



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

**DATE: JUNE 2, 2020 – VIRTUAL MEETING
REGULAR MEETING IMMEDIATELY FOLLOWING THE WORKSHOP**

MEETING CALLED TO ORDER

SALUTE TO FLAG AND MOMENT OF SILENT REFLECTION

SUNSHINE LAW

Introduction as required under the Sunshine Law: Adequate notice of this meeting has been provided by the adoption of a Resolution by the Mayor and Council on the seventh day of January 2020 in which Resolution the time and place of Agenda and Regular Meetings commencing with January 7, 2020 were set forth. Notice of same was delivered to the Asbury Park Press and the Coast Star and a copy of the notice was posted on the bulletin board in Borough Hall. Notice of the virtual meeting was noticed to the papers on May 29th and a copy of the notice was posted on the door of Borough Hall and posted on the website. All meetings are open to the public.

ROLL CALL

- Douglas Witte
- Virginia Kropac
- Hawley Scull
- Christopher D’Antuono
- David Gardner
- Nick DeMauro

APPROVAL OF MINUTES

Minutes from the May 19, 2020 Regular Virtual Meeting

MOTION: _____
SECOND: _____
ROLL CALL: Ayes _____ Nays _____

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.

NEW BUSINESS

Resolution 2020-94
Sale of Surplus Property
Offered by Councilman D'Antuono

SECOND: _____
ROLL CALL: Ayes _____ Nays _____

Resolution 2020-95
Authorizing Self Review of CY 2020 Budget
Offered by Councilwoman Kropac

SECOND: _____
ROLL CALL: Ayes _____ Nays _____

Resolution 2020-96
Payment of Bills
Offered by Councilman Gardner

SECOND: _____
ROLL CALL: Ayes _____ Nays _____

Resolution 2020-97
Payment of NJNG Bill
Offered by Councilwoman Scull

SECOND: _____
ROLL CALL: Ayes _____ Nays _____

Calendar Year 2020 Budget Hearing
Offered by Councilman Witte

SECOND: _____
ROLL CALL: Ayes _____ Nays _____

PUBLIC COMMENTS

NEXT MEETING

The next regular meeting of the Mayor and Council will be held on Tuesday, June 16, 2020, immediately following the 7:30pm Workshop meeting and the location is to be determined. All meetings are open to the public.

MOTION TO ADJOURN

MOTION: _____
SECOND: _____
ALL IN FAVOR: _____
OPPOSED: _____

Resolution No. 2020-94

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF LAKE COMO AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

WHEREAS, the Borough of Lake Como has determined that the property described on Schedule A attached hereto and incorporated herein is no longer needed for public use; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) authorizes the sale of surplus personal property no longer needed for public use through the use of an online auction service; and

WHEREAS, the Borough of Lake Como intends to utilize the online auction services of US Gov Bid Government Surplus, Eatontown, NJ 07724.

WHEREAS, the sales are being conducted pursuant to the Division of Local Government Services' Local Finance Notice 2008-9,

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 Borough Clerk/Administrator is hereby authorized to sell the surplus personal property as indicated on Schedule A on an online auction website entitled USGovBid.com.

Dated: 06/02/2020

Kevin G. Higgins
Mayor

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

ATTACHMENT A

Description of Items to be sold

2006 Ford F550 Cab and Chassis with Meyers Snow Plow
2006 John Deere 310 Backhoe

VIN Ending in 9778
VIN Ending in 0647

Various other equipment that the estimated fair value of the property to be sold will not exceed 15 percent of the bid threshold

RESOLUTION NO. 2020-95

RESOLUTION OF THE MAYOR AND COUNCIL AUTHORIZING SELF EXAMINATION OF THE 2020 MUNICIPAL BUDGET

WHEREAS, NJSA 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, NJAC 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to NJAC 5:30-7.2 through 7.5, the Borough of Lake Como has been declared eligible to participate in the program by the Division of Local Government Services, and the Certified Municipal Finance Officer has determined that the local government meets the necessary conditions to participate in the program for the 2020 budget year;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that in accordance with NJAC 5:30-7.6a and 7.6b and based upon the Certified Municipal Finance Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment and interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for Uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to NJSA 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at NJSA 40A:4-45.3 et seq are fully met (Municipal CAP law).
3. The budget is in such form and content as required by the Local Budget Law and NJAC 5:30-4 and 5:30-5.
4. Pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate and correctly stated.
 - b. Items of appropriations are properly set forth.
 - c. In itemization, form and content, the budget will permit the exercise of the comptroller function within the municipality.
5. The budget has been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of NJSA 40A:4-5 shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to the Director of the Division of Local Government Services upon adoption.

