LAKE COMO BOROUGH
1740 MAIN STREET
P.O. BOX 569
LAKE COMO, NJ 07719
(732) 681-3232
MINUTES

DATE: JANUARY 3, 2017
REORGANIZATION MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF LAKE COMO

MEETING CALLED TO ORDER
Mayor Wilton called the meeting to order at 7:30pm

SALUTE TO FLAG AND MOMENT OF SILENT PRAYER

SUNSHINE LAW
INTRODUCTION AS REQUIRED UNDER THE SUNSHINE LAW: ADEQUATE NOTICE OF THE MEETING HAS BEEN PROVIDED BY THE ADOPTION OF A RESOLUTION BY THE MAYOR AND COUNCIL ON THE FIFTH DAY OF JANUARY 2016 IN WHICH RESOLUTION THE TIME AND PLACE OF AGENDA AND REGULAR MEETINGS COMMENCING WITH JANUARY 5, 2016 WERE SET FORTH. NOTICE OF SAME WAS DELIVERED TO THE ASBURY PARK PRESS AND THE COAST STAR AND A COPY OF SAME IS POSTED ON THE BULLETIN BOARD IN THE BOROUGH HALL. ALL MEETINGS ARE OPEN TO THE PUBLIC.

ROLL CALL

Douglas Witte	Present
Kevin Higgins	Present
Virginia Kropac	Excused Absence
John Carvelli	Present
Hawley Scull	Present

CERTIFICATION OF ELECTION RESULTS
Certification of the 2016 General Election Results

- Borough Clerk/Administrator Louise Mekosh read the Election Results into the record.

OATHS OF OFFICE
Councilwoman Hawley G. Scull
Councilman Douglas E. Witte

- Mayor Wilton administered oaths of office to Councilwoman Hawley Scull and Councilman Witte.

NOMINATION OF COUNCIL PRESIDENT

Councilman Higgins nominated Councilman Witte for the position of Council President seconded by Councilwoman Scull, all are in favor. Councilman Witte accepted this nomination and will be Council President for 2017.

MAYOR WILTON'S ASSIGNMENT OF COMMITTEE MEMBERS

Mayor Wilton reported that there will not be any changes to the assignment of Committee Members and the newly appointed Councilmember will take over Councilman Noonan's assignments.

2017 Mayor's Assignments

Council President Doug Witte	Police Liaison Finance Committee Planning Board
Councilman Kevin Higgins	Fire/First Aid Liaison Water/Sewer Public Works Deputy OEM
Councilwoman Virginia Kropac	Tourism Commission Community Development Block Grant Cross Acceptance Representative Lake Committee
Councilman John Carvelli	Quality of Life Liaison Environmental Commission Finance Committee Water/Sewer – Alternate
Councilwoman Hawley Scull	Community Relations/Events Recreation Lake Committee – Alternate Buildings and Grounds – Alternate
Vacant	Buildings and Grounds Public Works – Alternate Board of Education Liaison Community Development Block Grant – Alternate

All are in favor of and accept their assignments by Mayor Wilton.

APPROVAL OF MINUTES

Councilman Witte made a motion to approve the minutes from the December 6, 2016 & December 20, 2016 Regular Meetings seconded by Councilman Higgins, all are in favor.

COMMUNICATIONS

Letter from Mayor Emeritus Michael Ryan
Regarding Council Vacancy

- Borough Clerk/Administrator Louise Mekosh read the letter from Mayor Emeritus Michael Ryan regarding the vacancy on the Council into the record.

REPORTS OF COMMITTEES

- Councilwoman Scull stated that she is looking forward to serving Lake Como for the next term. All other matters are in order.

- Councilman Carvelli reported that all matters are in order.

- Councilman Higgins thanked Councilman Noonan for his time spent serving the residents of Lake Como and especially for his work on the website. Councilman Higgins also thanked Brendan and his department for all their hard work over the holidays and congratulated Councilman Witte and Councilwoman Scull for being elected to another term on Council. All other matters are in order.

- Councilman Witte reported that all matters are in order in the Police Department and Finance Department and thanked all those who elected him and he looks forward to continuing his service to the residents of Lake Como.

- Mayor Wilton congratulated Councilman Witte and Councilwoman Scull and looks forward to having them on Council for the next 3 years. All other matters are in order.

UNFINISHED BUSINESS
No Unfinished Business

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

No Public Comments

Councilman Witte 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 2017-01
Time and Place of Regular Meetings

Resolution 2017-02
Approval of 2017 Meeting Dates

Resolution 2017-03
Rate of Interest on Delinquent Tax Bills

Resolution 2017-04
Rate of Interest on Delinquent Water/Sewer Bills

Resolution 2017-05
Designating Official Newspapers

Resolution 2017-06
Designating Official Depositories for Official Funds

Resolution 2017-07
Appointing Recycling Coordinator

Resolution 2017-08
Appointing Assessment Searcher

Resolution 2017-09
Appointing Municipal Labor Attorney

Resolution 2017-10
Appointing Municipal Attorney

Resolution 2017-11
Appointing Representative to Environmental Commission

Resolution 2017-12
Appointing Community Development Block Grant Representatives

Resolution 2017-13
Authorizing the Filing of the Recycling Tonnage Grant Application

Resolution 2017-14
Appointing the Planning/Zoning Board members

Resolution 2017-15
Appointing Representative to the Monmouth County Office of Aging

