



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

**DATE: JANUARY 6, 2026 7:30 PM
REORGANIZATION MEETING OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF LAKE COMO**

MEETING CALLED TO ORDER

SALUTE TO FLAG AND MOMENT OF SILENT 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 2025 in which Resolution the time and place of Agenda and Regular Meetings commencing with January 7, 2025 were set forth. Notice of same was delivered to the Asbury Park Press, the Coast Star and TAPinto and a copy of the notice was posted on the borough website at www.lakecomonj.org and on the bulletin board in Borough Hall. All meetings are open to the public.

OATH OF OFFICE:

Councilwoman Hawley Scull
Councilman Andrew Reiners

ROLL CALL

Hawley Scull
Christopher D'Antuono
Nicholas DeMauro
Peter Ventrice
Heather Albala-Doyle
Andrew Reiners

NOMINATION OF COUNCIL PRESIDENT

MAYOR HIGGINS' ASSIGNMENT OF COMMITTEE MEMBERS

COMMUNICATIONS

Letter from Councilman Nicholas DeMauro

REPORTS OF COMMITTEES

UNFINISHED BUSINESS

PUBLIC COMMENTS ON NEW BUSINESS

CONSENT AGENDA

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

Resolution 2026-01

Time and Place of Regular Meetings

Resolution 2026-02

Approval of 2026 Meeting Dates

Resolution 2026-03

Setting Grace Period, Interest Rates and Policy for Taxes and Municipal Charges for 2026

Resolution 2026-04

Appointments to Authorities, Boards, Commissions and Committees

Resolution 2026-05

Designating Official Newspapers

Resolution 2026-06

Adopting a Cash Management Plan

Resolution 2026-07

Appointing Municipal Labor Attorney

Resolution 2026-08

Appointing Municipal Attorney

Resolution 2026-09

Waiving Yard Sale Fees

Resolution 2026-10

Appointing Community Development Block Grant Representatives

Resolution 2026-11

Authorizing the Filing of the Recycling Tonnage Grant Application

Resolution 2026-12

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

Resolution 2026-13

Appointing Municipal Bond Counsel

Resolution 2026-14
Appointing Zoning Officer

Resolution 2026-15
Appointing Municipal Engineer

Resolution 2026-16
Authorizing partial tax payments

Resolution 2026-17
Appointing the Americans with Disabilities Act Coordinator

Resolution 2026-18
Establishing fees for photocopies and duplication of electronic or computer-generated documents

Resolution 2026-19
Appointing the Clean Communities Coordinator

Resolution 2026-20
Appointing the Municipal Prosecutor

Resolution 2026-21
Appointing Public Defender

Resolution 2026-22
Appointing Special Tax Counsel

Resolution 2026-23
Electronic Tax Sale

Resolution 2026-24
Appointing Alternate/Conflict Prosecutor

Resolution 2026-25
Award of a Contract for Municipal Planner

Resolution 2026-26
Authorizing Aerial Mosquito Control Operations

Resolution 2026-27
Fee Resolution

Resolution 2026-28
Appointing Risk Management Consultant

Resolution 2026-30
Appointing Municipal Judge

Resolution 2026-31
Appointing Fee Accounting Services

Resolution 2026-32
Appointing Special Projects Engineer

Resolution 2026-33
Appointing Auditor

Resolution 2026-35
Appointing Planning Board Attorney

NEW BUSINESS

Resolution 2026-29
Authorizing Contract with Monmouth County SPCA
Offered by Councilman D'Antuono

Resolution 2026-34
Adopting Personnel Policy & Procedures
Offered by Councilman Ventrice

PUBLIC COMMENTS

NEXT MEETING

The next regular meeting of the Mayor and Council will be held on Tuesday, January 20, 2026 at 7:30 PM in the Lake Como Meeting Room. All meetings are open to the public.

