

**FAIR HAVEN BOROUGH COUNCIL
REORGANIZATION MEETING
JANUARY 2, 2024**

The meeting was called to order by Mayor Halpern at 7:05 p.m. The Flag Salute was followed by a Moment of Silent Reflection. The following Sunshine Law Statement was read:

IN ACCORDANCE WITH THE PROVISIONS OF THE OPEN PUBLIC MEETINGS ACT, PUBLIC MEETINGS MAY BE HELD IN PERSON OR BY MEANS OF COMMUNICATION EQUIPMENT TO INCLUDE STREAMING SERVICES AND OTHER ONLINE MEETING PLATFORMS (NJSA 10:4-8(b)).

THIS MEETING IS BEING HELD IN-PERSON AND THROUGH THE ZOOM MEETING PLATFORM, BEING BROADCAST FROM BOROUGH HALL, 748 RIVER ROAD, FAIR HAVEN, NJ. PUBLIC PARTICIPATION FOR THIS JANUARY 2, 2024 COUNCIL REORGANIZATION MEETING IS AVAILABLE BY CALL IN PHONE NUMBER OR THROUGH WEB CONFERENCE (ZOOM). MEMBERS OF THE PUBLIC WILL BE ON MUTE UNTIL IT IS TIME FOR QUESTIONS/COMMENTS, WHICH WILL BE ANNOUNCED. AT THAT TIME, THE PUBLIC HAS THE OPPORTUNITY TO QUESTION/COMMENT BY PHONE OR THROUGH ZOOM BY THE "RAISE HAND" BUTTON AND WILL BE CALLED ON AT THE APPROPRIATE TIME.

THIS MEETING WAS AUTHORIZED BY RESOLUTION NO. 2023-284 ADOPTED ON NOVEMBER 27, 2023 AND SENT TO THE ASBURY PARK PRESS, THE TWO RIVER TIMES AND THE STAR LEDGER ON DECEMBER 19, 2023.

A PUBLIC NOTICE WAS ADVERTISED IN THE ASBURY PARK PRESS ON DECEMBER 22, 2023, POSTED ON THE BOROUGH WEBSITE, CONSTANT CONTACT AND THE BULLETIN BOARD IN THE MUNICIPAL BUILDING AS REQUIRED UNDER THE STATUTE.

WITH ADEQUATE NOTICE HAVING BEEN GIVEN, THE BOROUGH CLERK IS DIRECTED TO INCLUDE THIS STATEMENT IN THE MINUTES OF THIS MEETING.

ROLL CALL OF THE 2023 COUNCIL

On Roll Call the following were present: Mayor Halpern and Councilmembers Cole, Hoey, Koch, LaBarbera (via Zoom) and Rodriguez. Absent: Councilwoman Neff. Others present: Administrator Casagrande (via Zoom), Andrew Sobel, Borough Attorney, Christine Malamut, Borough Attorney's Office and Engineer Gardella.

Mayor Halpern read a prepared statement/press release before the business of the agenda was started:

The Fair Haven Mayor and Council wish to announce the forthcoming retirement of our Borough Administrator, Theresa Casagrande, on or about June 1, 2024. Theresa began her career in municipal government over twenty years ago and she has proudly served as Fair Haven's Borough Administrator for thirteen years. During her tenure as the Borough's Administrator, she has been instrumental in helping to make Fair Haven one of New Jersey's finest communities. Theresa holds both a Bachelor of Science and a Master of Business Administration from Monmouth University. Throughout her career, she has also been very active in the New Jersey Municipal Management Association, a statewide organization dedicated to improving the quality of local government in New Jersey. Theresa served as NJMMA's President in 2018 and in 2023 she received the organization's Distinguished Service Award for demonstrating a career-long record of outstanding service in local government. Theresa will continue to serve as Fair Haven's Borough Administrator until her retirement, which will ensure the Governing Body has time to find an effective successor and allow for a seamless transition of this important leadership position.

Mayor Halpern said there will be more "pomp and circumstance" for Theresa at a later date and asked everyone to give her a round of applause.

The Mayor announced that there are two incoming Councilmembers that will be sworn in. Councilwoman DiMiceli has set a new standard as she could not attend the meeting, in person, however, she has a sitting Congressman, Frank Pallone, in attendance to administer her Oath of Office.

