

**FAIR HAVEN BOROUGH COUNCIL  
REORGANIZATION MEETING VIA ZOOM  
JANUARY 4, 2021**

The meeting was called to order by Mayor Lucarelli at 7:01 p.m. The Flag Salute was followed by a Moment of Silent Meditation. 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 SITUATION, 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 4, 2021 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. 2020-205 ADOPTED ON NOVEMBER 23, 2020 AND SENT TO THE ASBURY PARK PRESS, THE TWO RIVER TIMES, THE HUB AND THE STAR LEDGER ON NOVEMBER 24, 2020, ADVERTISED IN THE ASBURY PARK PRESS ON DECEMBER 17, 2020, 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 2020 COUNCIL**

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

Mayor Lucarelli introduced Assemblywoman Serena DiMaso who wanted to wish the Fair Haven governing body and its residents a Happy and Healthy New Year. She congratulated Councilman Rodriguez on beginning his second term and welcomed Councilwoman Neff. She advised that Senator O'Scanlon sends his best for 2021. She said, "the Legislative District 13 team is at your service and anything that is needed, please contact us. We welcome everyone with open arms". She thanked Mayor Lucarelli for his leadership and allowing her some time to speak

Mayor Lucarelli thanked Assemblywoman DiMaso and Senator O'Scanlon. The Legislative District 13 team is a great team with marvelous talent behind the scenes. He thanked Assemblywoman DiMaso for all that she does. She asked that the Mayor share her cell phone number with the Council.

Mayor Lucarelli advised that the following Governing Body members were sworn in on January 1, 2021 in a private ceremony:

Christopher Rodriguez	3-year term
Laline Neff	3-year term

He thanked Councilman Rodriguez and welcomed Councilwoman Neff. It was a nice little ceremony held in front of Borough Hall and was attended by Senator Vin Gopal who swore in Laline Neff.

**ROLL CALL OF THE 2021 COUNCIL**

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

**COUNCIL PRESIDENT**

Mayor Lucarelli called for the nomination of Council President.

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

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

Negative: None  
Abstain: None  
Absent: None

**FIRE DEPARTMENT**

Mayor Lucarelli recognized the following Fire Company Officers who were sworn in at the firehouse on January 1, 2021:

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

The Borough would like to recognize the following Fair Haven Fire Department Line Officers for 2021:

**First Aid Officers**

Captain: Nancy Medrow  
1<sup>st</sup> Lieutenant: Ryan Corbett  
2<sup>nd</sup> Lieutenant: Kathy Grabowy

**Fire Police Officers**

Captain: Marty Coy  
1<sup>st</sup> Lieutenant: Doug MacFarland  
2<sup>nd</sup>: Lieutenant: Garry Allers

**Water Rescue Team**

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

**Auxiliary**

President: Dale Connor

**RESOLUTIONS**

- 1. Resolution No. 2021-01, Appointment of Borough Professionals

**BE IT RESOLVED** by Benjamin Lucarelli, Mayor of the Borough of Fair Haven, that the following professional appointments be made for the year 2021 as follows with the advice and consent of Council:

Administrator	Theresa S. Casagrande
Assistant Administrator	Allyson M. Cinquegrana
Borough Architect	Eliot Goldstein (Goldstein Partnership)
Professional Planner	Susan Gruel (Heyer Gruel Associates)
Cell Tower Consultant	Declan O’Scanlon
Searcher for Municipal Liens	Debra Marchetti, Tax Collector
Borough Official to certify subdivision approval, pursuant to NJSA 40:55-124	Allyson Cinquegrana, Municipal Clerk
Borough Physicians	Dr. John Swidryk Dr. Dominick Grosso

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

- 2. Resolution No. 2021-02, Appointments to Various Attorney Positions

**BE IT RESOLVED** by Benjamin Lucarelli, Mayor of the Borough of Fair Haven, that the following professional appointments be made for the year 2021 as follows with the advice and consent of Council:

