

**FAIR HAVEN BOROUGH COUNCIL
REORGANIZATION MEETING VIA ZOOM
JANUARY 3, 2022**

The meeting was called to order by Mayor Halpern at 7:03 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)).

DUE TO THE COVID-19/OMICRON VIRUS, THE BOROUGH OF FAIR HAVEN'S MUNICIPAL FACILITIES ARE CLOSED TO THE PUBLIC. THIS MEETING IS BEING PRESENTED THROUGH THE ZOOM MEETING PLATFORM AND BEING BROADCAST FROM BOROUGH HALL, 748 RIVER ROAD, FAIR HAVEN, NJ. PUBLIC PARTICIPATION FOR THIS JANUARY 3, 2022 COUNCIL REORGANIZATION MEETING IS AVAILABLE BY CALL IN PHONE NUMBER OR THROUGH WEB CONFERENCE (ZOOM). MEMBERS OF THE PUBLIC WILL BE ON MUTE UNTIL PUBLIC QUESTIONS/COMMENT TIME, 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. 2021-256 ADOPTED ON DECEMBER 20, 2021 AND SENT TO THE ASBURY PARK PRESS, THE TWO RIVER TIMES AND THE STAR LEDGER ON DECEMBER 21, 2021, ADVERTISED IN THE ASBURY PARK PRESS ON DECEMBER 23, 2021, 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 2021 COUNCIL

On Roll Call the following were present: Councilmembers Chrisner-Keefe, Koch, McCue, Neff and Rodriguez. Absent: Councilwoman McCabe. Others present: Administrator Casagrande, Attorney Cannon and Police Chief McGovern.

The Mayor wished everyone a Happy New Year and said that with a new year, brings new beginnings. He was excited to welcome back Councilwoman Betsy Koch and welcome Councilwoman Tracy Cole to Council. Councilwoman Koch was sworn in earlier this afternoon by the Borough Clerk. He personally congratulated her.

He advised that Tracy Cole would take the Oath of Office administered by the Borough Clerk. Councilwoman Cole's daughters, Amelia and Emma, held the Bible while her husband, Chris, stood by her side. Mayor Halpern congratulated Councilwoman Cole.

ROLL CALL OF THE 2022 COUNCIL

On Roll Call the following were present: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez.

COUNCIL PRESIDENT

Mayor Halpern called for the nomination of Council President.

Councilwoman Chrisner-Keefe made a motion to nominate Christopher Rodriguez as Borough Council President, second by Councilwoman Koch.

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

Councilman Rodriguez said it was a pleasure serving as Borough Council President last year and he looks forward focusing on facilities, budgeting, improving our technology, negotiations with our Police and DPW and also long-range planning as part of priorities for 2022. He thanked the governing body for their confidence in his work.

FIRE DEPARTMENT

Mayor Halpern recognized the following Fire Company Officers who were sworn in at the

firehouse on January 1, 2022:

Fire Chief - Timothy Morrissey
 Deputy Chief - Richard Brister, Jr.
 First Assistant Chief - Matthew DePonti
 Second Assistant Chief - Kevin Countryman

The Borough would like to recognize the following Fair Haven Fire Department Line Officers for 2022:

First Aid Officers

Captain: Ryan Corbett
 1st Lieutenant: Kathy Grabowy
 2nd Lieutenant: Brian Allison

Fire Police Officers

Captain: Marty Coy
 1st Lieutenant: Andrew Schrank
 2nd: Lieutenant: David Kearns

Water Rescue Team

Unit Coordinator: John P. Felsmann
 Deputy Coordinator: Michael Wiehl
 Operations and Training: Jim Cerruti
 Maintenance and Repair: Tim Morrissey

Auxiliary

President: Carol Conk

RESOLUTIONS

- Resolution No. 2022-01, 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 2022 as follows with the advice and consent of Council:

Administrator	Theresa S. Casagrande
Assistant Administrator	Allyson M. Cinquegrana
Borough Architect	Eliot Goldstein, AIA, PP, LEED AP
Borough Planner	Stuart Wiser, ARH Associates
Affordable Housing Planner	Susan Gruel, PP, Heyer Gruel & Associates
Affordable Housing Administrative Agent	Susan Gruel, PP, Heyer Gruel & Associates
Consulting Engineer	Gregory Valesi, PE, PP CME, CME Associates
Cell Tower Consultant	Declan O'Scanlon, FSD Enterprises
Borough Auditor	Robert Swisher, Suplee, Clooney & Co
Financial Advisor	Anthony Inverso, Phoenix Associates
Certified Tree Expert	CME Associates
Searcher for Municipal Liens	Debra Marchetti, Tax Collector
Borough Official to Certify Subdivision Approval, pursuant to NJS 40:55-124	Allyson Cinquegrana, Borough Clerk
Borough Physicians	Dr. John Swidryk Dr. Dominick Grosso

Councilwoman Koch asked the Mayor and Councilman Rodriguez about the Borough Planner and why Heyer Gruel Associates was not being reappointed; they are in Red Bank and a member of our county. They have worked closely with Fair Haven and know our ordinances and the complexity of changing them. She looked through Mr. Wiser's background and did not see travel expenses in the contract which would be a big expenditure because they are from Hammonton, NJ. It will be a lot for them to get up to speed between DPW, the Police Department and our Affordable Housing commitments. She also asked about the Certified Tree Expert and what their role will be, i.e. advisory and how would we handle when a resident takes down the tree? Are they reviewing and responding? They are more expensive than the Forrester.

Councilman Rodriguez advised that he conducted extensive interviews over the past week with the professionals who responded to our RFPs; mainly focusing on those he was not familiar with. He did not just look at price and proximity, but longevity and the value in bringing in fresh and new ideas. We are keeping a number of folks on for continuity, but also bringing in new professionals for fresh ideas. Most of the work of the planner will be done by telephone or Zoom. The CME Associate appointment would be specific to projects in the Borough. Bill Brooks is a paid vendor and we will keep that option while being thoughtful in distributing the work and keeping costs in mind for each.

Councilwoman Chrisner-Keefe said that there was only one response for Certified Tree Expert which was CME Associates, so it limited the decision for the position.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez
 Negative: None
 Abstain: None
 Absent: None

2. Resolution No. 2022-02, 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 2022 as follows with the advice and consent of Council:

Borough Attorney	Gregory Cannon, Esq. (Sobel Han Cannon, LLP)
Labor Attorney	Mark A. Tabakin, Esq. (Weiner Law Group)
Special Labor Attorney	Matthew Giacobbe, Esq. (Cleary/Giacobbe/Alfieri/Jacobs)
Tax Appeal Attorney	David L. Minchello, Esq. (Rainone Coughlin, Minchello, LLC)
Special Legal Counsel - Tidelands	John Van Dalen, Esq.
Special Legal Counsel - COAH	Michael Edwards, Esq.
Bond Counsel	Christopher Walrath, Esq. (GluckWalrath LLP)

Councilwoman Koch asked why the Borough needs a labor attorney as well as a special labor attorney? In the past we only had one labor attorney.

Councilman Rodriguez said Matthew Giacobbe, Esq. has been working on a number of projects with us (negotiating contracts and other previous matters) and we will keep him for continuity. It is good books and records to occasionally assign new ideas and professionals, new litigation and cases would go to the new labor attorney (Weiner Law Group).

Offered for adoption by Councilman Rodriguez, second by Councilwoman Chrisner-Keefe

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez
 Negative: None
 Abstain: None
 Absent: None

3. Resolution No. 2022-03, 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 Council Borough:

COMMITTEE	CHAIRPERSON	VICE CHAIRPERSON
Finance	Councilwoman Neff	Councilman Rodriguez
Engineering & Public Works	Councilman McCue	Councilwoman Cole
Police, Fire & OEM	Councilman McCue	Councilman Rodriguez
Parks and Recreation	Councilwoman Koch	Councilwoman Chrisner-Keefe
Planning & Zoning	Councilwoman Koch	Councilwoman Neff
Personnel	Councilwoman Chrisner-Keefe	Councilwoman Koch
Borough Facilities	Councilman Rodriguez	Councilman McCue
Borough Communications and Community Outreach	Councilwoman Cole	Councilwoman Chrisner-Keefe

ENVIRONMENTAL COMMISSION

Ralph Wyndrum	3 years
Suzanne McCabe	3 years
Brian Rice	3 years
Brian Olson, Alternate #1	3 years (unexpired)
Councilwoman Koch	1 year

