

SUBJECT TO CHANGE
BOROUGH OF WEST LONG BRANCH
COUNCIL MEETING

March 6, 2019
(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, MIGLIACCIO, NEYHART, PENTA

ABSENT:

READING AND APPROVAL OF MINUTES:

Caucus Minutes
February 6, 2019

Executive Session Minutes
February 6, 2019

Council Minutes
February 6, 2019

REPORTS OF STANDING COMMITTEES:

MAYOR TUCCI:

COUNCILMAN BRAY (FINANCE & ADMINISTRATION):

COUNCILMAN CIOFFI (FIRE & FIRST AID):

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

COUNCILMAN MIGLIACCIO (PUBLIC PROPERTY):

COUNCILMAN NEYHART (POLICE):

COUNCILMAN PENTA (PUBLIC WORKS):

BOROUGH ADMINISTRATOR DOLLINGER:

BOROUGH CLERK COLE:

1. 2019 Elected Officials Risk Management Training Seminar

BOROUGH ATTORNEY BAXTER:

BOROUGH ENGINEER MULLAN:

COMMUNICATIONS:

1. New Jersey Natural Gas Petition for the Annual Review and Revision of Societal Benefits Charge (SBC) Factors for Remediation Year 2018

COMMUNICATIONS:

2. Thank-You Note – The Family of Irene K. Hughes
3. Municipal Excess Liability Joint Insurance Fund Annual Report
4. Tax Collector's Annual Report – 2018
5. Monmouth County Park System's Notice of Green Acres Public Hearing – New Jersey American Water Howell to Lakewood Transmission Main Project

ORDINANCES:

1. Ordinance No. O-19-3
An Ordinance Amending Borough Ordinance 15-4.6(f)(1)(d) Regarding Restoration Procedures for Work Done in the Public Streets in the Borough of West Long Branch
Second & Final Reading

RESOLUTIONS:

1. Resolution Approving an Agreement With the City of Long Branch for the Provision of IT Services (R-19-54)
2. Resolution Approving Five-Year Extension of Shared Services Agreement With Ocean Township for Municipal Court (R-19-55)
3. Resolution Hiring Full-Time Office Personnel and Deputy Registrar (R-19-56)
4. Resolution Authorizing the Mayor to Sign the Community Forestry Management Plan Annual Accomplishment Report Form (R-19-57)
5. Resolution Authorizing the Mayor to Sign the Tree City USA Application for Recertification (R-19-58)

UNFINISHED BUSINESS:

NEW BUSINESS:

1. Authorization for Mayor to Electronically Sign the 2019 Distracted Driving Crackdown – U Text, U Drive, U Pay – Grant in the Amount of \$5,500
2. RL 19-10 – Atlantic Highland Arts Council
3. RL 19-11 – Atlantic Highland Arts Council

BILLS AND CLAIMS:

OPPORTUNITY FOR ANY PERSON TO BE HEARD:

MOTION TO CLOSE THE PUBLIC PORTION AND ADJOURN:

ORDINANCE NO. O-19-3

**AN ORDINANCE AMENDING BOROUGH ORDINANCE 15-4.6(f)(1)(d)
REGARDING RESTORATION PROCEDURES FOR WORK DONE
IN THE PUBLIC STREETS IN THE BOROUGH OF WEST LONG BRANCH**

WHEREAS, the Borough has received repeated complaints, usually against utility companies, for the caliber of restoration undertaken after permittees have opened public roads; and

WHEREAS, the governing body has discussed this problem on several occasions, both internally and with its professionals, including the Borough Engineer and the Director of Public Works; and

WHEREAS, the Borough feels that it has been reasonable in working with various permittees, including utility companies, regarding street openings restoration of the work area, which actions by the Borough have not prompted the permittees to satisfactorily restore the streets where excavation has been undertaken;

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of West Long Branch that Ordinance 15-4.6(f)(1)(d) be amended to read as follows:

SECTION 1.

Unless authorized by the Department of Public Works, all excavations shall require milling and restoration of the excavation work area extending from the curb to curb ~~the center line of the road or a minimum of one foot beyond the outer edges of the excavation, whichever is greater.~~ If the excavation work area will be within two hundred (200) feet or more of a previous excavation made within one year (by the same permittee along the same side of the road), the permittee shall be required to mill and restore between the outer most excavation from curb to curb ~~the center line of the roadway to the curb.~~

SECTION 2.

The pavement restoration shall extend ten (10) feet past the limits of the trench excavation in each direction.

