

**FAIR HAVEN BOROUGH COUNCIL
REORGANIZATION MEETING
JANUARY 2, 2018**

The meeting was called to order by Mayor Lucarelli at 7:02 p.m. The Flag Salute was led by Lourdes Lucas, Superior Court Judge, followed by a Moment of Silent Meditation. Mayor Lucarelli read the Sunshine Law Statement.

ROLL CALL OF 2017 COUNCIL

On Roll Call the following were present: Councilmembers Koch, Marchese, Peters and Sorensen. Absent: Councilmembers Jaeger and Rodriguez. Others present: Administrator Casagrande and Bruce Padula, Esq., Borough Attorney's office.

OATH OF OFFICE – COUNCIL

Councilwoman Sorensen came forward to be sworn in by Mayor Lucarelli while her children held the bible.

Councilman Rodriguez was unable to attend the meeting as he was out of the country. He will be sworn in at another time.

ROLL CALL OF 2018 COUNCIL

On Roll Call the following were present: Councilmembers Koch, Marchese, Peters and Sorensen. Absent: Councilmembers Jaeger and Rodriguez. Others present: Administrator Casagrande and Bruce Padula, Esq., Borough Attorney's office.

COUNCIL PRESIDENT

Mayor Lucarelli called for the nomination of Council President.

Councilman Marchese made a motion to nominate Jonathan Peters as Borough Council President, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

FIRE DEPARTMENT

Mayor Lucarelli recognized the following Fire Company Officers who were sworn in at the Firehouse on January 1, 2018:

Fire Chief - Matthew DePonti

Deputy Chief - Christopher Schrank

First Assistant Chief - Matthew Bufano

Second Assistant Chief – Kevin Countryman

Mayor Lucarelli recognized the following Fair Haven Fire Department Line Officers for 2018:

First Aid Officers

Captain: Katy Frissora

1st Lieutenant: Dan Kane

2nd Lieutenant: Roxanne Keane

Fire Police Officers

Captain: Douglas Anderson

1st Lieutenant: Marty Coy

2nd Lieutenant: Daniel Chernavsky

Water Rescue Team

Unit Coordinator: John P. Felsmann

Deputy Coordinator: Michael Wiehl

Operations and Training: Jim Cerruti

Maintenance and Repair: Tim Morrissey

Auxiliary

President: Trudy Felsmann

Vice President: Trudy Wojciehowski

RESOLUTIONS

1. Resolution No. 2018-01A, Appointment of Borough Professionals

BE IT RESOLVED by Benjamin Lucarelli, Mayor of the Borough of Fair Haven, that the following professional appointments be made for the year 2018 as follows with the advice and consent of Council:

Administrator

Assistant Administrator

Auditor

Bond Counsel

Theresa S. Casagrande

Allyson M. Cinquegrana

Robert Allison, C.P.A., R.M.A.

John Cantalupo, Esq.

Financial Advisor	Phoenix Associates
Municipal Prosecutor	Anthony Vecchio, Esq.
Public Defender	Maurice Maloney, Esq.
Commercial Real Estate Appraiser	Robert Gagliano
Borough Architect	Eliot Goldstein (Goldstein Partnership)
Professional Planner	Fred Heyer (Heyer Gruel Associates)
Consulting Engineer	Maser Consulting
Special Legal Counsel - Tidelands	John Van Dalen, Esq.
Special Legal Counsel - COAH	Jeffrey Surenian, Esq.
Special Legal Counsel - Tax Appeals	Frederick Raffetto, Esq.
Cell Tower Consultant	Declan O'Scanlon
Searcher for Municipal Liens	Judith Vassallo, Tax Collector
Borough Official to certify subdivision approval, pursuant to NJSA 40:55-124	Allyson Cinquegrana, Municipal Clerk
Borough Physicians	Dr. John Swidryk
	Dr. Dominick Grosso

Offered for adoption by Councilman Peters, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

2. Resolution No. 2018-01B, Appointment of Borough Attorney and Alternate Borough Prosecutor

BE IT RESOLVED by Benjamin Lucarelli, Mayor of the Borough of Fair Haven, that the following professional appointments be made for the year 2018 as follows with the advice and consent of Council:

Borough Attorney	Salvatore Alfieri, Esq.
Alternate Prosecutor	Mitchell Jacobs, Esq.

