

DECEMBER 30, 2016

A Special Meeting of the Manasquan Mayor and Council was held on December 30 2016 at 6:00 p.m., in Council Chambers of Borough Hall with Mayor Edward Donovan presiding.

Mayor Donovan related that this meeting is being held in accordance with the Open Public Meetings Act of 1975 and that notice was given to the Coast Star and the Asbury Park Press and forwarded to the website on December 7, 2015.

ROLL CALL: Present: Council Members Walsh, Bossone, Olivera, and Mangan,

Absent: Council Member Lee and Read

Council Member Walsh made a motion to remove the item #1 Recreation Superintendent Hiring discussion from the agenda, seconded by Council Member Bossone. Motion carried unanimously

Consent Agenda

RESOLUTION 342-2016

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that the application of Inshore Atlantic, Inc. t/a Leggetts Sand Bar, for an Amusement Game License to operate one amusement game at 211-213-215 & 217 First Avenue, Manasquan, New Jersey for the year 2017 is hereby approved and accepted.

BE IT FURTHER RESOLVED that the Borough Clerk is instructed and authorized to issue a license, that is,

<u>NAME OF APPLICANT</u>	<u>ADDRESS OF PREMISE TO BE LICENSED</u>	<u>TYPE OF GAME AND LICENSE</u>
Inshore Atlantic, Inc.	215-217 First Avenue Manasquan, New Jersey 08736	Video Bowling Game Arcade Classics Multi Game

RESOLUTION 343-2016

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that Barbara Ilaria, Municipal Clerk and Edward G. Donovan, Mayor of the Borough of Manasquan, be and is hereby authorized to sign 2017 Codification Services Agreement with Coded Systems LLC for preparing, printing and forwarding supplements to the Borough Code Book.

RESOLUTION 344-2016

WHEREAS, Council of the Borough of Manasquan adopted Resolution 314-2016 on November 21, 2016, amending resolution 147-2016 decreasing the Scope of Work Amount not to exceed \$23,500.00 for the CDBG Grant for the First Avenue Intersections Improvement Project; and

WHEREAS, said decrease should not have occurred and was a misunderstanding by the Municipal Clerk.

NOW, THEREFORE BE IT RESOLVED, by the Council of the Borough of Manasquan that Resolution 314-206 is hereby rescinded.

RESOLUTION 345-2016

RESOLUTION AWARDING THE SCOPE OF WORK

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**FOR THE 2016 CDBG PROJECT
1st AVENUE INTERSECTION IMPROVEMENTS**

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, for purposes of providing for engineering design and preparation of bid documents for the FY 2016 CDBG Grant-1st Avenue Intersections Improvement Project, Amended fee as follows:

- Task 1.0 Construction Observations and Administration \$23,500.00

for a total amount not to exceed \$23,500.00 for the service outlined in a proposal dated November 15, 2016.

AND BE IT FURTHER RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey that the borough authorizes Maser Consulting to proceed with the above proposal for the engineering design and preparation of bid documents for the 1st Avenue Intersections Improvement Project

**RESOLUTION
346-2016**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that Barbara Ilaria, Municipal Clerk of the Borough of Manasquan, be and is hereby authorized to sign the following 2017 Agreement:

Ellicott Network Consultants, LLC – Hardware and System Software Support

**RESOLUTION
347-2016**

WHEREAS, the Borough of Manasquan is desirous of appointing a Certified Public Works Manager; and

BE IT RESOLVED on the 30th day of December, 2016, by the Borough Council of the Borough of Manasquan, in the County of Monmouth and State of New Jersey that Kevin Thompson, be and is hereby is appointed Certified Public Works Manager in the Borough of Manasquan.