SECTION 3.

If the excavation extends beyond a curb line of any intersecting street, the restoration shall extend through the entire intersection to the opposite curb line.

AND BE IT FURTHER ORDAINED that the balance of Ordinance 15-4.6(f)(1), to the extent not modified herein, shall remain as is.

AND BE IT FURTHER ORDAINED that this Ordinance shall take effect immediately upon passage and publication according to law.

[Underlined language is new. Language which is crossed out is being removed]

Councilmember offered the following resolution and moved its adoption:

**RESOLUTION APPROVING AN AGREEMENT WITH THE
CITY OF LONG BRANCH FOR THE PROVISION OF IT SERVICES**

3/6/19

WHEREAS, the Borough of West Long Branch, a municipal corporation of the State of New Jersey, with principal offices located at 965 Broadway, West Long Branch, (hereinafter the "Recipient") desires to renew a shared services agreement for the provision of IT Services with the City of Long Branch, a municipal corporation of the State of New Jersey, with principal offices located at 344 Broadway, Long Branch, (hereinafter the "Provider"); and

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. (the "Act") authorizes local units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive in its own jurisdiction; and

WHEREAS, the Recipient is in need of IT Services as set forth in the annexed Agreement; and

WHEREAS, the Provider has agreed to furnish to the Recipient the IT Services pursuant to the terms of the Agreement; and

WHEREAS, in the spirit of inter-municipal cooperation in furtherance of the principles underlying the Act, the Provider and the Recipient (collectively known as the "Parties") have negotiated an agreement for the use of the IT Department services within their respective jurisdictions; and

WHEREAS, it is in the best interest of the citizens of the City of Long Branch and the Borough of West Long Branch to enter into the annexed Agreement;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the Mayor and Borough Clerk of the Borough of West Long Branch are hereby authorized to execute the annexed Agreement for the provision of IT Services by the City of Long Branch to the Borough of West Long Branch.

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

AYES:
NAYS:
ABSENT:
ABSTAIN:

Councilmember offered the following resolution and moved its adoption:

**RESOLUTION APPROVING FIVE-YEAR EXTENSION OF
SHARED SERVICES AGREEMENT
WITH OCEAN TOWNSHIP FOR MUNICIPAL COURT**

3/6/19

WHEREAS, the Township of Ocean entered into a Shared Services Agreement with the Borough of West Long Branch on March 20, 2014, by which the Township would provide all municipal court services to West Long Branch for a five-year period from April 1, 2014, through March 30, 2019; and

WHEREAS, it is the desire of the Borough of West Long Branch and the Township of Ocean to extend this Shared Services Agreement for an additional five-year term commencing on April 1, 2019, or the date of approval by the Monmouth County Assignment Judge, whichever is earlier; and

WHEREAS, as noted in the original Agreement, the Borough of West Long Branch agrees to pay the Township of Ocean a fee of \$142,292.00 for the year 2019 and that amount will increase by 2% for each subsequent year of said Agreement; and

WHEREAS, the Agreement would terminate at any time upon mutual agreement of the municipalities, however, unless otherwise agreed by the municipalities, such a termination shall not become effective for a minimum of six (6) months following the adoption of resolutions by both governing bodies authorizing the termination;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that it does hereby authorize the five-year extension of the Shared Services Agreement with the Township of Ocean for municipal court services for a five-year period from April 1, 2019, or the date of approval by the Monmouth County Assignment Judge, whichever is earlier, through March 30, 2024; and

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Township of Ocean, the West Long Branch Borough Administrator, the West Long branch Chief Financial Officer, and the Township of Ocean Court Administrator.

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

AYES:
NAYS:
ABSENT:
ABSTAIN:

3/6/19

Councilmember offered the following resolution and moved its adoption:

RESOLUTION HIRING FULL-TIME OFFICE PERSONNEL AND DEPUTY REGISTRAR

WHEREAS, there is a need to hire full-time office personnel; and

WHEREAS, there is also a vacancy in the position of Deputy Registrar; and

WHEREAS, it is the recommendation of the Borough Administrator and Finance Committee Chairman that GLORIA TARTARO be hired as full-time office personnel to work in Borough Hall, at an annual salary of \$33,500, effective March 1, 2019; and

WHEREAS, it is also their recommendation that GLORIA TARTARO be appointed as Deputy Registrar, conditioned upon her obtaining the required Certified Municipal Registrar certification within six months, at an annual salary of \$1,500;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that GLORIA TARTARO be hired as full-time office personnel to work in Borough Hall, at an annual salary of \$33,500; and

BE IT FURTHER RESOLVED that GLORIA TARTARO be appointed as Deputy Registrar, conditioned upon obtaining the Certified Municipal Registrar certification within six months, at an annual salary of \$1,500; and

BE IT FURTHER RESOLVED that her continued employment is conditioned upon the favorable completion of her fingerprint check.