Offered for adoption by Councilman Peters, second by Councilman Marchese

Affirmative: Councilmembers Marchese, Peters and Sorensen

Negative: None

Abstain: Councilwoman Koch

Absent: Councilmembers Jaeger and Rodriguez

3. Resolution No. 2018-02, Appointment of Boards, Commissions and Committees

BE IT RESOLVED by Benjamin Lucarelli, Mayor of the Borough of Fair Haven, that the following Board and Commission appointments be made with the advice and consent of Council Borough:

COMMITTEE	CHAIRPERSON	VICE CHAIRPERSON
Finance	Councilman Peters	Councilman Jaeger
Engineering & Public Works	Councilman Rodriguez	Councilman Peters
Police, Fire & OEM	Councilwoman Sorensen	Councilman Marchese
Parks and Recreation	Councilwoman Sorensen	Councilwoman Koch
Planning & Zoning	Councilman Marchese	Councilwoman Koch
Personnel	Councilwoman Koch	Councilman Peters
Borough Facilities	Councilman Jaeger	Councilman Rodriguez

PLANNING BOARD – COUNCIL REPRESENTATIVE

Class III, Robert Marchese	1 year
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ENVIRONMENTAL COMMISSION

Laline Neff	3 years
Tracy Cole, Alternate #2	3 years
Councilman Jonathan Peters	1 year

HISTORIC PRESERVATION COMMISSION

Patricia Drummond	4 years
Arthur Pavluk	4 years
, Alternate #1	2 years
Joseph Schluter, Alternate #2	2 years
Councilwoman Susan Sorensen	1 year

RECREATION COMMITTEE

Jacqueline Rice	1 year
Kevin McCarthy	1 year
John Santos	1 year
Lynn Volker	1 year
Erin Gotch	1 year
Robert Krueger	1 year
Mark Mancuso	1 year
Eileen Rodriguez	1 year
Rachel Griffin	1 year
Councilwoman Susan Sorensen	1 year

SHADE TREE

David Becker	5 years
Dr. Michael D’Angelo	5 years
Vacancy	5 years (unexpired term)
Vacancy , Alternate #2	1 year
Councilman Christopher Rodriguez	1 year

ZONING BOARD

Todd Lehder	4 years
John Ridgeway	4 years
Martin Ryan	4 years (unexpired term)
Vacancy	4 years (unexpired term)
Daniel Lanni, Alternate #1	2 years

BE IT FURTHER RESOLVED by Benjamin Lucarelli, Mayor of the Borough of Fair Haven, that the following Board and Commission appointments be made without advice and consent of Borough Council:

PLANNING BOARD

Michael Borneo, Class I	4 year (unexpired term)
John Hoffman, Alternate #1	2 years
Andrew Sobel, Alternate #2	1 year

FAIR HAVEN FIELDS NATURAL AREA ADVISORY COMMITTEE

One Year Term

David Bordelon	Doris Moraller
Michele Loughran	James Ingle
David Becker	Richard Magovern
Stephen Sheehan	Mark Olson
Paul Ferguson	Carolyn Ferguson

“BE A GOOD NEIGHBOR” ADVISORY BOARD

One Year Term

Ruth Blaser	Joanne Fracalosi
Mary Matus	Sonia Reevey
Lorraine Kevra	Sean McNeil
Donna Steiner	
Chief Joseph McGovern	Sergeant Sherri Lambert

MEMORIAL PARK ADVISORY COMMITTEE

One Year Term

Chief Joseph McGovern	Councilman Rodriguez
Patricia Drummond	Carolyn Ferguson
Brian Hall	Joseph Perrotto
William Perkins	Lawrence Quigley
Ray Taylor	Peeka Tildesley
Angela Zavila	Dennis Zavila

NAVESINK RIVER MUNICIPALITIES COMMITTEE

One Year Term

Brian Rice	Councilman Eric Jaeger
John Friedman	Councilman Jonathan Peters

FAIR HAVEN DAY COMMITTEE

DJ Breckenridge	Allyson Cinquegrana
Chief McGovern	Susan Sorensen

Marie Noglows	Erin Gotch
Nicole Rice	Adam Ludman
Jacquie Rice	Betsy Koch
Audrey Henne	Mark Mancuso
Peter Maher	Arthur Pavluk
James Banahan	Lauren Porter
Mary Friedman	Nancy Ostrander
Michael Borneo	

Youth Members

Madison Maher	Joseph Gotch
Thomas Friedman	

FINANCE COMMITTEE

Mayor Benajmain Lucarelli	Councilman Jonathan Peters
Councilman Eric Jaeger	Theresa Casagrande
Colleen Lapp	Brian Rice
Joan Jay	Lora Sgroi
Charles Harris	John Hendrick

BE IT FURTHER RESOLVED that in the interest of good government and to encourage the active participation of all committee members, the Committee Chairpersons shall rotate at least every two years, inclusive of those terms served in 2017 and 2018.

Offered for adoption by Councilwoman Sorensen, second by Councilwoman Koch

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

4. Resolution No. 2018-03, Appointments to the Police Department for 2018

BE IT RESOLVED by Benjamin Lucarelli, Mayor of the Borough of Fair Haven, that the following Police Department appointments be made based on the recommendation from Police Chief Joseph McGovern and with the advice and consent of Borough Council:

SPECIAL POLICE OFFICERS

CLASS II	CLASS I
Alexander Perkins	Brock Siebert
Robert Keenan	Dave Andrews
Patrick Anderson	
Michael Campanella	

SCHOOL CROSSING GUARDS

Sergio Germinario	Raymond Patrick Powers
Rodger Morris	Brian Allison
Nancy Carter	Sam Mustac (part time)
Philip Malecki	

