



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

**DATE: DECEMBER 19, 2023
REGULAR MEETING**

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 third day of January 2023 in which Resolution the time and place of Agenda and Regular Meetings commencing with January 3, 2023 were set forth. Notice of same was delivered to the Asbury Park Press, the Coast Star and TAPinto and a copy of the notice was posted on the borough website at www.lakecomonj.org and on the bulletin board in Borough Hall. All meetings are open to the public.

ROLL CALL

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

APPROVAL OF MINUTES

Minutes from the December 5, 2023 meeting

COMMUNICATIONS

REPORTS OF COMMITTEES

UNFINISHED BUSINESS

PUBLIC COMMENTS ON NEW BUSINESS & CONSENT AGENDA

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 2023-149

Payment of Bills

Offered by Councilwoman Albala-Doyle

Resolution 2023-150

Appropriations Transfer

Offered by Councilman Witte

PUBLIC COMMENTS

NEXT MEETING

The next reorganization meeting of the Mayor and Council will be held on Tuesday, January 2, 2024, at 7:30 PM Workshop in the Lake Como Meeting Room. All meetings are open to the public.

MOTION TO ADJOURN

Resolution 2023 - 149

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:

<u>CURRENT ACCOUNT:</u>	
Per Attached Bill List	\$ 2,092,090.98
<u>WATER/SEWER ACCOUNT:</u>	
Per Attached Bill List	\$ 17,897.29
<u>GENERAL CAPITAL ACCOUNT:</u>	
Per Attached Bill List	\$ 2,540.00
<u>TOURISM ACCOUNT:</u>	
Per Attached Bill List	\$ 2,242.84
<u>ACH WIRE PAYMENTS:</u>	
CURRENT: Per Attached Budget Entry List	\$ 39,053.32
WATER/SEWER: Per Attached Budget Entry List	\$ 4,803.03
TOURISM: Per Attached Budget Entry List	\$ 136.05
<u>CHECK PAYMENT:</u>	
Per Attached Verification Listing	\$ 310.51
TOTAL:	\$ 2,159,074.02

Dated: December 19, 2023

Kevin G. Higgins
Mayor

Douglas Witte
Council President

Certification

I hereby certify that the foregoing Resolution to be a true and exact copy of the Resolution adopted by the Lake Como Borough Council at its meeting held on December 19, 2023.

Amy L. Boney
Acting Borough Clerk

P.O. Type: All
 Range: First to Last
 Format: Condensed
 Vendors: All
 Rcvd Batch Id Range: First to Last

Open: N Paid: N Void: N
 Rcvd: Y Held: Y Aprv: N
 Bid: Y State: Y Other: Y Exempt: Y