Resolution 2017-16
Appointing the Fund Commissioner and Safety Coordinator

Resolution 2017-17
Appointing Municipal Bond Counsel

Resolution 2017-18
Designating Amount for Returned Checks for Non-Sufficient Funds

Resolution 2017-19
Appointing Representative to the State Development and Redevelopment Plan

Resolution 2017-20
Appointing Zoning Officer

Resolution 2017-21
Appointing Members of the Environmental Commission

Resolution 2017-22
Designating Duplicate Tax Bill Fee

Resolution 2017-23
Fee for Certificate for Redemption of Tax Sale

Resolution 2017-24
Fee for Duplicate Copy of Certificate of Sale

Resolution 2017-25
Appointing Municipal Engineer

Resolution 2017-26
Appointing members of the Tourism Commission

Resolution 2017-27
Appointing representatives to the Parade committee

Resolution 2017-28
Appointing members to the Local Emergency Planning Committee

Resolution 2017-29
Appointing Liaison to Board of Education

Resolution 2017-30
Authorizing partial tax payments

Resolution 2017-31
Appointing the American with Disabilities Act Coordinator

Resolution 2017-32
Appointing the Tax Search Officer

Resolution 2017-33
Establishing fees for photocopies and duplication of electronic or computer generated documents

Resolution 2017-35
Appointing the Municipal Prosecutor

Resolution 2017-36
Appointing Public Defender

Resolution 2017-37
Appointing Special Tax Counsel

Resolution 2017-38
Appointing Public Safety Director

Resolution 2017-39
Appointing Municipal Auditor

Resolution 2017-40
Appointing Risk Manager

Resolution 2017-41
Appointing Finance Committee

Resolution 2017-42
Financial Consultant Services

Resolutions 2017-43
Appointing Alternate/Conflict Prosecutor

Resolution 2017-44
Appointing Alternate/Conflict Public Defender

Resolution 2017-45
Appointing Alternate/Conflict Engineer

Resolution 2017-46
Appointing the Municipal Judge

Resolution 2017-47
Emergency Management Coordinator

Resolution 2017-48
Appointing the SMRSA Representative

Resolution 2017-49
Authorizing Engineering Services – Main Street Phase III

Resolution 2017-50
Authorizing Engineering Services – NJDOT Grant Application

Resolution 2017-51
Temporary Budget

Resolution 2017-52
Authorizing Contract with Dental Service Organization

Resolution 2017-53
Authorizing Contract with the Associated Humane Society

Resolution 2017-55
Alternate Tax Attorney

Councilman Higgins made a motion to approve the items on the Consent Agenda seconded by Councilman Carvelli, all are in favor.

NEW BUSINESS
Resolution 2017-54
Executive Session- Contract Negotiations
Offered by Councilman Higgins seconded by Councilman Carvelli, all are in favor.

PUBLIC COMMENTS
Councilman Witte made a motion to open the meeting to the public seconded by Councilman Higgins, all are in favor.

No Public Comments

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

Councilman Higgins made a motion to enter into executive session seconded by Councilwoman Scull, all are in favor.

The Council entered into executive session to discuss Contract Negotiations which will be reported out once it is resolved.

NEXT MEETING
THE NEXT REGULAR MEETING OF THE MAYOR AND COUNCIL WILL BE HELD ON TUESDAY JANUARY 17, 2017 IMMEDIATELY FOLLOWING THE 7:30PM WORKSHOP MEETING IN THE LAKE COMO MEETING ROOM. ALL MEETINGS ARE OPEN TO THE PUBLIC.

MOTION TO ADJOURN
Councilman Higgins made a motion to adjourn seconded by Councilwoman Scull, all are in favor.

Respectfully Submitted
Amy L. Boney
Deputy Borough Clerk

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

WE DO HEREBY CERTIFY that the foregoing is a true, full, and correct statement of the results of the election herein mentioned, as the same is exhibited by the statements produced and laid before the board of county canvassers according to law, and that the same exhibits the number of the names in the signature copy registers and the registers of voters, the number of names of the voters in the poll books of the election districts, respectively, and of the ballots rejected, the whole number of the names in the signature copy registers and the registers of voters, the whole number of the names of the voters in the poll books of the several election districts, the name of each person for whom any vote or votes were cast, the number of votes cast for each person in each election district, and the whole number of votes cast for each person for each office designated, and also specifies each public question voted upon and the number of votes cast thereupon in each election district respectively, and the whole number of votes cast thereupon in the several election districts as they appear by the statements so produced and laid before the said Board.

IN WITNESS WHEREOF, we have hereunto set our hands this twenty first day of November, in the year of our Lord, two thousand and sixteen.

Chairperson, Board of County Canvassers

Member, Board of County Canvassers

Attest: _____
County Clerk, Board of County Canvassers

Member, Board of County Canvassers

Member, Board of County Canvassers

Attest: _____
Special Deputy Clerk

A STATEMENT of the determination of the Board of County Canvassers, relative to an election held in the BOROUGH OF LAKE COMO on the eighth day of November, in the year of our Lord, two thousand and sixteen, for the election of the Municipal Officers for said

LAKE COMO BOROUGH

The said board determines that at the said election DOUGLAS WITTE AND HAWLEY SCULL, WERE DULY ELECTED, MEMBERS OF THE BOROUGH COUNCIL, FULL TERM.