MOTION TO ADJOURN



Borough of Lake Como

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

Oath of Office

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

Dated: January 6, 2026

Signature

Attest: _____
Amy L. Boney, RMC
Municipal Clerk



Borough of Lake Como

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

Oath of Office

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

Dated: January 6, 2026

Signature

Attest:

Amy L. Boney, RMC
Municipal Clerk

Assignments 2026

Emergency Services Committee

(Police, Fire, First Aid)

Nick DeMauro - Chair
Chris D'Antuano - Alternate

Public Works Committee

(DPW, water/sewer, lake commission)

Andrew Reiners- Chair
Peter Ventirice - Alternate

Finance

Chris D'Antuano - Chair
Andrew Reiners - Alternate

Board of Education and Recreation

Hawley Scull - Chair
Nick DeMauro - Alternate

Tourism

(Quality of Life, Community Relations)

Heather Albala-Doyle - Chair
Hawley Scull - Alternate

Environmental

(Buildings and Grounds, Green Team)

Peter Ventrice - Chair
Heather Albala-Doyle - Alternate

Planning Board - Andrew Reiners
SMRSA - Kevin Lynch
CDBG - Heather Albala-Doyle
Parade Committee - Mike Ryan

Nicholas R. De Mauro

Jan 5, 2026

Mayor Higgins, Council Members, Management and Residents of LAKE COMO, NJ.,

It is with sadness that I submit my resignation as a Councilman of LAKE COMO effective this date.

Honored and privileged would be an understatement. The past Nine Years of service as a member of the Planning Board and Council have been fantastic.

Best of luck and keep doing great things!

Nick

A handwritten signature in black ink, appearing to read "Nick" followed by a surname.

Nick De Mauro

Nicholas R. De Mauro

Jan 6, 2026

Mayor Higgins, Council Members, Management and Residents of LAKE COMO, NJ.,

On January 5, I resigned as a Councilman. The decision was not taken lightly, for many reasons I have opted to become a Florida resident. While I will be a Beach Bird and maintain a home in Lake Como, it requires my resignation.

When I moved here, I immediately contacted Mayor Wilton and offered my service. He then nominated me to the Planning Board, which I very much enjoyed. Subsequently, Mayor Higgins and former Mayor Ryan asked if I would consider a position on the Council. I applied and was appointed to fill an open position and served for 16 months prior to being elected. My personal goal was very simple... **GIVE BACK** and **MAKE YOUR COMMUNITY** a better place to live.

I can honestly say, **LAKE COMO** is better because of the **TEAM** in place. A great Mayor, Kevin Higgins who I cannot vote for this year, but I encourage everyone else do, a tremendous Council, who I am honored to have served with for many years. Each one of the Council members have their own strengths'....**THANK YOU** Holly, Chris, Heather and Peter! And a Big shout Out to Doug Witte ! Another part of the Team is the Staff, Drew, Amy and the entire office, Chief Scott, Boro Attorney Peg Schaffer and I would be remiss without mentioning former Mayor Mike Ryan who is still volunteering and makes this town special.

Over the past nine years, we have worked hard to keep property taxes down BUT an interesting thing happened, new construction, renovations and growth increased property values as most properties over doubled in value. **LAKE COMO** is a great place to live, and I am proud to maintaining a home here and my son will be a full time resident and keep his seat on the **LAKE COMO** Board of Education.

This is not Goodbye but a transition. Thanks again to all the residents of this great community, I encourage you all to get involved. You have my word that if I return to be a resident, I will immediately call the Mayor and volunteer. I implore you all to help keep the positive growth going!

BEST,

Nick

RESOLUTION 2026-1

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF LAKE COMO SETTING THE TIME AND PLACE FOR REGULAR AND WORKSHOP MEETINGS OF THE GOVERNING BODY.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that the Regular Meetings of the Governing Body of the Borough of Lake Como be held on the first and third Tuesday of each month and the Workshop Meetings be held prior to the Regular Meeting on the first and third Tuesday of each month at the Lake Como Borough Meeting Room, 1740 Main Street, Lake Como, Monmouth County, State of New Jersey.

The agenda and location of the meetings will be posted on the borough webpage www.lakecomonj.org and posted on the bulletin board at the Lake Como Borough Hall, 1740 Main Street, Lake Como, Monmouth County, State of New Jersey.

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-2

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 20, 2026
February 3, 2026
February 17, 2026
March 3, 2026
March 17, 2026
April 7, 2026
April 21, 2026
May 5, 2026
May 19, 2026
June 1, 2026 (Monday)
June 16, 2026
July 7, 2026
July 21, 2026
August 4, 2026
August 18, 2026
September 1, 2026
September 15, 2026
October 6, 2026
October 20, 2026
November 4, 2026 (Wednesday)
December 1, 2026
December 15, 2026
January 5, 2027 (Reorganization Meeting)

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-3
SETTING GRACE PERIOD, INTEREST RATES AND POLICY
FOR TAXES AND MUNICIPAL CHARGES FOR 2025

