.

MOTION TO ADJOURN

Councilman D'Antuono made a motion to adjourn, seconded by Councilwoman Scull, all are in favor.

Respectfully Submitted

Amy L. Boney

Acting Borough Clerk

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

RESOLUTION NO. 2022-148

WHEREAS, Phillipe Lantin, owner of 501- 16th Avenue, Lake Como, NJ, also known as Block - 10; Lot - 16, applied for Street Opening Permit #22- 17 to repair and replace sections of damaged curb and sidewalk in front of his property; and

WHEREAS, Mr. Lantin, paid the \$90.00 Application Fee, as well as the \$600.00 Escrow Fee which is refundable upon inspection of the street and same being deemed satisfactory; and

WHEREAS, the Supervisor of the Department of Public Works, did visit the site for the purpose of inspecting the street and did find it to be in good condition.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that the \$600.00 Escrow Fee posted with Check #447 be refunded to Phillipe Lantin.

Date: September 20, 2022

Kevin G. Higgins
Mayor

Amy L. Boney
Acting Borough Clerk

ORDINANCE 2022-980

AN ORDINANCE OF THE BOROUGH OF LAKE COMO PROHIBITING PARKING ON CERTAIN STREETS AND REGULATING HANDICAP PARKING ON A PORTION OF REDMOND AVENUE PROVIDING A PENALTY FOR THE VIOLATION THEREOF.

BE IT ORDAINED by the Mayor and Council of the Borough of Lake Como.

Section 1: No one other than Handicapped persons, with their vehicle displaying either Handicapped License Plates or a Handicapped Parking placard issued and approved by the Division of Motor Vehicles shall be permitted to park in said street.

<u>NAME OF STREET</u>	<u>SIDE</u>	<u>LOCATION</u>
Redmond Avenue	North	Located in front of 628 Redmond Avenue

Section 2: All ordinances or parts of this ordinance inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 3: Any person who shall violate the provisions of this ordinance shall, upon conviction, suffer and pay the penalty as per the schedule set forth in the Municipal Ordinances of the Borough of Lake Como and or State statutes.

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

Dated: _____

Kevin G. Higgins
Mayor

Amy L. Boney
Acting Borough Clerk

RESOLUTION 2022-145

RESOLUTION AUTHORIZING THE BOROUGH OF LAKE COMO TO ASSIGN MUNICIPAL REPRESENTATIVES TO A STEERING COMMITTEE IN ACCORDANCE WITH THE EXISTING SHARED SERVICE AGREEMENT FOR THE PROVISION OF BASIC LIFE SUPPORT EMERGENCY MEDICAL SERVICES

WHEREAS, in accordance with the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq. and N.J.S.A. 2B:12-1(c), in order to conserve resources and to provide for a more efficient and more economically sound dispatching services;

WHEREAS, the Borough of Lake Como and the Boroughs of Belmar, Sea Girt and Manasquan desire to add a Steering Committee to the existing Shared Service Agreement; The Borough of Lake Como to add Fire Marshal Ryan Dullea as a Municipal Representative and Business Administrator Andrew Huisman as Alternate Municipal Representative; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Lake Como, County of Monmouth that Fire Marshal Ryan Dullea, Municipal Representative and Business Administrator Andrew Huisman , Alternate Representative have been added as members the Steering Committee EMS Shared Service Agreement.

Dated: September 20, 2022

Kevin G. Higgins
Mayor

Amy L. Boney
Acting Borough Clerk

RESOLUTION NO. 2022-146
A RESOLUTION AWARDING A CONTRACT FOR
IMPROVEMENTS TO 17TH AVENUE AND VARIOUS CURB RAMPS
FY2021 NJDOT MUNICIPAL GRANT AID

WHEREAS, the Borough of Lake Como is recipient of a FY2021 NJDOT Municipal Aid Grant for improvements to 17th Avenue and various curb ramps; and

WHEREAS, on August 25, 2022, two (2) bids were received for the referenced project. The apparent low bid was submitted by Fernandes Construction, Inc., Monroe, NJ with a bid amount of \$282,681.40.

WHEREAS, it is the recommendation of the Borough Engineer to award the contract to Fernandes Construction, Inc in the amount of \$282,681.40, subject to the approval of the New Jersey Department of Transportation; and

WHEREAS, the Borough Attorney has reviewed the bids and has also approved awarding the contract to Fernandes Construction, Inc.

WHEREAS, the Borough Engineer has deemed Fernandes Construction, Inc to be a qualified bidder and the bid was found to be in compliance with the contract documents and technical specifications;

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that a contract be awarded to Fernandes Construction, Inc in the amount of \$282,681.40, which will be funded by a 2021 NJDOT Municipal Aid Grant.

BE IT FURTHER RESOLVED that the award of contract to Fernandes Construction, Inc is subject to New Jersey Department of Transportation written concurrence; and

BE IT FURTHER RESOLVED, that copies of this resolution shall be forwarded to NJDOT's Local Aid office for review and processing.