Borough Attorney	Gregory Cannon, Esq. (Sobel Han Cannon, LLP)
Labor Attorney	Matthew Giacobbe, Esq. (Cleary/Giacobbe/Alfieri/Jacobs, LLC)
Tax Appeal Attorney	Salvatore Alfieri, Esq. (Cleary/Giacobbe/Alfieri/Jacobs, LLC)
Special Legal Counsel	Salvatore Alfieri, Esq. (Cleary/Giacobbe/Alfieri/Jacobs, LLC)
Special Legal Counsel - Tidelands	John Van Dalen, Esq.
Special Legal Counsel - COAH	Michael Edwards, Esq.
Bond Counsel	Christopher Walrath, Esq. (GluckWalrath LLP)

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

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

Negative: None  
 Abstain: None  
 Absent: None

3. Resolution No. 2021-03, Appointment of Boards, Commissions and Committees

**BE IT RESOLVED** by Benjamin Lucarelli, 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:

<b>COMMITTEE</b>	<b>CHAIRPERSON</b>	<b>VICE CHAIRPERSON</b>
Finance	Councilman Banahan	Councilwoman Neff
Engineering & Public Works	Councilman Rodriguez	Councilman McCue
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	Councilwoman Koch	Councilman Rodriguez

**PLANNING BOARD – COUNCIL REPRESENTATIVE**  
 Councilwoman Koch, Class III 1 year

**ENVIRONMENTAL COMMISSION**  
 Kelly Flanagan 3 years  
 Councilwoman Neff 1 year

**HISTORIC PRESERVATION COMMISSION**  
 Jay Anderson 4 years  
**Vacancy**, Alternate #2 (unexpired term) 2 years  
 Councilwoman Koch 1 year

**LIBRARY BOARD OF TRUSTEES**  
 Conrad Donaldson 1 year  
 Dr. Susan Whyman 2 years

**RECREATION COMMITTEE**  
 Tina Iglesias-Stanley 1 year  
 John Santos 1 year  
 Kevin McCarthy 1 year  
 Lynn Volker 1 year  
 Lauren Porter 1 year  
 Kate Raftery 1 year  
 Mark Mancuso 1 year  
 Jacqueline Rice 1 year  
 Rachel Griffin 1 year  
 Councilwoman Koch 1 year

**SHADE TREE**  
 Leah Beganie, Alternate #1 2 years  
 Andrea Reid, Alternate #2 1 year  
 David Paolo 5 years  
 Jill Sullivan 5 years  
 Councilwoman Neff 1 year

**ZONING BOARD**  
 Marty Ryan 4 years  
 Peter Neczesny 4 years  
 Alfred Schiavetti, III, Alternate #2 2 years  
 Councilwoman Koch 1 year

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

**PLANNING BOARD**

Dave Paolo, Class IV	4 years
Mike Nitka, Class IV	4 years
Robert Burkhardt, Alternate #2	1 year
Kelly Busch, Mayor Representative	4 years (unexp).

**FAIR HAVEN FIELDS NATURAL AREA ADVISORY COMMITTEE**

**One Year Term**

David Bordelon	Doris Moraller	James Ingle
Audrey Ingle	Stephen Sheehan	Mark Olson
Paul Ferguson	Carolyn Ferguson	Alison Countryman
Jennifer Spitz		

**“BE A GOOD NEIGHBOR” ADVISORY BOARD**

**One Year Term**

Ruth Blaser	Mary Matus	Lorraine Kevra
Rachel Stellar	Patricia Murtha	Sean McNeil
Chief Joseph McGovern	Sergeant Sherri Lambert	

**MEMORIAL PARK ADVISORY COMMITTEE**

**One Year Term**

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

**NAVESINK RIVER MUNICIPALITIES COMMITTEE**

**One Year Term**

Councilwoman Elizabeth Koch	Jonathan Peters	Brian Rice
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**FINANCE COMMITTEE**

Mayor Benjamin Lucarelli	Councilwoman Neff	Councilman Banahan
Theresa Casagrande	Colleen Lapp	Jonathan Peters
Robert Gasperini		

