

APRIL 17, 2017

Regular Meeting of Mayor and Council was convened at 7:01 p.m. on April 17, 2017 in Council Chambers of Borough Hall with Mayor Donovan presiding.

Mayor 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 Lee, Walsh, Mangan, Olivera, and Bossone

Absent: Council Member Read

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

Appointment: Jennifer Beahm Master Plan Update

Council Member Mangan advised that Ms. Beahm is retained as the Borough Planner and has been working with the Borough on several different items including COAH and Master Plans

Ms. Beahm went over the status of the Master Plan Re-examination and the process that will take place. She also went over why the re-examination needs to take place. She went over some of the issues that the zoning department is dealing with as it relates to height of buildings, definitions, and non-conforming lots. She went over the process for the adoption of the Master Plan.

Audience Participation – Agenda Items

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

Mary Ryan, 113 Beachfront inquired about the use of borough property and the Tandem Bike request. She advised that she heard from a couple of people that they did not appreciate the early morning music. She also inquired about the Pink Pineapple Surf Lessons and the time that this event will be taking place, where and how the money is taken in.

Mayor Donovan stated that they are asking for every day.

Council Member Lee stated that the request is for the Inlet beach. He went over the age group of the participants and how many in a class. He stated that the group is asking for every day as there will be days that there will not be a surf and the tides. He also advised what the group contributes back to Recreation from the fees collected.

There was discussion on the use of the surfing beach and the different groups that utilize it.

Dawn Bonelli, 89 Cowart Avenue thanked council for approving the sign at the lifesaving station.

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

Approval of Minutes

Budget Meeting Minutes – March 18, 2017
Regular Meeting Minutes – March 20, 2017

Council Member Lee made a motion to approve the minutes, seconded by Council Member Walsh. Motion carried unanimously with Council Member Olivera abstaining from the March 18 minutes.

Use of Borough Property

- Tandem Bike Inlet Gazebo – 7:30 to 10:00 am, 6/24, 7/15, 8/12, and 9/9/17

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There was discussion on the event with a representative from the organization.

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

- MB Little League Parade – April 29, 9:30 to 10:00 am

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

- Rec. Ukulele/Guitar Lessons, Beach – July 6,13,20 & August 3, 10,17 – 6-7 pm

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

- Rec. Pink Pineapple Surf Lessons – 6/15 to 9/15, Mon. thru Sun. – 8 am to 5 pm

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

- Coast the Coast Bike Ride – May 20, 9 -11 am

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

- National Scholastic Surfing Contest – One Sunday in June

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

- Family Gathering – Sept. 16, 3-7 pm – Beach

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

- VFW Memorial Day Parade – May 29, 10:30 am to noon

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

- Beach Yoga – Sea Watch Beach -June 14 – Sept. 4, 7:30 am

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

Website and Social Media – Update

Council Member Mangan advised that the Borough is looking to re-design the website and the need for social media. He recommended that a Social Media Consultant be retained to help launch the new website for 6 months to a year.

CONSENT AGENDA

RESOLUTION 110-2017

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: MR. RONALD BENNETT
43 GRAND STREET
WARWICK, NY 10990

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REASON FOR REFUND: PLANNING BOARD ESCROW REFUND
APPLICATION #25-2016
130 FIRST AVE/131 BEACHFRONT
BLOCK: 67 – LOT: 14 –ZONE: R-4
AMOUNT OF REFUND DUE: \$1206.25

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
111-2017**

WHEREAS, the Borough of Manasquan is desirous of appointing a Special Law Enforcement Officer Class I for the year 2017 and

WHEREAS, the Police Chief has submitted the following individual for appointment as Special Law Enforcement Officers Class I for the Borough of Manasquan effective May 1, 2017 at the current contractual rate of \$13.89 per hour;

Matthew Eisenman, Manasquan
Roberto Sanchez Jr., Howell
Nicholas Louhier, Brick
Austin Tedder, Howell
Raul Perez, Manasquan

