

NOVEMBER 19, 2018

Regular Meeting of Mayor and Council was convened at 7:01 p.m. on November 19, 2018 in Council Chambers of Borough Hall with Mayor Donovan presiding.

Mayor Edward Donovan read the statement re: Open Public Meetings Act of 1975 and that adequate notice has been provided by transmitting the Resolution of Annual Meetings to the Asbury Park Press and the Coast Star, by posting it in the Borough Hall on a bulletin board reserved for such announcements, and by posting it on the official website of the borough.

Mayor Donovan welcomed the audience and invited them to join in a moment of silent prayer and a salute to the Flag.

**ROLL CALL:** Present: Council Members Jeffrey Lee, James Walsh, Michael Mangan, Richard Read, and Joseph Bossone

Absent: Council Member Gregg Olivera

Also present were Borough Administrator Tom Flarity and Borough Attorney Mark Kitrick.

Council Member Walsh made a motion to revise resolution 283-2018 on the consent agenda to increase the amount of the Radio Repeater System, seconded by Council Member Mangan. Motion carried unanimously.

Council Member Lee made a motion to revise resolution 285-2018 on the consent agenda to remove Rogers Avenue from the Scope of Work, seconded by Council Member Mangan. Motion carried unanimously.

Council Member Walsh made a motion to add resolution 287-2018 and resolution 288-2018 to the consent agenda, seconded by Council Member Bossone. Motion carried unanimously.

### **Audience Participation**

Council Member Lee made a motion to open the meeting to the public, seconded by Council Member Read. Motion carried unanimously.

There being no comment Council Member Bossone made a motion to close the public portion, seconded by Council Member Read. Motion carried unanimously.

### **Approval of Minutes**

Regular Meeting Minutes – November 5, 2018

Council Member Mangan made a motion to approve the minutes, seconded by Council Member Bossone. Motion carried unanimously with Council Member Walsh abstaining.

### **Use of Borough Property**

- Mom's Day 5K Run – May 11, 2019 – 10 am start

Council Member Bossone made a motion to approve this request, seconded by Council Member Read. Motion carried unanimously.

- MBIA 2019 Trustee Meetings at the SBLSS – Second Saturday in Jan, Mar., May, July, Sept. and Nov.

Council Member Lee made a motion to approve this request, seconded by Council Member Read. Motion carried unanimously.

### **Unions' Request to Switch February 12, 2019 Holiday with July 5, 2019(carried from last meeting)**

Council Member Read made a motion to approve this request, seconded by Council Member Walsh. Motion carried unanimously.

### **Best Practices - Update**

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Council Member Read went over a statement from the CFO advising that the 2018 Best Practice Inventory check list which is required by the State of New Jersey and that the Borough scored 58 out of 61 questions. He advised that the Borough will not have any penalty to the State Aid that the Borough receives.

#### **Beach/Recreation Department Update**

Erik Ertle, Superintendent of Beach/Recreation updated the council and audience on the events that Recreation held over the year and some changes to include an easier way to sign up for programs online. He reported on the Tug of War and recreation events coming up. He also reported on the beach sand after the storm and he is looking into ways to keep the sand from blowing west off the beach. He advised the schedule for pre-season beach badge and parking passes. He reported on the Beach Headquarters repairs and the timeline of the project. He advised that the Beach Department will be accepting a donation of 2 AED for the beach. He went over beach revenue and the background checks for coaches.

#### **CONSENT AGENDA**

#### **RESOLUTION NO 281-2018**

#### **RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF MANASQUAN, COUNTY OF MONMOUTH, NEW JERSEY, RELEASING MORTGAGE MODIFICATION AGREEMENT**

**WHEREAS**, Mary Ellen Baldwin executed a mortgage modification to the Borough of Manasquan in the amount of \$15,550.00 and recorded in the Monmouth County Clerk's office under the Housing Improvement Program; and

**WHEREAS**, the Mortgage Modification was satisfied as of September 18, 2018 representing that all conditions have been satisfied; and