POLICE MATRON

Kim Ambrose
Bonnie Ferris
Erin Hendrickson

Offered for adoption by Councilwoman Sorensen, second by Councilwoman Koch

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

5. Resolution No. 2018-04, Approve 2018 Cash Management Plan and Investment Policy

BE IT RESOLVED by the Borough Council of the Borough of Fair Haven, that for the year 2018, the following shall serve as the Cash Management Plan and Investment Policy of the Borough of Fair Haven:

1. Cash Management and Investment Objectives

The Borough of Fair Haven objectives in this area are:

- A. Preservation of capital.
 - B. Adequate safekeeping of assets.
 - C. Maintenance of liquidity to meet operating needs.
 - D. Diversification of the Borough's portfolio to minimize risks associated with individual investments.
 - E. Investment of assets in accordance with State and Federal Laws and regulations.
2. Designation of Official Depositories
 - A. The following Governmental Unit Depository Protection Act approved banks are authorized depositories for deposit of funds:

TD Bank
Chase Bank
1st Constitution
Two Rivers Community Bank
Investors Bank
PNC Bank

B. Designated official depositories are required to submit to the Chief Financial Officer, a copy of the Governmental Unit Protection Act Notification of Eligibility, which is filed semi-annually with the Department of Banking June 30th and December 31st of each year.

C. Designated official depositories are required to submit to the Chief Financial Officer a copy of the institution's "Annual Report" on an annual basis.
3. Cash Management
 - A. All funds shall be deposited within 48 hours of receipt in accordance with N.J.S.A. 40A:5-15.
 - B. The Chief Financial Officer shall minimize the possibility of idle cash accumulating in accounts by assuring that the amounts in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.
 - C. The method of calculating banking fees and compensating balances shall be reviewed on an annual basis.
 - D. Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer.
4. Permissible Investments
 - A. Bonds of other obligations of the United States of America or obligations guaranteed by the United States of America.
 - B. Government money market mutual funds.
 - C. Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
 - D. Bonds or other obligations of the local unit or school district of which the local unit is a part.
 - E. Any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments.
 - F. Local government investment pools.
 - G. New Jersey State Cash Management Funds.
 - H. Repurchase agreements of fully collateralized securities.
5. Authority for Investment Management

The Chief Financial Officer is authorized and directed to make investments on behalf of the Borough. All investment decisions shall be consistent with this plan and all appropriate regulatory constraints.
6. Safekeeping

Securities purchased on behalf of the Borough shall be delivered electronically or physically to the Borough's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the Borough.
7. Reporting

The Chief Financial Officer shall report to the Borough council all purchases of investments in accordance with N.J.S.A. 40A:5-15.2.

8. Audit

The Chief Financial Officer shall report to the State of New Jersey checks which remain outstanding for twelve or more months after the date of issuance.

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

6. Resolution No. 2018-05, Approve General Business of the Borough

BE IT RESOLVED, in the matter of making prompt provision for the efficient conduct of the business of this Borough, that the Borough Council of the Borough of Fair Haven make the following determinations and authorizations, to wit:

1. The Asbury Park Press, Two River Times and Star Ledger are hereby designated for the year 2018 ending December 31, 2018, as the official newspapers for the Borough of Fair Haven in the County of Monmouth for the publication of all legal notices and advertisements of the Borough and all its Boards, Bodies, Committees, Offices and Agencies, as required by N.J.S.A. 40:53-1, and the statutes in such case made and provided.
2. The Bulletin Board in the lobby of the Borough of Fair Haven Municipal Building, 748 River Road, the seat of the government of the Borough, is designated as the Municipal Bulletin Board, and as the place where all public notices, including pending ordinances shall be posted as required by law.
3. TD Bank, Chase Bank, 1st Constitution Bank, Two Rivers Community Bank, Investors Bank and PNC Bank are hereby designated as the depositories for the funds and monies of the Borough of Fair Haven for the year 2018. The aforementioned banks are hereby authorized and directed to honor checks drawn upon Borough funds, signed by the Mayor, the Borough Administrator, the Borough Clerk, and the Chief Financial Officer. All Borough monies shall be paid out by checks bearing the three signatures with the exception of payroll checks which bear two signatures. However, this regulation shall not govern monies collected by and deposited by the Municipal Court Administrator. This regulation shall not apply to any other necessary transactions or transfers. The Chief Financial Officer is hereby authorized to pay any and all invoices on behalf of the Borough of Fair Haven and submit them to the Mayor and Council at the next meeting for inclusion in the minutes.
4. The rate of interest to be charged for the non-payment of taxes and assessments or before the date when they would become delinquent is fixed pursuant to N.J.S.A. 54:4-67 at the rate of 8% per annum on the first \$1,500.00 of taxes becoming delinquent after the due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date and if the delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency. No interest shall be charged if payment of any installment is made within ten days after the date upon which the same became payable.
5. The rate of interest to be charged for non-payment of sewer utility charges or before the date when they would become delinquent is fixed pursuant to N.J.S.A. 54:4-67 at the rate of 8% per annum on the first \$1,500.00 of taxes becoming delinquent after the due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date and if the delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency. No interest shall be charged if payment of any installment is made within ten days after the date upon which the same became payable.
6. The Tax Collector is empowered by statute to conduct and preside over the sale of liens and N.J.S.A. 54-5 et. seq., provides for the enforcement and collection of such delinquencies through a tax lien sale. The Borough of Fair Haven Tax Collector is authorized to conduct a tax lien sale for 2017 delinquent taxes and sewer utility charges and is authorized to charge \$25.00 mailing costs, per property, to the costs of the lien sale as per N.J.S.A. 54:5-26, which allows the Tax Collector to mail two (2) notices in lieu of two (2) newspaper advertisements in preparation for the tax lien sale.
7. Anyone issuing a check to the Borough that is returned by the bank for any reason shall be charged a \$20.00 returned check charge pursuant to N.J.S.A. 40A:5-18