OATHS OF OFFICE

The Oath of Office was administered to Michal DiMiceli, as Councilwoman, via Zoom, by Congressman Frank Pallone. Her husband and daughter held her grandmothers Bible.

She thanked Congressman Pallone and all Fair Haven residents. She is excited to work with the

Mayor and Council, the Administrator and Administration staff. She thanked her daughter Segovia and husband, Joe, for their support as well as her other family and friends watching via Zoom. It is going to be a great year.

The Oath of Office was administered to Brian Olson, as Councilman, by Mayor Halpern. His wife, Michelle, took pictures as their children, Ruby and Oliver held the Bible. He took his seat at the dais.

He echoed Councilwoman DiMiceli’s comments and thanked his wife, son and daughter for their support. The most important role in public service is “Servant” which will be his mantra. He is very excited to serve.

ROLL CALL OF THE 2024 COUNCIL

On Roll Call the following were present: Mayor Halpern, Councilmembers Cole, DiMiceli (via Zoom), Hoey, Koch, LaBarbera and Olson.

COUNCIL PRESIDENT

Mayor Halpern called for the nomination of Council President.

Councilperson Cole made a motion to nominate Councilperson Elizabeth Koch as Borough Council President, second by Councilperson Hoey.

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

FIRE DEPARTMENT

Mayor Halpern recognized the following Fire Company Officers who were sworn in at the firehouse on January 1, 2024:

- Fire Chief - Matthew DePonti
- Deputy Chief - Kevin Countryman
- First Assistant Chief - Matthew Bufano
- Second Assistant Chief - Matthew Lang

The Borough would like to recognize the following Fair Haven Fire Department Line Officers for 2024:

First Aid Officers

- Captain: Brian Allison
- 1st Lieutenant: Marcos Rivera
- 2nd Lieutenant: Daniel Maloney

Fire Police Officers

- Captain: David Kearns
- 1st Lieutenant: Richard G. Andres, Jr.
- 2nd Lieutenant: Scott Smith

Water Rescue Team

- Unit Coordinator: Wade Davis

Auxiliary

- President: Carol Conk

RESOLUTIONS

1. Resolution No. 2024-01, Appointment of Borough Professionals

BE IT RESOLVED by Joshua Halpern, Mayor of the Borough of Fair Haven, that the following professional appointments be made for the year 2024 as follows with the advice and consent of Council:

- | | |
|---|---|
| Administrator | Theresa S. Casagrande |
| Assistant Administrator | Allyson M. Cinquegrana |
| Borough Planner | Malvika Apte, CME Associates |
| Affordable Housing Planner | Kendra Leli, Kyle + McManus Associates |
| Affordable Housing Administrative Agent | Kendra Leli, Kyle + McManus Associates |
| Consulting Engineers | Leon S. Avakian, Inc. Engineering |
| | Colliers Engineering and Design |
| | Najarian Associates |
| Cell Tower Consultant | Declan O’Scanlon, FSD Enterprises |
| Borough Auditor | Robert Allison, Holman Frenia Allison PC |
| Financial Advisor | Heather Litzebauer, NW Financial Group, LLC |
| Certified Tree Expert | Shari Spero, CME Associates |

Searcher for Municipal Liens	Debra Marchetti, Tax Collector
Borough Official to Certify Subdivision	
Approval, pursuant to NJSA 40:55-124	Allyson Cinquegrana, Borough Clerk
Borough Physician	Dr. John Swidryk

Offered for adoption by Councilperson Hoey, second by Councilperson Koch

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson
 Negative: None
 Abstain: None
 Absent: None

2. Resolution No. 2024-02, Appointments to Various Attorney Positions

BE IT RESOLVED by Joshua Halpern, Mayor of the Borough of Fair Haven, that the following professional appointments be made for the year 2024 as follows with the advice and consent of Council:

Borough Attorney	Andrew Sobel, Esq. (Sobel and Han) until June 30, 2024
Labor Attorney	Matthew Giacobbe, Esq. (Cleary/Giacobbe/Alfieri/Jacobs)
Tax Appeal Attorney	Salvatore Alfieri, Esq. (Rainone Coughlin, Minchello, LLC)
Special Legal Counsel - COAH	Michael Edwards, Esq. (Surenian, Edwards, Buzak & Nolan)
Bond Counsel	Meghan Bennett, Esq. (GluckWalrath LLP)
Municipal Prosecutor	Anthony Vecchio, Esq.
Alternate Prosecutor	William McGuinn, Esq.
Public Defender	Kevin Buchan, Esq.