**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 2019 and 2020.

Offered for adoption by Councilwoman Koch, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

- 4. Resolution No. 2021-04, Appointments to the Police Department for 2021

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

**SPECIAL POLICE OFFICERS**

**CLASS II**

Amanda White  
 Raul Perez  
 Liam Stephens  
 Michael Campanella  
 Mason Twinning

**CLASS I**

Brock Siebert  
 Britaney Gonzalez  
 Charles Graziano  
 Christopher Appezzato  
 Robert Keenan

**SCHOOL CROSSING GUARDS**

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

**POLICE MATRON**

Kim Ambrose  
Bonnie Ferris  
Erin Hendrickson

Offered for adoption by Councilwoman Koch, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

5. Resolution No. 2021-05, Approve Cash Management Plan and Investment Plan

**BE IT RESOLVED** by the Borough Council of the Borough of Fair Haven, that for the year 2021, 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  
1<sup>st</sup> Constitution  
Two Rivers Community Bank  
Investors Bank  
PNC Bank  
Kearny Bank  
Valley Bank

B. Designated official depositories are required to submit to the Chief Financial Officer, a copy of the Governmental Unit Protection Act Notification of Eligibility, which is filed semi-annually with the Department of Banking June 30<sup>th</sup> and December 31<sup>st</sup> 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 Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

6. Resolution No. 2021-06, 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 2021 ending December 31, 2021, 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, 1<sup>st</sup> Constitution Bank, Two Rivers Community Bank, Investors Bank, PNC Bank, Kearny Bank and Valley Bank are hereby designated as the depositories for the funds and monies of the Borough of Fair Haven for the year 2021. 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 2020 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 2021 shall constitute the official holidays of the Borough of Fair Haven:

Friday, January 1, 2021	New Year's Day
Monday, January 18, 2021	Martin Luther King Jr. Day
Monday, February 15, 2021	Presidents Day
Friday, April 2, 2021	Good Friday
Monday, May 31, 2021	Memorial Day
Monday, July 5, 2021	Independence Day
Monday, September 6, 2021	Labor Day
Monday, October 11, 2021	Columbus Day
Thursday, November 11, 2021	Veteran's Day
Thursday, November 25, 2021	Thanksgiving Day
Friday, November 26, 2021	Day After Thanksgiving
Thursday, December 23, 2021	½ Day - Christmas Eve

Friday, December 24, 2021

Christmas Day

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

- 7. Resolution No. 2021-07, Appoint Public Agency Compliance Officer

**BE IT RESOLVED** by the Mayor and Council of the Borough of Fair Haven that Theresa Casagrande, Borough Administrator, is hereby appointed to serve as the Public Agency Compliance Officer of the Borough of Fair Haven for Calendar Year 2021.

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

- 8. Resolution No. 2021-08, 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, 2021 to December 31, 2021.

**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 Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

- 9. Resolution No. 2021-09, 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 Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

- 10. Resolution No. 2021-10, Introduce a Temporary Budget for

**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 2021 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 2021 and

**WHEREAS**, the total appropriations in the 2020 budget, exclusive of any appropriations made for interest debt redemption charges, capital improvement fund and public assistance is the sum of \$8,221,477.00.

**WHEREAS**, 26.25% of the total appropriations in the 2020 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2020 budget is the sum of \$2,158,137.00.