8. The Tax Collector is authorized as follows:
- a. to process, pursuant to N.J.S.A. 40A:5-17.1, without further action on the part of the Governing Body the cancellation any property tax/sewer refund or delinquency of less than \$10.00;
 - b. to correct any and all errors of fees levied against properties held by entities that are exempt from taxes or that is held by the Borough of Fair Haven; and
 - c. to cancel and reimburse, pursuant to N.J.S.A. 54:4-3.30, real property taxes collected for permanently disabled veterans and senior citizens, and to correct the tax records of said veterans and senior citizens.
9. The Tax Assessor is authorized to file corrective tax appeals with the Monmouth County Board of Taxation concerning those properties wherein errors were made, and is authorized to file cross-petitions and cross-claims for appeals to both the Monmouth County Board of Taxation and the New Jersey Tax Court requesting increases in tax assessments. The Tax Assessor and Borough Attorney are hereby authorized to settle any and all appeals filed with the Monmouth County Tax Board, New Jersey Tax Court, and any appeals to the Appellate Division or Supreme Court. The Borough Attorney or designee is authorized to file all appeals, counterclaims in accordance with the local and Court Rules the Tax Assessment appeals.
10. The Chief Financial Officer is hereby authorized to cancel outstanding checks issued by the Borough of Fair Haven on an as needed basis.
11. The Tax Collector is hereby authorized to issue and execute new certificates of sale to replace lost or destroyed tax title certificates for a fee of \$100.00 pursuant to N.J.S.A. 54:5-52.1
12. Pursuant to N.J.S.A. 54:4-54, the Borough Tax Assessor is hereby authorized to correct any errors in assessment and cause the tax record to be corrected. Pursuant to N.J.S.A. 54:4-54, the Borough Tax Assessor is hereby authorized to cancel an assessment intended for one parcel that has been placed upon another parcel, and may cancel the erroneous assessment. Pursuant to N.J.S.A. 54:4-54, the Borough Tax Assessor may cancel an erroneous assessment, and the Tax Collector may return without interest any money paid by one not the owner of a parcel intended to be assessed, and enter upon the record the assessment and tax against the proper parcel.
13. Pursuant to the Borough personnel policy, the following dates in 2018 shall constitute the official holidays of the Borough of Fair Haven:

Monday, January 1, 2018	New Year's Day
Monday, January 15, 2018	Martin Luther King Jr. Day
Monday, February 19, 2018	Presidents Day
Friday, March 30, 2018	Good Friday
Monday, May 28, 2018	Memorial Day
Wednesday, July 4, 2018	Independence Day
Monday, September 3, 2018	Labor Day
Monday, October 8, 2018	Columbus Day
Monday, November 12, 2018	Veteran's Day
Thursday, November 22, 2018	Thanksgiving Day
Friday, November 23, 2018	Day After Thanksgiving
Monday, December 24, 2018	½ Day - Christmas Eve
Tuesday, December 25, 2018	Christmas Day

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen
Negative: None
Abstain: None
Absent: Councilmembers Jaeger and Rodriguez

7. Resolution No. 2018-06, Appoint Public Agency Compliance Officer for 2018

BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that the Borough Administrator is hereby appointed to serve as the Public Agency Compliance Officer of the Borough of Fair Haven for Calendar Year 2018.

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen
Negative: None
Abstain: None
Absent: Councilmembers Jaeger and Rodriguez

8. Resolution No. 2018-07, Appoint Monmouth County Community Development Representative and Alternate Representative

BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that Borough Administrator, Theresa Casagrande, is hereby appointed to serve as the Borough’s Community Development Representative for the term January 1, 2018 to December 31, 2018.

BE IT FURTHER RESOLVED that Allyson M. Cinquegrana is hereby appointed to serve as the Alternate Community Development Representative for Fair Haven

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen
Negative: None
Abstain: None
Absent: Councilmembers Jaeger and Rodriguez

9. Resolution No. 2018-08, Establish Petty Cash Fund

BE IT RESOLVED that the Chief Financial Officer establish a Petty Cash Fund Account of \$100.00.

