

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

May 4, 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

READING AND APPROVAL OF MINUTES:

Caucus Minutes
April 20, 2022

Executive Session Minutes
April 20, 2022

Council Minutes
April 20, 2022

REPORTS OF STANDING COMMITTEES:

MAYOR TUCCI:

COUNCILMAN BRAY (FINANCE & ADMINISTRATION):

COUNCILMAN CIOFFI (RECREATION, ENVIRONMENTAL, & SHADE TREE):

COUNCILWOMAN MANGO (FIRE & EMS):

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. Thank-You Letter – Kerry Bray & Family
2. EMS Membership Application – David Abraham – Auxiliary Membership

ORDINANCES:

1. O-22-5 An Ordinance Increasing Certain Escrow Fees for Land Use Board Applications in the Borough of West Long Branch
Second & Final Reading
2. O-22-6 Calendar Year 2022 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A: 4-45.14)
Second & Final Reading

RESOLUTIONS:

1. R-22-86 Resolution Determining to Read 2022 Budget by Title
2. R-22-87 Resolution Authorizing Self-Examination of Budget
3. R-22-88 Resolution for Adoption of Municipal Budget

UNFINISHED BUSINESS:

NEW BUSINESS:

BILLS AND CLAIMS:

OPPORTUNITY FOR ANY PERSON TO BE HEARD:

MOTION TO CLOSE THE PUBLIC PORTION AND ADJOURN:

ORDINANCE NO. O-22-5

**AN ORDINANCE INCREASING CERTAIN ESCROW
FEES FOR LAND USE BOARD APPLICATIONS IN THE
BOROUGH OF WEST LONG BRANCH**

WHEREAS, the Borough has been running into a regular problem where the escrow fees posted by various developers and applicants have been insufficient to cover the cost of professional fees incurred by the Board, thereby requiring excessive attention by Borough staff to the shortage of such accounts and the replenishment of the necessary funds; and

WHEREAS, both the CFO and the Boards have requested that the governing body consider increasing the costs of certain escrow accounts;

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of West Long Branch that Ordinance 18-14.3 be and is hereby amended as follows:

SECTION 1

"The escrow to be posted for "variance applications, bulk variances, request or interpretations of zoning ordinances, and appeals from Zoning Officer's decision or denial shall be ~~\$850.00~~ \$1,500.00."

SECTION 2

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

[Any crossed out language represents existing ordinance language being removed.
Any underlined language is being added.]

Introduced:
Passed:
Adopted:

MAYOR

ACTING BOROUGH CLERK

ORDINANCE NO. O-22-6

**CALENDAR YEAR 2022
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Council of the Borough West Long Branch in the County of Monmouth finds it advisable and necessary to increase its CY 2022 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Council of the Borough of West Long Branch hereby determines that a 3.5 % increase in the budget for said year, amounting to \$338,222.85 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS the Council of the Borough of West Long Branch hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Council of the Borough of West Long Branch, in the County of Monmouth, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2022 budget year, the final appropriations of the Borough of West Long Branch shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$ 338,222.85, and that the CY 2022 municipal budget for the Borough of West Long Branch be approved and adopted in accordance with this ordinance; and

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Introduced:

Passed:

Adopted:

MAYOR

ACTING BOROUGH CLERK

Councilmember offered the following resolution and moved its adoption:

5/4/22

RESOLUTION DETERMINING TO READ 2022 BUDGET BY TITLE

WHEREAS, the West Long Branch Municipal Budget for 2022 was introduced and approved by the Governing Body at its meeting on April 6, 2022; and

WHEREAS, the budget was advertised at least one week prior to the hearing date of May 4, 2022, and a copy was posted at least one week prior to the hearing date on the Borough's website and on the bulletin board in Borough Hall; and

WHEREAS, a copy of the budget was delivered to the West Long Branch Public Library and the Monmouth County Library – Eastern Branch to be available for public inspection; and

WHEREAS, a copy of the budget was made available to each person requesting the same, and additional copies will be made available both prior to and during the public hearing;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that, pursuant to N.J.S.A. 40A:4-8, the 2022 Municipal Budget shall be read by its title, the conditions of publication referred to earlier in this resolution having been met.

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 May 4, 2022.