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como, County of Monmouth, State of New Jersey, that the tax year 2025 is closed effective December 31, 2025 and that property taxes shall be due and payable quarterly on February 1st, May 1st, August 1st and November 1st for the year 2026, with a ten-day grace period, after which dates, if unpaid, shall become delinquent, with interest charged as set forth below and reverting back to the due date on any quarterly installment of taxes. The Tax Collector is hereby authorized and directed to charge, subject to any abatement or discount for the late payment of taxes as provided by law:

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

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

Returned Check/Insufficient Funds	\$20.00 [NJS 40:5-18]
Duplicate Tax Bills - \$5.00 for first	\$15.00 for each thereafter
Duplicate Tax Sale Certificate	\$100.00 [NJS 54:5-52.1]

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

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

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

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-4

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

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

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

WHEREAS, Council gives it consent;

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

BUSINESS ADMINISTRATOR

Andrew Huisman – 1 year ending 12/31/26

ASSISTANT ADMINISTRATOR

Amy L. Boney – 1 year ending 12/31/26

ASSESSMENT SEARCHER

Amy L. Boney – 1 year ending 12/31/26

REPRESENTATIVE TO MONMOUTH COUNTY OFFICE ON AGING

Marlene P. Ryan – 1 year ending 12/31/26

FUND COMMISSIONER AND SAFETY COORDINATOR

Andrew Huisman, Chairperson – 1 year ending 12/31/26

Amy L. Boney, Co-Chairperson – 1 year ending 12/31/26

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

Mayor Emeritus Michael B. Ryan, Chairperson – 1 year ending 12/31/26

Mayor Kevin G. Higgins, Co-Chairperson – 1 year ending 12/31/26

TAX SEARCH OFFICER

Robbin Kirk – 1 year ending 12/31/26

TAX COLLECTOR

Robbin Kirk – 4 years ending 12/31/29

QUALIFIED PURCHASING AGENT

Samantha Waters, QPA – 2 years ending 12/31/27

CERTIFIED RECYCLING PROFESSIONAL

Justin Brahn – 1 year ending 12/31/26

CLEAN COMMUNITIES COORDINATOR

Justin Brahn – 1 year ending 12/31/26

PUBLIC SAFETY DIRECTOR

Chief Tina Scott – 1 year ending 12/31/26

PLANNING BOARD

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

Class II – Eugene Cavanagh – 1 year ending 12/31/26

Class III – Andrew Reiners – 1 year ending 12/31/26

Class IV – Keith Montgomery Goisse – 4 years ending 12/31/28

Class IV – Stephen Petrosino – 4 years ending 12/31/27

Class IV – Joseph Cavaluzzi – 4 years ending 12/31/28

Class IV – Allison Krilla – 4 years ending 12/31/28

Class IV – Gretchen Schmidhausler – 4 years ending 12/31/29

Class IV – Thomas Neff – 4 years ending 12/31/29

Alternate #1 – George Sigle – 2 years ending 12/31/27

Alternate #2 – Vacant – 2 years ending 12/31/27

Secretary – Viveca Graham – 1 year ending 12/31/26

ENVIRONMENTAL COMMISSION

Chairperson, Deborah Hilliard - 2 years ending 12/31/26

Planning Board Liaison, Gretchen Schmidhausler - 1 year ending 12/31/26

Council Liaison, Peter Ventrice – 3 years ending 12/31/27

Dr. Marilyn Weber – 3 years ending 12/31/28

John Buckley – 3 years ending 12/31/28

Alternate #1 Barbara Rumsby – 2 years ending 12/31/27

Alternate #2 Lauren Blair – 2 years ending 12/31/27

Secretary – Viveca Graham – 1 year ending 12/31/26

SHADE TREE COMMISSION

Chairperson, Robert Trevel – 5 years ending 12/31/30

Diane Kolodzinski – 4 years ending 12/31/29

Nicole Schock – 3 years ending 12/31/28

Molly Pfeiffer – 2 years ending 12/31/27

Deborah Hilliard – 1 year ending 12/31/26

Alternate #1 Janice Biehler – 1 year ending 12/31/26

Alternate #2 Elizabeth Ooms – 1 year ending 12/31/26

TOURISM COMMISSION

Robert Fahey – 2 years ending 12/31/26
Jonathan Kumfert – 2 years ending 12/31/27
Vacant – 2 years ending 12/31/26
Vacant – 2 years ending 12/31/27
Heather Albala-Doyle – 3 years ending 12/31/27
Secretary – Amy L. Boney – 1 year ending 12/31/26