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson
 Negative: None
 Abstain: None
 Absent: None

3. Resolution No. 2024-03, Appointment of Boards, Commissions and Committees

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

COMMITTEE	CHAIRPERSON	VICE CHAIRPERSON
Finance	Councilman LaBarbera	Councilman Olson
Engineering & Public Works	Councilwoman Cole	Councilman LaBarbera
Police, Fire & OEM	Councilman LaBarbera	Councilwoman Koch
Parks and Recreation	Councilwoman Hoey	Councilwoman Koch
Planning Board	Councilwoman Koch	Councilman LaBarbera
Zoning Board of Adjustment	Councilwoman Cole	Councilwoman Koch
Personnel	Councilwoman Hoey	Councilman LaBarbera
Borough Facilities	Councilman LaBarbera	Councilwoman Cole
Borough Communication/Community Outreach	Councilwoman Hoey	Councilwoman DiMiceli

PLANNING BOARD - COUNCIL REPRESENTATIVE

Class III, Councilwoman Koch	1 year
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ENVIRONMENTAL COMMISSION

Kelly Flanagan	3 years
Ana Anttonen	3 years (unexpired)
Suzan Globus, Alternate #1	2 years
William Dorner, Alternate #2	1 year
Councilman Olson	1 year

HISTORIC PRESERVATION COMMISSION

Katy Frissora	4 years
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Joseph Schluter	4 years
Carrie Nitka, Alternate #1	2 years
Steven Smith, Alternate #2	2 years
Councilwomen DiMiceli and Cole	1 year

LIBRARY BOARD OF TRUSTEES

Elizabeth Slavin	2 years
Gerald Maris	3 years (unexpired)
Lynn Lucarelli-Newbury	1 year
Aparna Boehm	4 years (unexpired)
Leizle Gabisan	4 years (unexpired)
Councilwoman Hoey	1 year

RECREATION COMMITTEE

Tina Iglesias-Stanley	1 year
Kevin McCarthy	1 year
Darrel Golden	1 year
Lauren Porter	1 year
Kate Rafferty	1 year
Mark Mancuso	1 year
Rachel Griffin	1 year
Stephen Pagano	1 year
Councilwomen Hoey and Koch	1 year

SHADE TREE COMMISSION

Christian Larsen	5 years
Leah Beganie	5 years
Michael Hoey, Alternate #2	1 year
Councilman Olson	1 year

ZONING BOARD OF ADJUSTMENT

Dr. Skip Laufer	4 years
Paul Kinsella, Alternate #1	2 years
Councilwomen Cole and Koch	1 year

BE IT FURTHER RESOLVED by Joshua Halpern, 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

Ana Anttonen, Class II	3 years (unexpired)
Fredrick Rolff, Class IV	4 years
Sean Bailey, Alternate #1	2 years
Neil Blecher, Alternate #2	1 year

FAIR HAVEN FIELDS NATURAL AREA ADVISORY COMMITTEE

One Year Term

David Bordelon	Alison Countryman	Mark Olson
Paul Ferguson	Carolyn Ferguson	Jennifer Spitz
Meghan Chrisner-Keefe	Bonnie Torcivia	Melissa Lowry
Linda Goedell		
Councilman Olson		

*Lifetime Members: Audrey Ingle, Doris Moraller and Richard Fuller

“BE A GOOD NEIGHBOR” ADVISORY BOARD

One Year Term

Ruth Blaser	Rachel Griffin	Susan Delaney
Patricia Murtha	Chief Joseph McGovern	Captain Sherri Lambert
Sean McNeil, School Supt.		

