

**SUBJECT TO CHANGE  
BOROUGH OF WEST LONG BRANCH  
COUNCIL MEETING**

January 19, 2022  
(Immediately Following Caucus Meeting Which Starts at 6:30 PM)

MAYOR JANET W. TUCCI PRESIDES

MAYOR TUCCI REPORTS SUNSHINE LAW COMPLIED WITH

PRESENT: BRAY, CIOFFI, MANGO, NEYHART, PENTA, SNIFFEN

ABSENT: NONE

*Mayor's Appointment with Advice & Consent of Council  
Gary Neuwirth – Senior Citizens Housing Corporation  
(2022-2026)*

READING AND APPROVAL OF MINUTES:

Caucus Minutes  
December 15, 2021

Executive Session Minutes  
December 15, 2021

Council Minutes  
December 15, 2021

Reorganization Minutes  
January 5, 2022

REPORTS OF STANDING COMMITTEES:

MAYOR TUCCI:

COUNCILMAN BRAY (FINANCE & ADMINISTRATION):

COUNCILMAN CIOFFI (FIRE & EMS):

COUNCILWOMAN MANGO (RECREATION, ENVIRONMENTAL, & SHADE TREE):

COUNCILMAN NEYHART (POLICE):

COUNCILMAN PENTA (PUBLIC WORKS):

COUNCILMAN SNIFFEN (PUBLIC PROPERTY):

BOROUGH ADMINISTRATOR DOLLINGER:

ACTING BOROUGH CLERK SANTOS:

BOROUGH ATTORNEY BAXTER:

BOROUGH ENGINEER MULLAN:

COMMUNICATIONS:

1. Fire Department Membership Application – Pedro Sanchez – Active Membership
2. Fire Department Membership Application – Mathew Durland – Active Membership

ORDINANCES:

1. Ordinance No. O-22-1  
An Ordinance Amending Ordinance No. O-21-1  
Regarding Salaries of Various Municipal Employees  
And Setting The 2022 Salaries of Various Municipal  
Officers, Employees and Appointees  
***Second and Final Reading***
2. Ordinance No. O-22-2  
2022 Salary Ordinance of Various Municipal Employees  
***Second and Final Reading***

RESOLUTIONS:

1. R-22-39 Resolution Appointing Alternate Municipal Prosecutor
2. R-22-40 Resolution Refunding Commercial Certificate of Occupancy Fee and  
Commercial Registration Fee
3. R-22-41 Resolution Hiring Full-Time Office Personnel
4. R-22-42 Resolution Awarding Contract for Purchase of  
One (1) Caterpillar Model 914 Compact Wheel Loader for DPW
5. R-22-43 Resolution Awarding Contract for Purchase Of  
One (1) Pierce Enforcer 107' Ascendant Aerial Ladder

UNFINISHED BUSINESS:

NEW BUSINESS:

BILLS AND CLAIMS:

OPPORTUNITY FOR ANY PERSON TO BE HEARD:

MOTION TO CLOSE THE PUBLIC PORTION AND ADJOURN:

Councilmember                      offered the following resolution and moved its adoption:

1/19/22

**RESOLUTION APPOINTING ALTERNATE MUNICIPAL PROSECUTOR**

WHEREAS, there exists a need for an Alternate Municipal Prosecutor in the Borough of West Long Branch, County of Monmouth; and

WHEREAS, the Borough solicited proposals for this service in accordance with the fair and open process as required by Ordinance No. O-06-9 and received no responses; and

WHEREAS, the Municipal Prosecutor has advised that SEAN KEAN is interested in being appointed to the position of Alternate Municipal Prosecutor; and

WHEREAS, funds are, or will be, available for this purpose; and

WHEREAS, the Mayor has submitted the name of SEAN KEAN for appointment as Alternate Municipal Prosecutor;

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Borough Council of the Borough of West Long Branch that the appointment for the year 2022 of SEAN KEAN as Alternate Municipal Prosecutor be and the same is hereby confirmed; and

BE IT FURTHER RESOLVED that this appointment is made under the fair and open process as required by Borough Ordinance No. O-06-9; and

BE IT FURTHER RESOLVED that a copy of this resolution be published upon adoption as required by law.

