

DECEMBER 18, 2017

Regular Meeting of Mayor and Council was convened at 7:05 p.m. on December 18, 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, Read, and Bossone.

Absent: None

Council Member Mangan arrived at 7:06 pm

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

Audience Participation

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

Mary Ryan, 113 Beachfront inquired about resolution 303-2017 and stated that she hopes the Council is still committed to the idea of replacement of the bridge.

Mayor Donovan stated that there is a process that needs to happen and the County will be presenting the process and what will be taking place to the public at a public hearing.

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

Approval of Minutes

Regular Meeting Minutes – December 4, 2017

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

Use of Borough Property

- **Big Hearts to Little Hearts Walk/Run – September 23, 2018; 10 a.m.**

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

Council Committees 2018 – Discussion

Council Member Mangan went over the reorganization of the council committees for 2018. He stated that if everyone agrees with the format of the committee then this would be an ordinance for the first regular meeting in January.

There was a brief discussion on the committees and the ad hoc committees.

Spirit of '76 Request to Open Early and Stay Open Later for New Year's Eve

Mayor Donovan went over the request from Spirit of '76.

There was discussion on the request and how the ordinance reads.

It was recommended that the request for an early opening on December 31, 2017 be approved by resolution at the next meeting but not the staying open later request.

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Council Member Lee made a motion to remove resolution 305-2017 from the Consent Agenda, seconded by Council Member Mangan. Motion carried unanimously.

CONSENT AGENDA

RESOLUTION

301 -2017

BE IT RESOLVED by the Council of the Borough of Manasquan, County of Monmouth, State of New Jersey are desirous of canceling outdated refund checks from May 12, 2015, July 20, 2016, July 28, 2016 and September 1, 2016 totaling \$73.00

NOW THEREFORE, be it resolved that the following amount is canceled and returned to the appropriate fund;

COURT FUND: Bail Account #196000584

<u>DATE</u>	<u>CHECK</u>	<u>AMOUNT</u>
5/12/2015	#4555	\$11.00
7/20/2016	#4602	\$11.00
7/28/2016	#4609	\$11.00
9/01/2016	#4632	\$40.00

TOTAL \$73.00

RESOLUTION

302-2017

**RESOLUTION REJECTING ALL BIDS SUBMITTED FOR THE 2016 CSIP
TREE PLANTING IN THE BOROUGH OF MANASQUAN, COUNTY OF
MONMOUTH STATE OF NEW JERSEY**

WHEREAS, public bids were advertised for and received pursuant to the Local Public Contracts Law (N.J.S.A. 40A: 11-1 et seq.) for the 2016 CSIP Tree Planting; and

WHEREAS, the one bid for this project was:

Environmental Landscape Design, LLC	\$38,628.00
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WHEREAS, the Borough of Manasquan reserved the right to reject all bids for any reason; and

WHEREAS, the lone bidder Environmental Landscape Design, LLC is qualified, but the bid price exceeded the funds available for the project; and

WHEREAS, the Borough CFO has recommended that this bid be rejected and the governing body consider re-bidding the project; and

WHEREAS, the Borough Council is desirous of rejecting all bids pursuant to N.J.S.A. 40A11-13.2 et seq.

NOW, THEREFORE BE IT RESOLVED on the 21st day of December, 2017, by the Mayor and Council of the Borough of Manasquan, in the County of Monmouth and State of New Jersey, as follows:

1. In the best interest of the Borough of Manasquan this bid be rejected and the project be re-bid.
2. A certified copy of this resolution shall be sent to:

Environmental Landscape Design, LLC
2040 Highway 35, Suite 4
Wall, NJ 07719

**RESOLUTION
303-2017**

WHEARES, the Structure W-9, Brielle Road Bridge over The Glimmer Glass is once again out of service for an undetermined period; and

WHEREAS, this situation is creating a clear and present danger to the safety of the public.

NOW THEREFORE BE IT RESOLVED, that the Monmouth County Board of Chosen Freeholders are requested to take appropriate steps to expedite the temporary repair of Bridge W-9.

**RESOLUTION
304-2017**

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 Property Pilot, LLC d/b/a as GovPilot Subscription Agreement for Dog Licensing, Marina Leases, Sea Watch Parking and Locker Leases.