MEMORIAL PARK ADVISORY COMMITTEE

One Year Term

Chief Joseph McGovern	Councilwoman Koch	Patricia Drummond
Elise Casey	Matthew Casey	Carissa Gaborow
Brian Hall	Joseph Perrotto	William Perkins
Daniel Ramirez	Christopher Rodriguez	Peeka Tildesley
Joshua Zager	Angela Zavila	Dennis Zavila

NAVESINK RIVER MUNICIPALITIES COMMITTEE

One Year Term

Councilwoman Elizabeth Koch Robbyn O’Neill Brian Rice

FINANCE COMMITTEE

Mayor Joshua Halpern	Councilman Olson
Councilman LaBarbera	Theresa Casagrande
Colleen Lapp	Jonathan Peters
Robert Mancuso	

FAIR HAVEN BUSINESS COMMUNITY LIAISON

Councilwoman DiMiceli

BOARD OF EDUCATION LIAISON

Councilwoman Koch

FAIR SHARE HOUSING COMMITTEE LIAISONS

Councilwoman Koch Councilwoman Cole

LAND USE ADVISORY LIAISONS

Councilwoman Koch Councilman LaBarbera

BEAUTIFICATION CONSULTATION LIAISON

Councilwoman Hoey

GRANT COMMITTEE LIAISONS

Councilwoman Cole and Councilwoman DiMiceli

BRUSH AND LEAF COMMITTEE LIAISON

Councilman LaBarbera

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 2022 and 2023.

Offered for adoption by Councilperson Hoey, second by Councilperson Koch

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

- 4. Resolution No. 2024-04, Appointments to the Police Department for 2024

BE IT RESOLVED by Joshua Halpern, 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 I

Brock Siebert
 Robert Keenan
 Britany Gonzalez
 Charles Graziano
 Tom O’Friel
 Tim Wisely

CLASS II

Ryan Achyuthuni
 Josue Hernandez
 Christopher Lackner

CLASS III

Michael Campanella
 Butch Stevenson

SCHOOL CROSSING GUARDS

Sergio Germinario
Rodger Morris
Raymond Patrick Powers
Katy Frissora (part-time)

Patricia Mieth (part-time)
Carolyn McCarthy (part-time)
Donna Maerz (part-time)
John Jarvis (part-time)

POLICE MATRON

Erin Hendrickson
Kim Ambrose
Bonnie Ferris

Offered for adoption by Councilperson Koch, second by Councilperson Olson

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

5. Resolution No. 2024-05, Approve Cash Management Plan and Investment Plan

BE IT RESOLVED by the Borough Council of the Borough of Fair Haven, that for the year 2024, 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
Lakeland Bank
Two Rivers Community Bank
Citizens Bank
PNC Bank
Kearny Bank
Valley Bank
Ocean First
NJ Cash Management
NJ ARM/TERM

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 periodically.

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.

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

6. Resolution No. 2023-06, 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 2024 ending December 31, 2024, 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, Lakeland Bank, Two Rivers Community Bank, Citizens Bank, PNC Bank, Kearny Bank, Valley Bank, Ocean First, NJ Cash Management and NJ ARM/TERM are hereby designated as the depositories for the funds and monies of the Borough of Fair Haven for the year 2024. 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 tax/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 2023 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.
- d. to collect \$25.00 for a Certificate of Cancellation.

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 crossclaims 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 2024 shall constitute the official holidays of the Borough of Fair Haven:

Monday, January 1, 2024	New Year's Day
Monday, January 15, 2024	Martin Luther King Jr. Day
Monday, February 19, 2024	Presidents Day
Friday, March 29, 2024	Good Friday
Monday, May 27, 2024	Memorial Day

Thursday, July 4, 2024	Independence Day
Monday, September 2, 2024	Labor Day
Monday, October 14, 2024	Columbus Day
Monday, November 11, 2024	Veteran’s Day
Thursday, November 28, 2024	Thanksgiving Day
Friday, November 29, 2024	Day After Thanksgiving
Tuesday, December 24, 2024	½ Day - Christmas Eve
Wednesday, December 25, 2024	Christmas Day

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson
Negative: None
Abstain: None
Absent: None

7. Resolution No. 2024-07, Appoint Qualified Purchasing Agent - Nancy Britton

WHEREAS, N.J.A.C. 5:34-5 et. seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Nancy Britton possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et. seq.; and

WHEREAS, the Borough of Fair Haven’s bid and quotation thresholds are \$44,000 and \$6,600 respectively.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Fair Haven hereby appoints Nancy Britton as the Qualified Purchasing Agent authorized to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-3, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit and, as permitted by law, the Borough of Fair Haven also hereby authorizes and confirms that, with Nancy Britton as its Qualified Purchasing Agent, will take advantage of the higher bid threshold pursuant to N.J.S.A. 40A:11-3.