HISTORIC PRESERVATION COMMISSION

Arthur Pavluk	4 years
Patricia Drummond	4 years
Carrie Nitka, Alternate #1	2 years
Steven Smith, Alternate #2	2 years
Councilperson Rodriguez	1 year

LIBRARY BOARD OF TRUSTEES

Allison Magee	1 year
Elizabeth Slavin	2 years
Norman Birkenmeier	2 years
Lynn Wheeler	3 years
Ann Dupree	4 years
Charles Harris	4 years
_____	5 years
Councilperson Chrisner-Keefe	1 year

RECREATION COMMITTEE

Tina Iglesias-Stanley	1 year
John Santos	1 year
Kevin McCarthy	1 year
Kristen Hoey	1 year
Lauren Porter	1 year
Kate Rafferty	1 year
Mark Mancuso	1 year
Jacqueline Rice	1 year
Rachel Griffin	1 year
Councilperson Koch	1 year

SHADE TREE

Kristen Hoey, Alternate #2	2 years
Christopher McCabe	5 years
Councilperson Neff	1 year
Councilperson Cole	1 year

ZONING BOARD

Todd Lehder	4 years
John Ridgeway	4 years
Paul Kinsella, Alternate #1	2 years
Councilperson 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

Brian Olson, Class II	3 year (unexpired)
Sheri D'Angelo, Alternate #1	2 years
Robert Burkhardt, Alternate #2	1 year

FAIR HAVEN FIELDS NATURAL AREA ADVISORY COMMITTEE

One Year Term

David Bordelon	Patricia Quigley	Alison Countryman
Lourdes Lucas	Stephen Sheehan	Mark Olson
Paul Ferguson	Carolyn Ferguson	Jennifer Spitz
Councilperson Chrisner-Keefe		

*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	Sergeant Sherri Lambert
Sean McNeil, School Supt.		

MEMORIAL PARK ADVISORY COMMITTEE

One Year Term

Chief Joseph McGovern	Councilman Rodriguez	Patricia Drummond
Brian Hall	Joseph Perrotto	William Perkins

Lawrence Quigley
Joshua Zager

Ray Taylor
Angela Zavila

Peeka Tildesley
Dennis Zavila

NAVESINK RIVER MUNICIPALITIES COMMITTEE

One Year Term

Councilwoman Elizabeth Koch Jonathan Peters Brian Rice

FINANCE COMMITTEE

Mayor Joshua Halpern Councilwoman Laline Neff
Councilman Christopher Rodriguez Theresa Casagrande
Colleen Lapp Jonathan Peters
Robert Gasperini

FAIR HAVEN BUSINESS COMMUNITY LIAISON

Councilwoman Tracy Cole

BOARD OF EDUCATION LIAISON

Councilman Michael McCue

FAIR SHARE HOUSING COMMITTEE

Councilman Christopher Rodriguez Councilwoman Elizabeth Koch

LAND USE ADVISORY LIAISONS

Mayor Joshua Halpern Councilwoman Koch Councilwoman Neff

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 2020 and 2021.

Councilwoman Cole had an observation to share. She found herself and the public being confused about committee chair vs. liaison. Through Borough Communications and Community Outreach, we should probably do a little organization for this, so it makes more sense to the everyone. Mayor Halpern agreed that everyone is looking for more organization and efficiency to the Committees and Commissions which is something we should strive for.

Councilwoman Neff encouraged more rotation on the Boards. She asked if the last paragraph is new and who it applies to i.e. Council. The Borough Clerk advised that it applies to Committees and Commissions although it does not always happen. There are Chairpersons who have been on for quite some time because no other members want to be the Chair. It is good practice to rotate as there will come a time where a member is not or does not want to be reappointed or the Chair may move out of the Borough, etc. Councilwoman Neff agreed and encouraged a rotation because it does not happen often.

