

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

December 21, 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
December 7, 2022

Executive Session Minutes
December 7, 2022

Council Minutes
December 7, 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. Tax Collector's Monthly Report – November 2022

ORDINANCES:

None.

RESOLUTIONS:

1. R-22-148 Resolution Renewing Community Center Lease
2. R-22-149 Resolution Authorizing the Borough of West Long Branch to Participate in Intra-County Mutual Aid and Assistance Agreements with Participating Units in the County of Monmouth
3. E-22-150 Resolution Establishing the Date and Time of the Annual Reorganization Meeting in the Borough of West Long Branch
4. R-22-151 Annual Audit Resolution

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:

12/21/22

RESOLUTION RENEWING COMMUNITY CENTER LEASE

WHEREAS, the December 18, 2019, lease between the Borough of West Long Branch, as Landlord, and the West Long Branch Community Center, Inc., as Tenant for the West Long Branch Community Center at 116 Locust Ave., West Long Branch, New Jersey 07764, expires on December 31, 2022; and

WHEREAS, both the Landlord and Tenant wish to renew the lease for an additional three (3) years on the same terms as set forth in the December 18, 2019, lease;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the aforementioned lease renewal agreement attached hereto is approved, subject to the signing by the President of the West Long Branch Community Center, Inc.; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized to sign the lease renewal.

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 December 21, 2022.

ACTING BOROUGH CLERK

Councilmember offered the following resolution and moved its adoption:

**RESOLUTION AUTHORIZING THE BOROUGH OF WEST LONG BRANCH
TO PARTICIPATE IN INTRA-COUNTY MUTUAL AID AND
ASSISTANCE AGREEMENTS WITH PARTICIPATING UNITS
IN THE COUNTY OF MONMOUTH**

12/21/22

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et. Seq., (“Act”) provides that any local governmental unit may enter into a contract with any other local governmental unit to provide or receive any service that each local unit is empowered to provide or receive within its own jurisdiction; and

WHEREAS, mutual aid and assistance agreements between municipalities, counties, law enforcement agencies, police, emergency medical service, fire departments, fire companies, or EMS organizations and fire departments situated in fire districts operated by a Board of Fire Commissioners, are permitted pursuant to N.J.S.A. 40A: 14-26 and 40A: 14-156.1; and

WHEREAS, the President in Homeland Security Directive (HSPD-5), directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (“NIMS”), which would provide a consistent nationwide approach to Federal, State, local and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity; and

WHEREAS, “The New Jersey Civilian Defense and Disaster Control Act” App.A9-33 et. seq., provides for the health, safety and welfare of the people of the State of New Jersey during any emergency by centralizing control of all civilian activities having to do with such emergency giving the Governor control over the resources of each and every political subdivision to cope with any condition that shall arise out of such emergency; and

WHEREAS, The Director of the Division of Fire Safety in the Department of Community Affairs promulgated rules in accordance with the “Fire Service Resource Emergency Deployment Act,” N.J.A.C. 52:14E-11 et. seq., commonly referred to as the “Fire Service Resource Emergency Deployment Regulations” N.J.A.C. 5:75A et. seq.; and

WHEREAS, the Borough Council of the Borough of West Long Branch deems it to be in the best interests of the Borough to enter into Mutual Aid and Assistance Agreements with governmental entities throughout Monmouth County and all of their departments, authorities, boards, commissions and other functions under the auspices of each participating governmental entity including but not limited to, law enforcement, public works, emergency medical services, emergency management, human services, hazardous materials response units technical or special operations teams, Community Emergency

Response Team ("CERT") members, Medical Reserve Corps ("MRC") members or other volunteers and other jurisdictions defined "local governments" in the Homeland Security Act of 2002; and

WHEREAS, N.J.S.A. 40A:14-26 and 156.1 et seq. has authorized interjurisdictional mutual aid; and

WHEREAS, the Borough Council of the Borough of West Long Branch and the Participating Units recognize the benefit of entering into an Agreement for mutual aid and assistance with each other to protect against loss, damage or destruction by fire, civil unrest, hazardous material, major criminal or emergency events, natural and man-made disaster or catastrophe and to address those situations when additional aid and assistance is needed to protect the best interests of the persons and property of each individual jurisdiction.