Seconded by Councilmember                      and carried upon the following roll call vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

I hereby certify the foregoing to be a true and exact copy of the original resolution as adopted by the West Long Branch Borough Council on January 19, 2022.

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ACTING BOROUGH CLERK

Councilmember            offered the following resolution and moved its adoption:

**RESOLUTION REFUNDING COMMERCIAL CERTIFICATE  
OF OCCUPANCY FEE AND COMMERCIAL REGISTRATION FEE**

1/19/22

WHEREAS, GENNARO PALOMBA of Sterling Motor Group, 265 Route 36, Suite 205B, West Long Branch, NJ 07764, filed an Application for a Commercial Certificate of Occupancy and paid the Fee of \$100.00 and the Commercial Registration Fee of \$50.00 ; and

WHEREAS, it was subsequently discovered that Sterling Motor Group would not be renewing its business lease at the above-mentioned location; and

WHEREAS, GENNARO PALOMBA requested that the Commercial CO Fee of \$100.00 and Commercial Registration Fee of \$50.00 be refunded; and

WHEREAS, the Zoning Officer has confirmed that a refund is in order;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the sum of \$150.00, which represents the Commercial CO Fee of \$100.00 and Commercial Registration Fee of \$50.00, be refunded to GENNARO PALOMBA, 108 Meadow Point Road, Point Pleasant, NJ 08742; and

BE IT FURTHER RESOLVED that the appropriate Borough officials are hereby authorized to take action consistent with this resolution.

Seconded by Councilmember            and carried upon the following roll call vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

I hereby certify the foregoing to be a true and exact copy of the original resolution as adopted by the West Long Branch Borough Council on January 19, 2022.

\_\_\_\_\_  
ACTING BOROUGH CLERK

Councilmember                    offered the following resolution and moved its adoption:

1/19/22

**RESOLUTION HIRING FULL-TIME OFFICE PERSONNEL**

WHEREAS, there is a need to hire Full-Time Office Personnel for Borough Hall; and

WHEREAS, the Finance and Administration Committee and Borough Administrator recommend hiring LAURIE MURCHISON, at the rate of \$35,000 per year, commencing at the earliest possible date to assist with coverage and the workload in Borough Hall;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that LAURIE MURCHISON be hired as full-time office personnel to work in Borough Hall commencing at the earliest possible date at the rate of \$35,000 per year.

Seconded by Councilmember                    and carried upon the following roll call vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

I hereby certify the foregoing to be a true and exact copy of the original resolution as adopted by the West Long Branch Borough Council on January 19, 2022.

\_\_\_\_\_  
ACTING BOROUGH CLERK

Councilmember            offered the following resolution and moved its adoption:

**RESOLUTION AWARDING CONTRACT FOR PURCHASE OF  
ONE (1) CATERPILLAR MODEL 914 COMPACT WHEEL LOADER FOR DPW**

1/19/22

WHEREAS, the Borough has the need to purchase a Caterpillar 914 Compact Wheel Loader for use by its DPW Operations; and

WHEREAS, in accordance with NJAC 5:34-7.21, et seq., the Borough may award a contract without publicly advertising for bids when purchasing under a National Cooperative Agreement; and

WHEREAS, the Sourcewell Purchasing Network through a fair and open process, has awarded a contract for purchase of a Caterpillar 914 Compact Wheel Loader (Contract # 032119-CAT) from Foley Incorporated, for a cost not to exceed \$138,682.00, in accordance with the documents annexed hereto, and it is the recommendation of the Public Works Director that this equipment will meet the DPW Operations, and that this is in the Borough's Best interest to award a contract to this company for said equipment, which will provide a savings of \$98,000.00 including Trade-In Allowance; and

WHEREAS, the Chief Financial Officer of the Borough of West Long Branch has certified, in accordance with the Certification of Funds Form attached hereto, that funds are available for this purchase from the Appro. Line Item # C-04-55-370-000-202, in an amount not to exceed \$138,682.00.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that a contract be awarded to Foley Incorporated, for purchase of One (1) Caterpillar 914 Compact Wheel Loader, in accordance with the terms and conditions of Sourcewell Purchasing Network (Contract # 032119-CAT) for a cost not to exceed \$138,682.