**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	\$ 53,000.00	100.202	\$ 25,000.00
Municipal Clerk	120.101	\$ 23,000.00	120.236	\$ 5,000.00
Mayor & Council			125.201	\$ 2,000.00
Financial Admin	130.101	\$ 17,000.00	130.202	\$ 12,000.00
Audit Services			135.201	\$ 10,000.00
Tax Collection	145.101	\$ 11,000.00	145.220	\$ 1,000.00
Tax Assessor	150.101	\$ 7,000.00	150.211	\$ 7,000.00
Legal			155.211	\$ 30,000.00
Engineering	165.101	\$ 67,000.00	165.211	\$ 6,000.00
Historic Commission			175.216	\$ 100.00
Planning Board			180.211	\$ 20,000.00
Zoning			185.211	\$ 3,000.00
Zoning Officer	186.101	\$ 9,000.00	186.237	\$ 1,000.00
Code Enforcement	209.101	\$ 6,000.00	209.237	\$ 500.00
Liability Insurance			210.228	\$ 120,000.00
Workman's Comp			215.228	\$ 50,000.00
Health Insurance			220.227	\$ 260,000.00
Police	240.101	\$ 450,000.00	240.202	\$ 27,000.00
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	\$ 20,000.00
Prosecutor			275.201	\$ 3,500.00
Streets & Roads	290.101	\$ 125,000.00	290.208	\$ 15,000.00
Shade Tree			300.216	\$ 2,500.00
Sanitation			305.202	\$ 95,000.00
Recycling	307.101	\$ 4,000.00	307.270	\$ 6,500.00
Buildings & Grounds			310.204	\$ 40,000.00
Vehicle Maintenance	315.101	\$ 16,000.00	315.235	\$ 17,000.00
Board of Health			330.211	\$ 14,000.00
Environmental Health			335.299	\$ 200.00
Recreation	370.101	\$ 17,000.00	370.301	\$ 2,000.00
Park Maintenance			375.209	\$ 5,000.00
Library	390.101	\$ 27,000.00		
Storm Expenses			416.299	\$ 8,000.00
Electricity			430.276	\$ 13,000.00
Street Lighting			435.276	\$ 12,000.00
Telephone			440.276	\$ 15,000.00
Water			445.276	\$ 4,000.00
Natural Gas			446.276	\$ 8,000.00
Fuel Oil			447.276	\$ 10,000.00
Gasoline			460.276	\$ 15,000.00
Reclamation Fees			465.299	\$ 105,000.00
Social Security			472.299	\$ 41,000.00
DCRP			477.299	\$ 3,000.00
RFH Cust ILSA			485.299	\$ 6,000.00
RFH Tech ILSA			486.299	\$ 3,000.00
Court ILSA			487.299	\$ 16,000.00
Mtown TC ILSA			489.202	\$ 5,000.00
Court	490.101	\$ 4,000.00	490.299	\$ 200.00
Mtown CFO ILSA			491.202	\$ 19,000.00
Rumson ILSA			492.204	\$ 15,000.00
Recycling Tax			494.202	\$ 4,000.00
Public Defender			495.211	\$ 500.00
Construction ILSA			497.202	\$ 50,000.00
Animal Control ILSA			499.202	\$ 2,500.00

**TOTAL** \$836,000.00 \$ 1,179,500.00  
\$ 2,015,500.00

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

11. Resolution No 2021-11, 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 Banahan, second by Councilman Rodriguez

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

12. Resolution No. 2021-12, 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 Banahan, second by Councilman Rodriguez

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

13. Resolution No. 2021-13 Approve Annual Notice for 2021 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 2021.

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

Monday, January 25, 2021  
**Wednesday**, February 10, 2021  
 Monday, February 22, 2021  
 Monday, March 8, 2021  
 Monday, March 22, 2021  
 Monday, April 12, 2021  
 Monday, April 26, 2021  
 Monday, May 10, 2021  
 Monday, May 24, 2011  
 Monday, June 14, 2021  
 Monday, June 28, 2021  
 Monday, July 12, 2021  
 Monday, July 26, 2021  
 Monday, August 16, 2021  
 Monday, September 13, 2021  
 Monday, September 27, 2021  
**Tuesday**, October 12, 2021  
 Monday, October 25, 2021  
 Monday, November 8, 2021  
 Monday, November 22, 2021  
 Monday, December 20, 2021

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

14. Resolution No. 2021-14, 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, 2021 to December 31, 2021, 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, 2021 to December 31, 2021 inclusive:

BOND PRINCIPAL	\$ 235,000.00
BOND INTEREST	\$ 225,181.26
GREEN ACRES LOAN	\$ 12,125.73

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

15. Resolution No. 2021-15, Authorize Mileage Reimbursement Rate for 2021

**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 2021.

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

16. Resolution No. 2021-16, 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 2021.

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

17. Resolution No. 2021-17, Authorize 2021 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 2021.

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

18. Resolution No. 2021-18, Approve Monies for Firehouse Cleaning during 2021

**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 2021 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 Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

19. Resolution No. 2021-19, 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 Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

20. Resolution No. 2021-20, Approve 2021 Software and Hardware Maintenance Contract with Edmunds

**WHEREAS**, the Borough of Fair Haven is provided Tax Collection, Finance, Payroll and Animal Licensing software maintenance services and for the Tax Collection scanner/validator hardware maintenance through Edmunds & Associates, Inc. 301A North Tilton Road, Northfield, New Jersey 08225 for its 2021 software and hardware maintenance; and

**WHEREAS**, the Borough desires to enter into a maintenance contract for the year 2021 to provide continued service for the tax, finance, payroll and animal licensing programs.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Fair Haven that the 2021 maintenance contract with Edmunds & Associates, Inc. be approved in the amount of \$10,213.00 for software maintenance and \$482.00 for hardware maintenance.

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

21. Resolution No. 2021-21, 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 Board of Health Commission commencing January 1, 2021.

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

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

22. Resolution No. 2021-22, 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 2021.

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

23. Resolution No. 2021-23, Appoint Recycling and Clean Communities Coordinator - Adam Hubeny

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

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

**WHEREAS**, it is the desire of the Mayor and Council that Adam Hubeny be appointed to the position of Recycling Coordinator for the year 2021; and

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

**WHEREAS**, Adam Hubeny will also be appointed to serve as the Clean Communities Coordinator for the Borough of Fair Haven at an annual salary of \$200.00 for the year 2021.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Fair Haven, that Adam Hubeny is hereby appointed Recycling Coordinator and Clean Communities Coordinator for a term to expire December 31, 2021 at a combined annual salary of \$1,200.00.

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

24. Resolution No. 2021-24, 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 Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

25. Resolution No. 2021-25, 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 Benjamin Lucarelli

Councilwoman Elizabeth Koch

Councilman Christopher Rodriguez

Theresa Casagrande, Borough Administrator

Todd Lehder

Andrew Sobel

Richard Gardella, Director of Engineering and DPW

Nicolas Poruchynsky, Assistant Director of Engineering and DPW

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

26. Resolution No 2021-26, 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 Banahan, second by Councilman Rodriguez

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

27. Resolution No. 2021-27, Appoint Mid-Jersey Insurance Fund Commissioner and Alternate Fund Commissioner

**BE IT RESOLVED**, on this 4<sup>th</sup> 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 Banahan, second by Councilman Rodriguez

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

28. Resolution No. 2021-28, Appoint Mid-Jersey Insurance Fund Safety Delegate and Alternate Safety Delegate

**BE IT RESOLVED**, on this 4<sup>th</sup> 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 Banahan, second by Councilman Rodriguez

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

29. Resolution No. 2021-29, Appoint Municipal Court Judge - Peter Lucas

**BE IT RESOLVED** by the Borough Council of the Borough of Fair Haven that Peter Lucas is hereby appointed for a three-year term, January 1, 2021 to December 31, 2023 as Municipal Court Judge in the Borough of Fair Haven for the salary of \$14,193.00 annually.