Include Non-Budgeted: Y

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
AMAZON AMAZON BUSINESS									
		23-00812	11/27/23	SMART TV AND STAND FOR PARK	Open	289.18	0.00		
		23-00849	12/06/23	CHRISTMAS TREE	Open	503.19	0.00		
		23-00850	12/06/23	MENORAH FOR LAKE	Open	399.00	0.00		
						<u>1,191.37</u>			
BELMA BOROUGH OF BELMAR									
		23-00871	12/18/23	SHARED SERVICES: 2023	Open	330,457.10	0.00		
		23-00872	12/18/23	POLICE SERVICES 2023	Open	1,411,347.88	0.00		
						<u>1,741,804.98</u>			
BESTD005 BEST DAY EVER ICE CREAM TRUCK									
		23-00816	11/28/23	ADD'L HOT COCOA TREE LIGHTING	Open	580.00	0.00		
BRAHN JUSTIN BRAHN									
		23-00836	12/05/23	CELL PHONE RELIEF	Open	75.00	0.00		
BRANDED BRANDED MUSIC GROUP									
		23-00768	11/03/23	Tree Lightning Duo	Open	350.00	0.00		
C1161 THE COAST STAR									
		23-00843	12/05/23	TAX SALE DISPLAY 11/30/23	Open	68.74	0.00		
		23-00852	12/11/23	TAX SALE/BOND ORD 12/7/23	Open	140.96	0.00		
						<u>209.70</u>			
CMEASSOC CME ASSOCIATES									
		23-00844	12/05/23	IMPROVE TO 17TH AVE PHASE III	Open	144.00	0.00		
		23-00845	12/05/23	17TH AVENUE PHASE IV	Open	36.00	0.00		
		23-00846	12/05/23	IMPROVE MARGERUM AVE PHASE 1	Open	360.00	0.00		
						<u>540.00</u>			
CUSIC JOHN CUSIC									
		23-00835	12/05/23	CELL PHONE RELIEF	Open	75.00	0.00		
DELIS DELISA WASTE SERVICES									
		23-00832	12/05/23	TIPPING FEES NOVEMBER 16-30	Open	2,906.98	0.00		
		23-00856	12/12/23	RECYCLE TIPPING FEES NOVEMBER	Open	1,762.80	0.00		
		23-00862	12/13/23	BEHMAN PARK DUMPSTER HAUL AWAY	Open	539.80	0.00		
						<u>5,209.58</u>			
DSO DENTAL SERVICE ORGANIZATION									
		23-00861	12/13/23	EMPLOYEE DENTAL JANUARY	Open	267.15	0.00		
FRANCO FRANCO TYP POSTALIA, INC.									
		23-00860	12/13/23	POSTAGE MACHINE LEASE DECEMBER	Open	117.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
GOODELEC	GOOD FRIEND ELECTRIC	23-00798	11/20/23	ELECTRICAL SUPPLIES NOVEMBER	Open	140.69	0.00		
H2MASSOC	H2M ASSOCIATES, INC.	23-00865	12/14/23	KEEGAN VARIANCE APPLICATION	Open	190.00	0.00		
		23-00866	12/14/23	KEEGAN VARIANCE APPLICATION	Open	<u>360.00</u>	0.00		
						550.00			
HUISMAN	ANDREW HUISMAN	23-00868	12/14/23	CELL PHONE REIMBURSEMENT	Open	1,200.00	0.00		
J2300	JERSEY SHORE FLORIST	23-00821	11/29/23	VETERAN'S DAY WREATHES 11/11	Open	450.00	0.00		
KELLY	JOSEPH KELLY	23-00834	12/05/23	CELL PHONE RELIEF	Open	75.00	0.00		
KEPWE	KEPWEL SPRING WATER CO.	23-00847	12/05/23	WATER SERVICE NOVEMBER	Open	20.00	0.00		
MCSPCA	MONMOUTH COUNTY SPCA	23-00803	11/20/23	ANIMAL CONTROL SERVICE OCT	Open	200.00	0.00		
NJAW0	NEW JERSEY AMERICAN WATER CO.	23-00859	12/12/23	WATER SERVICE NOVEMBER	Open	8,916.53	0.00		
R033	RUTGERS CENTER GOVERNMENT SERV	23-00827	12/01/23	MUN. FIN. ADMIN. PURCHASING	Open	821.00	0.00		
RYDHO	SEAN RYDHOLM	23-00833	12/05/23	CELL PHONE RELIEF	Open	75.00	0.00		
SBBED	LAKE COMO BOARD OF EDUCATION	23-00830	12/04/23	SCHOOL TAX LEVY DEC 2023	Open	326,569.90	0.00		
SHAIN005	SHAIN SCHAFFER PC	23-00837	12/05/23	MONTHLY LEGAL SERVICE DEC	Open	2,125.00	0.00		
SHAINSCH	SHAIN SCHAFFER PC	23-00864	12/13/23	LEGAL SERVICES OCT-NOV	Open	10,370.00	0.00		
SPRINGLK	Borough of Spring Lake	23-00848	12/05/23	25% GRINDING OF BRUSH & TREES	Open	1,250.00	0.00		
T0059	TAYLOR HARDWARE	23-00841	12/05/23	HARWARE STORE NOVEMBER	Open	267.50	0.00		
		23-00842	12/05/23	HARDWARE STORE NOV TOURISM	Open	<u>113.84</u>	0.00		
						381.34			
TARGET	TARGET	23-00869	12/14/23	GIVING TREE 2023	Open	800.00	0.00		