Offered for adoption by Councilman Rodriguez, second by Councilman McCue

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

- 4. Resolution No. 2022-04, Appointments to the Police Department for 2022

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 II

Liam Stephens
Michael Campanella
Mason Twinning

CLASS I

Brock Siebert
Robert Keenan
Charles Graziano
Christopher Appezzato
Scott Beattie
Mark Herrlich

SCHOOL CROSSING GUARDS

Sergio Germinario Patricia Mieth (part-time)
Rodger Morris Nancy Carter (part-time)
Raymond Patrick Powers

POLICE MATRON

Kim Ambrose
Bonnie Ferris
Erin Hendrickson

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

5. Resolution No. 2022-05, Approve Cash Management Plan and Investment Plan

BE IT RESOLVED by the Borough Council of the Borough of Fair Haven, that for the year 2022, 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
- Kearny Bank
- Valley Bank
- Ocean First

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 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 Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

6. Resolution No. 2022-06, 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 2022 ending December 31, 2022, 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, PNC Bank, Kearny Bank, Ocean First and Valley Bank are hereby designated as the depositories for the funds and monies of the Borough of Fair Haven for the year 2022. 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 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 2021 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 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 2022 shall constitute the official holidays of the Borough of Fair Haven:

Monday, January 17, 2022	Martin Luther King Jr. Day
Monday, February 21, 2022	Presidents Day
Friday, April 15, 2022	Good Friday
Monday, May 30, 2022	Memorial Day
Monday, July 4, 2022	Independence Day
Monday, September 5, 2022	Labor Day
Monday, October 10, 2022	Columbus Day
Thursday, November 11, 2022	Veteran's Day
Thursday, November 24, 2022	Thanksgiving Day
Friday, November 25, 2022	Day After Thanksgiving
Friday, December 23, 2022	½ Day - Christmas Eve
Monday, December 26, 2022	Christmas Day
Monday, January 2, 2023	New Year's Day

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

7. Resolution No. 2022-07, 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 2022.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

8. Resolution No. 2022-08, 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, 2022 to December 31, 2022.

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 Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

9. Resolution No. 2022-09, Establish a 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 Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

10. Resolution No. 2022-10, Introduce a Temporary Budget for 2022

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 2022 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 2022 and

WHEREAS, the total appropriations in the 2021 budget, exclusive of any appropriations made for interest debt redemption charges, capital improvement fund and public assistance is the sum of \$9,330,251.00.

WHEREAS, 26.25% of the total appropriations in the 2021 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2021 budget is the sum of \$2,449,191.00.

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	\$ 56,000.00	100.202	\$ 28,000.00
Municipal Clerk	120.101	\$ 28,000.00	120.236	\$ 5,000.00
Mayor & Council			125.201	\$ 1,000.00
Financial Admin	130.101	\$ 19,000.00	130.202	\$ 5,000.00
Audit Services			135.201	\$ 10,000.00
Tax Collection	145.101	\$ 12,000.00	145.220	\$ 1,000.00
Tax Assessor	150.101	\$ 8,000.00	150.211	\$ 5,000.00
Legal			155.211	\$ 47,000.00
Engineering	165.101	\$ 58,000.00	165.211	\$ 6,000.00
Historic Commission			175.216	\$ 100.00
Planning Board	180.101	\$ 5,000.00	180.211	\$ 28,000.00
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	\$ 111,000.00
Workman's Comp			215.228	\$ 25,000.00
Health Insurance			220.227	\$ 235,000.00
Police	240.101	\$ 446,000.00	240.202	\$ 76,000.00
Emergency Management			252.235	\$ 1,000.00
Fire			255.207	\$ 15,000.00
Fire Police			256.235	\$ 1,000.00
Water Rescue			258.220	\$ 2,000.00
First Aid			260.219	\$ 5,000.00