LOCAL EMERGENCY PLANNING COMMITTEE

Emergency Management Coordinator, Robert DeMartin – 1 year ending 12/31/26
Administrator, Andrew Huisman – 1 year ending 12/31/26
Deputy Emergency Management Coordinator, Sgt. Brian Poppert – 1 year ending 12/31/26
Mayor, Kevin G. Higgins – 1 year ending 12/31/26
Council Liaison, Nicholas DeMauro – 1 year ending 12/31/26
Public Safety Director, Tina Scott – 1 year ending 12/31/26
Fire Marshal, Edward Ratyniak – 1 year ending 12/31/26
Fire Chief, Sean Pringle – 1 year ending 12/31/25
Director of Emergency Medical Services, Robert DeMartin – 1 year ending 12/31/26
Construction Code Official, John Rowe – 1 year ending 12/31/26
DPW Supervisor, Sean Rydholm – 1 year ending 12/31/26
Borough Engineer, Sam Avakian – 1 year ending 12/31/26
Municipal Judge, Dennis Lavender – 1 year ending 12/31/26
Borough Attorney, Marguerite Schaffer – 1 year ending 12/31/26

RECREATION DIRECTOR

Eugene Cavanagh – 1 year ending 12/31/26

DIRECTOR OF CODE ENFORCEMENT

Frank Cinelli – 1 year ending 12/31/26

CONSTRUCTION CODE OFFICIAL

John Rowe – 4 years ending 12/31/26

CONSTRUCTION CODE OFFICIAL

John Rowe – 4 years ending 12/31/29

FIRE SUBCODE OFFICIAL

Theodore Bianchi – 4 years ending 12/31/29

BUILDING SUBCODE OFFICIAL

Chuck Gimbel – 4 years ending 12/31/29

ELECTRICAL SUBCODE OFFICIAL

Glen Brown – 4 years ending 12/31/2029

FINANCE COMMITTEE

Councilman Christopher D'Antuono – 1 year ending 12/31/26

Certified Municipal Finance Officer Samantha Waters – 1 year ending 12/31/26

Mayor Kevin Higgins – 1 year ending 12/31/26

REGISTRARS OF VITAL STATISTICS

Amy L Boney, Local Registrar – 3 years ending 12/31/28

Samantha M. Waters, Deputy Registrar – 3 years ending 12/31/28

Dated: 01/06/2026

Kevin Higgins, Mayor

Douglas Witte, Council President

CERTIFICATION

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Lake Como Borough Council at its meeting held on January 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-5

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

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

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

WHEREAS "Official Newspapers" as defined by N.J.S.A. 40:53-1 means paid, published and circulated in the municipality, and if there be no such newspaper, then in at least one published in the county in which the municipality is located and said newspaper is circulated; and

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

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

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Lake Como, in the County of Monmouth, State of New Jersey, that the Coast Star, published weekly in Manasquan, the Asbury Park Press, published daily, and the Star Ledger, published daily are hereby designated as the official newspapers for the Borough of Lake Como into which notices are to be provided under the Open Public Meetings Act (NJS A 10:4-6 to 10:4-21) of the State of New Jersey, otherwise known as "the Sunshine Law"; and

BE IT FURTHER RESOLVED, that TAPinto Belmar/Lake Como be and hereby is designated as the electronic news source for which notices and other matters are to be provided under the Open Public Meetings Act.

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-6

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

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

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

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

DEFINITIONS

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

DESIGNATION OF DEPOSITORYES

The following financial institutions are designated official depositories:

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

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

DEPOSIT OF FUNDS

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

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

AUTHORIZING SIGNATURES ON CHECKS

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

Mayor
Chief Financial Officer
Municipal Clerk

Kevin G. Higgins
Samantha M. Waters, CMFO
Amy L. Boney, CMR

AUDIT REQUIREMENT

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

AUTHORITY TO INVEST

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

INVESTMENT INSTRUMENTS

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

REPORTING PROCEDURES

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

At a minimum the Chief Financial Officer shall:

Keep a record of all investments.

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

Confirm investments with the Council at the next regularly scheduled

meeting.