Vendor #	Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
VERW1	VERIZON WIRELESS						
23-00867	12/14/23	CELULAR SERVICE DECEMBER	Open	243.14	0.00		
VERX	VERIZON						
23-00855	12/11/23	DISPATCH PHONE DECEMBER	Open	78.97	0.00		
WILEN	WILENTZ, GOLDMAN AND SPITZER						
23-00863	12/13/23	BOND ANTICIPATION NOTE PREP	Open	2,000.00	0.00		
WOS00	MARK WOSZCZAK						
23-00825	11/30/23	16TH AVE WATER LINE REPAIR	Open	8,084.76	0.00		
<hr/>							
Total Purchase Orders:	41	Total P.O. Line Items:	0	Total List Amount:	2,114,771.11	Total Void Amount:	0.00

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	3-10	2,092,090.98	0.00	2,092,090.98	0.00	0.00	2,092,090.98
	3-20	17,897.29	0.00	17,897.29	0.00	0.00	17,897.29
Year Total:		2,109,988.27	0.00	2,109,988.27	0.00	0.00	2,109,988.27
GENERAL CAPITAL F	C-50	2,540.00	0.00	2,540.00	0.00	0.00	2,540.00
Tourism	T-74	2,242.84	0.00	2,242.84	0.00	0.00	2,242.84
Total Of All Funds:		2,114,771.11	0.00	2,114,771.11	0.00	0.00	2,114,771.11

YOE 12/23 LIST

Batch Id: PAYROLL Batch Date: 12/06/23 Batch Type: Recurring

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
3-10- -001-101 A&E S&W Db: 3-10- - -500-001 CURRENT APPROPRIATIONS	Expenditure	PAYROLL	5,617.69		1
		Cr: 3-10- - -100-010 CURRENT CHECKING INVESTORS			
3-10- -001-102 MAYOR AND COUNCIL S&W Db: 3-10- - -500-001 CURRENT APPROPRIATIONS	Expenditure	PAYROLL	4,592.30		2
		Cr: 3-10- - -100-010 CURRENT CHECKING INVESTORS			
3-10- -001-103 MUNICIPAL CLERK S&W Db: 3-10- - -500-001 CURRENT APPROPRIATIONS	Expenditure	PAYROLL	2,742.38		3
		Cr: 3-10- - -100-010 CURRENT CHECKING INVESTORS			
3-10- -003-101 FINANCIAL ADMIN S&W Db: 3-10- - -500-001 CURRENT APPROPRIATIONS	Expenditure	PAYROLL	4,197.85		4
		Cr: 3-10- - -100-010 CURRENT CHECKING INVESTORS			
3-10- -004-101 ASSESSMENT TAXES S&W Db: 3-10- - -500-001 CURRENT APPROPRIATIONS	Expenditure	PAYROLL	980.77		5
		Cr: 3-10- - -100-010 CURRENT CHECKING INVESTORS			
3-10- -005-101 COLLECTION OF TAXES S&W Db: 3-10- - -500-001 CURRENT APPROPRIATIONS	Expenditure	PAYROLL	922.50		6
		Cr: 3-10- - -100-010 CURRENT CHECKING INVESTORS			
3-10- -011-101 PUBLIC BUILDINGS & GROUNDS S&W Db: 3-10- - -100-010 CURRENT CHECKING INVESTORS	Expenditure	PAYROLL	0.00		7
		Cr: 3-10- - -500-001 CURRENT APPROPRIATIONS			
3-10- -012-101 PLANNING BOARD S&W Db: 3-10- - -500-001 CURRENT APPROPRIATIONS	Expenditure	PAYROLL	322.33		8
		Cr: 3-10- - -100-010 CURRENT CHECKING INVESTORS			
3-10- -015-301 MUNICIPAL PROSECUTOR Db: 3-10- - -500-001 CURRENT APPROPRIATIONS	Expenditure	PAYROLL	855.87		9
		Cr: 3-10- - -100-010 CURRENT CHECKING INVESTORS			
3-10- -018-101 STREETS & ROADS S&W Db: 3-10- - -500-001 CURRENT APPROPRIATIONS	Expenditure	PAYROLL	8,961.22		10
		Cr: 3-10- - -100-010 CURRENT CHECKING INVESTORS			
3-10- -022-101 BOARD OF HEALTH/VITAL STAT S&W Db: 3-10- - -500-001 CURRENT APPROPRIATIONS	Expenditure	PAYROLL	160.80		11
		Cr: 3-10- - -100-010 CURRENT CHECKING INVESTORS			
3-10- -026-101 BUILDING INSPECTOR S&W Db: 3-10- - -500-001 CURRENT APPROPRIATIONS	Expenditure	PAYROLL	437.88		12
		Cr: 3-10- - -100-010 CURRENT CHECKING INVESTORS			
3-10- -027-101 PLUMBING INSPECTOR S&W Db: 3-10- - -500-001 CURRENT APPROPRIATIONS	Expenditure	PAYROLL	343.14		13
		Cr: 3-10- - -100-010 CURRENT CHECKING INVESTORS			