2017 Mayor's Assignments

Council President Doug Witte	Police Liaison Finance Committee Planning Board
Councilman Kevin Higgins	Fire/First Aid Liaison Water/Sewer Public Works Deputy OEM
Councilwoman Virginia Kropac	Tourism Commission Community Development Block Grant Cross Acceptance Representative Lake Committee
Councilman John Carvelli	Quality of Life Liaison Environmental Commission Finance Committee Water/Sewer – Alternate
Councilwoman Hawley Scull	Community Relations/Events Recreation Lake Committee – Alternate Buildings and Grounds – Alternate
Vacant	Buildings and Grounds Public Works – Alternate Board of Education Liaison Community Development Block Grant – Alternate

Lake Como
Democratic Committee

1706 E Street
Lake Como, New Jersey 07719
732-610-3868

Mayor Michael B. Ryan
Municipal Chair

Councilman Kevin Higgins
Committeeman

Marlene P. Ryan
Committeewoman

Mayor and Council
Borough of Lake Como
1740 Main Street
Lake Como, New Jersey 07719

Dear Mayor Wilton: December 27, 2016

I am submitting to you three name for you to consider in filling the vacancy created by the resignation of Councilman Noonan. As per previous submissions and past practice I would hope that you will consider them in the order submitted.

1. Christopher Dantuono
2. Joseph Cavaluzzi
3. Eugene Cavanagh Jr.

Thank you for consideration in this matter and Happy New Year to you, the Council, and all the employees that make Lake Como a great place to live.

Sincerely,

Michael B. Ryan
Municipal Chairman

RESOLUTION NO. 2017-1

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.

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

Date: 1/3/2017

_____
Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-2

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, 2017
February 7, 2017
February 21, 2017
March 7, 2017
March 21, 2017
April 4, 2017
April 18, 2017
May 2, 2017
May 16, 2017
June 7, 2017 (Wednesday)
June 20, 2017
July 18, 2017
August 1, 2017
August 15, 2017
September 5, 2017
September 19, 2017
October 3, 2017
October 17, 2017
November 21, 2017
December 5, 2017
December 19, 2017
January 2, 2018 (Reorganization Meeting)

DATED: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-3

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: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-4

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.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-5

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

NOW, THEREFORE, 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.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-6

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 2017.

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, Kearney 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: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-7

WHEREAS, Mayor Brian Wilton has appointed

Viveca Graham, CRP

To the position of Certified Recycling Professional,

for the Borough of Lake Como for one year,

Commencing January 3, 2017, terminating December 31, 2017 for an annual stipend of $250.00.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-8

WHEREAS, Mayor Brian Wilton has appointed

Louise A. Mekosh

To the position of Assessment Searcher

for the Borough of Lake Como for one year,

Commencing January 3, 2017, terminating December 31, 2017.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-9

APPOINTING LABOR ATTORNEY

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 is a Licensed Attorney in the State of New Jersey and Mayor Brian T. Wilton has recommended that Mark Kitrick be reappointed as Labor Attorney;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that Mark Kitrick, Esq. of King, Kitrick and Jackson, LLC be and is hereby reappointed Labor Attorney, effective January 5, 2017 for a one-year term through December 31, 2017.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-10
APPOINTING THE MUNICIPAL ATTORNEY

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

WHEREAS, Marguerite M. Schaffer Esq. is a Licensed Attorney in the State of New Jersey and Mayor Brian T. Wilton has recommended that Marguerite M. Schaffer Esq. of Shain Schaffer Rafanello be reappointed as Municipal Attorney;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that Marguerite M. Schaffer Esq. of Shain Schaffer Rafanello, PC, be and is hereby reappointed Municipal Attorney, effective January 3, 2017 for a one-year term through December 31, 2017.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-11

WHEREAS, Mayor Brian Wilton has appointed

John J. Carvelli

As Representative to the Lake Como

Environmental Commission

for the Borough of Lake Como for one year,

Commencing January 3, 2017, terminating December 31, 2017.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-12

APPOINTING THE COMMUNITY DEVELOPMENT BLOCK GRANT ALTERNATE REPRESENTATIVE

WHEREAS, Mayor Brian T. Wilton has appointed

Virginia Kropac, Borough Representative
Louise A. Mekosh, Alternate

As per the Community Development Block Grant program,
For one year, commencing January 3, 2017,
terminating December 31, 2017.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-13

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 2016.

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 2016 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: 1/3/2017

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Brian T. Wilton, Mayor

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

RESOLUTION NO. 2017-14

RESOLUTION APPOINTING MEMBERS TO THE LAKE COMO PLANNING BOARD

WHEREAS, Mayor Brian T. Wilton has appointed the following members to the Lake Como Planning Board for each designated period:

DOUGLAS WITTE, CLASS III, ONE YEAR, TERMINATE 12/31/17
EUGENE CAVANAGH, CLASS II, ONE YEAR, TERMINATE 12/31/17
JOSEPH CAVALUZZI, CLASS IV, FOUR YEARS, TERMINATE 12/31/20
ALLISON KRILLA, CLASS IV, FOUR YEARS, TERMINATE 12/31/20
NICK DeMAURO, ALTERNATE NO. 2, TWO YEARS, TERMINATE 12/31/18
KATHLEEN MADARAS, ALTERNATE NO. 1, TWO YEARS, TERMINATE 12/31/18
VIVECA H. GRAHAM, SECRETARY, ONE YEAR, TERMINATE 12/31/17