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen
Negative: None
Abstain: None
Absent: Councilmembers Jaeger and Rodriguez

10. Resolution No. 2018-09, Introduce a Temporary Budget for 2018

WHEREAS, N.J.S.A. 40A:4-19 provides that where any contract or payments are to be made prior to the final adoption of the 2018 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January 2018 and

WHEREAS, the total appropriations in the 2017 budget, exclusive of any appropriations made for interest debt redemption charges, capital improvement fund and public assistance is the sum of \$7,734,697.19.

WHEREAS, 26.25% of the total appropriations in the 2017 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2017 budget is the sum of \$ 2,030,358.01.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Fair Haven, County of Monmouth, State of New Jersey that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records.

	Code	Salary/Wages	Code	Other Expenses
General Admin	100.101	\$ 52,000.00	100.202	\$ 25,000.00
Municipal Clerk	120.101	\$ 20,000.00	120.236	\$ 5,000.00
Mayor & Council			125.201	\$ 1,000.00
Financial Admin	130.101	\$ 17,000.00	130.202	\$ 4,000.00
Audit Services			135.201	\$ 10,000.00
Tax Collection	145.101	\$ 9,000.00	145.220	\$ 2,000.00
Tax Assessor	150.101	\$ 6,000.00	150.211	\$ 5,000.00
Legal			155.211	\$ 24,000.00
Engineering	165.101	\$ 57,000.00	165.211	\$ 9,500.00

Historic Commission			175.203	\$ 100.00
Planning Board	180.101	\$ 1,100.00	180.211	\$ 11,000.00
Zoning	185.101	\$ 1,100.00	185.211	\$ 3,500.00
Zoning Officer	186.101	\$ 5,000.00	186.237	\$ 500.00
Code Enforcement	209.101	\$ 5,300.00	209.237	\$ 500.00
Liability Insurance			210.228	\$ 20,000.00
Workman's				
Comp			215.228	\$ 50,000.00
Health Insurance			220.227	\$ 265,000.00
Police	240.101	\$ 450,000.00	240.202	\$ 25,000.00
Emergency Management			252.235	\$ 1,000.00
Fire			255.207	\$ 20,000.00
Fire Police			256.235	\$ 1,500.00
Water Rescue			258.215	\$ 3,000.00
First Aid			260.219	\$ 6,000.00
Fire Hydrants			265.276	\$ 20,000.00
Prosecutor	275.101	\$ 3,150.00		
Streets & Roads	290.101	\$ 120,000.00	290.208	\$ 14,000.00
Shade Tree			300.216	\$ 2,500.00
Sanitation			305.202	\$ 60,000.00
Recycling	307.101	\$ 6,000.00	307.270	\$ 5,400.00
Buildings & Grounds			310.204	\$ 45,000.00
Vehicle Maintenance	315.101	\$ 21,000.00	315.235	\$ 15,700.00
Board of Health			330.211	\$ 14,000.00
Environmental Health			335.299	\$ 200.00
Recreation	370.101	\$ 15,000.00	370.301	\$ 4,000.00
Park Maintenance			375.208	\$ 8,000.00
Library	390.101	\$ 25,000.00		
Electricity			430.276	\$ 10,000.00
Street Lighting			435.276	\$ 19,000.00
Telephone			440.276	\$ 17,000.00
Water			445.276	\$ 5,000.00
Natural Gas			446.276	\$ 10,000.00
Fuel Oil			447.276	\$ 11,000.00
Gasoline			460.276	\$ 15,000.00
Reclamation Fees			465.299	\$ 70,000.00
PERS			471.299	
Social Security			472.299	\$ 42,000.00
Stormwater				
Mgmt			476.299	\$ 3,000.00
RFH Tech ILSA			486.299	\$ 3,000.00
Rumson ILSA			492.204	\$ 33,500.00
Dispatch			493.204	\$ 17,000.00
Recycling Tax			494.202	\$ 3,000.00
Construction ILSA			497.202	\$ 46,500.00
Animal Control ILSA			499.202	\$ 3,000.00
Court ILSA			487.299	\$ 18,000.00
RFH Cust				
ILSA			485.299	\$ 6,000.00
Records ILSA			488.202	\$ 1,000.00
Mtown TC				
ILSA			489.202	\$ 5,000.00
Court	490.101	\$ 7,000.00	490.299	\$ 100.00
Mtown CFO				
ILSA				\$ 16,800.00
TOTAL		\$820,650.00		<u>\$ 1,036,300.00</u>
				\$ 1,856,950.00

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

11. Resolution No. 2018-10, Authorize Chief Financial Officer to Prepay Selective Bills

BE IT RESOLVED, by the Borough Council of the Borough of Fair Haven, County of Monmouth, State of New Jersey, that the Chief Financial Officer be and is hereby authorized to pay the following required bills prior to the approval of the monthly bills list:

Payroll
Insurance Premiums
County Taxes
School taxes
Utilities
Petty Cash Reimbursement
Release of Monies Approved by Resolution

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

12. Resolution No 2018-11, Approve Newspapers for the Publication of Legal Notices

WHEREAS, the Borough is required to designate newspapers for publication of Legal Notices.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Fair Haven, New Jersey that:

The Asbury Park Press – Daily
Star Ledger - Daily
Two River Times - Weekly

be authorized as official newspapers for the publication of Legal Notices of the Borough: it being the intent of this resolution with respect to any Legal Notice that such may be published in either newspaper.