Dated: 06/02/2020

Kevin G. Higgins
Mayor

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

Municipal Clerk's Certification

I, Louise A. Mekosh, Do hereby certify that the above resolution was duly Adopted by the Mayor and Council of the Borough of Lake Como at their Regular meeting held on June 2, 2020 with the following roll call:

“Yes’ Councilmembers:.

“No” “Abstain”. Absent:

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

Resolution 2020 - 96

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 \$41,521.49

WATER/SEWER ACCOUNT:

Per Attached Bill List \$44,136.72

PAYROLL ACCOUNT:

4774	Employee Payroll Dated 5/27/2020	\$29,145.06
2310	Employee Payroll Dated 5/27/2020	<u>5,703.23</u>
		\$34,848.29

Dated: June 2, 2020

Kevin G. Higgins, Mayor

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

Range: First to Last
 P.O. Type: All
 Format: Condensed
 Include Non-Budgeted: Y
 Include Revenue: Y
 First Enc Date Range: to 06/02/20
 Open: N Rcvd/Prpv/Held: Y Paid: N Void: N Deleted: N
 Bid: Y State: Y Other: Y Exempt: Y As of Date: 06/02/20

PO #	PO Date	Vendor	Description	R/A/H Amount
20-00176	03/02/20	Craney's Interpreting Services	Interpreting Service Court	125.00
20-00231	04/09/20	RIO SUPPLY, INC D/B/A SLC MET METERS		27,850.00
20-00249	04/16/20	UNISERVE, INC.	Lake Como Decals	943.00
20-00276	04/21/20	AMCO PEST SERVICES, INC.	April Pest Control (exterior)	110.00
20-00292	04/30/20	LOUISE MEKOSH	No parking signs Emerg Declar	319.77
20-00304	05/06/20	JUNGLE LASERS, LLC.	Nat Geomatica March	170.00
20-00311	04/27/20	SCRUBBER DOCTOR JANITORIAL SUPP	Face Masks KN95	140.00
20-00312	04/06/20	VAN WICKLE AUTO SUPPLY, INC.	Hand Sanitizer	77.94
20-00313	04/28/20	JAMM PRINTING	No Parking Signs	280.00
20-00314	05/01/20	THE COAST STAR	Legal Advertising	171.85
20-00315	04/30/20	ONE CALL CONCEPTS	One Call	25.84
20-00317	04/27/20	RIO SUPPLY, INC D/B/A SLC MET	1" Meter/Meter Heads	1,011.00
20-00321	05/13/20	WATCHUNG SPRING WATER CO INC	water/Rental	118.03
20-00323	05/14/20	RILEIGHS OUTDOOR DECOR	Graduation banners	875.95
20-00333	05/18/20	DELISA WASTE SERVICES	Tipping Fees May 1-15, 2020	3,429.99
20-00336	05/19/20	DELISA WASTE SERVICES	Recycle Tipping Fees April	1,354.75
20-00337	05/20/20	SUSAN LUTERZO	Plants for Memorial garden	38.24
20-00338	05/21/20	NJ WATER SUPPLY AUTHORITY	Raw Water Supply Jan-March	9,546.65
20-00340	05/21/20	JCP&L	Street Lighting	1,950.55
20-00341	05/07/20	GARDEN STATE HIGHWAY PRODUCTS	Permit Parking Only Signs	175.15
20-00343	05/21/20	SHAIN SCHAFFER PC	Contracts NJDOT/Postage	540.81
20-00346	05/22/20	LAKE COMO PAYROLL ACCOUNT	Employee Payroll 5/27/2020	34,848.29
20-00349	03/13/20	HI-WAY OIL SERVICE, INC.	Black Nitrite	37.98
20-00351	05/28/20	CABLEVISION/OPTIMUM	Telephone/Optonline	840.26
20-00352	05/28/20	JCP&L	Electric Service	406.87
20-00358	05/29/20	NJ DEPT OF LABOR	1ST Quarter Unemployment	48.89
20-00359	06/01/20	VIVECA GRAHAM	Reimburse Postage	221.40

Total Purchase Orders: 27 Total P.O. Line Items: 67

Total R/A/H Amount: 85,658.21

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	0-10	41,521.49	0.00	0.00	41,521.49
	0-20	44,136.72	0.00	0.00	44,136.72
Total of All Funds:		<u>85,658.21</u>	<u>0.00</u>	<u>0.00</u>	<u>85,658.21</u>

Resolution 2020 - 97

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 account:

CURRENT ACCOUNT:

NJ Natural Gas Co.	PB&G OE	\$493.87
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Dated: June 2, 2020

Kevin G. Higgins, Mayor

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