NOW, THEREFORE, BE IT RESOLVED that the Intra-County Mutual Aid and Assistance Agreements between the Borough of West Long Branch and Participating Units be and are hereby accepted; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are authorized to execute the Intra-County Mutual Aid and Assistance Agreements once they have been authorized and executed by each Participating Unit; and

BE IT FURTHER RESOLVED that the Borough Clerk forward a certified true copy of this resolution to the Monmouth County Sheriff and the Office of Emergency Management Coordinator.

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 December 21, 2022.

ACTING BOROUGH CLERK

Councilmember offered the following resolution and moved its adoption:

**RESOLUTION ESTABLISHING THE DATE AND TIME OF
THE ANNUAL REORGANIZATION MEETING
IN THE BOROUGH OF WEST LONG BRANCH**

12/21/22

WHEREAS, the Borough Council of the Borough of West Long Branch finds it to be in the best interest of the Borough to schedule the Reorganization Meeting to be held the first Wednesday in January, which falls on January 4, 2023, in the Borough Hall Council Chambers, 965 Broadway, West Long Branch, NJ 07764, at 6:30 PM; and

WHEREAS, such scheduling will allow for the Borough to stay within its statutory requirements.

NOW, THEREFORE, BE IT RESOLVED that the Reorganization Meeting for 2023 shall be held on January 4, 2023, at 6:30 PM, in the Borough Hall Council Chambers, 965 Broadway, West Long Branch, New Jersey 07764; and

BE IT FURTHER RESOLVED that the Borough Clerk shall post a certified copy of this resolution on the bulletin board in Borough Hall and publish same in one issue of the Link, one issue of the Asbury Park Press, and on the Borough Website.

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 December 21, 2022.

ACTING BOROUGH CLERK

12/21/22

Councilmember offered the following resolution and moved its adoption:

ANNUAL AUDIT RESOLUTION

WHEREAS, N.J.S.A. 40A:5-4 requires the Governing Body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2021 has been filed by a Registered Municipal Accountant with the Borough Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the Governing Body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the Governing Body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the Governing Body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations"; and

WHEREAS, the members of the Governing Body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations", as evidenced by the group affidavit form of the Governing Body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the Governing Body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local Governing Body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of West Long Branch hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

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 December 21, 2022.