**RESOLUTION
112-2017**

WHEREAS, P.L. 1981, c. 385 (C.52:14-15a) was amended by the Senate and General Assembly of the State of New Jersey to provide that municipalities (along with other State entities) may provide for mandatory direct deposit of net pay for all employees on or after July 1, 2014; and

WHEREAS, the Chief Financial Officer of the Borough of Manasquan recommends the municipality adopt this requirement for mandatory direct deposit of net pay as it provides an increase in the productivity of the Finance department and a decrease in the cost of producing and replacing lost check; and

WHEREAS, the employees of the municipality shall indicate, in writing to the Chief Financial Officer, the specific banking institution(s) and designated checking account(s), savings account(s) or share account(s) to which the deposit shall be made on behalf of the employee; and

WHEREAS, the Chief Financial Officer of the Borough of Manasquan may determine special exceptions to this policy for paycheck for terminated employees, special awards and other unique circumstances; and

WHEREAS, the Chief Financial Officer and the Borough Administrator recommend the adoption of this policy.

NOW, THEREFORE BE IT RESOLVED, on the 17 day of April 2017 the Borough Council of the Borough of Manasquan that effective May 1, 2017, mandatory direct deposit of net pay for all employees of the Borough of Manasquan shall be made to the specific banking institution(s) provided by each employee.

**RESOLUTION
113-2017**

APRIL 17, 2017

**RESOLUTION AWARDING A CONTRACT FOR A MOBILE
FOOD CONCESSION TRUCK AT THE FORMER SEA WATCH
BEACH LOCATION AT THE MANASQUAN BEACH FRONT
BOROUGH OF MANASQUAN, COUNTY OF MONMOUTH
STATE OF NEW JERSEY**

WHEREAS, request for proposals were advertised and received pursuant to the Local Public Contracts Law (N.J.S.A. 40A: 11-1 et seq.) for a Mobile Food Concession Truck for the former Sea Watch Beach location; and

WHEREAS, one proposal was received for this project:

MOGO Asbury Park LLC \$16,510.00

WHEREAS, MOGO Asbury Park LLC submitted a monetary bid in the amount of \$16,510.00; and

WHEREAS, the Borough Attorney has determined the bid proposal with MOGO Asbury Park LLC complies with the specifications and includes all required documentation and has recommended the award of the bid proposal; and

WHEREAS, the Borough Council is desirous of awarding a contract to MOGO Asbury Park LLC. for the bid proposal in the amount of \$16,510.00.

NOW, THEREFORE BE IT RESOLVED on the 17th day of April, 2017, by the Mayor and Council of the Borough of Manasquan, in the County of Monmouth and State of New Jersey, as follows:

1. The Mayor and Municipal Clerk are authorized and directed to execute all necessary documents to effectuate a contract with MOGO Asbury Park LLC.
2. A certified copy of this resolution shall be sent to:
Samuel J. Chung
P.O. Box 1163
Asbury Park, NJ 07712

**RESOLUTION
114-2017**

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: 85 / LOT: 30.01 NAME: DIANE SCHERER & JUNE STOCKMAN, EST

PROPERTY LOCATION: 255 CEDAR AVE

AMOUNT: \$12,241.18

REASON FOR REFUND: REDEMPTION OF TTL #15-00106

REFUND CHECK TO BE MADE PAYABLE TO:

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

BLOCK: 85 / LOT: 30.01 NAME: DIANE SCHERER & JUNE STOCKMAN, EST

PROPERTY LOCATION: 255 CEDAR AVE

APRIL 17, 2017

AMOUNT: \$12,800.00

REASON FOR REFUND: RETURN OF PREMIUM PAID AT TAX SALE

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
115-2017**

BE IT RESOLVED, that the Hon. Edward Donovan, Mayor of the Borough of Manasquan, be and is hereby authorized to sign Integrated Voice & Data Service Package Agreement with Monmouth Telecom, 10 Drs. James Parker Blvd., Red Bank New Jersey, for a 3 year term.