Dated: 01/03/17

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-15

WHEREAS, Mayor Brian T. Wilton 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 3, 2017, terminating December 31, 2017.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-16

WHEREAS, Mayor Brian T. Wilton 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 3, 2017, terminating December 31, 2017.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-17

APPOINTING MUNICIPAL BOND COUNSEL

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

WHEREAS, Wilentz, Goldman & Spitzer PA is licensed to practice law in the State of New Jersey and Mayor Brian T. Wilton has recommended that Wilentz, Goldman & Spitzer PA be reappointed as Municipal Bond Counsel.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that Wilentz, Goldman & Spitzer PA, be and is hereby reappointed Municipal Bond Counsel for a one-year term, effective January 3, 2017 through December 31, 2017.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-18

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: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-19

WHEREAS, Mayor Brian T. Wilton has appointed

VIRGINIA KROPAC

as the Lake Como Cross Acceptance Representative to the State Development and Redevelopment Plan

for the Borough of Lake Como for one year,

Commencing January 3, 2017, terminating December 31, 2017.

Dated: 1/3/2017

_____
Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-20

WHEREAS, Mayor Brian T. Wilton has appointed

Mark Fessler

To the position of

Zoning Officer

for the Borough of Lake Como for one year,

Commencing January 3, 2017, terminating December 31, 2017.

Dated: 1/3/2017

_____
Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-21

RESOLUTION APPOINTING MEMBERS TO THE LAKE COMO ENVIRONMENTAL COMMISSION

WHEREAS, Mayor Brian T. Wilton has appointed the following members to the Lake Como Environmental Commission for each designated period:

John Buckley, Three Years, Terminate 12/31/2019
Eugene Cavanaugh, Planning Board Liaison, One Year, Terminate 12/31/2017
Scott Young, Alternate No. 2, Two Years, Terminate 12/31/2018
Viveca H. Graham, Secretary, One Year, Terminate 12/31/2017

Dated: 01/03/17

_____
Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-22

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: 1/3/2017

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Brian T. Wilton
Mayor

_____

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

RESOLUTION NO. 2017-23

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: 1/3/2017

_____

Brian T. Wilton
Mayor

_____

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

RESOLUTION NO. 2017-24

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: 1/3/2017

_____
Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-25

WHEREAS, CME Associates, 3151 Bordentown Avenue, Parlin, NJ 08859 has been serving as the Municipal Engineer for the Borough of Lake Como and is experienced with the Borough of Lake Como; and

WHEREAS, CME Associates are Licensed Professional Engineers and Certified Municipal Engineers in the State of New Jersey and Mayor Brian T. Wilton has recommended that CME Associates be reappointed as Municipal Engineer.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that CME Associates, 3151 Bordentown Avenue, Parlin, NJ 08859, be and is hereby reappointed Municipal Engineer, effective January 3, 2017 for a one-year term through December 31, 2017.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-26

APPOINTING MEMBERS OF THE TOURISM COMMISSION FOR EACH DESIGNATED PERIOD

WHEREAS, Mayor Brian T. Wilton has appointed the following members of the Lake Como Tourism Commission:

Ken Shinn, Two year term, terminating 12/31/2018
William Clanton, Two year term, terminating 12/31/2018
Amy Boney, Secretary, One Year Term, terminating 12/31/2017

Dated: 1/3/2017

_____
Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-27

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

WHEREAS, Mayor Brian T. Wilton has appointed

Mayor Emeritus Michael B. Ryan to the position of Chairperson

and

Councilman Higgins to the position of Co-Chairperson

for the Belmar/ Lake Como St. Patrick's Day Parade committee for the year 2017.

Dated: 1/3/2017

_____
Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-28

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

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

Brian T. Wilton	Mayor/Emergency Management Coordinator
Louise A. Mekosh	Administrator & 1st Deputy Emergency Management Coordinator
Edward Kirshenbaum	Deputy Emergency Management Coordinator
Patrick McMahon	Deputy Emergency Management Coordinator
Gene Scholtz	First Aid Captain
Ronald Whille	Fire Chief
John Rowe	Construction Code Official
Brendan Maas	Superintendent, DPW
Bruce Koch	Borough Engineer
Dennis Lavender	Municipal Judge
Marguerite Schaffer	Borough Attorney

be appointed as the Borough of Lake Como Local Emergency Planning Committee (LEPC) commencing January 3, 2017, terminating December 31, 2017.

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: 1/3/2017

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Brian T. Wilton
Mayor

_____

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

RESOLUTION NO. 2017-29

WHEREAS, Mayor Brian T. Wilton has appointed

John Carvelli

as the Council Liaison to the Lake Como Board of Education

for one year, Commencing January 3, 2017, terminating December 31, 2017.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

_____

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

RESOLUTION NO. 2017-30

AUTHORIZING PARTIAL TAX PAYMENTS
SUBJECT TO CONDITIONS PROVIDED BY STATE STATUTE

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

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

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

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

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

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

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-31

APPOINTING THE AMERICAN WITH DISABILITIES ACT COORDINATOR

WHEREAS, Mayor Brian T. Wilton has appointed

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

To the position of Coordinator for the Borough of Lake Como for the

American with Disabilities Act and Section 504 of the Rehabilitation Act of 1973; for one year,

Commencing January 3, 2017, terminating December 31, 2017.