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized to execute any and all necessary documents pursuant to said award and advertise by law.

Seconded by Councilmember            and carried upon the following roll call vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

I hereby certify the foregoing to be a true and exact copy of the original resolution as adopted by the West Long Branch Borough Council on January 19, 2022.

\_\_\_\_\_  
ACTING BOROUGH CLERK

Councilmember            offered the following resolution and moved its adoption:

1/19/22

**RESOLUTION AWARDING CONTRACT FOR PURCHASE OF  
ONE (1) PIERCE ENFORCER 107' ASCENDANT AERIAL LADDER**

WHEREAS, the Borough has the need to purchase One (1) Pierce Enforcer 107' Ascendant Aerial Ladder for use by the Borough; and

WHEREAS, in accordance with NJAC 5:34-7.21, et seq., the Borough may award a contract without publicly advertising for bids when purchasing under any contract entered into by the Houston-Galveston Area Council (HGAC) Cooperative Pricing System; and

WHEREAS, the Houston-Galveston Area Council (HGAC) Cooperative Pricing System through a fair and open process, has awarded a contract for purchase of a ) Pierce Enforcer 107' Ascendant Aerial Ladder (Contract # FS12-19) from Fire & Safety Services, 200 Ryan St, South Plainfield, NJ 07080 for a cost not to exceed \$1,146,586.98, in accordance with the documents annexed hereto, and it is the recommendation of the Business Administrator and Fire Department that this equipment will meet the Borough needs, and that this is in the Borough's best interest to award a contract to this company for said equipment; and

WHEREAS, the Chief Financial Officer of the Borough of West Long Branch has certified, in accordance with the Certification of Funds Form attached hereto, that funds are available for this purchase from the Appro. Line Item # C-04-55-370-000-201, in an amount not to exceed \$1,146,586.98.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that a contract be awarded to Fire & Safety Services, 200 Ryan St, South Plainfield, NJ 07080 for purchase of One (1) Pierce Enforcer 107' Ascendant Aerial Ladder, in accordance with the terms and conditions of Houston-Galveston Area Council (HGAC) Cooperative Pricing System (Contract # FS12-19) for a cost not to exceed \$1,146,586.98.

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized to execute any and all necessary documents pursuant to said agreement.

Seconded by Councilmember            and carried upon the following roll call vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

I hereby certify the foregoing to be a true and exact copy of the original resolution as adopted by the West Long Branch Borough Council on January 19, 2022.

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ACTING BOROUGH CLERK

**ORDINANCE NO. O-22-1**

**AN ORDINANCE AMENDING ORDINANCE NO. O-21-1  
REGARDING SALARIES OF VARIOUS MUNICIPAL EMPLOYEES  
AND SETTING THE 2022 SALARIES OF VARIOUS MUNICIPAL  
OFFICERS, EMPLOYEES AND APPOINTEES**

WHEREAS, the Borough Council adopted Ordinance No. O-21-1 during calendar year 2021, the contents of which set forth salaries of certain municipal employees within the Borough; and

WHEREAS, upon further review, it appears that there are certain positions in those ordinances which either no longer exist, or are incorrectly stated, or there are provisions which contradict Borough policy;

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of West Long Branch as follows:

**SECTION 1.**

That Section 2 of Ordinance No. 277 entitled "AN ORDINANCE TO ESTABLISH THE SALARY RANGE OF VARIOUS MUNICIPAL OFFICERS, EMPLOYEES AND APPOINTEES", and Ordinance No. O-20-3, which is an amendment to Ordinance No. 277, be amended and supplemented to set the annual salaries for 2022, which shall be paid semi-monthly, unless otherwise stated, of the officers, employees and appointees shall be as follows:

BOROUGH ADMINISTRATOR  
\$45,000 - \$105,000

BOROUGH CLERK  
\$45,000 - \$105,000

TAX COLLECTOR  
\$15,000 - \$80,000

REGISTRAR  
\$2,000 - \$5,000

DEPUTY REGISTRAR  
\$1,000 - \$3,000

ASSISTANT TREASURER  
\$35,000 - \$50,000

EMERGENCY SERVICES RECORDS ADMINISTRATOR  
\$2,000 - \$5,500

PART-TIME OFFICE PERSONNEL  
Compensation ranges from \$11.00 to \$30.00/hour

FULL-TIME OFFICE PERSONNEL  
\$32,000 - \$40,000

JUDGE - MUNICIPAL COURT  
\$15,000 - \$30,000

SCHOOL CROSSING GUARDS  
Compensation ranges from \$11.00 per shift to \$28.00 per shift