Dated: 09/20/2022

Kevin G. Higgins
Mayor

Amy L. Boney
Acting Borough Clerk

Resolution 2022 – 147

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

CURRENT ACCOUNT:

Per Attached Bill List

\$ 91,988.89

WATER/SEWER ACCOUNT:

Per Attached Bill List

\$ 9,294.70

TOURISM ACCOUNT:

Per Attached Bill List

\$ 136.71

TOTAL:

\$ 101,420.30

Dated: September 20, 2022

Kevin G. Higgins, Mayor

Amy L. Boney, Acting Borough Clerk

Rcvd Batch Id Range: First to Last Rcvd Date Start: 01/01/22 End: 09/15/22 Report Format: Condensed

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
09/06/22	DAWND	22-00594	2" Lt. Oak Seam Binder 6'	JAEGE JAEGER LUMBER	29.99	
09/06/22	DAWND	22-00595	Police Traffic Control	BELMA BOROUGH OF BELMAR	13,675.00	
09/06/22	DAWND	22-00620	PHONE SYSTEM SERVICE	AMERBUSI AMERICAN BUSINESS COMMUNICATIO	165.00	
09/06/22	DAWND	22-00621	DPW Safety Supplies	AMAZON AMAZON BUSINESS	235.66	
09/06/22	DAWND	22-00639	Tipping Fees Aug 16-31	DELIS DELISA WASTE SERVICES	2,661.31	
09/06/22	DAWND	22-00641	Borough Attorney Fees Sept.	SHAINSCH SHAIN SCHAFFER PC	2,125.00	
09/06/22	DAWND	22-00642	2022 League Conference	NJLM NJ LEAGUE OF MUNICIPALITIES	360.00	
Total for Batch: DAWND					19,251.96	

Total for Date: 09/06/22 Total for All Batches: 19,251.96

09/07/22	DAWND	22-00643	Mayor's Lunch Briefing	NJLM NJ LEAGUE OF MUNICIPALITIES	60.00	
Total for Batch: DAWND					60.00	

Total for Date: 09/07/22 Total for All Batches: 60.00

09/08/22	DAWND	22-00646	Street Opening Refund	CMMCONST CMM CONSTRUCTION, INC.	600.00	
09/08/22	DAWND	22-00647	Tree Escrow Refund	CMMCONST CMM CONSTRUCTION, INC.	6,000.00	
09/08/22	DAWND	22-00648	Tree Removal Refund	CMMCONST CMM CONSTRUCTION, INC.	5,200.00	
Total for Batch: DAWND					11,800.00	

Total for Date: 09/08/22 Total for All Batches: 11,800.00

09/12/22	DAWND	22-00627	532 NORTH BLVD 8/25/22	WOS00 MARK WOSZCZAK	3,560.36	
09/12/22	DAWND	22-00628	CONTRACT 22-2140	E333 EDMUNDS GOV TECH	2,687.50	
09/12/22	DAWND	22-00633	HARDWARE STORE ACCT AUGUST	T0059 TAYLOR HARDWARE	127.22	
09/12/22	DAWND	22-00637	REGULAR LOCATES	ONECC ONE CALL CONCEPTS	22.88	
09/12/22	DAWND	22-00650	Park Fertilizer	SITEONE SITE ONE	199.78	
09/12/22	DAWND	22-00651	Payroll 9/14/22	SBPRA LAKE COMO PAYROLL ACCOUNT	41,183.72	
09/12/22	DAWND	22-00655	Postage	QUADIENT Quadient Finance USA, Inc.	557.68	
09/12/22	DAWND	22-00660	Dispatch Phone Sservice	VERX VERIZON	78.14	
Total for Batch: DAWND					48,417.28	

Total for Date: 09/12/22 Total for All Batches: 48,417.28

09/14/22	DAWND	22-00618	STREET OPENING ESCROW	ROSATO ANTHONY ROSATO	600.00	
09/14/22	DAWND	22-00661	Legal Services-Landscape Bid	SHAINSCH SHAIN SCHAFFER PC	663.00	
Total for Batch: DAWND					1,263.00	

Total for Date: 09/14/22 Total for All Batches: 1,263.00

09/15/22	DAWND	22-00574	Plumbing Supplies	FERGU FERGUSON ENTERPRISES INC.	22.95	
09/15/22	DAWND	22-00630	EMPLOYEE GROUP INSURANCE SEPT	NJPB STATE OF NJ PENSIONS&BENEFITS	15,790.18	
09/15/22	DAWND	22-00631	RETIRED EMPLOYEE INS SEPT	NJPB STATE OF NJ PENSIONS&BENEFITS	4,176.42	
09/15/22	DAWND	22-00640	Office Cleaning Service Sept	JEANN JEANNETTE JIMENEZ	360.00	
09/15/22	DAWND	22-00649	Park Sprinkler Repair Parts	FERGU FERGUSON ENTERPRISES INC.	235.56	
09/15/22	DAWND	22-00669	Office Cell Phone	VERW1 VERIZON WIRELESS	42.95	