ACTING BOROUGH CLERK

Councilmember offered the following resolution and moved its adoption:

5/4/22

RESOLUTION AUTHORIZING SELF-EXAMINATION OF BUDGET

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Borough of West Long Branch has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the Borough meets the necessary conditions to participate in the program for the 2022 budget year;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the Governing Body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:

- a. Payment of interest and debt redemption charges
- b. Deferred charges and statutory expenditures
- c. Cash deficit of preceding year
- d. Reserve for uncollected taxes
- e. Other reserves and non-disbursement items
- f. Any inclusions of amounts required for school purposes;

2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at 40A:4-45.3 et seq. are fully met (complies with the "CAP" law.);

3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5;

4. That pursuant to the Local Budget Law:

- a. All estimates of revenue are reasonable, accurate, and correctly stated
- b. Items of appropriation are properly set forth
- c. In itemization, form, arrangement, and content the budget will permit the exercise of the comptroller function within the municipality;

5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification;

6. That all other applicable statutory requirements have been fulfilled; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the
Director of the Division of Local Government Services upon adoption.

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 May 4, 2022.

ACTING BOROUGH CLERK

Councilmember offered the following resolution and moved its adoption:

5/4/22

RESOLUTION FOR ADOPTION OF MUNICIPAL BUDGET 2022

BE IT RESOLVED by the Governing Body of the Borough of West Long Branch, County of Monmouth, that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes of the sums therein as set forth as appropriations, and authorization of the amount of \$10,499,163.64 for municipal purposes.

SUMMARY OF REVENUES

1. General Revenues	
Surplus Anticipated	\$947,600.00
Miscellaneous Revenues Anticipated	1,707,900.36
Receipts from Delinquent Taxes	420,421.36
2. Amount to be Raised by Taxation for Municipal Purposes	10,499,163.64
TOTAL REVENUES	\$13,575,085.36

SUMMARY OF APPROPRIATIONS

5. General Appropriations:	
Within "CAPS"	
Operations Including Contingent	\$8,866,141.00
Deferred Charges and Statutory Expenditures – Municipal	1,159,588.00
Excluded from "CAPS"	
Operations – Total Operations Excluded from "CAPS"	605,650.36
Capital Improvements	1,259,500.00
Municipal Debt Service	1,172,071.00
Reserve for Uncollected Taxes	512,135.00
TOTAL APPROPRIATIONS	\$13,575,085.36

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 May 4, 2022.