SUPERINTENDENT OF PUBLIC WORKS  
\$45,000 - \$105,000



DEPUTY DIRECTOR OF PUBLIC WORKS  
\$66,000 - \$80,000

RECYCLING COORDINATOR  
\$2,000 - \$6,000

PUBLIC WORKS - PART-TIME/TEMPORARY  
Compensation ranges from \$11.00 to \$15.00/hour

HOUSING INSPECTOR  
\$4,000 - \$18,000

DEPUTY HOUSING INSPECTOR  
\$4,000 - \$10,000

FIRE OFFICIAL  
\$6,300 - \$18,000

ZONING OFFICER  
\$15,000 - \$40,000

CODE ENFORCEMENT OFFICER  
\$15,000 - \$40,000

DEPUTY CODE ENFORCEMENT OFFICER  
\$36,400 - \$45,000

TAX ASSESSOR  
\$16,500 - \$28,000

SECRETARY - PLANNING AND ZONING BOARDS  
\$5,000 - \$7,500 for each Board

SECRETARY - RECREATION  
\$750 - \$2,000

SECRETARY - ENVIRONMENTAL  
\$750 - \$2,000

SECRETARY - SHADE TREE  
\$250 - \$1,000

SPECIAL POLICE  
Compensation ranges from \$12.00 to \$31.00/hour

MAYOR  
\$3,000 - \$3,300

COUNCIL MEMBERS  
\$2,000 - \$2,200

CHIEF OF POLICE  
\$100,000 - \$165,000

SUMMER RECREATION

DIRECTOR  
\$5,400 - \$8,000

ASSISTANT DIRECTOR  
\$2,600 - \$4,000

COUNSELOR  
Compensation ranges from \$11.00 to \$19.00/hour

SECTION 2.

This ordinance shall take effect immediately upon passage and publication according to law.

Introduced: January 5, 2022

Passed:

Adopted:

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MAYOR

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BOROUGH CLERK

**ORDINANCE NO. O-22-2**

**2022 SALARY ORDINANCE OF VARIOUS MUNICIPAL EMPLOYEES**

BE IT ORDAINED by the Borough Council of the Borough of West Long Branch:

SECTION 1. That Section 2 of Ordinance No. 277 entitled "AN ORDINANCE TO ESTABLISH THE SALARY RANGE OF VARIOUS MUNICIPAL OFFICERS, EMPLOYEES AND APPOINTEES", and Ordinance No. O-20-2, which is an amendment to Ordinance No. 277, be amended and supplemented as follows:

SECTION 2. The annual salaries for 2022, which shall be paid semi-monthly, unless otherwise stated, of the employees, as set forth in Section 1 hereof, shall be as follows:

	<u>01/01/21</u>
RECORDS CLERK	2,000.00
PUBLIC WORKS EMPLOYEES \$36,375.00 -	70,000.00
PUBLIC WORKS MECHANIC \$36,375.00 -	70,000.00
PUBLIC WORKS ROAD FOREMAN	2,000.00
PARKS FOREMAN	3,200.00
GENERAL FOREMAN	4,200.00
POLICE RECORDS CLERK/SECRETARY \$36,375.00 -	50,000.00

Introduced: January 5, 2022

Passed:

Adopted:

\_\_\_\_\_  
MAYOR

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BOROUGH CLERK

## BOROUGH OF WEST LONG BRANCH

## Bill List by P.O. Number

January 19, 2022

PO#	Vendor	PO Description	Amount
22-00001	Caruso & Baxter	January Invoices & Retainer	\$5,970.50
22-00002	Elizabeth Waterbury	Planning and Zoning Invoices	\$3,986.50
22-00003	Michael Irene, Jr.	PB/ZB Invoices & Jan Retainer	\$3,316.50

Total Purchase Orders: 3

Total List Amount: \$13,273.50