**RESOLUTION
348-2016**

WHEREAS, the Local Finance Board of the State of New Jersey has promulgated a regulation requiring that a Corrective Action Plan be prepared as part of the annual audit process; and

WHEREAS, Local Finance Notice 92-15 required that this plan be prepared by the Chief Financial Officer and approved by the Governing Body.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Manasquan, County of Monmouth and State of New Jersey that they hereby approve the Corrective Action Plan for the year 2015, a requirement of the annual audit, prepared by the Chief Financial Officer and

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which is attached hereto and made part of this resolution.

**RESOLUTION
349-2016**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey that the following transfer in the 2016 Budget be authorized:

CURRENT FUND

<u>To:</u>	<u>Account Number</u>	<u>Amount</u>
Mayor & Council OE	6-01-20-110	\$ 125.00
Clerks Office SW	6-01-20-120	\$ 4,000.00
Zoning Office SW	6-01-22-190	\$ 1,500.00
Code Enforcement SW	6-01-22-195	\$ 40,500.00
Health Benefit Waiver	6-01-23-221	\$ 2,000.00
Animal Control	6-01-27-340	\$ 1,000.00
Parks & Playgrounds SW	6-01-28-375	\$ 33,000.00
SCAT	6-01-28-378	\$ 30.00
Accumulated Leave	6-01-30-415	\$ 33,700.00

Total **\$115,855.00**

<u>From:</u>		
Mayor & Council SW	6-01-20-110	\$ 125.00
Municipal Clerk OE	6-01-20-120	\$ 4,000.00
Planning Board SW	6-01-21-180	\$ 1,000.00
Planning Board OE	6-01-21-180	\$ 10,500.00
Code Enforcement OE	6-01-22-195	\$ 1,500.00
Construction SW	6-01-22-196	\$ 11,000.00
Construction OE	6-01-22-196	\$ 5,000.00
Plumbing SW	6-01-22-198	\$ 13,000.00
Medical	6-01-23-220	\$ 15,000.00
Streets & Roads SW	6-01-26-290	\$ 44,700.00
Parks & Playgrounds OE	6-01-28-375	\$ 30.00
Unemployment	6-01-36-476	\$ 10,000.00

Total **\$115,855.00**

Water Sewer Fund

<u>To:</u>	<u>Account Number</u>	<u>Amount</u>
Accumulated Leave	6-05-55-502	\$ 4,700.00
Total		<u>\$ 4,700.00</u>

<u>From:</u>		
Unemployment	6-05-55-540	\$ 4,700.00
Total		<u>\$ 4,700.00</u>

Beach Utility Fund

<u>To:</u>	<u>Account Number</u>	<u>Amount</u>
Accumulated Leave	6-07-55-510	\$ 10,500.00
Total		<u>\$ 10,500.00</u>

<u>From:</u>		
Beach SW	6-07-55-500	\$ 10,500.00
Total		<u>\$ 10,500.00</u>

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**RESOLUTION
350-2016**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that the application of Manasquan Beach House for an Amusement Game License to operate two amusement games at 390 E. Main Street, Manasquan, New Jersey for the year 2017 is hereby approved and accepted.

BE IT FURTHER RESOLVED that the Borough Clerk is instructed and authorized to issue a license, that is,

<u>NAME OF APPLICANT</u>	<u>ADDRESS OF PREMISE TO BE LICENSED</u>	<u>TYPE OF GAME AND LICENSE</u>
Manasquan Beach House	390 E. Main Street Manasquan, New Jersey 08736	Video Mega Touch/0003 Video Golden Tee/0023 Video Bowling Rama/0075

**RESOLUTION
352-2016**

BE IT RESOLVED by the Council of the Borough of Manasquan, County of Monmouth, State of New Jersey that:

WHEREAS, a refund of monies is due to the following:

NAME: A PARADAVILA & L VITALE
403 FIRST AVE
MANASQUAN, NJ 08736

AMOUNT OF REFUND DUE: \$1,854.27

REASON FOR REFUND: REFUND OVERPAYMENT 1ST QTR '16 TAXES
403 FIRST AVE - BLOCK 186.01 / LOT 9

NAME: CINDY FAY
171 SOUTH ST
MANASQUAN, NJ 08736

AMOUNT OF REFUND DUE: \$1,193.58

REASON FOR REFUND: REFUND OVERPAYMENT 2ND QTR '16 TAXES
171 SOUTH ST - BLOCK 9 / LOT 34.02

NAME: KELLY S & WILLIAM MAER
215-2 BEACHFRONT
MANASQUAN, NJ 08736

AMOUNT OF REFUND DUE: \$2,662.20

REASON FOR REFUND: REFUND OVERPAYMENT 1ST QTR '16 TAXES
215-2 BEACHFRONT - BLOCK 179 / LOT 1.01

NAME: STEVEN DANIEL & JANET DANIEL

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53 CATHEDRAL AVE
FLORHAM PARK, NJ 07932-2520

AMOUNT OF REFUND DUE: \$13.59

REASON FOR REFUND: REFUND OVERPAYMENT 1ST QTR '16 TAXES
551 TARPON AVE - BLOCK 182.02 / LOT 1

NAME: CARYN RAHILL
565 TROUT AVE
MANASQUAN, NJ 08736

AMOUNT OF REFUND DUE: \$153.40

REASON FOR REFUND: REFUND OVERPAYMENT 3RD QTR '16 TAX
565 TROUT AVE - BLOCK 184.05 / LOT 6

NAME: KEVIN & ELAINE SMYTH
105 CHURCH ST
MANASQUAN, NJ 08736

AMOUNT OF REFUND DUE: \$579.84

REASON FOR REFUND: REFUND OVERPAYMENT 2ND QTR '16 TAXES
105 CHURCH ST - BLOCK 18 / LOT 28.01

NAME: MARY L HARVEY
65 DEWEY AVE
MANASQUAN, NJ 08736

AMOUNT OF REFUND DUE: \$1,505.64

REASON FOR REFUND: REFUND OVERPAYMENT 3RD QTR '16 TAXES
65 DEWEY AVE - BLOCK 80 / LOT 15

NAME: ROBERT & DIANE O'KEEFE
372 E VIRGINIA AVE
MANASQUAN, NJ 08736

AMOUNT OF REFUND DUE: \$1,250.03

REASON FOR REFUND: REFUND OVERPAYMENT 3RD QTR '16 TAXES
372 E VIRGINIA AVE - BLOCK 126 / LOT 16.01

NAME: RUFOLO PROPERTY MANAGEMENT
6 MOYSE PL, SUITE 200
EDISON, NJ 08820

AMOUNT OF REFUND DUE: \$11.19

REASON FOR REFUND: REFUND OVERPAYMENT 4TH QTR '16 TAXES
174 FOURTH AVE - BLOCK 176 / LOT 46.02

NAME: BRYAN & LYNN HICKMAN

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102 LAKEWOOD RD
MANASQUAN, NJ 08736

