



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

**DATE: MAY 5, 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 April 30th 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 April 21, 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 2020-85
Payment of Bills
Offered by Councilwoman Scull

SECOND: _____

ROLL CALL: Ayes _____ Nays _____

Resolution 2020-86
Payment of NJNG Bills
Offered by Councilman Witte

SECOND: _____

ROLL CALL: Ayes _____ Nays _____

Resolution 2020-87
Appointing Tax Assessor
Offered by Councilwoman Kropac

SECOND: _____

ROLL CALL: Ayes _____ Nays _____

Ordinance 2020-950
Second Reading and Public Hearing
Permit Parking
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, May 19, 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 2020 - 85

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		\$810,176.35
Lilypad EV	Ord19-943	<u>4,573.00</u>
		\$814,749.35

WATER/SEWER ACCOUNT:

Per Attached Bill List		\$ 86,140.38
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PAYROLL ACCOUNT:

4733	Employee Payroll Dated 4/15/2020	\$ 28,814.35
2298	Employee Payroll Dated 4/15/2020	6,000.65
	Employee Payroll Dated 4/29/2020	29,100.48
	Employee Payroll Dated 4/29/2020	5,703.23
Wire	State of NJ – PERS	7,207.80
Wire	State of NJ – PERS Annual Contribution	<u>78,984.00</u>
		\$155,810.51

DOG LICENSE ACCOUNT:

1111	NJ Dept of Health	\$ 4.20
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Dated: May 5, 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 04/30/20
 Open: N Rcvd/Inv/hold: Y Paid: N Void: N Deleted: N
 Btd: Y State: Y other: Y Exempt: Y As of Date: 04/30/20

PO #	PO Date	Vendor	Description	R/A/H	Amount
19-007720	10/21/19	LiTyndr EV	Electric Charging Station	4,573.00	
20-00054	01/21/20	NATIONAL AUTO FLEET GROUP	2020 Super Duty DRW	64,525.00	
20-00059	01/22/20	YOUR TARGET MARKETING, LLC	Annual Hosting	820.00	
20-00114	03/31/20	LAKE COMO PAYROLL ACCOUNT	PERs Annual contribution	78,984.00	
20-00115	03/30/20	LAKE COMO PAYROLL ACCOUNT	PERs Annual contribution	13,869.00	
20-00124	03/06/20	THE COAST STAR	Legal Advertising	73.85	
20-00128	03/06/20	ATLANTIC LOCK & SAFE	Duplicate keys	33.11	
20-00184	03/11/20	ATLANTIC LOCK & SAFE	Rekey/keys First Aid Building	167.50	
20-00197	03/23/20	DELIISA WASTE SERVICES	Tipping Fees March 1-15, 2020	2,122.89	
20-00198	03/12/20	ATLANTIC SECURITY & FIRE	Relocate Security to First Aid	360.00	
20-00205	03/26/20	DELIISA WASTE SERVICES	Recycle/trash service April	10,216.67	
20-00206	03/26/20	DELIISA WASTE SERVICES	Recycle Tipping Feb 2020	872.50	
20-00217	04/21/20	VERIZON	Dispatch phone	150.48	
20-00220	03/31/20	LAKE COMO BOARD OF EDUCATION	School Tax April	257,471.00	
20-00221	04/01/20	Quill LLC	Supplies	157.44	
20-00228	03/03/20	NJ Department of Health	Dog License March	4.20	
20-00229	04/06/20	ELLCOTT NETWORK CONSULTANTS	Maintenance Contract 2nd Quart	981.41	
20-00230	04/09/20	quill LLC	Supplies	8.49	
20-00233	04/13/20	LAKE COMO PAYROLL ACCOUNT	Employee Payroll 4/15/2020	34,815.00	
20-00234	04/13/20	LAKE COMO CURRENT ACCOUNT	3/18/20 Payroll Reversal	3,794.91-	
20-00237	04/13/20	COUNTY TAX ADMINISTRATOR	2019 Chapter Postcard 8111	363.30	
20-00239	04/13/20	THE COAST STAR	Legal Advertising	17.85	
20-00240	04/13/20	NEW JERSEY AMERICAN WATER CO.	Purchase of water March	9,284.23	
20-00241	04/01/20	SCRUBBER DOCTOR JANITORIAL SUPP	Toilet Tissue/Gloves	274.98	
20-00242	03/31/20	ONE CALL CONCEPTS	One Call service	65.06	
20-00244	03/31/20	ONE ASSOCIATES	Imps Main St/North Blvd	1,663.50	
20-00245	03/31/20	ONE ASSOCIATES	Imps to 17th Avenue	1,663.50	
20-00246	03/30/20	VAN WICKLE AUTO SUPPLY, INC.	March Purchases	189.04	
20-00247	03/04/20	Quadratic Finance USA, Inc.	Postage	231.38	
20-00248	03/31/20	DELIISA WASTE SERVICES	Tipping Fees March 16-31, 2020	2,963.47	
20-00250	04/16/20	TAX COLL. & TREASURER ASSO.	Webinar Conference	400.00	
20-00251	04/21/20	VERIZON WIRELESS	Building Cell Phone	84.35	
20-00257	04/15/20	DELIISA WASTE SERVICES	Tipping Fees April 1-15, 2020	2,448.15	
20-00258	03/31/20	DELIISA WASTE SERVICES	Recycle Tipping Fees March	1,083.70	