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

30. Resolution No. 2021-30, Reappoint Chief Financial Officer – Colleen Lapp

**WHEREAS**, pursuant to the Code of the Borough of Fair Haven (2-8.1), there shall be a Chief Financial Officer appointed by the Governing Body for a term of four years; and

**WHEREAS**, the Borough Council adopted Resolution No. 2017-25 which appointed



Colleen Lapp as the Borough's Chief Financial Officer from January 1, 2017 to December 31, 2020 through an Interlocal Service Agreement with the Township of Middletown; and

**WHEREAS**, pursuant to N.J.S.A. 40A:9-140.10 governing the appointment of Chief Financial Officers, the term of the office shall be four years, which shall run from January 1, in the year in which the Chief Financial is appointed; and

**WHEREAS**, based on State Statute and the Interlocal Service Agreement between the Borough of Fair Haven and Township of Middletown, Colleen Lapp shall be reappointed for her second term, four-year term effective January 1, 2021 with a term expiration date of December 31, 2024.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Fair Haven, County of Monmouth and State of New Jersey that pursuant to N.J.S.A. 40A:9-140.10 it hereby reappoints Colleen Lapp as Chief Financial Officer to a four-year term which will commence from January 1, 2021 through December 31, 2024.

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

31. Resolution No. 2021-31, 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 Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

32. Resolution No. 2021-32, Award RFP-LOSAP Program to Lincoln National Life Insurance Company

**WHEREAS**, Request for Proposals were sent out to three State approved entities (Volunteer Firemen's Insurance Services, Lincoln National Life Insurance Company and Variable Annuity Life Insurance Company) with a return date of September 30, 2020 for the administration of the Borough's LOSAP Program; and

**WHEREAS**, all three vendors responded to the Request for Proposal and the submissions were reviewed by the Borough Administrator, Chief Financial Officer and the Borough's Financial Advisor, Phoenix Associates and they have made a recommendation of award.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Fair Haven that Lincoln National Life Insurance Company be awarded the RFP for said LOSAP administration for the Borough of Fair Haven and the Mayor and Borough Clerk are authorized to execute any document(s) required for the administration of the LOSAP program.

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

33. Resolution No. 2021-33, Award RFP-Deferred Comp to Lincoln National Life Insurance Company

**WHEREAS**, Request for Proposals were sent out to three State approved entities for the administration of the Borough's LOSAP Program; and

**WHEREAS**, two of the vendors submitted an RFP for an Employee Deferred Compensation Plan Provider; these submissions were reviewed by the Borough Administrator, Chief Financial Officer and the Borough's Financial Advisor, Phoenix Associates and they have made a recommendation of award.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Fair Haven that Lincoln National Life Insurance Company be awarded an RFP for said Employee Deferred Compensation Plan Provider and the Mayor and Borough Clerk are authorized to execute any document(s) required for the enactment and administration of a Deferred Compensation Plan.

Offered for adoption by Councilman Banahan, second by Councilman Rodriguez

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

Negative: None

Abstain: None

Absent: None

#### **GOOD OF THE BOROUGH**

Mayor Lucarelli opened the meeting to the public for comments or questions at 7:10 p.m. Gregory Cannon, Esq., thanked the governing body for inviting him to the meeting and their confidence in votes to appoint him as the Borough Attorney for 2021. He looks forward to working with Salvatore Alfieri, Esq. and meeting everyone, in person, soon.

The Mayor said that he is looking forward to 2021. With the continuation of COVID, there are some challenges ahead of us, but there are also many exciting opportunities. We look forward to moving ahead with the construction of the Police Department, DPW and paving of River Road as the main projects. In looking back on 2020, he thanked the First Responders (Police, Fire and First Aid) for what they endured during COVID and being steadfast in protecting the town and residents. He thanked the Recreation Committee and DJ Breckenridge who made the required adjustments to keep our parks open and our youth programs functioning in a safe manner which contributed to the quality of life for our residents; most of our neighboring towns had their parks closed. The residents were thanked for adapting their behavior which kept our infection rate very low in comparison to other local municipalities.

Council President Rodriguez congratulated and welcomed Councilwoman Laline Neff to Council.

The Mayor thanked Council for their volunteerism and looks forward to a healthy and prosperous 2021.

There being no further comments or questions, the meeting was closed to the public at 7:13 p.m.

#### **ADJOURNMENT**

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

Time of Adjournment: 7:13 p.m.

Respectfully submitted,

Allyson M. Cinquegrana, RMC/CMR  
Borough Clerk