

**FAIR HAVEN BOROUGH COUNCIL
REORGANIZATION MEETING
JANUARY 3, 2022, 7:00 P.M.**

Zoom Link: <https://us02web.zoom.us/j/82927999549>

iPhone or Land Line Telephone Call In: 1-301-715-8592

Webinar ID: 829 2799 9549

1. Call to Order
2. Salute to the Flag
3. Sunshine Law Notice
4. Roll Call of 2021 Council: CK K McCabe McCue Neff Rodriguez
5. Councilmember Oaths of Office:
Elizabeth Koch 3-year term
Tracy Cole 3-year term
6. Roll Call of 2022 Council: CK C K M N R
7. The Mayor will call for nominations for the office of Borough Council President
8. The Borough would like to recognize the following 2022 Fire Company Officers:
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

9. Resolution No. 2022-01, Appointment of Borough Professionals

Administrator
Assistant Administrator
Borough Architect
Borough Planner
Affordable Housing Planner

Theresa S. Casagrande
Allyson M. Cinquegrana
Eliot Goldstein, AIA, PP, LEED AP
Richard Rehmann, ARH Associates
Susan Gruel, PP, Heyer Gruel & Associates

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 Weiner	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	Ray Taylor	Peeka Tildesley
Joshua Zager	Angela Zavila	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.

Off: 2nd: RC: CK C K M N R

12. 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
Rodger Morris
Raymond Patrick Powers

Patricia Mieth (part-time)
Nancy Carter (part-time)

POLICE MATRON

Kim Ambrose
Bonnie Ferris
Erin Hendrickson

Off: 2nd: RC: CK C K M N R

13. **RESOLUTIONS**

- 2022-05 Approve 2022 Cash Management Plan and Investment Policy
- 2022-06 Approve General Business of the Borough
- 2022-07 Appoint Qualified Purchasing Agent - Nancy Britton
- 2022-08 Appoint Monmouth County Community Development Representative and Alternate
- 2022-09 Establish a Petty Cash Fund
- 2022-10 Introduce a Temporary Budget for 2022
- 2022-11 Authorize Chief Financial Officer to Prepay Selective Bills
- 2022-12 Approve Newspapers for the Publication of Legal Notices
- 2022-13 Approve Annual Notice for 2022 Council Meetings
- 2022-14 Debt Service Appropriations
- 2022-15 Authorize Mileage Reimbursement Rate for 2022
- 2022-16 Certifying Personnel, Ambulances and Ambulance Equipment of the Fair Haven Volunteer First Aid Squad
- 2022-17 Authorize 2022 Cell Phone Reimbursement for Various Employees
- 2022-18 Approve Monies for Firehouse Cleaning during 2022

**COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION**

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-05

TITLE: APPROVING 2022 CASH MANAGEMENT PLAN AND INVESTMENT POLICY

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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-06

TITLE: Approve General Business for the Borough of Fair Haven

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 due date and if the delinquency is in excess of \$10,000.00 and remains

in arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency. No interest shall be charged if payment of any installment is made within ten days after the date upon which the same became payable.

6. The Tax Collector is empowered by statute to conduct and preside over the sale of liens and N.J.S.A. 54-5 et. seq., provides for the enforcement and collection of such delinquencies through a tax lien sale. The Borough of Fair Haven Tax Collector is authorized to conduct a tax lien sale for 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
Friday, April 15, 2022
Monday, May 30, 2022
Monday, July 4, 2022
Monday, September 5, 2022
Monday, October 10, 2022
Friday, November 11, 2022
Thursday, November 24, 2022
Friday, November 25, 2022
Friday, December 23, 2022
Monday, December 26, 2022
Monday, January 2, 2023

Presidents Day
Good Friday
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day After Thanksgiving
½ Day - Christmas Eve
Christmas Day
New Year's Day

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-07

TITLE: APPOINTING 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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-08

**TITLE: APPOINTING BOROUGH COMMUNITY DEVELOPMENT REPRESENTATIVE &
 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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-09

TITLE: ESTABLISHING A PETTY CASH FUND

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

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-10

TITLE: APPROVE 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

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-11

**TITLE: GRANTING AUTHORITY TO BOROUGH 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

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-12

**TITLE: AUTHORIZING THE SELECTION OF NEWSPAPERS FOR THE PUBLICATION OF
 LEGAL NOTICES**

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

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

The Asbury Park Press – Daily

Star Ledger - Daily

Two River Times - Weekly

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

**COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION**

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-13

TITLE: ESTABLISH A SCHEDULE OF MEETINGS FOR THE YEAR 2022

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 or via Zoom Platform and/or a combination of both at 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

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-14

TITLE: DEBT SERVICE APPROPRIATIONS

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

WHEREAS, the principal and interest will be due on various dates from January 1, 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

**COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION**

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-15

TITLE: ESTABLISH RATE OF MILEAGE REIMBURSEMENT FOR OFFICIAL BOROUGH BUSINESS

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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-16