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

CASH FLOW

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

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

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

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-7
RESOLUTION AUTHORIZING THE AWARD OF A
CONTRACT FOR LABOR & EMPLOYMENT ATTORNEY

WHEREAS, the Borough of Lake Como has a need to acquire a Labor & Employment Attorney as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough of Lake Como has determined and certified in writing that the value of the contract will exceed \$17,500.00; and

WHEREAS, James L. Plosia Jr. of the law firm Plosia Cohen, LLC has submitted a proposal indicating he will provide the service of Labor & Employment Attorney for the Borough of Lake Como; and

WHEREAS, James L. Plosia Jr. of the law firm Plosia Cohen, LLC be and is hereby appointed Labor & Employment Attorney, effective January 1, 2026 through December 31, 2026; and

WHEREAS, James L. Plosia Jr. of the law firm Plosia Cohen, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee on the Borough's list in the previous one year, and that the contract will prohibit the law firm from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Municipal Finance Officer has certified that funds are available for this professional service.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter into a contract with James L. Plosia Jr. of the law firm Plosia Cohen, LLC in accordance with the proposal; and

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-8

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR MUNICIPAL ATTORNEY

WHEREAS, the Borough of Lake Como has a need to acquire a Municipal Attorney as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Borough of Lake Como has determined and certified in writing that the value of the contract will exceed \$17,500; and,

WHEREAS, Marguerite M. Schaffer, Esq. is hereby appointed Municipal Attorney, effective January 1, 2026 for a one-year term through December 31, 2026.

WHEREAS, Marguerite M. Schaffer, Esq. is a licensed Attorney in the State of New Jersey and has submitted a proposal indicating she will provide the service of Municipal Attorney for the Borough of Lake Como; and

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

WHEREAS, Marguerite M. Schaffer, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that she has not made any reportable contributions to a political or candidate committee on the Borough's list in the previous one year, and that the contract will prohibit the law firm from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Municipal Finance Officer has certified that funds are available for this professional service.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como hereby authorize the Borough Clerk to enter into a contract with Marguerite M. Schaffer, Esq. as described herein; and,

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-9

A RESOLUTION WAIVING THE PERMIT FEES FOR

YARD SALES TWICE A YEAR

WHEREAS, twice a year, the Borough of Lake Como holds town wide yard sales allowing all residents to participate in this community event; and

WHEREAS, these events are held in the spring and fall at no cost to the residents of the Borough of Lake Como; and

NOW, THEREFORE, BE IT RESOLVED, that the Borough Clerk is hereby authorized to waive fees for all residents participating in the biannual town wide yard sales.

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-10

**APPOINTING THE COMMUNITY DEVELOPMENT
BLOCK GRANT REPRESENTATIVES**

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

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

As per the Community Development Block Grant program,
For one year, commencing January 1, 2026, terminating
December 31, 2026.

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-11
A RESOLUTION OF THE BOROUGH OF LAKE COMO
AUTHORIZING THE FILING OF AN APPLICATION
FOR A RECYCLING TONNAGE GRANT

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1967, c. 102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, The New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations imposed on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for such tonnage grants will memorialize the commitment of this municipality to recycling and to indicate the assent of the Mayor and Council to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed for the year 2025.

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 2025 recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Justin Brahn, Certified Recycling Professional, to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant shall be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-12

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-13
RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
BOND COUNSEL

WHEREAS, the Borough of Lake Como has a need to acquire Bond Counsel as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Borough of Lake Como has determined and certified in writing that the value of the contract will exceed \$17,500; and,

WHEREAS, Wilentz, Goldman & Spitzer PA be and is hereby appointed Bond Counsel, effective January 1, 2026 for a one-year term through December 31, 2026.

WHEREAS, Wilentz, Goldman & Spitzer PA has submitted a proposal indicating they will provide the service of Bond Counsel for the Borough of Lake Como; and

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

WHEREAS, Wilentz, Goldman & Spitzer PA has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee on the Borough's list in the previous one year, and that the contract will prohibit the law firm from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Municipal Finance Officer has certified that funds are available for this professional service.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter into a contract with Wilentz, Goldman & Spitzer PA as described herein; and,

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-14

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

John P. Rowe

To the position of

Zoning Officer

for the Borough of Lake Como for one year,

Commencing January 1, 2026, terminating December 31, 2026.