**RESOLUTION
306-2017**

WHEREAS the Borough has undertaken the replacement of water meters throughout town; and

WHEREAS, the 3rd quarter Water and Sewer bills were delayed in order to make sure that all meters were being read correctly; and

WHEREAS, the 4th quarter Water and Sewer Bills are currently due on December 29, 2017; and

WHEREAS, The Borough of Manasquan desires to provide an extended grace period for the 4th quarter 2017 due December 29, 2017 only; and

NOW THEREFORE BE IT RESOLVED, that the Borough of Manasquan authorizes the CFO to provide an extended grace period only for the 4th quarter 2017 to January 26, 2018; and,

BE IT FURTHER RESOLVED, Any payment due before December 29, 2017 will continue to accrue interest at the rate(s) by local ordinance; and

BE IT FURTHER RESOLVED, that postmarks will not be accepted as date of receipt.

**RESOLUTION
307-2017**

RESOLUTION AUTHORIZING SQUAN BEACH LIFESAVING PRESERVATION COMMITTEE TO APPLY FOR A 1772 FOUNDATION GRANT FROM THE NEW JERSEY HISTORIC TRUST FOR REMEDIATION OF WATER INTRUSION IN THE BASEMENT AT THE SQUAN BEACH LIFESAVING STATION NO. 9

WHEREAS, the 1772 Foundation in cooperation with the New Jersey Historic Trust offers one matching grant up to \$15,000 for historic preservation projects available to 501(c)(3) organizations; and

WHEREAS, the Squan Beach Lifesaving Preservation Committee is a 501(c)(3) organization dedicated to the preservation and enhancement of the Manasquan Borough Lifesaving Station No. 9 and has requested permission to apply for a \$15,000 matching grant from the 1772 Foundation; and

WHEREAS, the Borough of Manasquan desires to authorize the Squan Beach Lifesaving Preservation Committee to apply for a 1772 Foundation Matching Grant for Historic Preservation from the New Jersey Historic Preservation Fund administered by the New Jersey Historic Trust, and

WHEREAS, in order to obtain such a grant, it is necessary that the Borough authorize the submission of an application and enter into an agreement with the New Jersey Historic Trust with regard to any such grant that may be offered, and

NOW, THEREFORE BE IT RESOLVED, by the Borough of Manasquan that Thomas Flarity, Municipal Administrator, or his designees shall submit an application for such a grant in accordance with all pertinent terms, conditions, and requirements which may be established for such an application.

BE IT FURTHER RESOLVED that the Squan Beach Lifesaving Preservation Committee will provide matching funds of \$15,000, as allocated from the sources outlined below, in order to secure a 1772 Foundation Grant.

1. \$15,000, Squan Beach Life Saving Station Preservation Committee

BE IT FURTHER RESOLVED that the Municipal Administrator or his designee is hereby authorized to execute any and all documents necessary for the submission and completion of such an application on behalf of the Borough of Manasquan.

BE IT FURTHER RESOLVED that the Municipal Administrator or his designee is hereby authorized and directed to provide any and all information which may be required in order to obtain such a grant.

**RESOLUTION
308-2017**

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	2,918,712.68 (2,783,332.00 BOE Tax)
Water/Sewer Fund	17,180.08
Beach Fund	42,051.09
Recreation Bldg Trust	1,576.75
Recreation Comm	6,837.69
Tourism Trust	90.00
Junior Lifeguard	4,715.00
Miscellaneous Trust I	1,500.00
Affordable Housing	3,716.25
Dev Escrow Trust	711.25
Animal Reserve	1,638.00
General Capital Fund	37,722.40

Water/Sewer Capital Fund	1,895.00
Beach Capital Fund	

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

**RESOLUTION
305-2017**

WHEREAS, the Manasquan Municipal Workers Association has chosen to donate a supply of uniform apparel, which includes but is not limited to t-shirts, long sleeve shirts and sweatshirts, sufficient to uniformly outfit the Manasquan Borough Department of Public Works workforce; and

NOW THEREFORE BE IT RESOLVED, the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that the Borough of Manasquan hereby accepts and acknowledges the donation from the Municipal Workers Association for uniform apparel.