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
3-10- -028-101 FIRE INSPECTOR S&W Db: 3-10- - -500-001	Expenditure	PAYROLL CURRENT APPROPRIATIONS	343.15		14
				Cr: 3-10- - -100-010	CURRENT CHECKING INVESTORS
3-10- -029-201 ELECTRICAL INSPECTOR S&W Db: 3-10- - -500-001	Expenditure	PAYROLL CURRENT APPROPRIATIONS	343.14		15
				Cr: 3-10- - -100-010	CURRENT CHECKING INVESTORS
3-10- -030-101 CONSTRUCTION CODE S&W Db: 3-10- - -500-001	Expenditure	PAYROLL CURRENT APPROPRIATIONS	3,802.34		16
				Cr: 3-10- - -100-010	CURRENT CHECKING INVESTORS
3-10- -030-301 ZONING OFFICIAL S&W Db: 3-10- - -500-001	Expenditure	PAYROLL CURRENT APPROPRIATIONS	198.73		17
				Cr: 3-10- - -100-010	CURRENT CHECKING INVESTORS
3-10- -110-402 SOCIAL SECURITY SYSTEM Db: 3-10- - -500-001	Expenditure	PAYROLL CURRENT APPROPRIATIONS	2,712.30		18
				Cr: 3-10- - -100-010	CURRENT CHECKING INVESTORS
3-10- -200-101 COURT S&W Db: 3-10- - -500-001	Expenditure	PAYROLL CURRENT APPROPRIATIONS	1,518.93		19
				Cr: 3-10- - -100-010	CURRENT CHECKING INVESTORS
3-20- -100-101 WATER/SEWER S&W Db: 3-20- - -500-001	Expenditure	PAYROLL CURRENT APPROPRIATIONS	4,477.80		20
				Cr: 3-20- - -100-010	w/S CHECKING INVESTORS
3-20- -110-402 SOCIAL SECURITY SYSTEM Db: 3-20- - -500-001	Expenditure	PAYROLL CURRENT APPROPRIATIONS	325.23		21
				Cr: 3-20- - -100-010	w/S CHECKING INVESTORS
T-74-00-000-101 Reserve for Tourism Db: 3-74- - -500-010	Expenditure	PAYROLL Reserve for Expenditures Tourism	136.05		22
				Cr: 3-74- - -100-010	Tourism Account Cash
3-10- -200-102 PUBLIC DEFENDER Db: 3-10- - -100-010	Expenditure	PAYROLL CURRENT CHECKING INVESTORS	0.00		23
				Cr: 3-10- - -500-001	CURRENT APPROPRIATIONS
3-10- -013-304 EMPLOYEE GROUP INSURANCE Db: 3-10- - -100-010	Reimbursement	Health pre-tax payroll to current CURRENT CHECKING INVESTORS	1,248.24		24
				Cr: 3-10- - -500-001	CURRENT APPROPRIATIONS

WARNING: This account would have a negative balance: 3-20- -110-402. Balance would be: 53.31-.

WARNING: Control Acct would have a negative balance but error was overridden: 3-10- -011-101. Balance would be: 550.00-.

WARNING: Control Acct would have a negative balance but error was overridden: 3-20- -110-402. Balance would be: 53.31-.