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-15
RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
MUNICIPAL ENGINEER

WHEREAS, the Borough of Lake Como has a need to acquire a Municipal Engineer as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough of Lake Como has determined and certified in writing that the value of the contract will exceed \$17,500; and

WHEREAS, Leon S. Avakian, Inc., 788 Wayside Road Neptune, NJ 07753 is hereby appointed Municipal Engineer, effective January 1, 2026 for a one-year term through December 31, 2026; and

WHEREAS, Leon S. Avakian, Inc. is a licensed Engineering firm in the State of New Jersey and has submitted a proposal indicating they will provide the service of Municipal Engineer for the Borough of Lake Como; and

WHEREAS, Leon S. Avakian, Inc. has been serving as the Municipal Engineer for the Borough of Lake Como and is highly experienced with the Borough of Lake Como; and

WHEREAS, Leon S. Avakian, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee on the Borough's list in the previous one year, and that the contract will prohibit the firm from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Municipal Finance Officer has certified that funds are available for this professional service.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter into a contract with Leon S. Avakian, Inc., in accordance with its proposal; and

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-16

AUTHORIZING PARTIAL TAX PAYMENTS SUBJECT TO CONDITIONS PROVIDED BY STATE STATUTE

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

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

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

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

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

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-17

APPOINTING THE AMERICANS WITH DISABILITIES ACT COORDINATOR

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

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

To the position of Coordinator for the Borough of Lake Como for the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973; for one year, Commencing January 1, 2026, terminating December 31, 2026.

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-18

ESTABLISHING FEES FOR PHOTOCOPIES AND DUPLICATION OF ELECTRONIC OR COMPUTER-GENERATED DOCUMENTS

BE IT RESOLVED, by the Mayor and Council of the Borough of Lake Como that the Borough of Lake Como shall charge fees for photocopies in accordance to N.J.S.A. 47:1A-5.b. A copy of the current State statute regarding photocopy fees shall be maintained in the Borough Clerk's office.

BE IT RESOLVED that all scanned or photocopied documents that are sent via facsimile shall be charged the same rate as the fees established for photocopies in response to any records requests.

BE IT RESOLVED that duplication of any electronic or computer-generated documents shall be charged the cost to the municipality for said copy. The Borough will not reproduce any records or documents that are copyright protected or that do not belong to the municipality.

BE IT FURTHER RESOLVED that copies of this Resolution shall be given to all Departments requiring them to charge as outlined above.

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-19

APPOINTING THE LAKE COMO CLEAN COMMUNITIES' COORDINATOR

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

JUSTIN BRAHN

To the position of Lake Como Clean Communities Coordinator

for the Borough of Lake Como for one year,

Commencing January 1, 2026, terminating December 31, 2026.

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-20

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR MUNICIPAL PROSECUTOR

WHEREAS, the Borough of Lake Como has a need to appoint a Municipal Prosecutor as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough of Lake Como has determined and certified in writing that the value of the contract will exceed \$17,500; and

WHEREAS, William G. McGuinn, Esq. be and is hereby appointed Municipal Prosecutor, effective January 1, 2026 for a one-year term through December 31, 2026; and

WHEREAS, William G. McGuinn, Esq. has submitted a proposal indicating they will provide the service of Municipal Prosecutor for the Borough of Lake Como; and

WHEREAS, William G. McGuinn, Esq. has been serving as the Municipal Prosecutor for the Borough of Lake Como and is highly experienced with the Borough of Lake Como Municipal Court; and

WHEREAS, William G. McGuinn, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee on the Borough's list in the previous one year, and that the contract will prohibit the law firm from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Municipal Finance Officer has certified that funds are available for this professional service.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter into a contract with William G. McGuinn, Esq., in accordance with his proposal; and

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-21

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

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

WHEREAS, Raymond Raya, Esq. be and is hereby appointed as Public Defender, effective January 1, 2026 through December 31, 2026; and

WHEREAS, Raymond Raya, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee on the Borough's list in the previous one year, and that the contract will prohibit him from making any reportable contributions through the term of the contract.

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

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-22

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

WHEREAS, the Borough of Lake Como needs to retain Marguerite M. Schaffer, Esq. of the law firm of Rainone Coughlin Minchello to serve as Special Tax Counsel to the Borough of Lake Como, as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Marguerite M. Schaffer, Esq. be and is hereby appointed as Special Tax Counsel, effective January 1, 2026 for a one-year term through December 31, 2026; and

WHEREAS, Rainone Coughlin Minchello has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee on the Borough's list in the previous one year, and that the contract will prohibit him from making any reportable contributions through the term of the contract.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter into a contract with Marguerite M. Schaffer, Esq. at the rates established in her contract for professional services; and

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

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-23
RESOLUTION AUTHORIZING ELECTRONIC TAX SALE

WHEREAS, N.J.A.C. 5:33-1 authorizes electronic tax sales pursuant to rules and regulations promulgated by the Director of the Division of Local Government Service; and

WHEREAS, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more complete tax sale process, and

WHEREAS, the Borough of Lake Como wishes to hold an electronic tax sale.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that the Borough Tax Collector is authorized and directed to hold an electronic tax sale.

