

December 20, 2023
6:38 PM

A regular meeting of the Mayor and Council of the Borough of West Long Branch was held on the above date and time in the Council Chambers, Borough Hall, 965 Broadway, West Long Branch, N.J.

Mayor Janet W. Tucci presided.

Mayor Tucci reported that in accordance with N.J.S.A. 10:4-6 adequate notice of this meeting of the Mayor and Council has been provided.

PRESENT: BRAY, CIOFFI, GOMEZ, NEYHART, PENTA, SNIFFEN
ABSENT: NONE

APPROVAL OF MINUTES:

Councilman Bray moved the approval of the minutes of the December 6, 2023, executive session meeting, and approved the release of all pages except page 2. Seconded by Councilman Neyhart and carried upon the following roll call vote:

AYES: BRAY, GOMEZ, NEYHART, PENTA, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: CIOFFI

Councilman Bray moved the approval of the minutes of the December 6, 2023, council meeting. Seconded by Councilman Neyhart and carried upon the following roll call vote:

AYES: BRAY, GOMEZ, NEYHART, PENTA, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: CIOFFI

Councilman Bray moved the approval of the minutes of the December 6, 2023, caucus meeting. Seconded by Councilman Neyhart and carried upon the following roll call vote:

AYES: BRAY, GOMEZ, NEYHART, PENTA, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: CIOFFI

REPORTS OF STANDING COMMITTEES:

Mayor Tucci had nothing to report.

Councilman Bray reported the following, on behalf of the Finance and Administration Committee, in addition to the 2023 Bank Reconciliation Status Report:

“We received the following reconciled amounts (all reconciled through 11/30/23) from Mike Martin (our CFO) on the major accounts (rounded to the nearest thousand):

- *Current Fund: \$7,544,000*
- *Payroll Account: \$53,000*
- *Capital Fund Account: \$1,835,000*
- *Trust Account: \$526,000*
- *Unemployment Account: \$89,000*
- *Tax Premium Account: \$73,000*
- *Escrow Disbursement Account: \$54,000*
- *Escrow Accounts (Not Disbursed): \$342,000”*

Councilman Cioffi had nothing to report.

Councilman Gomez delivered the November 2023 Fire Department Report and reported that Beth Weston-Knotts was elected to the position of EMS Captain for 2024.

Councilman Neyhart had nothing to report.

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Councilman Penta stated that there have been complaints about leaf collection being slow and explained that one or two public works vehicles were out of service.

Councilman Sniffen reported that the permit from the building department was issued for the roof repair at Borough Hall and materials are set to be delivered the following week. Councilman Sniffen added that the library is still having ongoing issues with weather-related leaks. Councilman Sniffen reported that the community center hosted their Santa Night, and it went well. Councilman Sniffen added that the sign in front of the community center is still having issues and a contractor is being sought out to handle the repairs.

The Borough Administrator reported that the fire department grant application is on its way and Julie from T&M has been a tremendous help. The Borough Administrator added that Alex and Will from the IT Department had also applied for a cybersecurity grant.

The Borough Clerk reported the results of the 2023 Fire Election; Michael Ciaglia, Sr. was elected to the position of Chief and Dennis O'Rourke to the position of Assistant Chief.

The Borough Attorney had nothing to report.

The Borough Engineer was absent.

COMMUNICATIONS:

- 1. Tax Collector's Monthly Report – November 2023
- 2. Fire Department Membership Application – Francis Lippolis – Active Membership
- 3. EMS Membership Application – Jack Dweck – Auxiliary Membership

Councilman Bray moved to approve the above Fire and EMS Membership requests. Seconded by Councilman Gomez and carried upon the following roll call vote:

AYES:	BRAY, CIOFFI, GOMEZ, NEYHART, PENTA, SNIFFEN
NAYS:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

ORDINANCES:

ORDINANCE NO. O-23-20

AN ORDINANCE AMENDING ORDINANCE NOS. O-23-1 AND O-22-1 REGARDING SALARIES OF VARIOUS MUNICIPAL EMPLOYEES AND REVISING THE SALARY RANGES OF VARIOUS MUNICIPAL OFFICERS, EMPLOYEES, AND APPOINTEES

Ordinance No. O-23-20 was read on its **second reading** by title only.

Councilman Bray moved the ordinance be passed on **second reading** by title only. Seconded by Councilman Sniffen, and carried upon the following roll call vote:

AYES:	BRAY, CIOFFI, GOMEZ, NEYHART, PENTA, SNIFFEN
NAYS:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

Ordinance No. O-23-20 was published in the Asbury Park Press in the issue of December 12, 2023, and proof of publication stating that a public hearing on said ordinance would be held at this time is on file.

Mayor Tucci declared the public hearing open.

There being no one wishing to speak, Councilman Neyhart moved the public hearing be closed. Seconded by Councilman Bray and carried unanimously.