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

13. Resolution No. 2018-12, Approve Annual Notice for 2018 Council Meetings

WHEREAS, the Open Public Meeting Law effective January 19, 1976 provides for the compilation and dissemination of a schedule of regular and workshop meetings for public bodies;

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Fair Haven, New Jersey that the following be and hereby is a compilation of Regular and Workshop meetings to be held by this Council during the year. In compliance with the Open Public Meetings Law PL 1975 C. 23.1 the Borough Council of the Borough of Fair Haven disseminates the following **Annual Notice** of meetings to be held during the calendar year 2018.

All meetings will commence at 7:00 p.m. prevailing time, in the Municipal Council Chambers, 748 River Road, Fair Haven, New Jersey on the following dates:

Monday, January 22, 2018
Monday, February 12, 2018
Monday, February 26, 2018
Monday, March 12, 2018
Monday, March 26, 2018
Monday, April 9, 2018
Monday, April 23, 2018
Monday, May 14, 2018
Tuesday, May 29, 2018

Monday, June 11, 2018
Monday, June 25, 2018
Monday, July 16, 2018
Monday, July 30, 2018
Monday, August 20, 2018
Monday, September 10, 2018
Monday, September 24, 2018
Tuesday, October 9, 2018
Monday, October 22, 2018
Tuesday, November 13, 2018
Monday, November 26, 2018
Monday, December 17, 2018

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen
Negative: None
Abstain: None
Absent: Councilmembers Jaeger and Rodriguez

14. Resolution No. 2018-13, Debt Service Appropriations

WHEREAS, N.J.S.A. 40A:4-19 provides authority for appropriating in a temporary resolution the permanent debt service requirements for the coming fiscal year providing that such resolution is not made earlier than December 20, of the year preceding the beginning of the fiscal year; and

WHEREAS, the principal and interest will be due on various dates from January 1, 2018 to December 31, 2018, inclusive, on sundry bonds issued and outstanding:

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Fair Haven that the following appropriations be made to cover the period from January 1, 2018 to December 31, 2018 inclusive:

BOND PRINCIPAL	\$ 695,000.00
BOND INTEREST	\$ 33,934.38
GREEN ACRES LOAN	\$ 12,125.72

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen
Negative: None
Abstain: None
Absent: Councilmembers Jaeger and Rodriguez

15. Resolution No 2018-14, Authorize Mileage Reimbursement Rate for 2018

WHEREAS, the Borough of Fair Haven has a policy of reimbursing mileage to officials and employees while on official Borough business, from the Borough Hall to the job/educational/meeting location and back to the Borough Hall when a Borough vehicle is not available for transportation; and

WHEREAS, the mileage reimbursement must be approved by the Borough Administrator prior to the date in which the mileage will occur.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that authorization is hereby given for employee mileage allowance of .535 cents per mile, as established by the IRS, with mileage as calculated from Borough Hall to the job/education/meeting location for approved trips in 2018.

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen
Negative: None
Abstain: None
Absent: Councilmembers Jaeger and Rodriguez

16. Resolution No. 2018-15, Certifying Personnel, Ambulances and Ambulance Equipment of the Fair Haven Volunteer First Aid Squad

WHEREAS, under the provisions of the New Jersey Highway Safety Act of 1971 (N.J.S.A.:27-5f-10), it is the responsibility of the municipal governing body to certify annually that the personnel, ambulances, and ambulance equipment of the First Aid Squad serving the community are qualified to provide emergency medical service; and

WHEREAS, as provided by the same statute, the First Aid Captain of the Fair Haven Volunteer First Aid Squad has notified the Borough of Fair Haven that the Squad's personnel, ambulances, and equipment meet the standards required by the Act.

NOW, THEREFORE, BE IT RESOLVED that the Fair Haven Volunteer First Aid Squad be and is hereby certified to provide emergency medical services to the Borough of Fair Haven for the Calendar Year 2018.

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

17. Resolution No 2018-16, Authorize 2018 Cell Phone Reimbursement for Various Employees

WHEREAS, there are various municipal employees that are required to be available by cell phone for daily access in order to assist with the day to day operations in the Borough of Fair Haven; and

WHEREAS, the most economical way to provide the needed cell phone service is to reimburse the following employees the amount of **\$30.00** on a monthly basis for use of their personal cell phone:

Allyson M. Cinquegrana, Assistant Administrator

DJ Breckenridge, Parks and Recreation Director

WHEREAS, Richard Gardella, Director of Engineering and Public Works and Joseph McGovern, Police Chief/Emergency Management, shall be reimbursed **\$75.00** on a monthly basis and Nicolas Poruchynsky, Assistant Director of Engineering and Public Works shall be reimbursed **\$50.00** on a monthly basis for use of their personal cell phone.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that the Finance Department is hereby authorized to reimburse the above employees for their cell phone use.