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-24

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

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

WHEREAS, Susan L. Solda DeSimone, Esq. be and is hereby appointed as Alternate/Conflict Prosecutor, effective January 1, 2026 for a one-year term through December 31, 2026; and

WHEREAS, Susan L. Solda DeSimone, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that she has not made any reportable contributions to a political or candidate committee on the Borough's list in the previous one year, and that the contract will prohibit the law firm from making any reportable contributions through the term of the contract.

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

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-25
RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
MUNICIPAL PLANNER

WHEREAS, the Borough of Lake Como has a need to acquire a Municipal Planner as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Borough of Lake Como has determined and certified in writing that the value of the contract will exceed \$17,500; and,

WHEREAS, Leon S. Avakian, Inc., 788 Wayside Road Neptune, NJ 07753 is hereby appointed Municipal Planner, effective January 1, 2026 for a one-year term through December 31, 2026.

WHEREAS, Leon S. Avakian, Inc., is a licensed firm in the State of New Jersey and has submitted a proposal indicating they will provide the service of Municipal Planner for the Borough of Lake Como; and

WHEREAS, Leon S. Avakian, Inc., has been serving as the Municipal Planner for the Borough of Lake Como and is highly experienced with the Borough of Lake Como.

WHEREAS, Leon S. Avakian, Inc., has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee on the Borough's list in the previous one year, and that the contract will prohibit the firm from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Municipal Finance Officer has certified that funds are available for this professional service.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter into a contract with Leon S. Avakian, Inc., in accordance with their proposal; and

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-26

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

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

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

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

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

NOW, THEREFORE, be it resolved as follows:

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

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

Moved by:

Seconded by:

Ayes:

Nays:

Abstentions:

Absences:

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-27

FEE RESOLUTION

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Local Government Services, and

WHEREAS, the rules and regulations require a municipality to send two (2) notices of tax sale to all properties included in said sale; and

WHEREAS, the rules and regulations allow said municipality to charge a fee of \$25.00 per notice for the creation, printing and mailing of said notice; and

WHEREAS, in an effort to more fairly assign greater fiscal responsibility to delinquent taxpayers, the Borough of Lake Como wishes to charge \$25.00 per notice mailed which will be assessed specifically to the delinquent accounts that are causing the need for a tax sale and not to the general tax base.

BE IT RESOLVED by the Council of the Borough of Lake Como that a fee of \$25.00 per notice be established and is hereby authorized and directed to be charged for each notice of tax sale that is sent in conjunction with the 2026 electronic tax sale.

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-28

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

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Lake Como, in the County of Monmouth and State of New Jersey, consent to the appointment of Acrisure for a term, *nunc pro tunc*, commencing January 1, 2026 and continuing through December 31, 2026.

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

Resolution 2026-30
Appointing Municipal Judge

WHEREAS, at the recommendation of Mayor Kevin G. Higgins, the Council has appointed

Dennis Lavender, Esq.

to the Position of Municipal Judge for the Borough of Lake Como for a period of three years, commencing January 1, 2026, terminating December 31, 2028.

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-31

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR FEE ACCOUNTING SERVICES

WHEREAS, the Borough of Lake Como has a need for Fee Accounting Services and will appoint a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Borough of Lake Como has determined and certified in writing that the value of the contract will exceed \$17,500; and,

WHEREAS, Robert Allison, CPA, RMA, PSA of Holman, Frenia, Allison, P.C. will serve as Lead Consultant is hereby appointed to provide Fee Accounting Services, effective, nunc pro tunc, January 1, 2026 for a one-year term through December 31, 2026.

WHEREAS, Holman Frenia, Allison, P.C. has submitted a proposal indicating they will provide Fee Accounting Services for the Borough of Lake Como; and

WHEREAS, Robert Allison has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee on the Borough's list in the previous one year, and that the contract will prohibit the firm from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Municipal Finance Officer has certified that funds are available for this professional service.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter into a contract with Holman, Frenia, Allison, P.C. as described herein; and,

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-32
RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
A SPECIAL PROJECTS ENGINEER

WHEREAS, the Borough of Lake Como has a need to acquire a Special Projects Engineer as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough of Lake Como has determined and certified in writing that the value of the contract will exceed \$17,500; and