Council Member Bossone made a motion to approve this resolution, seconded by Council Member Walsh. Motion carried by the following vote: “yes” Council Member Mangan, Olivera, and Bossone. “No” Council Member Lee, Walsh, and Read. Mayor Donovan voted yes to break the tie vote.

YEAR END COMMITTEE REPORTS

Beach & Recreation Committee – Council Member Lee thanked Council Members Read and Bossone, Business Administrator Tom Flarity for their attendance at the meetings that the committee had. He reported on the hiring of the Superintendent of Recreation Erik Ertle and advised he has been doing a terrific job, and he reported on the Mallard Park renovation and he advised that the Borough applied for a Phase 3 and the Borough was awarded a \$100,000 grant. He stated that the next step would be to work with a financial package through the finance committee. He reported on the Main Beach Headquarters and that professionals have been engaged to review the building needs and this will be a 2018 project. He went over Sea Watch redevelopment and the attributes that would support beach and recreation. He also went over the dock renovations and thanked Council Member Mangan and Mayor Donovan and Tom Flarity. He reported that the beach had another successful year and the Asbury Park Press from the reader’s poll voted Manasquan as #1 beach and the revenues reflected that success. He went over Big Sea Day, dogs on the beach changes, December pre-season sale revenues, St. Denis contract and advised that the fees collected for the use of the building are covering the rent, and he thanked the Manasquan Advisory Committee for their thoughts and ideas going forward.

Building, Planning, & Zoning Committee – Council Member Walsh went over the December permits issued and the yearend permits issued for 2017 compared to 2016. He stated that they are working on keeping a tight budget and thanked fellow Council Members, Mr. Kitrick, Mr. Flarity, Chief Bauer, and Barbara Ilaria for all their support.

Administration and Finance Committee – Council Member Mangan reported that over the last year a new administrator came on board and thanked Mr. Flarity for all his hard work. He reported on re-certification of COAH, establishment of Citizen Advisory Committee and thanked Council Member Olivera for his participation, he thanked everyone involved on the re-examination of the Master Plan, and energy aggregation was looked into. He advised that in 2018 there will be a rotation of department heads being at council meetings. He stated that the borough will be looking into the close out of a consulting contract which was hired after Sandy and a presentation will be at one of the first meetings of the New Year. He went over the changes in the finance department with a new hire of a CFO. He thanked Barbara Ilaria and her team for outstanding work throughout the year but especially the website re-design and undertaking the buildings and grounds operation which would include boat docks, building security upgrades, as well as looking at the Recreation Annex, Lifesaving Station and Borough Hall. He thanked everyone for a very productive year.

Public Safety Committee – Council Member Olivera stated that he will present his yearend report at the January 16, 2018 council meeting. He thanked the Chief for his efforts throughout the year. He reported

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on a monthly report which included a three day program at the high school "Not Even Once" is an interactive course to warn students about the dangers of opioids before they leave for college or into the work force. He advised that Officer Stopera received his training from Manchester Police Department and he is the instructor for this program for Manasquan.

Streets & Buildings Committee – Council Member Read stated that he had an opportunity to sit on the "Not Even Once" program and advised that the police departments did a great job. He thanked everyone for their work on the committee. He reported on the interlocal with the county for street paving, completion of ADA and intersection project on First Ave., strengthened the agreement with the Squan Beach Life Saving Preservation Committee, developing a plan for a major projects like First Avenue and others and getting a finance plan in place, Phase I and Phase II grants were received to improvement Stockton Lake Boulevard and another grant was applied for a Phase III, and Streetscapes grant for \$1,000,000. He reported that the school is moving very quickly with their building project. He encouraged everyone to get out and support the winter sports teams that are offered through the high school. He reported that a high school senior was selected to the Shore Conference Cross Country All Shore First Team.

Public Works Committee – Council Member Bossone advised that he will have his yearend report for the January 16, 2018 council meeting.

Audience Participation

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

Mary Ryan, 113 Beachfront thanked everyone for a great year.

Mayor Donovan wished everyone a Merry Christmas and Happy New Year. He stated that he is very happy that there will be no changes to the governing body next year and he thanked everyone for a great year.

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

Council Member Olivera made a motion to close the regular meeting at 8:50 p.m., seconded by Council Member Mangan. Motion carried unanimously.