ACTING BOROUGH CLERK

April 29, 2022
11:40 AM

BOROUGH OF WEST LONG BRANCH
Bill List By P.O. Number

Page No: 1

P.O. Type: All Include Project Line Items: Yes Open: N Paid: N Void: N
Range: First to Last Rcvd: Y Held: Y Aprv: N
Format: Condensed Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
21-01677	11/02/21	T0088	TEAM GREEN LAWN SPRINKLERS	DPW INV#: 21078 WINTERIZE	Open	120.00	0.00
22-00032	02/18/22	CASAP005	Casa Payroll Service	PAYROLL INVOICES, VARIOUS	Open	2,779.10	0.00
22-00037	02/19/22	P0025	PARTY PERFECT RENTALS	TRACKLESS TRAIN FOR EASTER EGG	Open	825.00	0.00
22-00076	02/22/22	ANNAS005	ANNA SOIREE	LAWN LETTERS FOR 2022 EASTER	Open	100.00	0.00
22-00081	02/23/22	H0027	HOME DEPOT - CREDIT SERVICES	TILE ADHESIVE FOR PD BATHROOM	Open	49.23	0.00
22-00147	03/01/22	H0027	HOME DEPOT - CREDIT SERVICES	HOMER BUCKET AND PATCH, DPW	Open	55.55	0.00
22-00156	03/02/22	M0029	MONMOUTH COUNTY POLICE ACADEMY	PD TRAINING INVOICE #: 22-048	Open	500.00	0.00
22-00169	03/02/22	ZOOMV005	ZOOM VIDEO COMMUNICATIONS, INC	12 MONTH BOROUGH SUBSCRIPTION	Open	1,259.37	0.00
22-00232	03/14/22	R0120	EMILY RONAN	DJ SERVICES FOR EGG HUNT 2022	Open	100.00	0.00
22-00234	03/14/22	L0002	LANIGAN ASSOCIATES	HABERMAN CLOTHING 2022 BELT	Open	24.00	0.00
22-00275	03/21/22	F0066	FOSTER & COMPANY, INC.	DPW QUOTE#: 70329	Open	229.52	0.00
22-00297	03/23/22	KUBEP005	KUBE PAK	BEAUTIFICATION ORDER #: 367311	Open	887.90	0.00
22-00318	03/30/22	ROBER005	ROBERT WITEK III	PROSECUTOR JAN - APR 2022	Open	5,950.00	0.00
22-00333	04/01/22	B0098	BULLET LOCK & SAFE COMPANY	BORO KEY INVOICE#: 145445	Open	3.50	0.00
22-00336	04/01/22	JAMES005	JAMES H. NEWMAN	CONFLICT JUDGE MAR. 16, 2022	Open	500.00	0.00
22-00343	04/01/22	S0070	STAPLES ADVANTAGE	PRINTER RIBBON & CODE ENF	Open	121.29	0.00
22-00354	04/04/22	D0109	DIDI'S AUTOMOTIVE II, LLC	PD INV#: 220323006	Open	340.44	0.00
22-00374	04/06/22	T0088	TEAM GREEN LAWN SPRINKLERS	THORNE VALVES INV#: 21229	Open	290.00	0.00
22-00375	04/06/22	D0125	DELISA WASTE SERVICES	MAR 2022 - TIPPING 16-31	Open	9,930.72	0.00
22-00377	04/07/22	I0034	MICHAEL IRENE, JR.	Invoice #19975	Open	709.50	0.00
22-00384	04/14/22	M0161	UNITED SITE SERVICES (MR JOHN)	SORRENTINO INV#: 0006413310	Open	218.46	0.00
22-00397	04/18/22	J0052	JERSEY ELEVATOR	APR 2022 ELEVATOR MAINTENANCE	Open	135.57	0.00
22-00399	04/18/22	S0027	SIP'S PAINT AND HARDWARE	PUBLIC WORKS INVOICES, VARIOUS	Open	378.65	0.00
22-00400	04/18/22	N0005	NAPA AUTO PARTS CENTER	DPW INVOICES, VARIOUS	Open	610.58	0.00
22-00404	04/20/22	H0027	HOME DEPOT - CREDIT SERVICES	DPW PURCHASE 3/25/2022	Open	79.78	0.00
22-00405	04/20/22	T0051	TAYLOR FENCE COMPANY	DPW INV#: 22-002072 THORNE FNC	Open	58.11	0.00
22-00407	04/20/22	N0130	NJAPZA	2022 MEMBERSHIP - J. MILLER	Open	100.00	0.00
22-00409	04/20/22	A0023	ASBURY PARK PRESS *	CLERK ADS, VARIOUS	Open	158.40	0.00
22-00414	04/20/22	S0012	SEABOARD WELDING	DPW INV#: 937009	Open	14.50	0.00
22-00418	04/20/22	E0028	EAGLE POINT GUN SHOP	FIREARMS PD	Open	2,999.40	0.00
22-00425	04/20/22	M0054	BCM ONE	INVOICE #: 3829832	Open	2,016.12	0.00
22-00426	04/20/22	K0049	KONICA MINOLTA BUSINESS SOLU.	INVOICE #: 76033552	Open	184.23	0.00
22-00428	04/20/22	R0089	ROTOR-ROOTER SEWER & DRAIN	PD INVOICE #: 30598	Open	60.00	0.00
22-00429	04/20/22	N0130	NJAPZA	2022 LUNCHEON/SPRING FLING	Open	50.00	0.00
22-00430	04/20/22	D0125	DELISA WASTE SERVICES	MAR 2022 - RECYCLING	Open	1,793.25	0.00
22-00432	04/20/22	W0026	ELLEN WHITFORD	FLOWERS AND SEEDS SPRING 2022	Open	80.00	0.00
22-00435	04/20/22	BARBA005	BARBARA MAZZA	SMOKE CERTIFICATE REFUND	Open	206.00	0.00
22-00436	04/20/22	J0063	JERSEY AUTO SPA CAR WASH, LLC	PD CAR WASH DEC 2021 FEB 2022	Open	530.75	0.00
22-00437	04/20/22	C0053	CITY OF LONG BRANCH	2022 - QTR 1 IT	Open	8,489.75	0.00
22-00438	04/20/22	E0006	EDMUNDS & ASSOCIATES	TAX BILLS INVOICE #: 22-IN1643	Open	270.00	0.00
22-00440	04/20/22	B0067	BOUND TREE MEDICAL LLC	EMS SUPPLIES INVOICE	Open	13,424.22	0.00
22-00444	04/25/22	D0125	DELISA WASTE SERVICES	APR 2022 - TIPPING 1-15	Open	10,590.77	0.00
22-00449	04/25/22	C0083	COMCAST & XFINITY *	ACCT NO. 8499 05 216 0061687	Open	71.67	0.00
22-00450	04/25/22	C0083	COMCAST & XFINITY *	ACCT NO. 8499 05 216 0049187	Open	14.21	0.00
22-00452	04/25/22	C0195	CASA REPORTING SERVICE	MAR 2022 CASA CHARGES	Open	87.00	0.00
22-00453	04/25/22	D0125	DELISA WASTE SERVICES	MAY 2022 - GARBAGE	Open	24,166.67	0.00
22-00456	04/25/22	S0027	SIP'S PAINT AND HARDWARE	HEATER INV#: 33946	Open	58.49	0.00
22-00458	04/25/22	S0012	SEABOARD WELDING	EMS INV#: 2138296 OXYGEN	Open	45.00	0.00
22-00460	04/25/22	T0001	TWO RIVERS WATER RECLAMATION	WLB SEWER BILLS QTR 2 2022	Open	630.00	0.00
22-00462	04/26/22	C0053	CITY OF LONG BRANCH	GAS/DIESEL - MAR. 2022	Open	10,647.34	0.00