**RESOLUTION
116-2017**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that the Borough of Manasquan approves the Squan Beach Life Saving Station Preservation Committee request to place a replica of original sign over the boat bay doors at the Squan Beach Life Saving Station as outlined in the proposal letter dated January 16, 2017 at no cost to the Borough of Manasquan.

**RESOLUTION
117-2017**

**RESOLUTION AUTHORIZING THE EXECUTION OF A
SHARED SERVICES AGREEMENT FOR THE
INSTALLATION OF HARDWARE ON THE IN WATER
PILINGS AT THE MUNICIPAL DOCKS BETWEEN THE
BOROUGH OF MANASQUAN AND THE COUNTY OF
MONMOUTH**

WHEREAS, the New Jersey Uniform Shared Services and Consolidation Act (C.40A:65-1, et seq.) authorizes local units such as this Municipality to enter into shared service agreements with other local units; and

WHEREAS, the County of Monmouth, a local unit, has offered to provide municipal assistance / shared services to the Borough of Manasquan; and

WHEREAS, it is in the best interest of the Borough of Manasquan to enter into a Municipal Assistance / Shared Services Agreement with the County of Monmouth.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Manasquan that the Mayor and Municipal Clerk be and they are hereby authorized to execute the Municipal Assistance / Shared Services Agreement with the County of Monmouth for the installation of hardware on the in water pilings at the Municipal Docks.

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BE IT FURTHER RESOLVED that the Municipal Clerk forward a certified copy of this resolution along with the executed Municipal Assistance / Shared Services Agreement to the Clerk of the Board of Chosen Freeholders, County of Monmouth, Hall of Records, 1 E. Main Street, Freehold, New Jersey 07728.

**RESOLUTION
118-2017**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE
BOROUGH OF MANASQUAN, COUNTY OF MONMOUTH, NEW
JERSEY, GRANTING A ONE TIME STIPEND TO MUNICIPAL
CLERK BARBARA ILARIA**

WHEREAS, the Administration and Finance Committee has reviewed the work performance of Barbara Ilaria during the transition of a new CFO and Administrator; and

WHEREAS, the committee has determined that it is appropriate to award a stipend in the amount of \$5,000 for additional tasks and projects Barbara Ilaria; and

NOW, THEREFORE BE IT RESOLVED on the 17th day of April, 2017, by the Borough Council of the Borough of Manasquan, in the County of Monmouth and State of New Jersey that the Council hereby recognizes the following:

1. The Borough Council does hereby authorize a one-time stipend to Barbara Ilaria in the amount of \$5,000 for additional tasks and projects during the transition of a new CFO and Administrator

**RESOLUTION
120-2017**

WHEREAS, Council of the Borough of Manasquan adopted Resolution 107-2017 on April 3, 2017, Appointing Lauren Russnak as an "as needed" Seasonal Court Clerk; and

WHEREAS, Lauren Russnak has declined the position due to personal reasons leaving the position vacant.

NOW, THEREFORE BE IT RESOLVED, by the Council of the Borough of Manasquan that Resolution 107-2017 appointing Lauren Russnak is hereby rescinded.

NOW, THEREFORE BE IT RESOLVED the Borough of Manasquan is desirous of a appointing an "as needed" Seasonal Court Clerk: and

NOW, THEREFORE BE IT FURTHER RESOLVED on this the 17th day of April, 2017, by the Borough Council of the Borough of Manasquan, in the County of Monmouth and State of New Jersey as follows:

1. Anna Kuntz is appointed seasonal "as needed" Violations Clerk.
2. Salary rate shall be \$15.00 per hour.
3. The effective date of this appointment is Tuesday April 18, 2017
4. A certified copy of this resolution shall be sent to:
Anna Kuntz
2005 Parkview Terrace
Spring Lake, NJ 07712

**RESOLUTION
119-2017**

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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	4,817,855.64 (Includes BOE Taxes 4,717,874.00)
Water/Sewer Fund	16,023.73
Beach Fund	10,294.57
Recreation Bldg Trust	840.00
Recreation Commission Trust	5,085.22
Tourism Trust	20.00
Affordable Housing Trust	334.50
Developer's Escrow Trust	6,000.00
Animal Reserve Trust	61.20
General Capital Fund	96,216.15
Water/Sewer Capital Fund	
Beach Capital Fund	

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

Ordinance – Second Reading

The Borough Attorney read the title of ordinance 2223-17 for second reading and final hearing.