BE IT FURTHER RESOLVED that Nancy Britton will receive a stipend in the amount of \$10,000 as the Purchasing Agent for the year 2024.

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson
Negative: None
Abstain: None
Absent: None

8. Resolution No. 2024-08, Appointment 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, 2024 to December 31, 2024.

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 Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson
Negative: None
Abstain: None
Absent: None

9. Resolution No. 2023-09, Appoint Municipal Court Judge - Peter Lucas, Esq.

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, 2024 to December 31, 2026 as Municipal Court Judge in the Borough of Fair Haven for the salary of \$15,623.00 annually.

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

10. Resolution No. 2024-10, Introduce a Temporary Budget for 2024

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 2024 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 2024; and

WHEREAS, the total appropriations in the 2023 budget, exclusive of any appropriations made for interest debt redemption charges, capital improvement fund and public assistance is the sum of \$10,257,903.89; and

WHEREAS, 26.25% of the total appropriations in the 2023 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2023 budget is the sum of \$2,692,700.00; and

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	\$ 60,000.00	100.202	\$ 28,000.00
Municipal Clerk	120.101	\$ 29,000.00	120.236	\$ 6,000.00
Mayor & Council			125.201	\$ 2,000.00
Financial Admin	130.101	\$ 20,000.00	130.202	\$ 8,000.00
Audit Services			135.201	\$ 10,000.00
Tax Collection	145.101	\$ 14,000.00	145.220	\$ 1,000.00
Tax Assessor	150.101	\$ 8,100.00	150.211	\$ 5,000.00
Legal			155.211	\$ 35,000.00
Engineering	165.101	\$ 68,000.00	165.211	\$ 5,500.00
Historic Commission			175.216	\$ 100.00
Planning Board	180.101	\$ 5,000.00	180.211	\$ 21,000.00
Zoning	185.101	\$ 5,000.00	185.211	\$ 5,000.00
Zoning Officer	186.101	\$ 10,000.00	186.237	\$ 500.00
Code Enforcement	209.101	\$ 8,000.00	209.237	\$ 500.00
Liability Insurance			210.228	\$ 100,000.00
Workman's Comp			215.228	\$ 50,000.00
Health Insurance			220.227	\$ 300,000.00
Police	240.101	\$ 480,000.00	240.202	\$ 30,000.00
Emergency Management			252.235	\$ 1,000.00
Fire			255.207	\$ 25,000.00
First Aid			260.219	\$ 7,000.00
Fire Hydrants			265.276	\$ 25,000.00
Prosecutor			275.201	\$ 3,500.00
Streets & Roads	290.101	\$ 155,000.00	290.208	\$ 12,000.00
Shade Tree			300.216	\$ 4,000.00
Sanitation			305.202	\$ 100,000.00
Recycling	307.101	\$ 8,000.00	307.270	\$ 19,000.00
Buildings & Grounds	310.101	\$ 5,500.00	310.204	\$ 50,000.00
Vehicle Maintenance	315.101	\$ 15,000.00	315.235	\$ 23,000.00
Board of Health			330.211	\$ 17,000.00
Environmental Health			335.299	\$ 1,000.00
Recreation	370.101	\$ 21,000.00	370.301	\$ 4,000.00
Park Maintenance			375.209	\$ 8,000.00
Library	390.101	\$ 30,000.00		
Cell Tower			405.299	\$ 25,000.00
Accumulated Leave			415.299	\$ 1,500.00

Storm Trust			416.299	\$	9,500.00	
Celebration Events			420.299	\$	4,000.00	
Electricity			430.276	\$	15,000.00	
Street Lighting			435.276	\$	12,000.00	
Telephone			440.276	\$	15,000.00	
Water			445.276	\$	7,000.00	
Natural Gas			446.276	\$	10,000.00	
Fuel Oil			447.276	\$	10,000.00	
Gasoline			460.276	\$	21,000.00	
Reclamation Fees			465.299	\$	140,000.00	
Social Security			472.299	\$	55,000.00	
DCRP			477.299	\$	3,500.00	
FH BOE III ILSA			200.101	\$	20,000.00	
LS Library ILSA			200.102	\$	10,000.00	
FH BOE IT ILSA			486.299	\$	6,600.00	
Court ILSA			487.299	\$	21,000.00	
Mtown TC ILSA			489.202	\$	5,500.00	
Court	490.101	\$	4,200.00	490.299	\$	200.00
Mtown CFO ILSA			491.202	\$	21,000.00	
Recycling Tax			494.202	\$	4,000.00	
Public Defender			495.211	\$	500.00	
Construction ILSA			497.202	\$	55,000.00	
Animal Control ILSA			499.202	\$	3,500.00	
TOTAL			\$945,800.00		\$	<u>1,382,900.00</u>
						\$ 2,328,700.00