PO #	PO Date	Vendor	Description	R/A/H Amount
20-00259	04/21/20	U.S. BANK NA	Northmouth Cty Imp Auth 2013B	6,374.94
20-00261	04/15/20	DELTA DENTAL OF NEW JERSEY	Dental	1,012.12
20-00262	04/21/20	STATE OF NEW JERSEY-PWT	Jan/Feb/March PWT	99.50
20-00264	04/21/20	DELISA WASTE SERVICES	Recycle/Trash Service May	10,216.67
20-00267	04/16/20	CHE ASSOCIATES	Cleaning/Liming Watermain	168.00
20-00268	04/16/20	CHE ASSOCIATES	IMPTS to Main St/North Blvd	568.50
20-00269	04/16/20	CHE ASSOCIATES	IMPTS to 17th Ave	568.50
20-00270	04/27/20	LAKE COMO PAYROLL ACCOUNT	Employee Payroll 4/29/2020	34,803.71
20-00271	04/27/20	MONMOUTH COUNTY TREASURER1	County Tax	249,936.19
20-00272	04/27/20	MONMOUTH COUNTY TREASURER2	Library Taxes	17,879.22
20-00273	04/27/20	MONMOUTH COUNTY TREASURER3	Health Taxes	5,033.25
20-00274	04/27/20	MONMOUTH COUNTY TREASURER4	Open Space Taxes	28,842.96
20-00275	04/27/20	MONMOUTH MUNICIPAL JOINT INS.	Second Installment	46,313.00
20-00277	04/30/20	CABLEVISION/OPTIMUM	Telephone/Optonline	840.26
20-00278	04/30/20	ICP&L	Street Lighting	1,950.55
20-00279	04/30/20	ICP&L	Electric Service	968.79
20-00281	04/30/20	TNT 'L INST. MUNICIPAL CLERKS	Membership Renewal	170.00
20-00282	04/30/20	DENTAL SERVICE ORG	Dental May	103.83
20-00284	04/30/20	Gradient Leasing USA, Inc.	Postage Meter Lease	214.83
20-00285	04/30/20	Harco Technologies LLC	Copy Machine Lease April	394.22
20-00286	03/31/20	CHE ASSOCIATES	Behrman Park Field Improvements	684.00
20-00287	03/31/20	CHE ASSOCIATES	Area in need Redev Study	4,763.00
20-00288	04/16/20	CHE ASSOCIATES	Area in need of Redev Study	1,735.25
20-00289	03/19/20	H2M ASSOCIATES, INC.	Planning Bd Escrow Laurett	240.00
20-00290	04/17/20	H2M ASSOCIATES, INC.	Planning Bd Escrow O'Shaughness	84.50
20-00291	04/30/20	RUTGERS-STATE UNIVERSITY	Webinar Recycle Coordinator	25.00
Total Purchase Orders: 60			Total P.O. Line Items: 157	
Total R/A/H Amount:		901,133.93		