Fire Hydrants			265.276	\$	21,000.00
Prosecutor			275.201	\$	3,500.00
Streets & Roads	290.101	\$ 129,000.00	290.208	\$	12,000.00
Shade Tree			300.216	\$	3,500.00
Sanitation			305.202	\$	91,000.00
Recycling	307.101	\$ 8,000.00	307.270	\$	8,000.00
Buildings & Grounds			310.204	\$	41,500.00
Vehicle Maintenance	315.101	\$ 17,000.00	315.235	\$	17,000.00
Board of Health			330.211	\$	14,000.00
Environmental Health			335.299	\$	1,000.00
Recreation	370.101	\$ 20,000.00	370.301	\$	3,000.00
Park Maintenance			375.209	\$	5,000.00
Library	390.101	\$ 28,000.00			
Storm Trust			416.299	\$	8,000.00
Electricity			430.276	\$	12,000.00
Street Lighting			435.276	\$	11,000.00
Telephone			440.276	\$	13,000.00
Water			445.276	\$	4,000.00
Natural Gas			446.276	\$	8,000.00
Fuel Oil			447.276	\$	6,000.00
Gasoline			460.276	\$	12,000.00
Reclamation Fees			465.299	\$	105,000.00
Social Security			472.299	\$	46,000.00
DCRP			477.299	\$	3,000.00
RFH Tech ILSA			486.299	\$	7,000.00
Court ILSA			487.299	\$	18,000.00
Mtown TC ILSA			489.202	\$	5,100.00
Court	490.101	\$ 4,000.00	490.299	\$	200.00
Mtown CFO ILSA			491.202	\$	27,000.00
Recycling Tax			494.202	\$	4,000.00
Public Defender			495.211	\$	500.00
Construction ILSA			497.202	\$	57,000.00
Animal Control Shared Service			499.202	\$	2,000.00
TOTAL		\$861,000.00			\$ 1,182,400.00
					\$ 2,043,400.00

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

11. Resolution No 2022-11, 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

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

12. Resolution No. 2022-12, 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 Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez
Negative: None
Abstain: None
Absent: None

13. Resolution No. 2022-13, Approve Annual Notice for 2022 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 2022.

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

Monday, January 3, 2022 Reorganization Meeting
Monday, January 24, 2022
Monday, February 7, 2022
Monday, February 28, 2022
Monday, March 14, 2022
Monday, March 28, 2022
Monday, April 11, 2022
Monday, April 25, 2022
Monday, May 9, 2022
Monday, May 23, 2022
Monday, June 13, 2022
Monday, June 27, 2022
Monday, July 11, 2022
Monday, July 25, 2022
Monday, August 15, 2022
Tuesday, September 6, 2022
Monday, September 19, 2022
Tuesday, October 11, 2022
Monday, October 24, 2022
Monday, November 14, 2022
Monday, November 28, 2022
Monday, December 19, 2022

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez
Negative: None
Abstain: None
Absent: None

14. Resolution No. 2022-14, 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, 2022 to December 31, 2022, 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, 2022 to December 31, 2022 inclusive:

BOND PRINCIPAL	\$ 240,000.00
BOND INTEREST	\$ 215,781.26
GREEN ACRES LOAN	\$ 12,125.72

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

15. Resolution No. 2022-15, Authorize Mileage Reimbursement Rate for 2022

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 .56 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 2022.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

16. Resolution No. 2022-16, 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 2022.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None
Absent: None

17. Resolution No. 2022-17, Authorize 2022 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, 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 2022.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez
Negative: None
Abstain: None
Absent: None

18. Resolution No. 2022-18, Approve Monies for Firehouse Cleaning during 2022

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 2022 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 Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez
Negative: None
Abstain: None
Absent: None

19. Resolution No. 2022-19, 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 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.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

20. Resolution No. 2022-20, 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 2022.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

21. Resolution No. 2022-21, 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, Melissa Newell, is hereby appointed to serve as the Borough's representative on the Monmouth County Regional Board of Health Commission #1 commencing January 1, 2022.

BE IT FURTHER RESOLVED that Theresa S. Casagrande is hereby appointed to serve as the Alternate Representative for Fair Haven.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

22. Resolution No. 2022-22, 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 2022.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

23. Resolution No. 2022-23, Appoint Recycling and Clean Communities Coordinator. This was pulled from the agenda and will be voted on at a future meeting.
24. Resolution No. 2022-24, 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 Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

25. Resolution No. 2022-25, 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

Councilman Christopher Rodriguez

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 Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

26. Resolution No 2022-26, Amendment to Bid Threshold Amount Per Public Bid Requirements and Grant Authorization to QPA

WHEREAS, the Borough of Fair Haven is subject to the requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., as to the procedure by which it may enter contracts and make purchases, and

WHEREAS, the Law under N.J.S.A. 40A:11-3 (c) establishes a threshold amount for a contract

or purchase below which the Borough’s Qualified Purchasing Agent is not required to publicly advertise for bids for said contract or purchase; and

WHEREAS, pursuant to this authority, the Governor has raised the bid threshold to \$44,000.00 and formal quotation requirements to 15% of that amount (\$6,600.00) effective July 1, 2020; and

WHEREAS, the Borough Council wishes to amend the Council’s Ordinance to conform to this amended threshold and to grant to its Qualified Purchasing Agent continuing authority to contract in accordance with the threshold requirements as it may be adjusted in the future under N.J.S.A. 40A: 11-3 (c).