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BOROUGH OF WEST LONG BRANCH
Bill List By P.O. Number

Page No: 2

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type	
22-00463	04/26/22	N0036	NEW JERSEY NATURAL GAS CO.	VARIOUS ACCTS.	Open	2,831.63	0.00	
22-00466	04/26/22	COBAN005	COBAN TECHNOLOGIES, INC.	PD INVOICE #: 45627	Open	451.05	0.00	
22-00467	04/26/22	J0042	JERSEY CENTRAL POWER & LIGHT	ACCT NO. 100 011 671 037	Open	128.49	0.00	
22-00470	04/26/22	N0130	NJAPZA	2022 MEMBERSHIP - J. OSULLIVAN	Open	100.00	0.00	
22-00471	04/26/22	N0130	NJAPZA	SPRING 2022 LUNCH J.OSULLIVAN	Open	50.00	0.00	
22-00472	04/27/22	E0077	E.M. WATERBURY	ZB Varies Invoices	Open	891.00	0.00	
22-00473	04/29/22	E0077	E.M. WATERBURY	ZB Varies Invoices	Open	4,525.25	0.00	
Total Purchase Orders:		57	Total P.O. Line Items:	0	Total List Amount:	111,921.46	Total Void Amount:	0.00

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total
	1-01	14,087.70	0.00	14,087.70	0.00	0.00	0.00
	2-01	91,708.01	0.00	91,708.01	0.00	0.00	0.00
	2-03	0.00	0.00	0.00	0.00	0.00	1,600.50
Year Total:		91,708.01	0.00	91,708.01	0.00	0.00	1,600.50
	E-03	4,525.25	0.00	4,525.25	0.00	0.00	0.00
Total of All Funds:		110,320.96	0.00	110,320.96	0.00	0.00	1,600.50

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BOROUGH OF WEST LONG BRANCH
Bill List By P.O. Number

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Project Description	Project No.	Rcvd Total	Held Total	Project Total
JCP&L INFORMAL MEETING	INF-2022-1	1,006.50	0.00	1,006.50
BULK -ADDITION OVER GARAGE	ZB-2022-01	264.00	0.00	264.00
BULK-POOL	ZB-2022-02	264.00	0.00	264.00
BULK MOTHER/DAUGHTER SUITE	ZB-2022-05	66.00	0.00	66.00
Total of All Projects:		<u>1,600.50</u>	<u>0.00</u>	<u>1,600.50</u>