

SUBJECT TO CHANGE
BOROUGH OF WEST LONG BRANCH
COUNCIL MEETING

February 19, 2020
(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:

Personnel Awards & Recognitions

READING AND APPROVAL OF MINUTES:

REPORTS OF STANDING COMMITTEES:

MAYOR TUCCI:

COUNCILMAN BRAY (FINANCE & ADMINISTRATION):

COUNCILMAN CIOFFI (FIRE & EMS):

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

COUNCILMAN MIGLIACCIO (PUBLIC PROPERTY):

COUNCILMAN NEYHART (POLICE):

COUNCILMAN PENTA (PUBLIC WORKS):

BOROUGH ADMINISTRATOR DOLLINGER:

BOROUGH CLERK COLE:

BOROUGH ATTORNEY BAXTER:

BOROUGH ENGINEER MULLAN:

COMMUNICATIONS:

ORDINANCES:

RESOLUTIONS:

1. Resolution Commemorating the Centennial of the Ratification of the 19th Amendment (R-20-41)
2. Resolution Authorizing Engineering and Project Management Services in Connection With the Franklin Lake Hydrilla Management Program – Phase V (R-20-42)

RESOLUTIONS:

3. Resolution Authorizing Fees for Design, Contract Administration, and Construction Inspection Engineering Services in Connection With the Wall Street Sidewalk Improvements Project – Phase II (R-20-43)
4. Resolution Approving Dispatcher Agreement With Monmouth County (R-20-44)
5. Resolution Authorizing Disposal of Surplus Property (R-20-45)
6. Resolution Approving Veteran's Exemption for Caltabilota (Block 60, Lot 187) (R-20-46)
7. Resolution – Emergency Temporary Appropriations (R-20-47)
8. 2019 Budget Appropriation Transfers (R-20-48)
9. Resolution Authorizing Fees for Project Management and Architectural Services (Phase 2) in Connection With the Community Center Building Renovation (R-20-49)

UNFINISHED BUSINESS:

NEW BUSINESS:

1. Approval of Updated Job Descriptions
2. Approval of Updated Employee Policy Manual

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:

**RESOLUTION COMMEMORATING THE CENTENNIAL OF THE
RATIFICATION OF THE 19TH AMENDMENT**

2/19/20

WHEREAS, the year Two Thousand and Twenty marks the 100th Anniversary of the ratification of the 19th Amendment of the United States Constitution; and

WHEREAS, women fought for the right to vote for more than a century and persevered in the face of resistance; and

WHEREAS, many New Jersey women advocated for the right to vote; and

WHEREAS, Monmouth County was the home to many suffragists both male and female, and suffrage rallies and events occurred within Monmouth County's borders; and

WHEREAS, February 9, 2020 marked the centennial of the New Jersey ratification of the 19th Amendment; and

WHEREAS, August 26, 2020 will mark the nationwide centennial of the 19th Amendment officially becoming part of the United States Constitution, after the required number of states had ratified; and

WHEREAS, daughters, granddaughters, and great-granddaughters of the women who fought so hard to vote have been making their voices heard at the polls for nearly 100 years; and

WHEREAS, women are running for office and currently in elected office in large numbers in Monmouth County, following in the footsteps of these great suffragists; and

WHEREAS, there are currently over 200,000 women registered to vote in Monmouth County, New Jersey; and

WHEREAS, all government entities on the local, state and national level should commemorate and recognize this historic milestone and reaffirm its commitment to empowering and uplifting the voices of women.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Council of the Borough of West Long Branch, County of Monmouth, State of New Jersey, do hereby:

1. celebrate and recognize the 100th Anniversary of the passage and ratification of the 19th Amendment to the United States Constitution providing for women's suffrage; and
2. honor the role of the ratification of the 19th Amendment in promoting the core values of our democracy as set forth in the Constitution of the United States; and
3. reaffirm our desire to continue strengthening democratic participation and to inspire future generations to cherish and preserve the historic precedent established by the 19th Amendment.

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 ENGINEERING AND PROJECT
MANAGEMENT SERVICES IN CONNECTION WITH THE
FRANKLIN LAKE HYDRILLA MANAGEMENT
PROGRAM – PHASE V**

2/19/20

WHEREAS, the Borough Engineer submitted a proposal for engineering and project management services for the Franklin Lake Hydrilla Management Program – Phase V, in a not-to-exceed amount of \$7,900.00, by letter dated February 6, 2020; and

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

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the Borough Engineer is hereby authorized to perform engineering and project management services on the Franklin Lake Hydrilla Management Program – Phase V, as outlined in his February 6, 2020, letter to the Borough Administrator, for a sum not to exceed \$7,900.00.