BE IT FURTHER RESOLVED that this authorization is effective for the year 2018.

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

18. Resolution No 2018-17, Approve Monies for Firehouse Cleaning during 2018

WHEREAS, there has been a need to provide a yearly allowance to the Fair Haven Volunteer Fire Company #1 for the cleaning of the building as leased by the Borough; and

WHEREAS, a request has been received from the Fair Haven Volunteer Fire Company #1 for monies to be approved to continue the cleaning of their building; and

WHEREAS, monies available in the 2018 Municipal Budget for this service.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Fair Haven that an amount not to exceed \$5,700.00 annually is hereby approved for the cleaning of the Fair Haven Firehouse.

BE IT FURTHER RESOLVED that Colleen Lapp, Chief Financial Officer, is hereby advised of said approval.

BE IT FURTHER RESOLVED that the Fire Company is advised of this approval and shall furnish monthly invoices for said services.

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

19. Resolution No. 2018-18, Appoint Flood Plain Manager – Nicolas Poruchynsky

WHEREAS, the purpose of this resolution is to promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

- A. Protect human life and health;
- B. Minimize expenditure of public money for costly flood control projects;
- C. Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- D. Minimize prolonged business interruptions;
- E. Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in floodplains;
- F. Under the provisions of 44 CFR Chapter 1, Section 65.12, of the National Flood Insurance Program regulations, the Floodplain Administrator may approve certain development in Zones AI- 30, AE, AH, on the community's FIRM which increases the water surface elevation of the base flood by more than one foot, provided that a conditional FIRM revision through FEMA (Conditional Letter of Map Revision) is first obtained; and

WHEREAS, there is a need to appoint a Floodplain Manager for the Borough of Fair Haven; and

WHEREAS, Nicolas Poruchynsky, Assistant Director of Engineering and Public Works, took courses and became certified as a Floodplain Manager.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Fair Haven that Mr. Poruchynsky is hereby appointed the Floodplain Manager to administer and implement the provisions of this resolution and other appropriate sections of 44 CFR (National Flood Insurance Program Regulations) pertaining to floodplain management at an annual salary set by Resolution No. 2017-237.

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

20. Resolution No. 2018-19, Appoint Risk Manager – Michael Avalone

WHEREAS, Borough of Fair Haven has studied the feasibility of rejoining the Garden State Municipal Joint Insurance Fund and determined that membership in the Fund is in the best interest of the Borough of Fair Haven; and

WHEREAS, Michael Avalone of Conner Strong and Buckelew Companies, Inc. has offered the Borough professional risk management consulting services, as required in the bylaws of the Garden State Municipal Joint Insurance Fund; and

WHEREAS, Michael Avalone of Conner Strong and Buckelew Companies, Inc. has been instrumental in obtaining the most cost effective coverage for workers compensation and liability policies for the Borough of Fair Haven; and

WHEREAS, the Joint Insurance Committee recommends the appointment of Michael Avalone to provide professional risk management services for the Borough of Fair Haven and

oversee the activities relating to the Garden State Municipal Joint Insurance Fund.

NOW, THEREFORE, BE IT RESOLVED by Borough of Fair Haven, in the County of Monmouth and State of New Jersey, that Michael Avalone is appointed as the Risk Manager for the Borough of Fair Haven for an amount of \$12,500; and

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are authorized to execute an agreement with Michael Avalone to serve as the Risk Manager as required by the Garden State Municipal Joint Insurance Fund for a period of one year commencing January 1, 2018

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

21. Resolution No. 2018-20, Appoint Representative and Alternate Representative to the Monmouth County Regional Board of Health Commission No. 1

BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that Borough Administrator, Theresa Casagrande, is hereby appointed to serve as the Borough's representative on the Monmouth County Board of Health Commission commencing January 1, 2018.

BE IT FURTHER RESOLVED that Allyson M. Cinquegrana is hereby appointed to serve as the Alternate Representative for Fair Haven

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

22. Resolution No. 2018-21, Appoint PEOSH, Indoor Air Quality Control and ADA Compliance Officer - Richard Gardella

BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that Richard Gardella, Borough Engineer/Public Works Supervisor is hereby appointed to serve as the PEOSH Compliance Officer, Indoor Air Quality Designee and ADA Compliance Officer for the Borough of Fair Haven for Calendar Year 2018.

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

23. Resolution No. 2018-22, Appoint Recycling and Clean Communities Coordinator – Adam Hubeny

WHEREAS, the Borough of Fair Haven is required to employ a recycling coordinator; and

WHEREAS, Adam Hubeny holds the position of Recycling Coordinator in various Monmouth County municipalities; and

WHEREAS, it is the desire of the Mayor and Council that Adam Hubeny be appointed to the position of Recycling Coordinator for the year 2018; and

WHEREAS, the Recycling Coordinator is to be paid, as an independent contractor, \$1,000.00 per year for his services; and

WHEREAS, Adam Hubeny will also be appointed to serve as the Clean Communities Coordinator for the Borough of Fair Haven at an annual salary of \$200.00 for the year 2018.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven, that Adam Hubeny is hereby appointed Recycling Coordinator and Clean Communities Coordinator for a term to expire December 31, 2018 at a combined annual salary of \$1,200.00.