**WHEREAS**, the governing body of the Borough of Manasquan is desirous of releasing the Mortgage Modification Agreement; and

**NOW, THEREFORE BE IT RESOLVED** on the 19<sup>th</sup> day of November, 2018, by the Borough Council of the Borough of Manasquan, in the County of Monmouth and State of New Jersey as follows:

1. Mortgage Modification Agreement for Mary Ellen is hereby satisfied to the terms as of September 18, 2018.
2. A certified copy of this Resolution shall be sent to:

Mary Ellen Baldwin  
130 First Avenue  
Manasquan, NJ 08736

Debbie Dovedytis, Program Analyst  
Housing Improvement Program  
County of Monmouth  
One East Main Street  
Freehold, NJ 07728

#### **RESOLUTION 282-2018**

**BE IT RESOLVED** by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, that regular meetings of the Borough Council are to be held on the dates listed below and will begin at 7:00 p.m.

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**BE IT FURTHER RESOLVED** that the regular meetings will be conducted in Council Chambers, Borough Hall, 201 East Main Street, Manasquan, New Jersey and will not be conducted on a legal holiday observed by the Borough of Manasquan.

**SCHEDULE OF MEETINGS FOR THE YEAR 2019**

**Reorganization Meeting will be held on Monday, January 7, 2019 at 7:00 p.m.**

**Regular Meetings - 7:00 p.m.**

January 22<sup>nd</sup> (Tuesday)  
February 4<sup>th</sup> and 19<sup>th</sup> (Tuesday)  
March 4<sup>th</sup> and 18<sup>th</sup>  
April 1<sup>st</sup> and 15<sup>th</sup>  
May 6<sup>th</sup> and 20<sup>th</sup>  
June 3<sup>rd</sup> and 17<sup>th</sup>  
July 1<sup>st</sup> and 15<sup>th</sup>  
August 5<sup>th</sup> and 19<sup>th</sup>  
September 3<sup>rd</sup> (Tuesday) and 16<sup>th</sup>  
October 7<sup>th</sup> and 21<sup>st</sup>  
November 4<sup>th</sup>, and 18<sup>th</sup>  
December 2<sup>nd</sup> and 16<sup>th</sup>  
December 30<sup>th</sup> (5:00 p.m.)

**Work Session/Budget Meetings - 9:00 a.m.**

February 9<sup>th</sup>, 16<sup>th</sup>, and 23<sup>rd</sup>

**RESOLUTION  
283-2018**

**RESOLUTION AUTHORIZING CONTRACTS WITH  
CERTAIN APPROVED STATE CONTRACT VENDORS  
FOR CONTRACTING UNITS PURSUANT TO N.J.S.A.  
40A:11-12a**

**WHEREAS**, the Borough of Manasquan, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**WHEREAS**, the Borough of Manasquan has the need on a timely basis to purchase goods or services utilizing State contracts for the purpose of the acquisition of Radio Communications Equipment & Accessories; and

**WHEREAS**, the Borough of Manasquan intends to enter into contracts with: M&W Communications, Inc., 361 Quakertown Road, Flemington, NJ 8822 through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts;

**NOW THEREFORE BE IT RESOLVED**, that the Borough of Manasquan authorizes the Purchasing Agent to purchase certain goods or services from said contractor by approved New Jersey State Contract #83909 pursuant to all conditions of the individual State contracts, in the amount of \$68,066.45 and

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**BE IT FURTHER RESOLVED**, that the governing body of the Borough of Manasquan pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer; and

**RESOLUTION**

**284-2018**

**RESOLUTION OF THE BOROUGH OF MANASQUAN,  
RATIFYING THE EMERGENCY REPAIRS OF A FIRE  
HYDRANT ON THE CORNER OF NORTH MCCLELLAN  
AVENUE AND MCLEAN AVENUE, AND THE  
REPLACEMENT OF A FIRE HYDRANT AT THE CORNER  
OF RIDDLE WAY AND FIRST AVENUE**