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 FEES FOR DESIGN, CONTRACT
ADMINISTRATION, AND CONSTRUCTION INSPECTION ENGINEERING
SERVICES IN CONNECTION WITH THE WALL STREET SIDEWALK
IMPROVEMENTS PROJECT – PHASE II**

2/19/20

WHEREAS, the Borough Engineer submitted a proposal by letter dated January 29, 2020, outlining fees for design, contract administration, and construction inspection engineering services relative to the Wall Street Sidewalk Improvements Project – Phase II; and

WHEREAS, said proposal calls for field survey, basemapping, and engineering design services fees in a not-to-exceed amount of \$13,200; and

WHEREAS, said proposal calls for contract administration and construction inspection services fees in a not-to-exceed amount of \$18,800; and

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

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the Borough Engineer is hereby authorized to perform field survey, basemapping, and design engineering work relative to the Wall Street Sidewalk Improvements Project – Phase II, as outlined in his January 29, 2020, letter to the Borough Administrator for an amount not to exceed \$13,200; and

BE IT FURTHER RESOLVED that the Borough Engineer is also authorized to perform contract administration and construction inspections services as outlined in the same letter for an amount not to exceed \$18,800; and

BE IT FURTHER RESOLVED that this contract is awarded as a professional service without the need for public bidding.

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

AYES:
NAYS:
ABSENT:
ABSTAIN:

2/19/20

Councilmember offered the following resolution and moved its adoption:

RESOLUTION APPROVING DISPATCHER AGREEMENT WITH MONMOUTH COUNTY

WHEREAS, the Borough of West Long Branch entered a Shared Service Agreement with the County of Monmouth for the provision of dispatch services, which Agreement expired on December 31, 2019; and

WHEREAS, the County of Monmouth submitted the attached Shared Service Agreement for the Provision of Emergency Dispatch Services by the County of Monmouth, Through the Monmouth County Sheriff's Office, Communications Division for the period of January 1, 2020, through December 31, 2022; and

WHEREAS, the new Agreement calls for a 2% increase in 2020, 1.5% in 2021, and 1% in 2022; and

WHEREAS, N.J.S.A. 40A:65-1, et. seq., commonly known as the Uniform Shared Services and Consolidation Act, provides for governmental units to enter into agreements to share services with each other; and

WHEREAS, both West Long Branch and Monmouth County are eligible contracting units pursuant to N.J.S.A. 40A:11-2; and

WHEREAS, N.J.S.A. 40A:65-7 permits such shared services contracts to run for a period of up to ten years, but not less than two years; and

WHEREAS, it is the desire of the Borough Council to renew the Shared Service Agreement for the provision of dispatch services with the County of Monmouth;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the attached agreement with Monmouth County, whereby the Communications Division of the Monmouth County Sheriff's Office will provide police dispatching services to the Borough of West Long Branch for a term ending December 31, 2022, be and is hereby approved, and the Mayor and Clerk are hereby authorized to sign the same.

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

AYES:
NAYS:
ABSENT:
ABSTAIN:

2/19/20

Councilmember offered the following resolution and moved its adoption:

RESOLUTION AUTHORIZING DISPOSAL OF SURPLUS PROPERTY

WHEREAS, the Borough of West Long Branch is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Borough is desirous of selling said surplus property in an "as is" condition without express or implied warranties.

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

(1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com.

(2) The sale will be conducted online and the address of the auction site is govdeals.com.

(3) The sale is being conducted pursuant to Local Finance Notice 2008-9.

(4) A list of the surplus property to be sold is as follows:

2005 Chevrolet Tahoe - VIN 1GNEK13Z85J223895;

2006 Ford Crown Victoria – VIN 2FAFP71W16X137269;

2014 Ford Taurus – VIN 1FAHP2MK3EG148430.

(5) The surplus property as identified shall be sold in an "as-is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.

(6) The Borough of West Long Branch reserves the right to accept or reject any bid submitted.

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 VETERAN'S EXEMPTION
FOR CALTABILOTA (BLOCK 60, LOT 187)**

2/19/20

WHEREAS, FRANK S. CALTABILOTA, of 35 Stevens Avenue (Block 60, Lot 187), has been certified to be 100% permanently and totally disabled by the Department of Veteran's Affairs; and

WHEREAS, MR. CALTABILOTA filed an application for a 100% veteran's exemption with the Borough of West Long Branch, which application has been reviewed by the Municipal Tax Assessor, who has recommended that the Governing Body grant a 100% veteran's exemption to the taxpayer, effective as of January 1, 2020;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that a 100% veteran's exemption is hereby granted to FRANK S. CALTABILOTA, of 35 Stevens Avenue (Block 60, Lot 187), in West Long Branch, such exemption to be effective as of January 1, 2020; and

BE IT FURTHER RESOLVED that the appropriate Borough officials shall process the necessary paperwork, such that any tax paid by MR. CALTABILOTA for calendar year 2020 shall be refunded to him.