ACTING BOROUGH CLERK

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
22-01629	12/01/22	S0070	STAPLES ADVANTAGE	PB SEC SUPPLIES	Open	882.97	0.00
22-01630	12/05/22	A0182	AMAZON CAPITAL SERVICES, INC.	FINANCE and PB SEC	Open	529.89	0.00
22-01631	12/05/22	N0035	NJ LEAGUE OF MUNICIPALITIES	PUBLIC WORKS JOB POSTING	Open	160.00	0.00
22-01632	12/05/22	I0034	MICHAEL IRENE, JR.	PB VARIOUS INVOICES	Open	791.50	0.00
22-01633	12/05/22	B0098	BULLET LOCK & SAFE COMPANY	ELECTRONIC DOOR STRIKE	Open	348.00	0.00
22-01634	12/05/22	W0038	W.B. MASON CO. INC.	WEST LONG BRANCH LIBRARY	Open	65.37	0.00
22-01635	12/05/22	R0130	RUTGERS CENTER FOR GOVT SERVIC	PPP2, PPP3, QPA - G. TARTARO	Open	2,463.00	0.00
22-01636	12/05/22	S0227	STEPHANIE DOLLINGER	MARYLYNN MANGO	Open	309.21	0.00
22-01638	12/06/22	J0042	JERSEY CENTRAL POWER & LIGHT	VARIOUS ACCOUNTS	Open	10,069.24	0.00
22-01639	12/06/22	M0054	BCM ONE	INVOICE NO. 4548034	Open	1,878.46	0.00
22-01641	12/06/22	L0072	LANGUAGE LINE SERVICES	COURT INTERPRETER - NOV 2022	Open	209.10	0.00
22-01643	12/06/22	K0049	KONICA MINOLTA BUSINESS SOLU.	COPIER INV#: 284001911	Open	101.13	0.00
22-01644	12/06/22	C0195	CASA REPORTING SERVICE	CASA CHARGES OCT 2022	Open	88.50	0.00
22-01645	12/06/22	A0078	AUTOMATED BLDG CONTROLS, INC.	COMM CENTER INV#: 539538	Open	495.00	0.00
22-01646	12/06/22	N0005	NAPA AUTO PARTS CENTER	PD INV#: 464345	Open	98.99	0.00
22-01647	12/06/22	MAZZA005	MAZZA MULCH	LEAVES INV#: 649029	Open	8,930.00	0.00
22-01649	12/06/22	S0012	SEABOARD WELDING	DPW INV#: 946764	Open	18.50	0.00
22-01652	12/06/22	P0117	PLOSIA COHEN LAW FIRM	NOV 2022 INV#: 53063	Open	630.00	0.00
22-01653	12/06/22	V0027	VERIZON *	ACCT NO. 342213956-00001	Open	2,431.30	0.00
22-01655	12/06/22	D0125	DELISA WASTE SERVICES	NOV 2022 - TIPPING 16-30	Open	9,193.88	0.00
22-01656	12/06/22	N0005	NAPA AUTO PARTS CENTER	DPW INV#: 464346 RAGS/OILSPRAY	Open	25.98	0.00
22-01657	12/06/22	J0052	JERSEY ELEVATOR	DEC 2022 ELEVATOR MAINTENANCE	Open	140.99	0.00
22-01658	12/06/22	S0027	SIP'S PAINT AND HARDWARE	DPW PURCHASES	Open	122.34	0.00
22-01659	12/06/22	C0083	COMCAST & XFINITY *	VARIOUS ACCOUNTS	Open	923.12	0.00
22-01660	12/06/22	J0042	JERSEY CENTRAL POWER & LIGHT	VARIOUS ACCOUNTS	Open	4,128.88	0.00
22-01661	12/06/22	N0057	NORCIA CORP.	INVOICE #82492	Open	125.84	0.00
22-01662	12/06/22	G0117	GRAINGER	DPW INVOICE #: 9525920097	Open	158.34	0.00
22-01663	12/06/22	E0016	EDC ELECTRIC	INVOICE #22A575	Open	312.50	0.00
22-01664	12/06/22	M0204	MONMOUTH WIRE & COMPUTER	COLLECTION CHARGES 10/11&10/23	Open	275.00	0.00
22-01665	12/06/22	A0038	ALLIED FIRE & SAFETY	INVOICE# SM 99878	Open	651.80	0.00
22-01667	12/06/22	S0070	STAPLES ADVANTAGE	STAPLES ORDERS FINANCE	Open	221.54	0.00
22-01668	12/06/22	A0078	AUTOMATED BLDG CONTROLS, INC.	COMM CENTER PROPOSAL 160864	Open	478.43	0.00
22-01669	12/06/22	M0161	UNITED SITE SERVICES (MR JOHN)	TEMP RESTROOMS INV#: 6619571	Open	1,183.46	0.00
22-01670	12/06/22	E0075	EXTREME TECHNOLOGIES, LLC	EMS INV#: 22-06371813	Open	1,956.05	0.00
22-01671	12/06/22	S0070	STAPLES ADVANTAGE	CODE OFFICE SUPPLIES	Open	153.96	0.00
22-01675	12/06/22	NJ0136	NJ DEPT HEALTH INFECTIOUS &	DOG FEES TO STATE JUL-NOV 2022	Open	34.80	0.00
22-01678	12/07/22	S0139	SHORE BUSINESS SOLUTIONS	invoice# AR69834	Open	261.00	0.00
22-01682	12/08/22	PORTE005	PORTER LEE CORPORATION	invoice # 27874	Open	1,075.00	0.00
22-01683	12/08/22	A0113	ATLANTIC SECURITY & FIRE, INC.	INVOICE # 136777	Open	1,142.85	0.00
22-01684	12/08/22	I0034	MICHAEL IRENE, JR.	Various Planning Invoices	Open	7,705.50	0.00
22-01685	12/08/22	T0015	THOMAS PLANNING ASSOC LLC	ZONING BOARD INVOICE	Open	825.00	0.00
22-01686	12/09/22	A0078	AUTOMATED BLDG CONTROLS, INC.	HEATER REPAIR DPW GARAGE	Open	412.50	0.00
22-01687	12/09/22	D0125	DELISA WASTE SERVICES	NOV 2022 - RECYCLING	Open	1,912.90	0.00
22-01688	12/09/22	H0027	HOME DEPOT - CREDIT SERVICES	DPW HOME DEPOT SUPPLIES	Open	40.64	0.00
22-01689	12/09/22	C0008	CARUSO & BAXTER	TAX MATTERS INVOICED 12/9/2022	Open	1,716.00	0.00
22-01690	12/09/22	A0113	ATLANTIC SECURITY & FIRE, INC.	INVOICE NO. 136914 BORO DOOR	Open	45.00	0.00
22-01691	12/09/22	A0004	A.R. COMMUNICATIONS	INVOICE# 52514	Open	438.70	0.00
22-01692	12/09/22	G0109	GANNETT NJ	CLERK INV#: 005074966	Open	147.84	0.00
22-01693	12/09/22	V0027	VERIZON *	ACCT NO. 450-717-472-0001-02	Open	1,115.40	0.00
22-01694	12/09/22	C0083	COMCAST & XFINITY *	ACCT NO. 8499 05 216 0042612	Open	169.15	0.00
22-01695	12/09/22	C0195	CASA REPORTING SERVICE	NOV 2022 CASA CHARGES	Open	87.00	0.00
22-01697	12/09/22	N0005	NAPA AUTO PARTS CENTER	PARTS FOR DPW	Open	2,651.26	0.00
22-01698	12/09/22	M0166	COUNTY TAX ADMINISTRATOR	MOD-IV PROCESSING 2022	Open	934.99	0.00
22-01700	12/09/22	N0005	NAPA AUTO PARTS CENTER	CODE INV#: 464545	Open	159.47	0.00