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

AYES:
NAYS:
ABSENT:
ABSTAIN:

Councilmember offered the following resolution and moved its adoption:

**RESOLUTION AUTHORIZING THE MAYOR TO SIGN
THE COMMUNITY FORESTRY MANAGEMENT PLAN
ANNUAL ACCOMPLISHMENT REPORT FORM**

3/6/19

WHEREAS, the State Legislature passed the New Jersey Shade Tree and Community Forestry Assistance Act on December 5, 1996; and

WHEREAS, in addition to establishing a Community Forestry Council, the Act enables New Jersey municipalities to reduce or eliminate exposure to litigation due to the poor condition of the community tree resource through a state-approved management plan and participation in the State's training, skills and accreditation program; and

WHEREAS, the Borough of West Long Branch has an approved Community Forestry Management Plan; and

WHEREAS, in order to remain in good standing with the New Jersey Community Forestry Program, the West Long Branch Shade Tree Commission is required to prepare and submit an Annual Accomplishment Report each year by February 15th; and

WHEREAS, the West Long Branch Shade Tree Commission submitted same for signature by the Mayor;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the Mayor is hereby authorized to sign the attached Community Forestry Management Plan Annual Accomplishment Report Form.

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

AYES:
NAYS:
ABSENT:
ABSTAIN:

Councilmember offered the following resolution and moved its adoption:

**RESOLUTION AUTHORIZING THE MAYOR TO SIGN
THE TREE CITY USA APPLICATION FOR RECERTIFICATION**

3/6/19

WHEREAS, the Tree City USA Program recognizes communities that effectively manage their public tree resources and encourages the implementation of community tree management based upon certain standards; and

WHEREAS, the Borough of West Long Branch was officially named a Tree City USA by the New Jersey Forest Service in 2005; and

WHEREAS, it is necessary to apply for recertification; and

WHEREAS, the West Long Branch Shade Tree Commission submitted the attached Application for Recertification for the Mayor's signature;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the Mayor is hereby authorized to sign the attached Tree City USA Application for Recertification.

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

AYES:
NAYS:
ABSENT:
ABSTAIN:

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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
18-00223	02/23/18	T0058	T&M ASSOCIATES	2017 ROAD IMPROVEMENT PROGRAM	Open	2,538.75	0.00 B
18-00631	05/04/18	T0058	T&M ASSOCIATES	VARIOUS ENGINEERING PROJECTS	Open	2,176.00	0.00 B
18-01704	12/20/18	M0249	MECHANICAL CONSTR SERVICE CORP		Open	420.00	0.00
18-01716	12/27/18	S0210	NICK SAFFIOTI	FIRE PREVENTION - FIRE WATCH	Open	175.00	0.00
18-01717	12/27/18	G0111	JOSEPH GUIDETTI	FIRE PREVENTION - FIRE WATCH	Open	175.00	0.00
18-01722	12/28/18	S0070	STAPLES ADVANTAGE	CLERK'S OFFICE SUPPLIES	Open	31.98	0.00
19-00011	01/16/19	N115	NJASRO	POLICE-EDUCATION	Open	395.00	0.00
19-00014	01/30/19	M0011	MONMOUTH COUNTY POLICE CHIEF'S	POLICE-MEMBERSHIP	Open	150.00	0.00
19-00015	01/30/19	B0098	BULLET LOCK & SAFE COMPANY	PD EQUIPMENT	Open	74.00	0.00
19-00018	01/30/19	C0171	CITY OF LONG BRANCH	P.D MEMBERSHIPS	Open	1,000.00	0.00
19-00019	01/30/19	B0123	BRIAN BURTON	P.D GLASSES REIMBURSEMENT	Open	275.00	0.00
19-00021	01/30/19	G0018	GOODYEAR AUTO SERVICE	POLICE-TIRES & TIRE REPAIRS	Open	458.80	0.00
19-00024	01/30/19	T0141	TRAFFIC PLAN	REPAIR OF LIGHT TOWER	Open	419.81	0.00
19-00030	01/31/19	J0034	JOHN'S AUTO REPAIR	DPW-VEHICLE REPAIR	Open	512.88	0.00
19-00031	01/31/19	D0109	DIDI'S AUTOMOTIVE II,LLC	POLICE-VEHICLE REPAIR	Open	89.95	0.00
19-00033	01/31/19	B0142	B&H PHOTO & ELECTRONICS	IPAD AND CASE CIOFFI	Open	363.98	0.00
19-00049	02/02/19	M0062	MID-MONMOUTH MUTUAL AID ASSOC	FIRE DEPT-MEMBERSHIP	Open	220.00	0.00
19-00079	02/05/19	B0021	BORO PRINTING	ADMINISTRATOR SUPPLIES	Open	618.00	0.00
19-00081	02/10/19	L0002	LANIGAN ASSOCIATES	P.D. EQUIPMENT	Open	71.55	0.00
19-00084	02/10/19	N0049	NJ ST ASSN OF CHIEFS OF POLICE	2019 MEMBERSHIP FEE	Open	275.00	0.00
19-00087	02/10/19	A0011	ADPRO IMPRINTS INC	F.A.S. JACKET IMPRINT	Open	167.75	0.00
19-00093	02/13/19	N0035	NJ LEAGUE OF MUNICIPALITIES	ADMINISTRATION EMPLOYMENT AD	Open	115.00	0.00
19-00096	02/16/19	I0034	MICHAEL IRENE, JR.	DEV ESCROW LEGAL FEES	Open	510.00	0.00
19-00104	02/17/19	R0059	RUTGERS THE STATE UNIVERSITY	PRACTICAL TRAFFIC ENGINEERING	Open	809.00	0.00
19-00108	02/17/19	S0200	STANLEY ACCESS TECH LLC	LIBRARY-MAINTENANCE	Open	15.73	0.00
19-00125	02/17/19	G0002	GALL'S INC..	P.D POLICE UNIFORMS - 2019	Open	3,870.01	0.00
19-00137	02/19/19	J0011	JOHN GUIRE COMPANY	DPW GROUNDS - MAINTENANCE	Open	676.00	0.00
19-00138	02/19/19	S0027	SIP'S PAINTS AND HARDWARE	DPW - BUILDING MAINTENANCE	Open	33.97	0.00
19-00139	02/19/19	J0011	JOHN GUIRE COMPANY	DPW GROUNDS - SNOW REMOVAL	Open	1,413.84	0.00
19-00140	02/19/19	G0051	GEORGE WALL LINCOLN MERCURY	DPW-SHOP SUPPLIES	Open	329.87	0.00
19-00141	02/19/19	J0044	HUNTER KEYSTONE PETERBILT	DEPT EQUIPMENT REPAIR - MAINT	Open	18.72	0.00
19-00142	02/19/19	G0051	GEORGE WALL LINCOLN MERCURY	DPW-SHOP SUPPLIES	Open	64.72	0.00
19-00144	02/19/19	J0011	JOHN GUIRE COMPANY	DPW - EQUIP REPAIRS & MAINT	Open	187.98	0.00
19-00145	02/19/19	M0136	MONMOUTH TRUCK EQUIPMENT	DEPT EQUIPMENT REPAIR - MAINT	Open	339.00	0.00
19-00146	02/19/19	S0027	SIP'S PAINTS AND HARDWARE	PUB BLDGS - MAINTENANCE	Open	153.93	0.00
19-00153	02/19/19	E0056	EMERGENCY SERVICES MARKETING	FIRE DEPT-SUBSCRIPTION	Open	660.00	0.00
19-00154	02/20/19	M0048	MON.MUNICIPAL JUDGES ASSOC.	COURT-MEMBERSHIP	Open	160.00	0.00
19-00157	02/23/19	P0119	PURCHASE POWER	POSTAGE BY DEPARTMENTS	Open	1,959.00	0.00
19-00158	02/23/19	R0090	RELIABLE CLEANERS	POLICE DEPT - NOV DRY CLEANING	Open	333.00	0.00
19-00160	02/23/19	G0064	JAMES GOMEZ	REIMBURSEMENT SUPPLIES SNOW	Open	29.79	0.00
19-00163	02/25/19	C0195	CASA REPORTING SERVICE	FINANCE - PAYROLL SERVICE FEES	Open	256.00	0.00
19-00165	03/02/19	T0140	CARLA TOMAS	R-18-138 TEMP TAX COLLECTOR	Open	750.00	0.00
19-00166	03/02/19	N0009	NEW JERSEY EMERGENCY VEHICLES	FIRST AID VEHICLE PARTS	Open	934.62	0.00
19-00167	03/02/19	C0055	WEST LONG BRANCH BD OF	G/L-LOCAL SCHOOL TAX	Open	708,738.11	0.00
19-00168	03/02/19	C0058	CUSTODIAN OF SCHOOL MONIES	S.R.H.S. TAX	Open	325,515.00	0.00
19-00169	03/02/19	C0008	CARUSO & BAXTER	PROFESSIONAL ATTORNEY SERVICES	Open	7,063.58	0.00
19-00170	03/02/19	H0083	JOSEPH G. HUGHES, ESQ.	MARCH, 2019 PROSECUTOR FEES	Open	1,487.50	0.00
19-00171	03/02/19	E0067	PAUL R. EDINGER	PUBLIC DEFENDER FEB & MAR 2019	Open	800.00	0.00
19-00172	03/02/19	T0058	T&M ASSOCIATES	DPW SITE REMEDIAL INVESTIGATIO	Open	5,553.50	0.00
19-00173	03/02/19	T0058	T&M ASSOCIATES	GENERAL ENGINEERING SERVICES	Open	6,388.75	0.00

