

**WORKSHOP MEETING MINUTES  
TOWNSHIP COUNCIL – TOWNSHIP OF OCEAN**

**DECEMBER 8, 2009**

**OAKHURST, NEW JERSEY**

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The Workshop Meeting was held in the Council Conference Room, Town Hall, 399 Monmouth Road, Oakhurst, NJ 07755 beginning at 5:30 p.m.

**Present:** Mayor Larkin  
Deputy Mayor Hiers, Councilmember(s) Garofalo, Schepiga

**Absent:** Councilmember(s) Siciliano

**Others:** Martin Arbus, Esq., Township Attorney  
Andrew Brannen, Township Manager  
Vincent Buttiglieri, Township Clerk

Mayor Larkin announced that the notice requirements of the Open Public Meetings Act for this meeting have been satisfied; a copy of the Annual Notice was sent to the Asbury Park Press and The Coaster, posted in Town Hall and filed in the Office of the Township Clerk on December 16, 2008, on June 15, 2009 and revised on November 30, 2009.

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**REVIEW OF ALL REGULAR MEETING MATERIAL:**

The following items were reviewed by the Governing Body and held for the Regular Meeting of December 8, 2009, unless otherwise noted (\*):

**CONSENT AGENDA:**

**MINUTES:**

November 9, 2009 – Workshop, Public and Closed

**RESOLUTIONS:**

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09-189 Approve the 2010 Township Council Meeting schedule

Andrew Brannen, Township Manager, explained that the schedule established in 2009, where there is one Workshop Only meeting and then one Public meeting a month will be continued except in the months that there is only one scheduled meeting.

09-190 Approve appointments to the Monmouth County Community Development Committee, Deal Lake Commission and the Public Agency Compliance Officer

09-191 Approve the appointment of Susan Horton to the Senior Citizen Housing Corporation to fill the unexpired term of Barbara Gould

09-192 Authorize receipt of bids for the reconstruction of the Municipal Tennis Courts at Oakhurst Park

Mr. Brannen stated that the Council had approved a contract with Leon S. Avakian Engineers at the last meeting for this project.

09-193 Authorize the Mayor and Municipal Clerk to execute the Stormwater Management Agreements for Block 3, Lots 13, 14 & 15 – 2105 Highway 35 – L. Waldron, LLC

09-194 Authorize the execution of the Grant Agreement for the 2009-2010 Cops in Shops College/Fall Initiative Grant

09-195 Authorize the Township Manager to execute the revised License Agreement with Crown Castle for Block 184, Lot 7, 3437 Sunset Avenue.

Mr. Brannen explained that the Township currently has an Agreement with Crown Castle and this just updates the listing of equipment located at that site.

**INDIVIDUAL ACTION:****VOUCHERS: \$10,303,012.74****RESOLUTIONS:**

09-196 Authorize the award of the following bids:

- a. Recap Tires, Accessories & Road Service to Custom Bandag, Keyport, NJ
- b. Various Road Construction Materials to Stavola Construction Materials, Inc., Red Bank, NJ, Campbell Foundry Company, Harrison, NJ and Kennedy Culvert and Supply Company, Clementon, NJ
- c. Motor Oil and Lubricants to Craft Oil Corporation, Lakewood, NJ

Mr. Brannen explained that these were standard bid items that are done every year and actually, this year, most of the prices decreased from the last bid received.

09-197 Authorize a Professional Services Contract with James W. Higgins Associates for Planning Services for the year 2010.

09-198 Authorize the purchase and installation of equipment for the Police Communications System from Train's Tower, Inc. (State Contract #A60657) at a cost not to exceed \$41,329.40.

Mr. Brannen explained that this resolution authorizes the moving of all existing equipment onto the new tower (replaces the existing tower) plus two additional pieces of equipment will be installed on that tower. Mr. Brannen also explained that two additional resolutions will be forthcoming related to telecommunications equipment.

09-199 Authorize refunds to property owners due to overpayments resulting from homestead rebates.

09-200 Amend Resolution #09-099 to appoint The Firm of Martin J. Arbus, Esq. as Township Attorney and to appoint David A. Krenkel, Esq. as Assistant Township Attorney.

**ORDINANCES:****Adoption(s):**

Ordinance #2141 - An ordinance amending and supplementing various sections of (Coaster) Chapters II, V, VI, VII and XI of the "Revised General Ordinances of the Township of Ocean, 1965" dealing with fees collected by the Township of Ocean

Mr. Brannen explained that this ordinance deals with various fees for the Building, Construction and Zoning Departments.

Ordinance #2142 - An ordinance amending and supplementing Chapters IV, XIV, and XVI (Coaster) of the "Revised General Ordinances of the Township of Ocean, 1965" dealing with fees collected by the Township of Ocean

Mr. Brannen explained that this ordinance deals with various fees dealing with Alcoholic Beverage Control, Recreation and the Community Pool.

**ITEMS FOR DISCUSSION:**

**Subject:** 2010 Municipal Budget

**Action:** Andrew Brannen, Township Manager, gave an analysis of the 2010 Budget for their review. Mr. Brannen explained that it is still a work in progress and he will come back with further updates as they become available.

**Subject:** Council Meeting Schedule

**Action:** Mr. Brannen reminded everyone about the Workshop ONLY meeting scheduled for December 14, 2009 beginning at 4:30 pm. Mr. Brannen also inquired as to everyone's availability for a Special Public Meeting to approve professional services contracts for 2010 and to approve the final vouchers for 2009. It appears that either December 23 or December 28 will work best. A final decision will be forthcoming within the next few days.

**Subject:** Poplar Brook

**Action:** Mr. Brannen reported that a meeting is scheduled with representatives from the Army Corp of Engineers on December 21, 2009.

**COMMENTS:**

Councilmember Garofalo reported that he attended the H1N1 clinic at Wanamassa School as a member of the CERT Team and commended all involved as it was a very orderly event

The following individuals did not issue a report at this meeting:

Councilmember(s) Hiers and Schepiga  
Andrew Brannen, Township Manager  
Martin Arbus, Esq., Township Attorney

**PUBLIC COMMENTS:**

There were no public comments at this time.

**RESOLUTION  
DECLARING CLOSED SESSION**

Councilmember Hiers offered the following Resolution and moved its adoption, seconded by Councilmember Schepiga

**WHEREAS**, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Ocean, County of Monmouth as follows:

1. The Public shall be excluded from discussion of and action upon the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:
  - Contract – Sale of Property
  - Litigation – COAH
  - Litigation – Purchase of Real Property
  - Litigation – Loch Arbour
3. It is anticipated at this time that the Municipal Clerk shall on a six (6) month basis, review the minutes of closed sessions of the Township of Ocean and make a recommendation to the Governing Body, which minutes should be considered for public record. The minutes which are made public shall not thereafter be treated as confidential but may be seen and copied by any person(s) in the same manner as any meeting minutes of the Township of Ocean.
4. This resolution shall take effect immediately.

**ROLL CALL:**

YES: Garofalo, Hiers, Schepiga, Larkin

ABSENT: Larkin

On a motion by Councilmember Garofalo and seconded by Councilmember Hiers, it was moved to adjourn the meeting.

**ROLL CALL:**

YES: Garofalo, Hiers, Schepiga, Larkin

ABSENT: Siciliano

Respectfully submitted,

Vincent Buttiglieri, RMC/CMC  
Township Clerk