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
22-01701	12/09/22	S0027	SIP'S PAINT AND HARDWARE	DPW INVOICES, SORRENTINO	Open	5.39	0.00
22-01702	12/09/22	S0027	SIP'S PAINT AND HARDWARE	DPW INV#: 37928, MISC KEY STUF	Open	27.32	0.00
22-01703	12/09/22	T0119	JANET TUCCI	PARKING ATLANTIC CITY	Open	20.00	0.00
22-01704	12/09/22	N0030	NJ CONFERENCE OF MAYORS	NEW JERSEY CONF. OF MAYORS 23	Open	395.00	0.00
22-01705	12/09/22	A0078	AUTOMATED BLDG CONTROLS, INC.	BALLROOM BATHROOMS NO HEAT	Open	330.00	0.00
22-01707	12/12/22	ROLLA005	ROLLABELS INK , INC	ROLLabels	Open	131.05	0.00
22-01708	12/12/22	M0252	MAZZA RECYCLING SERVICES, LTD.	TICKET #1175345	Open	84.00	0.00
22-01709	12/12/22	G0117	GRAINGER	SALES ORDER 14667223311	Open	197.93	0.00
22-01710	12/12/22	J0063	JERSEY AUTO SPA CAR WASH, LLC	FIRE DEPT CAR WASHES NOV 2022	Open	37.00	0.00
22-01712	12/12/22	V0027	VERIZON *	ACCT NO. 656-290-524-0001-59	Open	58.52	0.00
22-01713	12/12/22	C0008	CARUSO & BAXTER	K-HOC SCHMITT INVOICED 12/9/22	Open	404.25	0.00
22-01714	12/12/22	A0071	AVAYA, INC	LIBRARY PHONE NOV 2022	Open	35.32	0.00
22-01715	12/12/22	A0089	ANCHOR RUBBER STAMP	NOTARY STAMP G. TARTARO	Open	43.85	0.00
22-01716	12/12/22	C0053	CITY OF LONG BRANCH	GAS/DIESEL - NOV. 2022	Open	10,175.16	0.00
22-01717	12/13/22	K0050	KONICA MINOLTA PREMIER FINANCE	COPIER INV#: 78390018	Open	173.25	0.00
22-01718	12/13/22	J0063	JERSEY AUTO SPA CAR WASH, LLC	PD CAR WASHES INV#: 936	Open	198.00	0.00
22-01720	12/13/22	P0044	PITNEY BOWES, INC.	POSTAGE INV#: 1022113419	Open	105.00	0.00
22-01721	12/13/22	PROJA005	PRO JANITORIAL SERVICES, LLC	CLEANING SERVICE - DEC 2022	Open	2,700.00	0.00
22-01722	12/13/22	F0036	FOLEY MACHINERY COMPANY	DPW INV#: W0IN1319685 LDR 90	Open	3,424.24	0.00
22-01726	12/13/22	N0035	NJ LEAGUE OF MUNICIPALITIES	INVOICE # 536MLK23	Open	757.00	0.00
22-01727	12/16/22	N0029	NEW JERSEY AMERICAN WATER CO.	VARIOUS ACCOUNTS	Open	432.29	0.00
22-01728	12/16/22	V0027	VERIZON *	ACCT NO. 450-7785-017-00021-28	Open	187.44	0.00