Dated: 1/3/2017

_____
Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-32

APPOINTING THE TAX SEARCH OFFICER

WHEREAS, Mayor Brian T. Wilton has appointed

Esther Kiss

To the position of

Tax Search Officer

for the Borough of Lake Como for one year,

Commencing January 3, 2017, terminating December 31, 2017.

Dated: 1/3/2017

_____

Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-33

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 emailed or 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: 1/3/2017

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Brian T. Wilton
Mayor

_____

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

RESOLUTION NO. 2017-34

APPOINTING THE LAKE COMO CLEAN COMMUNITIES COORDINATOR

WHEREAS, Mayor Brian T. Wilton 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 3, 2017, terminating December 31, 2017.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

_____

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

RESOLUTION NO. 2017-35

APPOINTING THE MUNICIPAL PROSECUTOR

WHEREAS, Mayor Brian T. Wilton has appointed

Stephen G. Schueler, Esq.

To the position of Municipal Prosecutor, for one year,

Commencing January 3, 2017, terminating December 31, 2017

Dated: 1/3/2017

_____

Brian T. Wilton
Mayor

_____

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

RESOLUTION NO. 2017-36

APPOINTING THE PUBLIC DEFENDER

WHEREAS, Mayor Brian T. Wilton has appointed

Thomas H. Martin, Esq.

To the position of Public Defender

for the Borough of Lake Como for one year,

Commencing January 3, 2017, terminating December 31, 2017.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-37

APPOINTING TO THE POSITION OF SPECIAL TAX COUNSEL

WHEREAS, Mayor Brian T. Wilton has appointed

Harry Haushalter, Esq.

As Special Tax Counsel

for the Borough of Lake Como for one year,

Commencing January 3, 2017, terminating December 31, 2017.

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

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-38

A RESOLUTION APPOINTING A PUBLIC SAFETY DIRECTOR

WHEREAS, Mayor Brian T. Wilton has appointed

Chief Andrew Huisman

To the position of Public Safety Director. This Resolution shall be in effect beginning January 3, 2017, terminating December 31, 2017.

1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-39

APPOINTING THE MUNICIPAL AUDITOR

WHEREAS, Mayor Brian T. Wilton has appointed

ROBERT ALLISON OF

HOLMAN, FRENIA, ALLISON, P.C.

To position of Municipal Auditor

for the Borough of Lake Como for one year,

Commencing January 3, 2017, terminating December 31, 2017.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-40

APPOINTING RISK MANAGER

WHEREAS, Mayor Brian T. Wilton has appointed

FAIRVIEW INSURANCE AGENCY ASSOCIATES, INC.

To the position of Risk Manager, for one year,

Commencing January 3, 2017, terminating December 31, 2017

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-41

WHEREAS, Mayor Brian T. Wilton has appointed

Louise A. Mekosh, CMFO
Douglas Witte
John Carvelli

To the Finance Committee for the Borough of Lake Como for one year, commencing January 5, 2017, terminating December 31, 2017.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-42
FINANCIAL CONSULTANT SERVICES

WHEREAS, Mayor Wilton is appointing Hodulik and Morrison, PA, Highland Park, NJ to provide financial consultant services by providing assistance in the maintenance of the Borough's general ledger and its subsidiary ledgers of the Borough of Lake Como.

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

Dated: 01/03/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-43

APPOINTING ALTERNATE/CONFLICT PROSECUTOR

WHEREAS, Mayor Brian T. Wilton has appointed

ERIC BROPHY
DIEGNAN & BROPHY

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

Commencing January 3, 2017, terminating December 31, 2017.

Dated: 1/3/2017

_____
Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-44

APPOINTING ALTERNATE/CONFLICT PUBLIC DEFENDER

WHEREAS, Mayor Brian T. Wilton has appointed

MATTHEW SAGE

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

Commencing January 5, 2017, terminating December 31, 2017.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-45

APPOINTING ALTERNATE/CONFLICT ENGINEER

WHEREAS, Mayor Brian T. Wilton has appointed

ADAMS, REHMANN AND HEGGAN ASSOCIATES, INC. (ARH)

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

Commencing January 3, 2017, terminating December 31, 2017.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-46

APPOINTING THE MUNICIPAL JUDGE

WHEREAS, Mayor Brian T. Wilton has appointed

DENNIS LAVENDER

To the Position of Municipal Judge for a four year term beginning January 1, 2017, terminating December 31, 2020.

A copy of this Resolution shall be sent to the Lake Como Court Administrator.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-47

APPOINTING THE EMERGENCY MANAGEMENT COORDIANTOR

WHEREAS, the Governing Body has appointed

Brian T. Wilton, Mayor

To the Position of Emergency Management Coordinator for a four year term

Beginning January 1, 2017, terminating December 31, 2020.

A copy of this Resolution shall be sent to the Monmouth County Office of Emergency Management.

Dated: 1/3/2017

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Brian T. Wilton
Mayor

_____

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

RESOLUTION NO. 2017-48

APPOINTING THE LAKE COMO REPRESENTATIVE TO THE SOUTH MONMOUTH REGIONAL SEWERAGE AUTHORITY

WHEREAS, Mayor Brian T. Wilton has appointed

KEVIN LYNCH

To the Position of Lake Como Representative to the South Monmouth Regional Sewerage Authority for a four year term beginning February 1, 2017, terminating January 31, 2021.