AMOUNT OF REFUND DUE: \$1,204.67

REASON FOR REFUND: REFUND OVERPAYMENT 3RD QTR '16 TAXES
102 LAKEWOOD RD - BLOCK 11 / LOT 11

NAME: GEORGE W & MARY FORSHAY
36 OCEAN AVE
MANASQUAN, NJ 08736

AMOUNT OF REFUND DUE: \$3,594.56

REASON FOR REFUND: REFUND OVERPAYMENT 4TH QTR '16 TAXES
36 OCEAN AVE - BLOCK 162 / LOT 9.03

NAME: KATHLEEN KELLY & THOMAS KELLY
267 EGE AVE
JERSEY CITY, NJ 07304-1001

AMOUNT OF REFUND DUE: \$1,591.10

REASON FOR REFUND: REFUND OVERPAYMENT 4TH QTR '16 TAXES
163 MCLEAN AVE - BLOCK 158 / LOT 11

NAME: KEVIN SULLIVAN & REBECCA PICCONE
30 BATTLEBROOK LN
PRINCETON, NJ 08540-4418

AMOUNT OF REFUND DUE: \$2,493.13

REASON FOR REFUND: REFUND OVERPAYMENT 4TH QTR '16 TAXES
108 GLIMMERGLASS CIR - BLOCK 136.01 / LOT 4

NAME: GOLDEN EAST OF MANASQUAN, LLC
6 SHERWOOD DR
BRIELLE, NJ 08730

AMOUNT OF REFUND DUE: \$1,472.73

REASON FOR REFUND: REFUND OVERPAYMENT '16 TAXES CAUSED BY 2015 TAX
APPEAL REDUCTION TO QTRS 1 & 2 2016
87-99 TAYLOR AVE - BLOCK 61 / LOT 40.01

NAME: CARL & CATHERINE FRANZETTI
485 WESTCHESTER AVE
TUCKAHOE, NY 10707-1325

AMOUNT OF REFUND DUE: \$1,739.19

REASON FOR REFUND: REFUND OVERPAYMENT 3RD QTR '15 TAXES
53 OCEAN AVE - BLOCK 157 / LOT 14.01

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NAME: CARL & CATHERINE FRANZETTI
485 WESTCHESTER AVE
TUCKAHOE, NY 10707-1325

AMOUNT OF REFUND DUE: \$1,536.82

REASON FOR REFUND: REFUND OVERPAYMENT 1ST QTR '16 TAXES
53 OCEAN AVE BLOCK - 157 / LOT 14.01

NAME: BRUCE W & MARIA C BOLDERMAN
20 IROQUOIS RD
MANASQUAN, NJ 08736

AMOUNT OF REFUND DUE: \$1,697.31

REASON FOR REFUND: REFUND OVERPAYMENT 4TH QTR '15 TAXES
20 IROQUOIS RD - BLOCK 14 / LOT 28

NAME: JOHN & NANCY TIGNER
105 BEACHFRONT
MANASQUAN, NJ 08736

AMOUNT OF REFUND DUE: \$4,619.19

REASON FOR REFUND: REFUND OVERPAYMENT 4TH QTR '15 TAXES
104 FIRST AVE-105 BEACHFRONT - BLOCK 167 / LOT 3

NAME: EUGENE & SUSAN O'MALLEY
21 PARKER AVE
MANASQUAN, NJ 08736

AMOUNT OF REFUND DUE: \$1,843.18

REASON FOR REFUND: REFUND OVERPAYMENT 3RD QTR '15 TAXES
163 MCLEAN AVE - BLOCK 158 / LOT 11

NOW, THEREFORE, BE IT RESOLVED that the Chief Financial Officer is hereby authorized and directed to draw a warrant in the said amount to the above listed refunds with said warrant to be charged against the General Ledger.

**RESOLUTION
353-2016**

BE IT RESOLVED by the Council of the Borough of Manasquan that:

WHEREAS, a refund for the Tax Title Lien Redemption for the following property is due on the below described property in the amount designated as follows:

BLOCK: 123 / **LOT:** 17.01 **NAME:** CHRISTOPHER BRADY

PROPERTY LOCATION: 313 CEDAR AVE

AMOUNT: \$6,587.81

REASON FOR REFUND: REDEMPTION OF TTL #15-00108

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REFUND CHECK TO BE MADE PAYABLE TO:

C&E TAX LIEN FUND
PO BOX 5021
PHILADELPHIA, PA 19111

BLOCK: 123 / **LOT:** 17.01 **NAME:** CHRISTOPHER BRADY

PROPERTY LOCATION: 313 CEDAR AVE

AMOUNT: \$26,400.00

REASON FOR REFUND: RETURN OF PREMIUM PAID AT TAX SALE
REDEMPTION OF TTL #15-00108

REFUND CHECK TO BE MADE PAYABLE TO:

C&E TAX LIEN FUND
PO BOX 5021
PHILADELPHIA, PA 19111

WHEREAS, the Tax Collector has certified that the current lien holder is entitled to the refund.