**WHEREAS**, an emergency existed due to the failure of multiple fire hydrants, which would have hampered the health, safety and welfare of the residents of Manasquan on October 20, 2018; and

**WHEREAS**, pursuant to N.J.S.A.40A:11-6 a contract may be negotiated or awarded for a contracting unit without public advertising or solicitation of quotes therefor, when an emergency affecting the public and/or employee health, safety or welfare requires the immediate delivery of goods or the performance of services; and

**WHEREAS**, immediate action was required for the repair of the fire hydrants; and

**WHEREAS**, the Borough of Manasquan, pursuant to N.J.S.A. 40A:11-6 permits the authorization of an emergency purchase without prior consent by the governing body.

**NOW THEREFORE BE IT RESOLVED**, the Borough of Manasquan, in compliance with all Local Public Contract Laws, emergency purchase provisions, does hereby ratify and approve the payment in the amount of \$21,971.07 to Mark Woszczak Mechanical Contractors for the emergency repair of damaged fire hydrant at the corner of North McClellan Avenue and McLean Avenue, and emergency replacement of a fire hydrant at the corner of Riddle Way and First Avenue in the Borough of Manasquan.

**RESOLUTION**

**285-2018**

**BE IT RESOLVED** by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that the Borough of Manasquan retains the services of Maser Consulting, 331 Newman Springs Roads Suite 203, Red Bank, New Jersey 07701, engineering design supplemental work on Pearce Court, Meadow Avenue and Pershing Avenue:

- Phase 1.0      Engineering Design      \$10,125.00

For a rate not to exceed \$10,125.00 for the services outlined in the proposal dated November 5, 2018.

**RESOLUTION**

**287-2018**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE  
BOROUGH OF MANASQUAN, COUNTY OF MONMOUTH,  
NEW JERSEY, APPOINTING PART TIME DISPATCHERS  
IN THE MANASQUAN POLICE DEPARTMENT**

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**WHEREAS**, the Borough of Manasquan is desirous of appointing two part –time dispatchers for the Manasquan Police Department; and

**WHEREAS**, the Captain has submitted the following individuals for appointment as Dispatchers for the Manasquan Police Department at the current contractual rate of \$16.93 per hour.

Nicole Lentini, Hazlet, NJ

Emily Neal, Brick, NJ

**RESOLUTION  
288-2018**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE  
BOROUGH OF MANASQUAN, MONMOUTH COUNTY,  
NEW JERSEY, AUTHORIZING THE SALE OF SEASON  
BEACH BADGES AND SEASON PARKING PERMITS**

**WHEREAS**, fees for the sale of season beach badges are established under Section 12-2.4 (Fees) and fees for the sale of season parking permits are established under section 12-11 (Season Parking Permit) of Chapter 12 (Beaches and Beachfront) of the Code of the Borough of Manasquan; and

**WHEREAS**, the Borough Council is desirous of authorizing the sale of season beach badges and parking permits in the month of December starting Friday, December 5<sup>th</sup> through Sunday, 16<sup>th</sup>; and

**WHEREAS**, the Borough Council is desirous of establishing fees at the 2018 rate for the sale of season beach badges and parking permits; and

**WHEREAS**, the charge for these items may increase during the 2019 calendar year;

**NOW, THEREFORE, BE IT RESOLVED**, on this 19 day of November, 2018 by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey as follows:

1. Season beach badges and parking permits shall be available for purchase in the month of December, starting December 5<sup>th</sup> through December 16<sup>th</sup>.
2. A copy of this resolution shall be posted on the bulletin board in the municipal building.
3. The Borough Council shall announce at each regular business meeting during the month of December that season beach badges and parking permits are available for purchase at the 2018 rate.
4. A maximum of up to 600 season parking permits will be sold during this period.

**RESOLUTION  
286-2018**

**BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF MANASQUAN, IN THE County of Monmouth, New Jersey (not less than three (3) members thereof affirmatively concurring) as follows:**

1. All bills or claims as reviewed and approved by the Administration & Finance Committee and as set forth in this Resolution are hereby approved for payment.
2. The Mayor, Municipal Clerk and Chief Financial Officer are hereby authorized and directed to sign checks in payment of bills and claims which are hereby approved.