A copy of this Resolution shall be sent to the South Monmouth Regional Sewerage Authority.

Dated: 1/3/2017

_____
Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-49

RESOLUTION AUTHORIZING PROFESSIONAL ENGINEERING SERVICES FOR THE 2016 NJDOT MUNICIPAL AID GRANT IMPROVEMENTS TO MAIN STREET-PHASE III

WHEREAS, the Borough of Lake Como has received a Municipal Aid Trust Fund Grant from the New Jersey Department of Transportation for the improvements to Main Street, Phase III in the amount of $240,000.00; and

WHEREAS, the Municipal Engineer has provided the following proposal:

• **Survey Phase Services for ADA Compliant Ramp Design**	**$ 6,153.00**
• **Design Phase Services**	**$14,256.00**
• **Bid Phase Services**	**$ 3,640.00**
• **Construction Administration Services**	**$24,300.00**
	$48,349.00

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that CME Engineering is hereby authorized and directed to perform the above work. A copy of this Resolution shall be forwarded to Bruch Koch, Municipal Engineer.

DATED: 01/03/2017

_____
Brian T. Wilton, Mayor

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

JOHN H. ALLGAIR, PE, PP, LS (1983-2001)
DAVID J. SAMUEL, PE, PP, CME
JOHN J. STEFANI, PE, LS, PP, CME
JAY B. CORNELL, PE, PP, CME
MICHAEL J. McCLELLAND, PE, PP, CME
GREGORY R. VALESI, PE, PP, CME

TIMOTHY W. GILLEN, PE, PP, CME
BRUCE M. KOCH, PE, PP, CME
LOUIS J. PLOSKONKA, PE, CME
TREVOR J. TAYLOR, PE, PP, CME
BEHRAM TURAN, PE, LSRP
LAURA J. NEUMANN, PE, PP
DOUGLAS ROHMEYER, PE, CFM, CME
ROBERT J. RUSSO, PE, PP, CME

CME ASSOCIATES

July 1, 2016

Ms. Louise Mekosh, Borough Administrator/Clerk
Borough of Lake Como
1740 Main Street
Lake Como, New Jersey 07719

Re: ***2016 N.J. DOT Municipal Aid Grant***
Improvements to Main Street – Phase III
Lake Como, New Jersey
Our File No.: PLC00601.01

Dear Ms. Mekosh:

As you are aware, the NJDOT has awarded the Borough a Municipal Aid Trust Fund Grant in the amount of $240,000.00 for the above referenced project. The application submitted to the NJDOT was for the improvements to Main Street between 19th Avenue and North Boulevard. The preliminary construction cost estimate for same was approximately $272,000.00

We respectfully submit the following Professional Engineering Services cost estimates for the various tasks of the above referenced project:

• Survey Phase Services for A.D.A. Compliant Ramp Design	$ 6,153.00
• Design Phase Services	$ 14,256.00
• Bid Phase Services	$ 3,640.00
• Construction Administration Services	$ 24,300.00
	$ 48,349.00

Depending upon the variation in construction materials and oil prices, the project construction costs may increase or decrease. Our construction cost estimate for the A.D.A. Compliant Ramp portion of the work is based on estimated changes we anticipate will need to be made. Once we review the survey work and begin the ramp designs, we may find that further improvements may be required which could increase the cost of the project.

Our Bid Phase proposal cost is for one (1) bidding process. If the Borough must bid the project again, we can provide those services based on our hourly rate schedule on file with the Borough for the actual hours required to perform same.

Should you have any questions regarding this matter, please do not hesitate to contact this office.

Very truly yours,

CME Associates

Bruce M. Koch

Bruce M. Koch, P.E., P.P., C.M.E.
Borough Engineer

BMK/mdp

cc: Mayor Brian Wilton
All Council Members
Borough Attorney
Superintendent of Public Works

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RESOLUTION NO. 2017-50

RESOLUTION AUTHORIZING PROFESSIONAL ENGINEERING SERVICES FOR THE 2017 NJDOT MUNICIPAL AID GRANT APPLICATION

WHEREAS, the New Jersey Department of Transportation is accepting applications for Municipal Aid for Fiscal Year 2017 and;

WHEREAS, the Municipal Engineer has recommended the Borough complete the work started with Phases I through III on Main Street and for North Boulevard from Main Street to Parkway as the application for FY2017 Funding.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that CME Engineering is hereby authorized and directed to prepare the application for a cost not to exceed $1000.00. A copy of this Resolution shall be forwarded to Bruch Koch, Municipal Engineer.