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

11. Resolution No 2024-11, 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
Payroll Agency
Insurance Premiums
County Taxes
School taxes
Utilities
Petty Cash Reimbursement
Postage
Release of Monies Approved by Resolution
Cell Tower Payments

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

12. Resolution No. 2024-12, Approve Newspapers for 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 Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson
Negative: None
Abstain: None
Absent: None

13. Resolution No. 2024-13, Approve Annual Notice for 2024 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 2024.

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

- Tuesday**, January 02, 2024 - Reorganization
- Monday, January 22, 2024
- Monday, February 5, 2024
- Monday, February 26, 2024
- Monday, March 11, 2024 (Knollwood School, 1:30 p.m.)
- Monday, March 25, 2024
- Monday, April 08, 2024
- Tuesday**, April 23, 2024
- Monday, May 13, 2024
- Tuesday**, May 28, 2024
- Tuesday**, June 11, 2024
- Monday, June 24, 2024
- Monday, July 08, 2024
- Monday, July 22, 2024
- Monday, August 12, 2024
- Monday, September 09, 2024
- Monday, September 23, 2024
- Tuesday**, October 15, 2024
- Monday, October 28, 2024
- Tuesday**, November 12, 2024
- Monday, November 25, 2024
- Monday, December 16, 2024

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson
Negative: None
Abstain: None
Absent: None

14. Resolution No. 2024-14, Debt Service Appropriation

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, 2024 to December 31, 2024, 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, 2024 to December 31, 2024 inclusive:

BOND PRINCIPAL	\$ 260,000.00
BOND INTEREST	\$ 196,181.26
GREEN ACRES LOAN	\$ 12,125.72

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

15. Resolution No. 2024-15, Authorize Mileage Reimbursement Rate for 2024

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 67 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 2024.

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

16. Resolution No. 2024-16, 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 2024.

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

17. Resolution No. 2024-17, Authorize 2024 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 **\$40.00** 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, Nicolas Poruchynsky, Assistant Director of Engineering and Public Works and Joseph McGovern, Police Chief/Emergency Management, shall be reimbursed **\$75.00** 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 2024.

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

18. Resolution No. 2024-18, Approve Monies for Firehouse Cleaning during 2024

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 2024 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 Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

19. Resolution No. 2024-19, 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 Administrator 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.

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

20. Resolution No. 2024-20, Appoint Public Agency Compliance Officer

BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that Nancy Britton, Assistant Chief Financial Officer, is hereby appointed to serve as the Public Agency Compliance Officer of the Borough of Fair Haven for Calendar Year 2024.

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

21. Resolution No. 2024-21, 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 Regional Board of Health Commission #1 commencing January 1, 2024.

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

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

22. Resolution No. 2024-22, 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 2024.

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

23. Resolution No. 2024-23, Appoint 2024 Recycling 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 2024; and

WHEREAS, the Recycling Coordinator is to be paid, as an independent contractor, \$1,200.00 per year for his services; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven, that Adam Hubeny is hereby appointed Recycling Coordinator for a term to expire December 31, 2024 at an annual salary of \$1,200.00

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

24. Resolution No. 2024-24, Appoint Clean Communities Coordinator - Nancy Britton

WHEREAS, the Borough of Fair Haven participates in New Jersey's Clean Communities Program, which is a comprehensive, statewide litter-abatement program; and

WHEREAS, as part of the Borough of Fair Haven's participation in the Clean Communities Program, the Borough receives grants; and

WHEREAS, in order to participate in the Clean Communities Program, the Borough must designate a Clean Communities Coordinator; and

WHEREAS, a vacancy exists in the position of Clean Communities Coordinator; and

WHEREAS, it is recommended that Nancy Britton be appointed to fill said vacancy as she possesses the requisite knowledge, skills and aptitude to serve as the Borough of Fair Haven's Clean Communities Coordinator.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven, Monmouth County that Nancy Britton is hereby designated as Fair Haven's Clean Communities Coordinator for a term of January 1, 2024 through December 31, 2024.