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ORDINANCE NO. O-23-20

AN ORDINANCE AMENDING ORDINANCE NOS. O-23-1 AND O-22-1 REGARDING SALARIES OF VARIOUS MUNICIPAL EMPLOYEES AND REVISING THE SALARY RANGES OF VARIOUS MUNICIPAL OFFICERS, EMPLOYEES, AND APPOINTEES

Ordinance No. O-23-20 was read on its **third and final reading** by title only.

Councilman Sniffen moved the ordinance be adopted on **third and final reading** by title only. Seconded by Councilman Cioffi, and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, NEYHART, PENTA, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

RESOLUTIONS:

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION APPROVING EMPLOYEE POLICY MANUAL

WHEREAS, the Borough Administrator reviewed the existing Employee Policy Manual and found that it requires amendments; and

WHEREAS, such amendments have been made as per the recommendations of the Borough’s Special Counsel.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the “BOROUGH OF WEST LONG BRANCH EMPLOYEE POLICY MANUAL”, amended as of December 6, 2023, is hereby approved; and

BE IT FURTHER RESOLVED that Borough Administration is hereby directed to distribute copies of the amended Employee Policy Manual to all Borough Employees.

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

AYES: BRAY, CIOFFI, GOMEZ, NEYHART, PENTA, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

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Councilmember BRAY offered the following resolution and moved its adoption:

2023 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 attached transfers, being in compliance with N.J.S.A. 40A:4-58, be made.

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 PENTA and carried upon the following roll call vote:

AYES:	BRAY, CIOFFI, GOMEZ, NEYHART, PENTA, SNIFFEN
NAYS:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

Councilman Cioffi reported that he inquired with the County about enforcing a vehicle weight-limit for Wall Street after it is re-paved and requested that that the Council consider that proposition. Councilman Cioffi added that the County's response to his inquiry was quite vague, so he is going to try and obtain more information.

Councilman Gomez reported that Lunch Break's Family Promise of Monmouth and the Reformation Church are in desperate need of personal hygiene product donations. The Borough of Oceanport has collection bins in their lobby if anyone would like to donate; their address is 910 Oceanport Way and collection will take place during business hours.

BILLS AND CLAIMS:

Councilman Bray moved to approve the bill list. Seconded by Councilmen Sniffen and carried upon the following roll call vote:

AYES:	BRAY, CIOFFI, GOMEZ, NEYHART, PENTA, SNIFFEN
NAYS:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

PUBLIC HEARING:

There being no one wishing to speak, Councilman Neyhart moved to adjourn the Council meeting and to enter Executive Session. Seconded by Councilman Bray and carried unanimously.

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EXECUTIVE SESSION RESOLUTION

BE IT RESOLVED that the following portion of this meeting dealing with the following generally described matters shall not be open to the public:

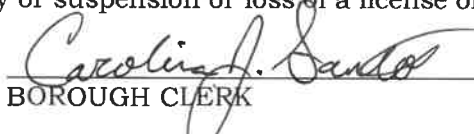
Vega Matter; Litigation; Appointments; Payroll Services Contract; Shared Services Contract; Administrative Personnel; PBA & CWA Contracts.

BE IT FURTHER RESOLVED that it is anticipated that the matters to be considered in private may be disclosed to the public at a later date under the following circumstances:

When the need for privacy as to each item no longer exists.

BE IT FURTHER RESOLVED that the private consideration is deemed required and is permitted because of the following noted exceptions set forth in the Open Public Meetings Act (N.J.S.A. 10:4-12):

- | | |
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| _____ | 1. Rendered confidential by Federal law or that if disclosed would impair receipt of Federal funds. |
| _____ | 2. Rendered confidential by State Statute or Court Rule. |
| _____ | 3. Would constitute an unwarranted invasion of individual privacy. |
| _____ | 4. Deals with collective bargaining or any employment agreement, including negotiations positions. |
| _____ | 5. Deals with purchase, lease or acquisition of real property with public funds. |
| _____ | 6. Related to setting of bank rates or the investment of public funds and disclosure could adversely affect the public interest. |
| _____ | 7. Related to tactics and techniques utilized in protecting the safety and property of the public and disclosure may adversely affect the public. |
| _____ | 8. Related to investigation of violations or possible violations of the law. |
| X
_____ | 9. Related to pending or anticipated litigation or contract negotiations in which the public body is or may be a party. |
| X
_____ | 10. Falls within the attorney-client privilege and confidentiality is required. |
| X
_____ | 11. Deals with personnel matters involving the employment, appointment, termination of employment, terms and conditions of employment, performance evaluation or discipline of any public officers or employees, either current or prospective, and all of the employees or appointees whose rights could be adversely affected have not requested that the matter be discussed publicly. |
| _____ | 12. Quasi-judicial deliberations after public hearing that may result in imposition of a civil penalty or suspension or loss of a license or permit. |


BOROUGH CLERK