DATED: 01/03/2017

_____
Brian T. Wilton, Mayor

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

JOHN H. ALLGAIR, PE, PP, LS (1983-2001)
DAVID J. SAMUEL, PE, PP, CME
JOHN J. STEFANI, PE, LS, PP, CME
JAY B. CORNELL, PE, PP, CME
MICHAEL J. McCLELLAND, PE, PP, CME
GREGORY R. VALESI, PE, PP, CME

TIMOTHY W. GILLEN, PE, PP, CME
BRUCE M. KOCH, PE, PP, CME
LOUIS J. PLOSKONKA, PE, CME
TREVOR J. TAYLOR, PE, PP, CME
BEHRAM TURAN, PE, LSRP
LAURA J. NEUMANN, PE, PP
DOUGLAS ROHMEYER, PE, CFM, CME
ROBERT J. RUSSO, PE, PP, CME

CME ASSOCIATES

December 22, 2016

Ms. Louise A. Mekosh, Borough Clerk/Administrator
Borough of Lake Como
1740 Main Street
Lake Como, NJ 07719

Re: Transportation Trust Fund
FY 2017 Local Aid Programs
Lake Como, New Jersey
Our File No.: PLC00012.05

Dear Ms. Mekosh:

As you are aware, the NJDOT is accepting applications for Local Aid programs including Municipal Aid for Fiscal Year 2017. Applications are to be completed and submitted through SAGE, the NJDOT on-line grant application website, by February 3, 2017. The NJDOT recently awarded the borough a $240,000 grant for the Main Street Phase-III project. Our preliminary construction cost estimate at the time of the application was $272,000. Construction prices are on the rise and the actual construction cost at the time we receive bids cold be higher. Accordingly, we suggest the Phase-III project end at the intersection of Twenty-Second Avenue. For the FY- 2017 project, we suggest applying for a grant for the completion of the Main Street and for North Boulevard from Main Street to Parkway. If the Borough receives a grant, it most likely will not be sufficient to complete that project. Therefore it could be done in phases, which is something the NJDOT seems to favor in recent years. If you agree with this suggestion, we can prepare the necessary application for a cost not to exceed $998.00.

Should you have any questions regarding this matter, please do not hesitate to contact this office.

Very truly yours,

CME Associates

Bruce M. Koch

Bruce M. Koch, PE, PP, CME
Borough Engineer

BMK/bmk
Enclosure
cc: Mayor Brian Wilton

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RESOLUTION NO. 2017-51

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 2017 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 FY2016 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of $4,138,465.00 and

WHEREAS, 26.25% of the total appropriations in the FY2016 budget is the sum of $1,086,347.00;

BE IT FURTHER RESOLVED, the total appropriations in the FY2016 Water/Sewer Utility budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of $1,289,785.00 and 26.25% of the total appropriations in the FY2016Water/Sewer Utility budget is the sum of $338,569.00;

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 2017 budget and is approved by this resolution.

Dated: 1/3/2017

_____
Brian T. Wilton, Mayor

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

RESOLUTION 2017-51
TEMPORARY BUDGET

General Appropriations

GENERAL GOVERNMENT			
General Administration			
Salaries and Wages	001-101	$	12,250.00
Printing & Advertising	001-202	$	1,000.00
Other Expenses	001-299	$	500.00
Mayor and Council			
Salaries and Wages	001-102	$	3,625.00
Other Expenses	001-204	$	375.00
Ceremony Fees	001-104	$	100.00
Municipal Clerk			
Salaries and Wages	001-103	$	13,375.00
Other Expenses	001-203	$	250.00
Elections	002-201	$	100.00
Financial Administration (Treasury)			
Salaries and Wages	003-101	$	30,000.00
Other Expenses	003-201	$	7,500.00
Audit Services			
Other Expenses	003-203	$	10,000.00
Tax Collection			
Salaries and Wages	005-101	$	15,875.00
Other Expenses	005-201	$	1,925.00
Tax Search Officer			
Salaries and Wages	006-101	$	1,700.00
Tax Sale			
Other Expenses	008-201	$	360.00
Tax Assessment Administration			
Salaries and Wages	004-101	$	3,075.00
Other Expenses	004-201	$	1,250.00
Assessment & Imprvmt Searcher			
Salaries and Wages	007-101	$	1,000.00
Legal Services			
Fees	009-203	$	10,000.00
Borough Attorney	009-299	$	5,500.00
Municipal Court			
Salaries and Wages	200-101	$	8,750.00
Other Expenses	200-201	$	750.00
Engineering Services			
Other Expenses	010-201	$	10,000.00
LAND USE ADMINISTRATION			
Planning Board			
Salaries and Wages	012-101	$	1,500.00
Other Expenses	012-201	$	1,750.00
CODE ENFORCEMENT & ADMINISTRATION			
Building Inspector			
Salaries and Wages	026-101	$	2,450.00
Plumbing Inspector			
Salaries and Wages	027-101	$	1,950.00