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Fair Haven, County of Monmouth, State of New Jersey that in accordance with 40A:11-3 (c) the bid threshold amount below which the Borough’s Qualified Purchasing Agent is not required to publicly advertise for bids for said contract or purchase is hereby adjusted and established to \$44,000.00; and

BE IT FURTHER RESOLVED, that formal quotes will not be required for purchases of less than \$6,600.00, and

BE IT FURTHER RESOLVED, that pursuant to N.J.S.A. 40A:11-3 (c) the Borough’s Qualified Purchasing Agent is hereby granted a general authorization to negotiate, make and award contracts and purchases for amounts which do not exceed the threshold amount of \$44,000.00.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez
Negative: None
Abstain: None
Absent: None

- 27. Resolution No. 2022-27, Appoint Mid-Jersey Insurance Fund Commissioner and Alternate Fund Commissioner

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 Fund Commissioner and Allyson M. Cinquegrana, Alternate Commissioner, 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 Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez
Negative: None
Abstain: None
Absent: None

- 28. Resolution No. 2022-28, 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 Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez
Negative: None
Abstain: None
Absent: None

- 29. Resolution No. 2021-29, 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.

BE IT FURTHER RESOLVED that this resolution shall be renewed annually.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

- 30. Resolution No. 2022-30, Adopt Technology Risk Management Standards in Compliance with NJ MEL’s Cyber Risk Management Plan -Tier One Requirements

WHEREAS, the Borough of Fair Haven is a member of the Mid-Jersey JIF which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

WHEREAS, through its membership in the Mid-Jersey JIF, the Borough of Fair Haven enjoys cyber liability insurance coverage to protect the Borough of Fair Haven from the potential devastating costs associated with a cyber related claim; and

WHEREAS, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

WHEREAS, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Borough of Fair Haven; and

WHEREAS, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Borough of Fair Haven to claim a reimbursement of a paid insurance deductible in the event the member files a claim against the Borough of Fair Haven’s cyber insurance policy, administered through the Mid-Jersey JIF and the Municipal Excess Liability Joint Insurance Fund;

NOW THEREFORE BE IT RESOLVED that the Borough of Fair Haven does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 1 of the NJ MEL Cyber Risk Management Plan:

Information Backup

Password Management

Security Patches and Updates

Email Warning

Defensive Software

Incident Response Plan

Security Awareness Training

Technology Practice Policy

Government Cyber Membership

BE IT FURTHER RESOLVED that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

31. Resolution No. 2022-31, Adopt Technology Risk Management Standards in Compliance with NJ MEL’s Cyber Risk Management Plan -Tier Two Requirements

WHEREAS, the Borough of Fair Haven is a member of the Mid-Jersey JIF which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

WHEREAS, through its membership in the Mid-Jersey JIF, the Borough of Fair Haven enjoys cyber liability insurance coverage to protect the Borough of Fair Haven from the potential devastating costs associated with a cyber related claim; and

WHEREAS, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

WHEREAS, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Borough of Fair Haven; and

WHEREAS, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Borough of Fair Haven to claim a reimbursement of a paid insurance deductible in the event the member files a claim against the Borough of Fair Haven’s cyber insurance policy, administered through the Mid-Jersey JIF and the Municipal Excess Liability Joint Insurance Fund;

NOW THEREFORE BE IT RESOLVED that the Borough of Fair Haven does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 2 of the NJ MEL Cyber Risk Management Plan:

- | | |
|----------------------------------|--|
| Server Security | Remote Access - VPN |
| Access Privilege Controls | Leadership Expertise |
| Technology Support | IT Business Continuity Planning |
| System and Event Logging | Banking Controls |
| Protected Information | |

BE IT FURTHER RESOLVED that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

32. Resolution No. 2022-32, Adopt Technology Risk Management Standards in Compliance with NJ MEL’s Cyber Risk Management Plan -Tier Three Requirements

WHEREAS, the Borough of Fair Haven is a member of the Mid-Jersey JIF which secures insurance protection through the New Jersey Municipal Excess Liability Joint Insurance Fund (NJ MEL); and