WHEREAS, CME Associates, 3151 Bordentown Avenue, Parlin, NJ 08859 is hereby appointed as the Special Projects Engineer, effective January 6, 2026 through December 31, 2026; and

WHEREAS, CME Associates is a licensed Engineering firm in the State of New Jersey and has submitted a proposal indicating they will provide the service of Special Projects Engineer for the Borough of Lake Como; and

WHEREAS, CME Associates has previously served as the Municipal Engineer for the Borough of Lake Como and is highly experienced with the Borough of Lake Como; and

WHEREAS, CME Associates has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee on the Borough's list in the previous one year, and that the contract will prohibit the firm from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Municipal Finance Officer has certified that funds are available for this professional service.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter into a contract with CME Associates, in accordance with its proposal; and

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-33

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
MUNICIPAL AUDITOR**

WHEREAS, the Borough of Lake Como has a need to appoint a Municipal Auditor as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Borough of Lake Como has determined and certified in writing that the value of the contract will exceed \$17,500; and,

WHEREAS, Robert Oliwa CPA, RMA of Oliwa & Company, CPA., is hereby appointed Municipal Auditor, effective April 1, 2026 for a one-year term through March 31, 2027.

WHEREAS, Robert Oliwa has submitted a proposal indicating they will provide the service of Municipal Auditor for the Borough of Lake Como; and

WHEREAS, Robert Oliwa has been serving as the Municipal Auditor for several towns, including Boroughs of Bradley Beach, Neptune City and Eatontown and is highly experienced with Municipal accounting practices.

WHEREAS, Robert Oliwa has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee on the Borough's list in the previous one year, and that the contract will prohibit the firm from making any reportable contributions through the term of the contract, and

WHEREAS, the Chief Municipal Finance Officer has certified that funds are available for this professional service.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Lake Como hereby authorizes the Borough Clerk to enter into a contract with Robert Oliwa of Oliwa & Company, CPA, as described herein; and,

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-35

**RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
PLANNING BOARD ATTORNEY**

WHEREAS, the Borough of Lake Como needs to retain Robert L. Witek, II, Esq. of the law firm of Law Offices of Robert L. Witek, II, Esq. LLC to serve as Planning Board Attorney to the Borough of Lake Como, as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Robert L. Witek, II, Esq. be and is hereby appointed as Planning Board Attorney, effective January 1, 2026 for a one-year term through December 31, 2026; and

WHEREAS, Law Offices of Robert L. Witek, II, Esq. LLC has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee on the Borough's list in the previous one year, and that the contract will prohibit him from making any reportable contributions through the term of the contract.

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

BE IT FURTHER RESOLVED that a copy of this resolution shall be forwarded to the Planning Board; and

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

RESOLUTION 2026-29

**A RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT
WITH THE MONMOUTH COUNTY SPCA**

BE IT RESOLVED by the Mayor and Council of the Borough of Lake Como that the Borough Clerk/Administrator is hereby authorized to execute an agreement with the Monmouth County SPCA for animal control services along with the Trap and Release option for a one year term beginning January 1, 2026, ending December 31, 2026.

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

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk

**BOROUGH OF LAKE COMO
COUNTY OF MONMOUTH**

RESOLUTION 2026-34

**AUTHORIZING ADOPTION OF THE BOROUGH'S PERSONNEL POLICIES
AND PROCEDURES MANUAL**

WHEREAS, the Borough has determined that amendments and updates are needed to incorporate recent changes in State and Federal law, as well as updates required by the Municipal Excess Liability Joint Insurance Fund; and

WHEREAS, the adoption and distribution of a revised Personnel Policies and Procedures Manual and further revised Personnel Policies and Procedures Manual will protect the interests and rights of both the Borough and its employees; and

WHEREAS, the Borough has made certain amendments and updates to the current Personnel Policies and Procedures Manual to conform with the requirements set forth above; and

WHEREAS, the revised Personnel Policies and Procedures Manual will be distributed to all Borough employees and the Borough employees will acknowledge receipt of the revised Personnel Policies and Procedures Manual; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Lake Como that the revised Personnel Policies and Procedures Manual are adopted.

BE IT FURTHER RESOLVED, that copies of the revised Personnel Policies and Procedures Manual will be distributed to all employees, as applicable and the Borough Administrator and/or Human Resources Manager are authorized to undertake such acts as are reasonable and necessary to accomplish the purpose of this Resolution.

Dated: 01/06/2026

Kevin Higgins, 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 6, 2026.

Amy L. Boney, RMC
Borough Clerk