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

25. Resolution No. 2024-25, 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 Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None
Abstain: None
Absent: None

26. Resolution No 2024-26, Appoint Mid-Jersey Insurance Fund Commissioner and Alternate Fund Commissioner

BE IT RESOLVED, on this 2nd day of January, 2024 by the Borough Council of the Borough of Fair Haven, County of Monmouth, State of New Jersey, that the appointment of Theresa S. Casagrande as Fund Commissioner and Allyson M. Cinquegrana, Alternate Commissioner, for the Mid Jersey Municipal Joint Insurance Fund is hereby authorized.

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson
Negative: None
Abstain: None
Absent: None

27. Resolution No. 2024-27, Appoint Mid-Jersey Insurance Fund Safety Delegate and Alternate Safety Delegate

BE IT RESOLVED, on this 3rd day of January, by the Borough Council of the Borough of Fair Haven, County of Monmouth, State of New Jersey, that the appointment of Theresa S. Casagrande as Safety Delegate and Allyson M. Cinquegrana as Alternate Safety Delegate for the Borough of Fair Haven to serve on the Mid Jersey Municipal Joint Insurance Fund be and is hereby authorized.

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson
Negative: None
Abstain: None
Absent: None

28. Resolution No. 2024-28, Approve Mid-Jersey Municipal Joint Insurance Fund as Secondary Insurance for the Fair Haven Fire Company and Ancillary Members

WHEREAS, the Fair Haven Volunteer Fire Company carries a Selective Insurance Commercial General Liability policy and A Foremost Insurance Company Antique Automobile Liability Policy; and

WHEREAS, it has been agreed upon that since there is a budgetary relationship with the Fire Department that the Borough's insurance company, Mid-Jersey Municipal Joint Insurance Fund, will be excess liability coverage to the Selective Policy and Foremost Policy secured by the Fair Haven Fire Company for the Fair Haven Fire Company, subject to policy terms and conditions; and

WHEREAS, the parties that will be covered will be the Fair Haven Volunteer Fire Company, Fair Haven Fire Department and all Ancillary Emergency Responders.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that it memorializes said coverage and directs the Borough's Risk Manager to present evidence of excess liability coverage under the Mid-Jersey Municipal Joint Insurance Fund

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson
Negative: None
Abstain: None
Absent: None

29. Resolution No. 2024-29, Appoint 2024 Risk Manager – Thomas Merchel

WHEREAS, the Borough of Fair Haven has resolved to join the Mid Jersey Municipal Joint Insurance Fund ("MidJIF") following a detailed analysis; and

WHEREAS, the Bylaws of MidJIF allow for an entity to designate a Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

WHEREAS, the Bylaws indicate that MidJIF shall pay each Risk Management Consultant a fee to be established annually by the Executive Committee.

NOW THEREFORE, BE IT RESOLVED that the Borough of Fair Haven does hereby appoint Thomas Merchel of Conner Strong and Buckelew as its Risk Management Consultant in accordance with the Fund's Bylaws.

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

30. Resolution No. 2024-30, Approve Contract with Monmouth County SPCA for Animal Control

WHEREAS, there is a need to have Animal Control Services continue; and

WHEREAS, the Monmouth County SPCA has provided a Shared Service Agreement for Calendar Year 2024 in the amount of \$6,600.00 (\$550.00 per month) with the same terms and conditions of the previous contract.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Fair Haven, County of Monmouth, State of New Jersey, hereby authorizes an agreement (attached as Exhibit A) with the Monmouth County SPCA; and

BE IT FURTHER RESOLVED that Mayor Halpern is hereby authorized to execute such documents and that the appropriate purchase order(s) for this shared service agreement be prepared and submitted to the Finance Department.