WHEREAS, through its membership in the Mid-Jersey JIF, the Borough of Fair Haven enjoys cyber liability insurance coverage to protect the Borough of Fair Haven from the potential devastating costs associated with a cyber related claim; and

WHEREAS, in an attempt to prevent as many cyber related claims as possible, the NJ MEL developed and released to its members the NJ MEL Cyber Risk Management Plan; and

WHEREAS, the NJ MEL Cyber Risk Management Plan outlines a set of best practices and standards broken out into Tier 1, Tier 2, and Tier 3 standards that if adopted and followed will reduce many of the risks associated with the use of technology by the Borough of Fair Haven; and

WHEREAS, in addition to the reduction of potential claims, implementing the following best practices and standards will enable the Borough of Fair Haven to claim a reimbursement of a paid insurance deductible in the event the member files a claim against the Borough of Fair Haven's cyber insurance policy, administered through the Mid-Jersey JIF and the Municipal Excess Liability Joint Insurance Fund;

NOW THEREFORE BE IT RESOLVED that the Borough of Fair Haven does hereby adopt the following best practices and standards, a copy of which is attached hereto and incorporated herein by reference, in accordance with Tier 3 of the NJ MEL Cyber Risk Management Plan:

Network Segmentation	Remote Access - MFA
Password Integrity	System and Event Logging Review
Third-Party Risk Management	

BE IT FURTHER RESOLVED that a copy of this resolution along with all required checklists and correspondence be provided to the NJ MEL Underwriter for their consideration and approval.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

33. Resolution No. 2022-33, Appoint 2022 Risk Manager - Michael Avalone

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 Michael Avalone of Conner Strong and Buckelew as its Risk Management Consultant in accordance with the Fund's Bylaws.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

34. Resolution No. 2022-34, Approve Contract with Monmouth County SPCA for Animal Control

WHEREAS, the Borough Council of the Borough of Fair Haven approved Resolution No. 2021-181 which authorized an agreement with the Monmouth County SPCA for Animal Control Services; and

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 2022 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 Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

35. Resolution No. 2022-35, Approve Reappointment of Borough Engineer

WHEREAS, the three-year term for the Borough Engineer and Director of Engineering and Public Works expired on December 31, 2021; and

WHEREAS, Richard Gardella holds the appropriate licenses required for these positions through the State of New Jersey and has served in the position since December 17, 2007; and

WHEREAS, Theresa S. Casagrande, Borough Administrator has recommended the reappointment of Richard Gardella as Borough Engineer and Director of Engineering and Public Works for another three-year term to expire on December 31, 2024 and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that Richard Gardella is hereby reappointed as the Borough Engineer and Director of Engineering and Public Works for the Borough of Fair Haven effective January 1, 2022.

Offered for adoption by Councilman Rodriguez, second by Councilwoman Koch

Affirmative: Councilmembers Chrisner-Keefe, Cole, Koch, McCue, Neff and Rodriguez

Negative: None

Abstain: None

Absent: None

36. Resolution No. 2022-36, Appoint 2022 Fair Haven Green Team Members. This resolution was tabled to the January 24th meeting per the request of Councilwoman Neff.

GOOD OF THE BOROUGH

Mayor Halpern opened the meeting to the public for comments or questions at 7:28 p.m. Assemblywoman Serena DiMaso wished Councilwomen Koch and Cole luck in their new terms and wished the rest of the Borough luck throughout 2022. She asked that the Borough please reach out with anything that is needed and she will help in any way she can. Assemblywoman DiMaso also congratulated Josh in his position as Mayor.

Senator Declan O'Scanlon echoed Councilwoman DiMaso's sentiments. He wished both Councilwomen Koch and Cole luck during their terms. He looks forward to working with everyone this year for which he hopes that both, individually and societally, will be a much happier and healthier year. He said that he, as Senator, as well as Assembly people are always "here if you need us". He congratulated Mayor Halpern, as well.

There being no further comments or questions, the meeting was closed to the public at 7:30 p.m.

ADJOURNMENT

Motion to adjourn moved by Councilman Rodriguez, second by Councilwoman Koch with Ayes by all present.

Time of Adjournment: 7:30 p.m.

Respectfully submitted,

Allyson M. Cinquegrana, RMC/CMR
Borough Clerk