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	0-10	809,779.94	0.00	0.00	809,779.94
	0-20	86,140.38	0.00	0.00	86,140.38
	0-60	4.20	0.00	0.00	4.20
	0-74	240.00	0.00	0.00	240.00
	Year Total:	896,164.52	0.00	0.00	896,164.52
	9-10	396.41	0.00	0.00	396.41
	9-50	4,573.00	0.00	0.00	4,573.00
	Year Total:	4,969.41	0.00	0.00	4,969.41
	Total of All Funds:	901,133.93	0.00	0.00	901,133.93

Resolution 2020 – 86

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:

Michelle Bozikova	Res 2020-62	\$2,769.03
NJ Natural Gas Co.	PB&G OE	<u>484.50</u>
		\$3,253.53

Dated: May 5, 2020

Kevin G. Higgins, Mayor

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

RESOLUTION NO. 2020-87

**RESOLUTION FOR THE REAPPOINTMENT AND GRANTING
OF TENURE TO THE TAX ASSESSOR**

WHEREAS, the present Tax Assessor, Mark J. Fitzpatrick, CTA was appointed as Tax Assessor of the Borough of Lake Como where his first four-year term began on July 1, 2016 by Resolution No. 2016-93 of the Mayor and Council; and

WHEREAS, it is the desire of the Borough of Lake Como to reappoint the Tax Assessor pursuant to N.J.S.A. 40A:9-148.1, at an annual salary to be determined by the 2020 Municipal Budget and Salary Ordinance; and

WHEREAS, the reappointment of Tax Assessor, per N.J.S.A. 54:1-35.31, after having performed the duties of a Tax Assessor for four consecutive years prior to such reappointment, shall result as establishing tenure.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Lake Como, that Mark J. Fitzpatrick, CTA, shall hereby be reappointed as Tax Assessor of the Borough of Lake Como, commencing for a second term on July 1, 2020 and continue thereafter with tenure pursuant to and in accordance with State Statute.

BE IT FURTHER RESOLVED that Mark J. Fitzpatrick, CTA shall maintain his required certification and training pursuant to State Law.

BE IT FURTHER RESOLVED, that this Resolution shall be submitted to Mathew S. Clark, County Tax Administrator, at the Monmouth County Board of Taxation, Hall of Records, One East Main Street, Freehold, NJ, and a copy to the appointee.

Date: 5/5/2020

Kevin G. Higgins
Mayor

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

ORDINANCE NO. 2020-950

**AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE BOROUGH OF LAKE
COMO AMENDING SECTIONS OF CHAPTER 7 IN THE REVISED GENERAL
ORDINANCES OF THE BOROUGH OF LAKE COMO.**

WHEREAS, for the health, safety and welfare of the citizens of the Borough of Lake Como (the “Borough”), it is necessary and advisable to establish parking regulations for residential districts of the Borough and provide for the enforcement thereof;

WHEREAS, permit parking requirements will help to improve the quality of life of residents of the Borough, to reduce hazardous traffic conditions resulting from the use of streets within districts zoned for residential uses; to protect residential districts from polluted air, excessive noise, and trash and refuse caused by additional vehicle traffic; to protect the residents of those districts from unreasonable burdens in gaining access to their residences; to preserve the residential character of those districts; to better maintain those streets in a clean and safe condition; to preserve the value of the property in those districts; and to preserve the safety of children and other pedestrians, to assist the Borough in enforcing emergency orders of State and local authorities and preserve the peace, good order, comfort, convenience and welfare of the inhabitants of the Borough;

NOW THEREFORE BE IT ORDAINED by the Mayor and Council of the Borough of Lake Como that the following amendments shall be included in Chapter 7 of the Revised General Ordinances of the Borough of Lake Como.

CHAPTER 7-33 (currently reserved) shall be amended as follows:

7-33 RESIDENTIAL PERMIT PARKING AREAS

7-33.1 DESIGNATING PERMIT PARKING AREAS

There are established the following residential permit parking areas within the Borough of Lake Como:

- a. all streets or street sections located within zoning districts R-40, R-50, R-60 and MF, the boundaries of which zoning districts are established on the map entitled "Zoning Map of the Borough of Lake Como, Monmouth County, New Jersey" pursuant to Borough Code § 17-8.2.