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

24. Resolution No. 2018-23, Approve Animal Control Contract with the Borough of Red Bank

WHEREAS, the Borough Council of the Borough of Fair Haven requires the services of an Animal Control Officer; and

WHEREAS, the Borough of Fair Haven has previously entered into contract for Animal Control Services with the Borough of Red Bank; and

WHEREAS, the Borough of Fair Haven desires to renew this contract for multiple years (2018-2020) for these services.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Clerk are hereby authorized to execute a contract with the Borough of Red Bank for Animal Warden Services in the amount of \$7,328.70 for the year 2018, \$7,475.27 for the year 2019 and \$7,624.78 for the year 2020 as per the attached contract.

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

25. Resolution No. 2018-24, Appoint Municipal Court Judge - Peter Lucas

BE IT RESOLVED by the Borough Council of the Borough of Fair Haven that Peter Lucas is hereby appointed for a three-year term, January 1, 2018 to December 31, 2020 as Municipal Court Judge in the Borough of Fair Haven for the salary of \$13,641.00 annually.

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

26. Resolution No. 2018-25, Approve Recreation Refunds through a Council Meeting Bill List

WHEREAS, the Department of Parks and Recreation offers various programs that include after school activities, camps, trips, etc.; and

WHEREAS, from time to time a registrant may have a conflict with a date or an emergency that occurs preventing them from participating in a program and a request is made to the Director of Parks and Recreation for a refund; and

WHEREAS, refunds must be approved by the governing body.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that Parks and Recreation refunds will be handled through the bill list process and resolution of the Borough.

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

27. Resolution No. 2018-26, Appoint Zoning Officer/Code Enforcement Officer – Joseph Mulé

WHEREAS, Joseph Mulé was appointed by the governing body as the Planning, Zoning Code Compliance Assistant for the Borough of Fair Haven; and

WHEREAS, the Borough Administrator has recommended that because of the increased workload Mr. Mulé also be appointed to hold the title of Zoning Officer and Code Enforcement Officer to assist Nicolas Poruchynsky; and

WHEREAS, the maximum number of hours and annual salary will remain the same as specified in Resolution No. 2017-221.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven, that Joseph Mulé is hereby appointed to the positions of Code Enforcement Officer and Zoning Officer.

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

28. Resolution No. 2018-27, Set Up a Change Fund for Animal Control Fund

WHEREAS, it has been determined that there is a need to establish a Change Fund for dog and cat licensing; and

WHEREAS, once established, the fund will be used solely by the Dog/Cat Registrar to make change; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that a Change Fund is hereby established for dog and cat licensing in the amount of \$50.00.

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

29. Resolution No. 2018-28, Appoint Fair Haven Municipal Alliance Representative – Councilman Marchese

WHEREAS, Ordinance No. 2012-08 established the Rumson Fair Haven Municipal Alliance to Prevent Alcohol and Drug Abuse was adopted by Mayor and Council on May 29, 2012; and

WHEREAS, the voting membership to the Alliance shall consist of five (5) Executive Committee members, one of which shall be a representative from the Fair Haven Governing Body, who will formally meet on a regular basis.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that Councilman Robert Marchese be reappointed as an Executive Committee member of the Rumson Fair Haven Municipal Alliance Executive Board through December 31, 2018.

Offered for adoption by Councilman Marchese, second by Councilwoman Sorensen

Affirmative: Councilmembers Koch, Marchese, Peters and Sorensen

Negative: None

Abstain: None

Absent: Councilmembers Jaeger and Rodriguez

OATH OF OFFICE – MUNICIPAL COURT JUDGE

Peter Lucas came forward to be sworn in, as a Municipal Court Judge, by his wife, Superior Court Judge Lourdes Lucas.

GOOD OF THE BOROUGH

Mayor Lucarelli opened the meeting to the public for comments or questions at 7:12 p.m. Councilman Marchese advised that the Rumson-Fair Haven Substance Abuse Alliance will have a program, Hidden In Plain Sight, on January 18, 2018 beginning at 7:00 p.m. at Rumson-Fair Haven Regional High School.

Councilwoman Koch, advised that there will be a meeting on January 24th from 7:00-8:30 p.m. at Markham School, Little Silver, to discuss school budgets (for Red Bank, Little Silver and Fair Haven).

There being no further comments or questions, the meeting was closed to the public at 7:14 p.m.

ADJOURNMENT

Motion to adjourn moved by Councilman Peters, second by Councilman Marchese with Ayes by all present.

Time of Adjournment: 7:14 p.m.

Respectfully submitted,

Allyson M. Cinquegrana, RMC/CMR
Borough Clerk