NOW, THEREFORE, BE IT RESOLVED that the Borough Chief Financial Officer is hereby authorized and directed to draw a warrant in the said amount to the above listed property with said warrant to be charged against the General Ledger.

RESOLUTION
354-2016

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	84,813.53
Water/Sewer Fund	14,479.59
Beach Fund	16,985.25
Recreation Bldg Trust	5,609.68
Recreation Commission Trust	4,838.75
Misc Trust I	26,400.00
Street Opening	500.00
Clean Communities FY2013	3,300.22
Clean Communities FY2014	3,553.19
Clean Communities FY2015	4,318.89
Animal Control	429.00

Recycling Tonnage	15,367.70
16/17 DEDR Coordinator	2,752.67
Dev Escrow Trust	50.00
General Capital	30,939.23
Water Sewer Capital	5,581.25
Beach Capital	

Also presented on the consent agenda was resolution 351-2016 Bond Anticipation Authorization.

Council Member Walsh made a motion to approve the consent agenda, seconded by Council Member Bossone. Motion carried by the following vote: "yes" Council Members Walsh, Bossone, Olivera, and Mangan. "No" none.

YEAR END COMMITTEE REPORTS

Building, Planning & Zoning Committee – Council Member Walsh reported that from January 15 through December 15, 2015 there were 943 rentals applications and in 2016 at the same time there were 879, zoning applications for 2015 were 300 and in 2016 were 238, code department violations for 2015 were 18 and for 2016 were 24.

Beach Department Committee – Council Member Bossone stated that he had nothing to report at this time.

Public Safety Committee – Council Member Olivera thanked former Council Member McCarthy, Council Member Read and Mayor Donovan for their help. He thanked the staff, OEM, police department, fire department and first aid for the cooperation and professionalism and he thanked the community for their cooperation and support and respect for those departments. He reported THAT for 2016 there were 2,226 moving violations and summonses, parking violations were 1,274, borough ordinances summonses were 698, DWI/DUI arrests were 24, criminal arrests were 110 with a total arrests including warrants of 224. He reported that there were 240 motor vehicle accidents, 283 alarm calls, and total calls for service of 16,500. He went over the training that the police officers have taken over the year and community affairs program with the school walk through program. He went over the new hires in 2016 which replaced some retirements in the police department. He thanked the entire police staff including the records clerk, special officers and all the police and dispatchers. He reported that in 2016 over \$300,000 was received by the borough for hazard mitigation grants, the warning system received national recognition by the National Hydrologic Warning Council and the flood warning forecast system was upgraded and now provides forecasts out to 96 hours. He thanked Chief Bauer and Chris Tucker for making his job as a committee chair much easier and he wished everyone a Happy New Year.

Administration & Finance Committee – Council Member Mangan thanked everyone involved in the team and former Council Member McCarthy and Council Member Olivera. He also thanked the Mayor for his involvement with the committee. He thanked the Municipal Clerk Barbara Ilaria and her staff, CFO Amy Spera and her staff, and John Trengrove who stepped in to help in the absence of an administrator. He stated that he is looking forward to next year and all the changes that will be coming about in the committee. He stated that the biggest item going forward is trying to finance the infrastructure problems as it relates to flooding and streets and roads and he advised that administration and finance will be part of that process in 2017 and he is looking forward to it. He wished everyone a Happy and Healthy New Year.

Mayor Donovan thanked everyone on council and John Trengrove for helping out, he welcomed Council Member Bossone back to council, congratulated former Council Member McCarthy, new police hires and Tom Nicastro, Art Cowdrick and Sharon Bogie on retirement.

AUDIENCE PARTICIPATION

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

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

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Council Member Mangan made a motion to close the special meeting at 6:12 p.m. seconded by Council Member Walsh. Motion carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "B. Ilaria".

Barbara Ilaria
Municipal Clerk

DATE APPROVED 1/17/17