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

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PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type	
19-00175	03/02/19	G0078	GEESE PATROL	ENVIRON-GEESE CONTROL 1/2019	Open	1,945.00	0.00	
19-00177	03/02/19	C0083	COMCAST	8499-05 216 0041994 379 MON RD	Open	200.73	0.00	
19-00178	03/02/19	C0083	COMCAST	299 MON RD:8499 05 216 0011716	Open	4.00	0.00	
19-00179	03/02/19	J0042	JERSEY CENTRAL POWER & LIGHT	STREET LIGHTING - 930,989,037	Open	5,581.26	0.00	
19-00180	03/02/19	00044	OCEANSIDE SERVICE INC	BLDGS MAINTENANCE - BORO HALL	Open	1,164.00	0.00	
19-00181	03/02/19	00044	OCEANSIDE SERVICE INC	LIBRARY - BLDG MAINTENANCE	Open	2,917.00	0.00	
19-00182	03/02/19	A0055	ADT LLC	LIBRARY-MAINTENANCE	Open	388.02	0.00	
19-00183	03/02/19	C0083	COMCAST	8499 05 216 0049187	Open	13.99	0.00	
19-00184	03/02/19	V0027	VERIZON	LIBRARY-TELEPHONE	Open	178.33	0.00	
19-00185	03/02/19	J0059	JIFFY LUBE #841	FIRE VEHICLE REPAIR	Open	65.67	0.00	
19-00187	03/03/19	N0029	NEW JERSEY AMERICAN WATER CO.	WATER - ALL DEPARTMENTS	Open	225.81	0.00	
19-00189	03/03/19	C0062	CENTRAL JERSEY HEALTH INS FUND	HEALTH BENEFITS - MAR, 2019	Open	116,978.00	0.00	
19-00190	03/03/19	G0005	GANN LAW BOOKS	BOROUGH CLERK-SUBSCRIPTION	Open	196.00	0.00	
19-00192	03/03/19	C0204	CHEMICAL EQUIPMENT LABS OF DE.	DPW - SNOW REMOVAL	Open	6,779.21	0.00	
Total Purchase Orders:		64	Total P.O. Line Items:	0	Total List Amount:	1,216,412.09	Total Void Amount:	0.00

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Bill List By P.O. Number

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Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	8-01	19,851.85	0.00	19,851.85	0.00	0.00	19,851.85
	9-01	1,192,711.49	0.00	1,192,711.49	0.00	0.00	1,192,711.49
	9-03	800.00	0.00	800.00	0.00	0.00	800.00
Year Total:		1,193,511.49	0.00	1,193,511.49	0.00	0.00	1,193,511.49
	C-04	2,538.75	0.00	2,538.75	0.00	0.00	2,538.75
	T-03	510.00	0.00	510.00	0.00	0.00	510.00
Total of All Funds:		1,216,412.09	0.00	1,216,412.09	0.00	0.00	1,216,412.09

PREPAIDS & WIRES:

Debt Service payment: \$135,300.00
Green Trust: \$ 5,687.39
Debt Service: \$ 60,172.24
Telephones: \$ 3,669.80

Total Bills List	\$1,421,241.52
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