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
EMERGENCY TEMPORARY APPROPRIATIONS**

2/19/20

WHEREAS, the temporary appropriations heretofore adopted will be inadequate to the point when the 2020 Budget will be finally adopted and N.J.S.A. 40A:4-20 provides for the making of emergency temporary appropriations to supplement the temporary appropriations already made;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the following emergency temporary appropriations, in addition to the temporary appropriations already adopted, be adopted, and is stated that these emergency temporary appropriations shall be included in the 2020 Budget when adopted.

Capital Improvements:	
First Aid Squad Equipment	\$15,000.00

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

AYES:
NAYS:
ABSENT:
ABSTAIN:

Councilmember offered the following resolution and moved its adoption:

2/19/20

2019 BUDGET APPROPRIATION TRANSFERS

WHEREAS, N.J.S.A. 40A:4-58 states should it become necessary during the last two months of the fiscal year or the first three months of the next fiscal year to expend for any of the purposes specified in the budget an amount in excess of the respective sums appropriated therefor and there shall be an excess in any appropriations over and above the amount deemed to be necessary to fulfill the purpose of such appropriation, the Governing Body may, by resolution setting forth the facts, adopted by not less than 2/3 vote of the full membership thereof, transfer the amount of such excess to those appropriations deemed to be insufficient; and

WHEREAS, the Chief Financial Officer has recommended that the following transfers, being in compliance with N.J.S.A. 40A:4-58, be made:

<u>ACCOUNT NAME</u>	<u>ACCOUNT NUMBER</u>	<u>TO</u>	<u>FROM</u>
Insurance – Other General Liability	9-01-23-222-00-298	\$15,000.00	
Landfill – Dumping Fees	9-01-32-405-000-201	\$2,000.00	
Public Buildings & Grounds Public Buildings – Maintenance	9-01-26-310-000-237	\$20,000.00	
Insurance – Health Benefits Employee Group Health	9-01-23-220-000-298		<u>\$37,000.00</u>
		<u>\$37,000.00</u>	<u>\$37,000.00</u>

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch, County of Monmouth, (not less than 2/3 of the full membership concurring affirmatively), that the above budget transfers are hereby made and approved.

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 FEES FOR PROJECT MANAGEMENT
AND ARCHITECTURAL SERVICES (PHASE 2) IN CONNECTION
WITH THE COMMUNITY CENTER BUILDING RENOVATION**

2/19/20

WHEREAS, the Borough Engineer submitted a proposal by letter dated February 14, 2020, outlining fees for project management and architectural services (Phase 2) relative to the Community Center building renovation; and

WHEREAS, said proposal calls for project management and architectural services (Phase 2) fees in a not-to-exceed amount of \$39,610; and

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

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the Borough Engineer is hereby authorized to perform project management and architectural services relative to the Community Center building renovation, as outlined in his February 14, 2020, letter to the Borough Administrator, for an amount not to exceed \$39,610; and

BE IT FURTHER RESOLVED that this contract is awarded as a professional service without the need for public bidding.

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

AYES:
NAYS:
ABSENT:
ABSTAIN:

BOROUGH OF WEST LONG BRANCH

Bill List by P.O. Number

PO#	Vendor	PO Description	Amount	Check No.
19-01469	Konica Minolta	Borough Hall Copier Invoice	\$107.83	9742
19-01606	Konica Minolta	Borough Hall Copier Invoice	\$209.55	9742
19-01611	NJ Natural Gas	Various Accounts	\$4,499.54	9736
20-00014	Caruso & Baxter	February 10 Invoices	\$1,459.75	9741
20-00015	Mike Irene	January 2020 ZB Retainer	\$857.00	9740
20-00016	Mike Irene	January 2020 PB Retainer	\$857.00	9740
20-00017	Verizon	Acct. no. 342213956-00001	\$3,109.52	9743
20-00018	Verizon	Acct. no. 450-717-472-0001-02	\$1,019.76	9744
20-00019	Mon Cty Reclamation	December 2019 Invoices	\$22,711.35	9739
20-00020	Delisa Waste	January 2020 Tipping Fees	\$9,202.23	9738
20-00021	Delisa Waste	January 2020 Recycle Fees	\$3,288.45	9738
20-00022	Ocean Township	Court - 2019 Quarter 4	\$36,572.75	9737
20-00023	JCPL	All JCPL Accounts	\$16,961.58	9735

Total Purchase Orders: 13

Total List Amount: \$100,856.31