Total Purchase Orders: 126 Total P.O. Line Items: 0 Total List Amount: 314,115.19 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	145.00	0.00	145.00	0.00	0.00	0.00
	2-01	187,288.64	0.00	187,288.64	0.00	0.00	0.00
	2-03	0.00	0.00	0.00	0.00	0.00	7,202.25
	2-13	1,157.30	0.00	1,157.30	0.00	0.00	0.00
Year Total:		188,445.94	0.00	188,445.94	0.00	0.00	7,202.25
	C-04	56,194.50	0.00	56,194.50	0.00	0.00	0.00
	E-03	1,432.50	0.00	1,432.50	0.00	0.00	0.00
	G-01	60,695.00	0.00	60,695.00	0.00	0.00	0.00
Total of All Funds:		306,912.94	0.00	306,912.94	0.00	0.00	7,202.25

Project Description	Project No.	Rcvd Total	Held Total	Project Total
RMH SELECT PROPERTIES, LLC	PB-2022-02	297.00	0.00	297.00
SCHMITT PROPERTY-K.HOVNANIAN	PB-2022-03	404.25	0.00	404.25
MALAKH BULK-POOL	ZB-2022-02	297.00	0.00	297.00
PERRELLA BULK M/D SUITE	ZB-2022-05	742.50	0.00	742.50
11 NOLAN DR, LLC	ZB-2022-06	561.00	0.00	561.00
EDELSTEIN PLAY/TREE HOUSE	ZB-2022-07	396.00	0.00	396.00
CEDAR VILLAGE GROUP, LLC-SP	ZB-2022-08	3,151.50	0.00	3,151.50
JCP&L	ZB-2022-10	33.00	0.00	33.00
MONMOUTH U - GARDEN PROJECT	ZB-2022-12	495.00	0.00	495.00
DOUGLAS & JUSTINE MUH	ZB-2022-13	544.50	0.00	544.50
ELIJAH DWECK-ZB-2022-16	ZB-2022-16	231.00	0.00	231.00
ADALBERTO DEMELO	ZB-2022-20	49.50	0.00	49.50
Total of All Projects:		7,202.25	0.00	7,202.25