Fund Description	Fund	Expenditures	Reimbursements	Transfer In	Transfer Out	Cancel	Encumbrances
	3-10	39,053.32	1,248.24	0.00	0.00	0.00	0.00
	3-20	4,803.03	0.00	0.00	0.00	0.00	0.00
Year Total:		43,856.35	1,248.24	0.00	0.00	0.00	0.00
Tourism	T-74	136.05	0.00	0.00	0.00	0.00	0.00
Total Of All Funds:		43,992.40	1,248.24	0.00	0.00	0.00	0.00

	Entries	Amount
Expenditures:	23	43,992.40
Reimbursements:	1	1,248.24
Transfer In:	0	0.00
Transfer Out:	0	0.00
Cancel:	0	0.00
Encumbrance:	0	0.00
YTD 1099:	0	0.00
Total:	24	

There are warnings in this listing, but can proceed with update.

Please note that batch lines with zero amounts will not be updated.

Batch Id: DDCURR Batch Type: M Batch Date: 12/08/23 Checking Account: INVESTORS CURRE G/L Credit: Budget G/L Credit
Generate Direct Deposit: N

Check No. PO #	Check Date Enc Date	Vendor # Item	Name Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
5592 23-00600	12/08/23 12/07/23	H790 1	HOME DEPOT CHRISTMAS SUPPLIES	310.51	DEPT 32-2500453711 3-10- -011-201 PUBLIC BLDGS & GROUNDS OE	Budget	Aprv	1	1
				310.51					

Checks:	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
	1	1	310.51

There are NO errors or warnings in this listing.

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	3-10	310.51	0.00	0.00	310.51
Total of All Funds:		<u>310.51</u>	<u>0.00</u>	<u>0.00</u>	<u>310.51</u>

G/L Posting Summary

Account	Description	Debits	Credits
3-10- - -100-010	CURRENT CHECKING INVESTORS	0.00	310.51
3-10- - -500-001	CURRENT APPROPRIATIONS	<u>310.51</u>	<u>0.00</u>
	Grand Total:	<u>310.51</u>	<u>310.51</u>

RESOLUTION 2023-150
RESOLUTION AUTHORIZING TRANSFER OF APPROPRIATIONS FOR 2023

WHEREAS, N.J.S.A. 40A:4-58 provides for the transfer of appropriations when it shall become necessary to expend for any of the purposes specified in the Budget an amount in excess of the respective sums appropriated therefore; and when there shall be an excess in one or more appropriations over and above the amount deemed to be necessary to fulfill the purpose of such appropriations; and

WHEREAS, this condition now exists.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Lakè Como on this 19th day of December, 2023 that the following transfer of 2023 appropriations be and the same are hereby authorized and the Chief Financial Officer be and is hereby directed to make said transfers on the records:

CURRENT ACCOUNT:

From:

Municipal Clerk S&W	3-10- 001-103	8,500.00
Collection of Taxes S&W	3-10- 005-101	8,000.00
Legal Services Fees-Redevelopment	3-10- 009-155	22,500.00
Engineering Services-Redevelopment	3-10- 010-165	12,500.00
Planning Board S&W	3-10- 012-101	550.00
Streets & Roads OE	3-10- 018-201	1,200.00
Streets & Roads S&W	3-10- 018-101	4,200.00
Construction Code S&W	3-10- 030-101	<u>700.00</u>

TOTAL **\$58,150.00**

To:

Legal Services - Fees	3-10- 009-203	16,000.00
Municipal Clerk OE	3-10- 001-203	500.00
Public Buildings & Grounds S&W	3-10- 011-101	550.00
Emp. Group Insurance	3-10- 013-304	27,500.00
Police Contract	3-10- 015-401	7,500.00
Financial Admin OE	3-10- 003-201	4,200.00
Financial Admin S&W	3-10- 003-101	1,200.00
Const. Code Official OE	3-10- 030-201	<u>700.00</u>

TOTAL **\$58,150.00**

WATER-SEWER ACCOUNT:

From:

Water/Sewer OE	3-20- 100-201	500.00
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TOTAL **\$500.00**

To:

Social Security System	3-20- 110-402	500.00
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TOTAL **\$500.00**

Dated: December 19, 2023

Kevin G. Higgins
Mayor

Douglas Witte
Council President

Certification

I hereby certify that the foregoing Resolution to be a true and exact copy of the Resolution adopted by the Lake Como Borough Council at its meeting held on December 19, 2023.

Amy L. Boney
Acting Borough Clerk