RESOLUTION 2017-51
TEMPORARY BUDGET

CODE ENFORCEMENT & ADMINISTRATION	Continued		
Fire Protection Inspection			
Salaries and Wages	028-101	$	1,950.00
Electrical Inspector			
Salaries and Wages	029-201	$	1,950.00
Construction Code Official			
Salaries and Wages	030-101	$	12,125.00
Other Expenses	030-201	$	625.00
Zoning Official	030-301	$	1,250.00
Zoning Official:Application Fees	030-302	$	600.00
INSURANCE			
Surety Bond Premiums			
Other Expenses	013-302	$	2,400.00
General Liability	013-303	$	13,400.00
Workers Compensation	013-301	$	22,192.00
Employee Group Health	013-304	$	56,250.00
PUBLIC SAFETY			
Police Department			
Police Contract	015-401	$	187,500.00
Contract Other Expenses	015-201		$8,500.00
Office of Emergency Management			
Other Expenses	017-201	$	100.00
Aid to Volunteer Ambulance Company			
Other Expenses	016-201	$	250.00
Public Defender			
Salaries and Wages	200-102	$	750.00
Fire Department			
Other Expenses-Miscellaneous	014-299	$	5,000.00
Municipal Prosecutor			
Salaries and Wages	015-301	$	4,825.00
PUBLIC WORKS			
Streets and Road Maintenance			
Salaries and Wages	018-101	$	23,500.00
Other Expenses	018-201	$	7,500.00
Solid Waste Collection			
Other Expenses	019-201	$	15,000.00
Recycling			
Salaries and Wages	020-101	$	21,250.00
Other Expenses	020-201	$	6,500.00
Recycling Tax	020-301	$	685.00
Building and Grounds			
Other Expenses	011-201	$	12,500.00
HEALTH AND HUMAN SERVICES			
Board of Health/Vital Statistics			
Salaries and Wages	022-101	$	900.00
Environmental Health Services			
Other Expenses	032-201	$	100.00
PARKS AND RECREATION			
Advancement of Youth Activities			
Other Expenses	025-201	$	750.00

RESOLUTION 2017-51
TEMPORARY BUDGET

OTHER OPERATING FUNCTIONS			
Celebration of Public Events			
Other Expenses	024-201	$	625.00
UTILITY EXPENSE AND BULK PURCHASES			
Street Lighting	031-201	$	6,250.00
Telephone	400-311	$	4,750.00
LANDFILL/SOLID WASTE DISPOSAL COSTS			
Landfill/solid waste disposal costs	021-201	$	15,000.00
STATUTORY EXPENDITURES			
Social Security System	110-402	$	23,750.00
		$	-
Total Gen'l Approp. Within "CAPS"		$	605,637.00
OPERATIONS EXCLUDED FROM "CAPS"			
National Geomatica-GIS System	115-201	$	3,000.00
Total Approp. Excluded from "CAPS"		$	3,000.00
TOTAL 2016 TEMPORARY APPROPRIATIONS		$	608,637.00
Note:			
FY2016 Total Appropriations		$	4,138,465.00
Allowable 2017 Temporary Appropriations		$	1,086,347.06
MUNICIPAL DEBT SERVICE - General Account			
Monmouth County Improvement Auth 2013 Principal	300-310	$	75,000.00
Monmouth County Improvement Auth 2013 Interest	300-311	$	21,950.00
Monmouth County Improvement Auth Admin Fees	300-306	$	2,000.00
Total Debt Service - General Account		$	98,950.00
MUNICIPAL DEBT SERVICE - Water/Sewer Account			
Principal on Bonds	280-003	$	29,400.33
Interest on Bonds	280-002	$	48,531.67
Total Debt Service - Water/Sewer Account		$	77,932.00
WATER/SEWER UTILITY BUDGET			
TEMPORARY APPROPRIATIONS W/S UTILITY			
OPERATING			
Salaries and Wages	100-101	$	48,875.00
Other Expenses	100-201	$	20,000.00
Other Expenses:SMRSA	250-001	$	142,650.00
Purchase of Water	150-001	$	59,000.00
STATUTORY EXPENSES			
Social Security System	110-402	$	5,500.00
TOTAL 2017 TEMP. W/S APPROPRIATIONS		$	276,025.00
Note:			
FY2016 Total Appropriations		$	1,289,785.00
Allowable 2017 Temporary Appropriations		$	338,568.56

RESOLUTION NO. 2017-52

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, 2017, ending January 31, 2018.

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

Dated: 01/03/2017

_____
Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-53

A RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE ASSOCIATED HUMANE SOCIETIES, 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 Associated Humane Society, Inc., 124 Evergreen Avenue, Newark, NJ 07114, for a one year term beginning January 1, 2017, ending December 31, 2017.

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

Dated: 01/03/2017

_____
Brian T. Wilton
Mayor

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

RESOLUTION NO. 2017-55

APPOINTING ALTERNATE TAX ATTORNEY

WHEREAS, Mayor Brian T. Wilton has appointed

MICHAEL BURNS, ESQ.
LONG, MARMERO & ASSOCIATES

To the position of Alternate Tax Attorney, for one year,

Commencing January 3, 2017, terminating December 31, 2017.

Dated: 1/3/2017

_____
Brian T. Wilton
Mayor

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

RESOLUTION OF THE BOROUGH OF LAKE COMO,

RESOLUTION NO. 2017-54

COUNTY OF MONMOUTH, STATE OF NEW JERSEY,

RESOLUTION OF THE BOROUGH COUNCIL AUTHORIZING CLOSED PORTION OF PUBLIC MEETING

WHEREAS, the Open Public Meetings Act N.J.S.A. 10:4-12b(6) permits the Borough Council to exclude the public from a meeting, or any portion thereof, at which the Council wishes to discuss contractual matters; and

WHEREAS, minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes shall be made public;

NOW, THEREFORE, BE IT RESOLVED that the Borough Council shall exclude the public from that portion of its January 3, 2017 meeting which pertains to the aforementioned matter, and that such matters that are not covered by the attorney-client privilege will be disclosed to the public if and when confidentiality is no longer required.

BE IT FURTHER RESOLVED by the Borough Council of the Borough of Lake Como, that the public portion of this meeting is hereby closed.

Dated: January 3, 2017

Brian T. Wilton,
Mayor

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, 2017.

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