7-33.2 ISSUANCE OF PERMITS

- a. The Clerk of the Borough of Lake Como shall issue to eligible applicants a parking permit which shall entitle the holder thereof to park a passenger motor vehicle in the permit parking area specified on the permit in any space designated and reserved for permit parking, subject to the rules and regulations set forth in this chapter.
- b. To be eligible to receive a parking permit for the permit parking areas in the Borough of Lake Como, an applicant must meet one of the following criteria:
 1. Reside on one of the streets within the designated permit parking area as an owner of the residential property or a member of the household of the property owner, and have the required vehicle registration showing the vehicle is owned by the applicant.
 2. Reside on one of the streets within the designated permit parking area as an owner of the residential property or a member of the household of the property owner and have proof of the leasing agreement showing that the applicant is the lessee of the vehicle.
 3. Reside on one of the streets within the designated permit parking area in a rental property, and is the owner or lessee of the vehicle, and have proof that applicant's name is listed on the Certificate of Occupancy or rental license.
- c. Visitor Permits
 1. Two visitor permits shall be issued per household. A household shall be defined as one unit as per the records of the Borough of Lake Como Water/Sewer utility records.

7-33.3 DISPLAY OF PERMITS

Every permit shall be prominently displayed and plainly visible through the windshield of the vehicle.

7-33.4 USE OF PERMITS

- a. It is unlawful for any person to cause or allow any vehicle registered in the name of or operated by that person to be parked in a designated permit parking area without a valid, current parking permit properly displayed therein.
- b. It is unlawful for any person to alter any issued permit so as to avoid the payment of required fees or any restrictions governing the usage of the permit.

7-33.5 APPLICATION

Applications for Permit Parking permits shall be submitted to the Borough Clerk on the prescribed forms, which forms shall include:

- a. Name, resident address, and telephone number of applicant.
- b. Year, make and model of vehicle or vehicles which will be subject to the permit.
- c. Name, address and telephone number of the vehicle's registered owner;
- d. Certificate of Occupancy number or Rental license number listing applicant as a resident.
- e. Such other information as may be required from time to time.

7-33.6 VALIDITY OF PERMIT

Each permit shall be valid only for the period specified thereon. A parking permit may be used for any vehicle owned or operated by the person who is issued the permit. It shall be unlawful for any person to duplicate or reproduce, in any form whatsoever, a Borough of Lake Como parking permit.

7-33.7 IMPOUNDMENT

Any vehicle parked in violation of any of the provisions of this chapter may be removed by any person so authorized by the Chief of Police of the Borough to a designated storage place until the owner thereof shall pay to the public garage the cost of the removal of the vehicle from the parking lot, plus any accrued storage charges and fines for each and every day and part thereof that the vehicle is impounded.

7-33.8 FINES

Any person convicted of violating any provision of this chapter shall be subject to a minimum mandatory fine of fifty dollars (\$50.00).

7-33.9 EFFECTIVE DATE; SUNSET PROVISION

This Ordinance shall become effective upon its final passage and publication. This Ordinance shall lapse, unless readopted, on _____ 2022.

Dated _____

Mayor Kevin Higgins

Attest:

Borough Clerk/Administrator

NOTICE

NOTICE is hereby given that the foregoing ordinance was introduced and passed on the first reading at the Regular meeting of the Mayor and Council of the Borough of Lake Como, in the County of Monmouth, on the ____ day of _____ 2020, and will be considered for second reading and final passage at the Regular meeting of said Governing Body to be held on the ____ day of _____, 2020 at 8:00 pm at the Lake Como Meeting Room, 1740 Main Street, at which time and place any person desiring to be heard upon same will be given an opportunity to be heard.

BOROUGH OF LAKE COMO
ORDINANCE NO. _____

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE BOROUGH OF LAKE
COMO AMENDING SECTIONS OF CHAPTER 7 IN THE REVISED GENERAL
ORDINANCES OF THE BOROUGH OF LAKE COMO.

Notice is hereby given that the above titled ordinance was introduced and passed on first reading
on _____ 2020, second reading and public hearing was held on _____, 2020 at which
time it was adopted.

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