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

31. Resolution No. 2024-31, Establish Annual Policy for Damage Reimbursement

WHEREAS, on occasion the Borough causes damage to private property as a result of Borough street cleaning, snow plowing and other Borough activity; and

WHEREAS, no formal policy currently exists to address claims made for damage to private property; and

WHEREAS, the Borough desires to establish an annual policy to address claims for damage to private property.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Fair Haven, County of Monmouth, State of New Jersey that the following compensation is established for payment to private parties, upon submission of appropriate documentation, for damage caused by Borough employees and/or representatives:

1. A claim must be filed with the Borough Clerk within ten (10) days of the damage caused by the Borough.
2. The repairs must be completed within ninety (90) days of the damage and an invoice for the work performed must be provided to the Borough.
3. The Borough reimbursement is limited as follows:
 - a. Replacement or repair of mailbox not to exceed \$150.00
 - b. Replacement or repair of sprinkler head not to exceed \$150.00

- c. Miscellaneous Items to be considered by Borough Administrator not to exceed \$150.00

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

- 32. Resolution No. 2024-32, Approve Salary Adjustment for Nancy Britton, Assistant CFO/QPA

WHEREAS, Resolution No. 2023-82 was adopted by the Mayor and Council at their March 13, 2023 meeting and established the 2023 salaries for the non-aligned borough employees; and

WHEREAS, the Borough Administrator and Personnel Committee recommend that a salary adjustment be given to Nancy Britton, Assistant Chief Financial Officer and QPA, to be effective January 1, 2024 as follows:

Assistant Chief Financial Officer	\$71,322.00
Qualified Purchasing Agent	\$16,178.00

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Fair Haven that the salary adjustment in the amount of \$87,500 annually as listed above is hereby approved effective January 1, 2024; and

BE IT FURTHER RESOLVED that the Finance Department is directed to calculate, and process said payroll adjustments.

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

- 33. Resolution No. 2024-33, Appoint Housing Element and Fair Share Plan Committee Members

WHEREAS, there is a need to appoint members to the Housing Element and Fair Share Plan Subcommittee; and

WHEREAS, the Mayor has advised that the following persons will be appointed to the Housing Element and Fair Share Plan Subcommittee:

Mayor Joshua Halpern

Councilwoman Elizabeth Koch

Councilwoman Tracy Cole

Theresa Casagrande, Borough Administrator

Todd Lehder

Richard Gardella, Director of Engineering and DPW

Nicolas Poruchynsky, Assistant Director of Engineering and DPW

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

- 34. Resolution No. 2024-34, Appoint Members of the Green Team

WHEREAS, the Borough of Fair Haven's Green Team members serve as the Borough's agents for the Sustainable Jersey Municipal Certification Process and are composed as follows:

Stephanie Adams

Bethany Erskine

Sarah Fischell

Kelly Flanagan
Jennifer Foster
Maria Leopold
Robbyn O'Neill
Sarah Schiavetti
Sigourney Toll
Bonnie Torcivia

WHEREAS, these individuals are interested in advancing the efforts of Fair Haven in the Sustainable Jersey Municipal Certification program and will continue the work of the Green Team; and

WHEREAS, the Green Team has been creating and cataloging significant sustainability actions so that the Borough of Fair Haven may maintain its Silver Level Certification under the Sustainable Jersey Program and pursue Gold Star recognition in key areas of sustainability.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Fair Haven that:

- The Green Team of Fair Haven is active in the community and advancing sustainable practices and actions included in the Sustainable Jersey Municipal Certification Program;
- The Green Team has been and shall continue to be composed of individuals who have demonstrated interest in advancing the efforts of Fair Haven to pursue and maintain certification through the Sustainable Jersey Municipal Certification Program;
- The role of the Green Team has been and shall continue to be to lead and coordinate the sustainability activities of the community

Offered for adoption by Councilperson Koch, second by Councilperson Hoey

Affirmative: Councilmembers Cole, DiMiceli, Hoey, Koch, LaBarbera and Olson

Negative: None

Abstain: None

Absent: None

GOOD OF THE BOROUGH

Mayor Halpern opened the meeting to the public for comments or questions at 7:22 p.m. He stated that as quickly as this meeting has gone, it is important to point out that there is a lot of work that goes into getting to this point. There are a lot of interviews and a lot of consideration. There is a lot of volunteering done by the public. He expressed how proud he is of the entire community as well as those sitting at the dais and the Borough's staff.

There being no comments or questions, the meeting was closed to the public at 7:22 p.m.

ADJOURNMENT

Motion to adjourn moved by Councilperson Cole, second by Councilperson Hoey with Ayes by all present.

Time of Adjournment: 7:22 p.m.

Respectfully submitted,

Allyson M. Cinquegrana, RMC
Borough Clerk