Batch Id	Batch Total
Total for Batch: DAWND	101,420.30
Total of All Batches:	<u>101,420.30</u>

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	2-10	91,988.89	0.00	0.00	91,988.89
	2-20	9,294.70	0.00	0.00	9,294.70
	2-74	136.71	0.00	0.00	136.71
Total of All Funds:		<u>101,420.30</u>	<u>0.00</u>	<u>0.00</u>	<u>101,420.30</u>

RESOLUTION NO. 2022-149

A RESOLUTION OF THE BOROUGH OF LAKE COMO SETTING FORTH THE SALARIES OF CERTAIN BOROUGH OF LAKE COMO EMPLOYEES IN ACCORDANCE WITH THE SALARY RANGES ESTABLISHED IN ORDINANCE 2022-979

BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that Ordinance Number 2022-979 established salary ranges for municipal employees and in conformance with that ordinance the following salary guides shall be established for the Calendar Year 2022 for certain employees as follows.

BASE SALARY FOR THE FOLLOWING BOROUGH EMPLOYEES SHALL BE AS STATED BELOW:

POSITION	BASE SALARY
Borough Administrator	\$90,000.00
Borough Clerk	\$68,930.00
Superintendent Public Works	\$35,000.00
Chief Financial Officer	\$9,500.00
Bd of Health, Vital Statistics	\$4,000.00

The above salaries, together with longevity, shall be in effect January 1, 2022.

THE SALARIES OF THE FOLLOWING BOROUGH EMPLOYEES PAID ON AN HOURLY BASIS SHALL BE AS STATED BELOW:

POSITION	PER HOUR
Deputy Treasurer	\$23.67
Deputy Administrator	\$39.79
Construction/Code Enforcement Assistant	\$3.00

The above salary guides, together with longevity, shall be in effect January 1, 2022.

SALARY RESOLUTION PAGE TWO

THE YEARLY SALARY GUIDE OF THE FOLLOWING BOROUGH EMPLOYEES SHALL BE AS STATED BELOW:

POSITION	SALARY
Tax Collector	\$69,661.38
Tax Searcher	\$7,167.21
C2-W2 Operator	\$6,685.72
Municipal Judge	\$38,156.71
Tax Assessor	\$25,500.00
Building Subcode Official	\$11,000.00
Plumbing Subcode Official	\$8,620.00
Electrical Subcode Official	\$8,620.00
Fire Subcode Official	\$8,620.00
Zoning Official	\$5,000.00
Construction Code Official	\$27,000.00
Municipal Prosecutor	\$21,500.00

The above salary guides shall be in effect January 1, 2022.

THE SALARIES OF THE FOLLOWING BOROUGH EMPLOYEES SHALL BE PAID AS STATED BELOW:

POSITION		
Planning Board Secretary	Per Month	\$311.43
Tourism Secretary	Per Month	\$131.45
Public Defender	Per Court Date	\$300.00

The above salary guides shall be in effect January 1, 2022.

SALARY RESOLUTION PAGE THREE

THE SALARIES OF THE FOLLOWING BOROUGH EMPLOYEES PAID ON AN HOURLY BASIS EFFECTIVE JANUARY 1, 2022, AS STATED BELOW:

POSITION	HOURLY AMOUNT
Casual Employee	\$18.00
Summer Seasonal	\$15.00

The above casual hourly rate shall be effective upon passage of this Resolution.

A copy of this Resolution shall be on file in the Municipal Clerk's office.

Dated: 09/20/2022

Kevin G. Higgins
Mayor

Amy L. Boney
Acting Borough Clerk

RESOLUTION 2022-150

**RESOLUTION AUTHORIZING THE MAYOR AND BOROUGH CLERK TO
EXECUTE AN AMENDMENT TO THE CONTRACT BETWEEN THE
BOROUGH OF LAKE COMO AND ANDREW HUISMAN**

WHEREAS, the Borough of Lake Como and Andrew Huisman have entered into a Contract under which he serves as the Borough Administrator for the Borough of Lake Como, effective January 24, 2022; and

WHEREAS, Mr. Huisman has now assumed the additional responsibility of being the Superintendent of the Department of Public Works as of April 1, 2022; and

WHEREAS, Mr. Huisman is entitled to additional compensation for assuming the role of Superintendent of the Department of Public Works.

NOW THEREFORE BE IT RESOLVED by the Lake Como Mayor and Council that the Contract be amended to provide for additional compensation in the amount of \$16,153.80 to be paid to Mr. Huisman, retroactive to the date he began serving in that capacity; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized and directed to execute the Amended Contract.

Dated: 09/20/2022

Kevin G. Higgins
Mayor

Amy L. Boney
Acting Borough Clerk