**TITLE: 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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-17

**TITLE: AUTHORIZE REIMBURSEMENT TO VARIOUS MUNICIPAL EMPLOYEES FOR
 REQUIRED CELL PHONE**

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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-18

TITLE: APPROVE MONIES FOR THE CLEANING OF FAIR HAVEN FIREHOUSE

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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2021-19

TITLE: APPOINT FLOODPLAIN 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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-20

TITLE: APPOINTING PUBLIC AGENCY COMPLIANCE OFFICER FOR 2022

BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that Nancy Britton, Assistant CFO and Qualified Purchasing Agent, is hereby appointed to serve as the Public Agency Compliance Officer of the Borough of Fair Haven for Calendar Year 2022.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-21

**TITLE: APPOINT A REPRESENTATIVE AND ALTERNATE REPRESENTATIVE TO THE
MONMOUTH COUNTY REGIONAL BOARD OF HEALTH COMMISSION #1**

BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that 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 Casagrande is hereby appointed to serve as the Alternate Representative for Fair Haven.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-22

**TITLE: APPOINTING PEOSH COMPLIANCE OFFICER, INDOOR AIR QUALITY DESIGNEE
 AND ADA COMPLIANCE OFFICER FOR 2022**

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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-23

TITLE: APPOINTING RECYCLING AND CLEAN COMMUNITIES COORDINATOR FOR 2022

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

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

WHEREAS, it is the desire of the Mayor and Council that _____ be appointed to the position of Recycling Coordinator for the year 2022; and

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

WHEREAS, _____ 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 2022.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven, that _____ is hereby appointed Recycling Coordinator and Clean Communities Coordinator for a term to expire December 31, 2022 at a combined annual salary of \$1,200.00.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-24

**TITLE: APPROVE RECREATION REFUNDS THROUGH A COUNCIL MEETING BILL LIST
 FOR THE YEAR 2022**

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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-25

TITLE: APPOINTMENT OF HOUSING ELEMENT AND FAIR SHARE PLAN SUBCOMMITTEE

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

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-26

TITLE: PERMIT AMENDMENT TO THE THRESHOLD AMOUNT FOR CONTRACTS SUBJECT TO PUBLIC BIDDING REQUIREMENTS AND GRANTING AUTHORIZATION TO THE BOROUGH'S QUALIFIED PURCHASING AGENT

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 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

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-27

**TITLE: APPOINT AN INSURANCE FUND COMMISSIONER AND ALTERNATE
COMMISSIONER TO SERVE ON THE MID JERSEY MUNICIPAL JOINT
INSURANCE FUND**

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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-28

**TITLE: APPOINT A SAFETY DELEGATE AND AN ALTERNATE SAFETY DELEGATE TO
 THE MID JERSEY MUNICIPAL JOINT INSURANCE FUND**

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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-29

TITLE: AUTHORIZE THE MID-JERSEY MUNICIPAL JOINT INSURANCE FUND TO GRANT EXCESS LIABILITY COVERAGE FOR THE FAIR HAVEN VOLUNTEER FIRE COMPANY, DEPARTMENT AND ANCILLARY EMERGENCY RESPONDERS

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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-30

TITLE: ADOPT TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S 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

Security Patches and Updates

Defensive Software

Security Awareness Training

Password Management

Email Warning

Incident Response Plan

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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-31

TITLE: ADOPT TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S 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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-32

TITLE: ADOPT TECHNOLOGY RISK MANAGEMENT STANDARDS IN COMPLIANCE WITH THE NEW JERSEY MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND'S CYBER RISK MANAGEMENT PLAN'S 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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-33

TITLE: APPOINT 2022 RISK MANAGEMENT CONSULTANT

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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-34

TITLE: APPROVING A SHARED SERVICES AGREEMENT WITH THE MONMOUTH COUNTY SPCA FOR ANIMAL CONTROL SERVICES FOR CALENDAR YEAR 2022

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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-35

TITLE: REAPPOINTMENT OF RICHARD GARDELLA AS BOROUGH ENGINEER AND DIRECTOR OF ENGINEERING AND PUBLIC WORKS

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.

COUNCIL OF THE BOROUGH OF FAIR HAVEN
MONMOUTH COUNTY, NEW JERSEY
RESOLUTION

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-36

TITLE: APPOINT AND REAFFIRM FAIR HAVEN’S COMMITMENT AND OBJECTIVE OF THE FAIR HAVEN GREEN TEAM

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

Stephanie Adams
Kelly Flanagan
Robbyn O’Neill
Bonnie Torcivia
Jennifer Foster
Michael Dawson
Daniella Solomon
Andrea Reid
Michal DiMiceli

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

WHEREAS, the Green Team has been creating and cataloging significant sustainability actions so that the Borough of Fair Haven may maintain its Bronze Level Certification under the Sustainable Jersey Program and pursue Silver Certification over the next 2-3 years.

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

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