The computer print-out of the list of checks will be on file in the Clerk's Office.

Current Fund	\$2,228,207.35 (INCLUDES COUNTY TAXES \$1,639,054.12)
Capital Fund	
Water/Sewer Fund	\$13,236.09
Beach Utility Fund	
Beach Capital Fund	\$9,571.83
Recreation Building Trust	\$6,640.00
Recreation Trust	\$13,042.92
Reserve for Unemployment	\$10,121.00
Junior Lifeguard	\$5,955.50
Dev Escrow Trust	\$3,384.79

Council Member Mangan made a motion to approve the Consent Agenda, seconded by Council Member Walsh. Motion carried by the following vote: “yes” Council Member Lee, Walsh, Mangan, Read and Bossone. “No” none.

### **Ordinances – Second Reading**

The Borough Attorney read the title of ordinance 2270-18 for second reading and final hearing

#### **FIXING SALARIES AND COMPENSATION OF THE EMPLOYEES OF THE BOROUGH OF MANASQUAN**

Council Member Mangan made a motion to open the hearing to the public, seconded by Council Member Read. Motion carried unanimously.

There being no public comment, Council Member Walsh made a motion to close the public portion, seconded by Council Member Bossone. Motion carried unanimously.

Council Member Lee made a motion to pass and publish ordinance 2270-18 according to law, seconded by Council Member Mangan. Motion carried by the following vote: “yes” Council Member Lee, Walsh, Mangan, Read, and Bossone. “No” none.

### **COMMITTEE REPORTS**

Public Works Committee – Council Member Lee thanked Erik Ertle for his report. He reported that DPW is working on picking up the leaves but one truck is down. He reported on items that are being done to get ready for upcoming events.

Code Committee – Council Member Walsh reported on the code/construction/zoning permits compared to last year and that building/electrical/plumbing is down, rental transfer applications are flat, and violations and summonses are also flat, and garage sales are slightly down.

Administration Committee – Council Member Mangan stated that he will have an update at the next meeting and he advised that Council Member Olivera wishes everyone a Happy Thanksgiving. He confirmed with Council Member Bossone that Christmas in Manasquan is scheduled for December 9 and the Candy Cane Hunt is scheduled for November 30. He thanked the Clerk’s office for getting together the Salary Ordinance. He congratulated Council Member Elect Jay Bryant and Council Member Walsh for being elected to council.

Finance Committee – Council Member Read wished everyone a Happy Thanksgiving and invited everyone out to the parade on Wednesday evening and went over the game details on Thanksgiving Day. He reported that the Borough is getting ready for the 2019 budget season with the budget meeting dates to be in February.

Recreation/Beach Committee – Council Member Bossone thanked Erik Ertle for his report and stated that the Chamber of Commerce Candy Cane Hunt will be November 30, 2018 6 pm in the Plaza with a rain date of December 7, 2018.

### **Audience Participation**

Council Member Walsh made a motion to open the meeting to the public, seconded by Council Member Mangan. Motion carried unanimously.

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Alison Hawes, Brielle resident inquired about the parking for the high school students and if anything can be done to allow students to park in the 2 hour parking spots around the school.

There was discussion on this topic.

Mary Ryan, 113 Beachfront stated that the school should look into a shuttle for the students. She thanked everyone for the approval of the MBIA use of Squan Beach Lifesaving Station. She voiced her concern about the vehicles on the walkway and their speed and thanked everyone as she believes there has been a change this year with the speed of vehicles on the walkway. She thanked everyone for their service to the community.

Council Member Read made a motion to close the public portion, seconded by Council Member Mangan. Motion carried unanimously.

Council Member Mangan made a motion to close the regular meeting at 7:52 p.m., seconded by Council Member Walsh. Motion carried unanimously.

Respectfully submitted,



Barbara Ilaria  
Municipal Clerk

DATE APPROVED 12/3/2018