CALENDAR YEAR 2017 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

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

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

Council Member Mangan made a motion to pass and publish ordinance 2223-17 according to law, seconded by Council Member Lee. Motion carried by the following vote: "yes" Council Member Lee, Walsh, Mangan, Olivera, and Bossone. "No" none.

Ordinance – First Reading

The Borough Attorney read the title of ordinance 2224-17 for introduction.

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ORDINANCE AMENDING CHAPTER 12 (BEACHES AND BEACHFRONT) SECTION 12-11 (SEASON PARKING PERMIT) SUBSECTION 12-11.2 (SEA WATCH BEACH SEASON PARKING PERMIT) AND SECTION 12-12 (SEASONAL LOCKER PERMITS) SUBSECTION 12-12.1 (SEA WATCH BEACH LOCKER PERMITS) OF THE BOROUGH OF MANASQUAN CODE IN THE BOROUGH OF MANASQUAN, COUNTY OF MONMOUTH, STATE OF NEW JERSEY.

Council Member Lee made a motion to introduce ordinance 2224-17, seconded by Council Member Bossone. Motion carried by the following vote: "yes" Council Member Lee, Walsh, and Bossone. "No" Council Member Olivera. Council Member Mangan abstained from voting.

COMMITTEE REPORTS

Public Works Committee – Council Member Bossone reported on the brush and leaf collection that is going on this week. He recognized the Squan-A-Thon Committee that organized the event which raised a record amount of \$126,000 this year which goes to local pediatric cancer and other ill patients in the area.

Public Safety Committee– Council Member Olivera reported that the police department is participating in the National Operation Take Back Program and any unwanted or unused medications can be dropped off at Borough Hall.

Administration & Finance Committee - Council Member Mangan reported that the budget is currently scheduled for the first meeting in May.

Building, Planning & Zoning Committee – Council Member Walsh reported on the govpiot program which is for rental properties and he believes that this will be a real asset to code enforcement and to the police. He reported on the month to date rental applications as compared to last year which is slightly ahead, zoning applications are the same as compared to last year, and construction permits are the same as compared to last year.

Beach & Recreation Committee – Council Member Lee reported on the Sea Watch parking renewal process and the dates for renewal. He also reported on the mobile app for the beach parking and advised that it went very well. He thanked everyone on both sides of the new app for the beach parking for their time and patience.

Council Member Walsh stated that May 6 is the town wide garage sale and applications can be picked up at Borough Hall.

Mayor Donovan stated that on Saturday the Environmental Commission is hosting the Clean Ocean Action Environmental Commission Beach Sweep at Main Street Beach from 9 to 12 and Sunday is the Environmental Commission first electric car show from 12 to 3 in South Street Plaza.

Council Member Lee reported on the shared services with Monmouth County for the marina project area and advised it has gone very well. He also went over the progress of the docks and the road repaving of the project.

Audience Participation

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

Mary Ryan, 113 Beachfront voiced her concerns on the Tandem bike program and the family gathering request. She stated that she believes the beach is being commercialized to the detriment of the community. She also voiced her opinion on the Sea Watch Parking ordinance.

Mark Fendl, 32 A Taylor Avenue inquired about the boat dock fencing and access.

Mayor Donovan update the audience on the access to the docks.

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Mr. Fendl inquired about the vote on borough property use and if the vote is on what is applied for or what was discussed.

It was clarified that the vote is taken on the submitted application with any conditions the council may impose.

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

The closed session portion of the minutes begins on the next page. The signature and approval date are located on the last page following the closed session meeting minutes.

Council Member Bossone made a motion to close the regular meeting at 8:36 p.m., seconded by Council Member Lee. Motion carried unanimously.