

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

**APRIL 4, 2012**

**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:** Councilmember(s) Garofalo, Schepiga, Evans

**Absent:** Mayor Larkin  
Deputy Mayor Siciliano

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

In the absence of Mayor Larkin and Deputy Mayor Siciliano, Councilmember Schepiga 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 5, 2011.

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Andrew Brannen, Township Manager, stated that there are two resolutions associated with the HVAC renovations that need to be passed at this meeting since the work is schedule to commence prior to the April 18, 2012 Council meeting.

**RESOLUTIONS:**

**12-050 Authorize a contract with AbateTech, Lumberton, NJ, for the asbestos abatement in conjunction with the HVAC renovations at a cost not to exceed \$17,200.00**

**WHEREAS**, the Township of Ocean is in need of the services of a company to perform asbestos abatement as part of the HVAC remediation project at the Municipal Building; and

**WHEREAS**, the Township Engineer, Leon S. Avakian, Inc., solicited proposals for said services and received a response from AbateTech, Inc. Lumberton, NJ; and

**WHEREAS**, AbateTech, Inc., Lumberton, NJ, is an experienced firm in this field who is available to provide the necessary services per their proposal for the Township of Ocean at a cost not to exceed \$17,200.00; and,

**WHEREAS**, the Township Manager has determined that the value of the services AbateTech, Inc., Lumberton, NJ will not exceed \$17,500.00 for the calendar year 2012; and

**WHEREAS**, the Director of Finance has certified that there are available sufficient funds for the purpose of the award of this contract in the Engineering Budget, account #C-04-55-934-995; and

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of Ocean, County of Monmouth, State of New Jersey hereby authorizes the Township Manager to enter into a contract with AbateTech, Inc., Lumberton, NJ, as described herein with a not to exceed provision of \$17,200.00; and

**BE IT FURTHER RESOLVED** that a notice of this action shall be published according to law; and

**BE IT FURTHER RESOLVED** that certified copies of this resolution shall be forwarded to:

1. Director of Finance
2. AbateTech, Inc., Lumberton, NJ

Record of Vote	Deputy Mayor Siciliano	Councilman Evans	Councilman Garofalo	Councilwoman Schepiga	Mayor Larkin
Motion To Approve			X		
Motion to Second		X			
Approved		X	X	X	
Opposed					
Not Voting/Recuse					
Absent/Excused	X				X

**12-051 Authorize a contract with USA Environmental Management, Inc., Trenton, NJ, for an environmental hygienist in conjunction with the HVAC renovations at a cost not to exceed \$3,794.00**

**WHEREAS**, the Township of Ocean is in need of the services of a hygienist to monitor the environment during the asbestos abatement as part of the HVAC remediation project at the Municipal Building; and

**WHEREAS**, the Township Engineer, Leon S. Avakian, Inc., solicited proposals for said services and received a response from USA Environmental Management, Inc. Trenton, NJ; and

**WHEREAS**, USA Environmental Management, Inc., Trenton, NJ, is an experienced firm in this field who is available to provide the necessary services per their proposal for the Township of Ocean at a cost not to exceed \$3,794.00; and,

**WHEREAS**, the Township Manager has determined that the value of the services USA Environmental Management, Inc., Trenton, NJ will not exceed \$17,500.00 for the calendar year 2012; and

**WHEREAS**, the Director of Finance has certified that there are available sufficient funds for the purpose of the award of this contract in the Engineering Budget, account #C-04-55-934-995; and

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of Ocean, County of Monmouth, State of New Jersey hereby authorizes the Township Manager to enter into a contract with USA Environmental Management, Inc., Trenton, NJ, as described herein with a not to exceed provision of \$3,794.00; and

**BE IT FURTHER RESOLVED** that a notice of this action shall be published according to law; and

**BE IT FURTHER RESOLVED** that certified copies of this resolution shall be forwarded to:

1. Director of Finance
2. USA Environmental Management, Inc., Trenton, NJ

Record of Vote	Deputy Mayor Siciliano	Councilman Evans	Councilman Garofalo	Councilwoman Schepiga	Mayor Larkin
Motion To Approve			X		
Motion to Second		X			
Approved		X	X	X	
Opposed					
Not Voting/Recuse					
Absent/Excused	X				X

**ITEM FOR DISCUSSION:****SUBJECT:** Review of Proposed Sign Ordinance Revisions**ACTION:** Marianne Wilensky, Director of Community Development, discussed various revisions to the current sign ordinance due to the fact that many of the current provisions are obsolete. Ms. Wilensky discussed the proposed changes concerning Freestanding and Building Mounted signs. As follows:

Freestanding

1. Ground Mounted

Currently – each site is allowed one such sign if the building(s) located on the site meet the required setback.

Changes - each property will be allowed a freestanding sign as shown on an approved site plan

Should corner lots be afforded more than one sign, as each property has two frontages?

With regard to Sandwich Board signs – permit them in C-1 zones as long as pedestrian requirements are not impeded (a copy of the Borough of Red Bank's ordinances distributed).

2. Building Mounted

**Flush Mounted Signs** – currently works well

**Blade-Type Signs** –

Currently – the Township does not permit them

Changes – permit them in shopping centers and in the neighborhood commercial zones (C-1) as they can be very attractive and pedestrian friendly.

**Signs on Canopies** –

Currently - our ordinance discourages this type of sign as the canopy must meet the front yard setback

Changes - consider something that allows two such signs on canopies if the size does not exceed the amount that would be allowed for a flush mounted sign.

3. Temporary Signage

Non-Profits:

- Remove Dahrouge Park as signs are no longer allowed at this location.
- Allow the Township Manager, or his designee, to allow dual signage and the placement of such earlier than two weeks before an event.

Commercial Properties:

- Where multiple tenants are in a building, the sandwich board signs should be located 5' from the lease line, store front or front entrance.
- Allow the owner to obtain a yearly permit for a sandwich board sign.

Ms. Wilensky will develop said ordinance to accommodate all the proposed changes.

**SUBJECT:** Website Update

**ACTION:** Mr. Brannen distributed a sample of the new “home” page for the website and noted that the information is essentially the same but the layout is much more user friendly.

**SUBJECT:** 2011/2012 Road Program Update

**ACTION:** Mr. Brannen informed the Governing Body that the contractor will be finishing up the 2011 road program with work on Brower Boulevard, Kenneth Drive, Wells Avenue and Sunset Avenue

Mr. Brannen also mentioned that the 2012 road program will consist of Logan Road, Sunset Avenue, South Edgemere Drive and a portion of North Edgemere Drive. North Edgemere Drive will be an Assessment District, with the homeowners paying for the curb and sidewalk improvements.

Discussion has been held with Monmouth County about the possibility that they will repave Monmouth Road, as it is beginning to deteriorate.

The Friends of Deal Lake have approached the Township with the idea that the Township could purchase mesh bags that would get attached at the inlets to catch the debris prior to the water entering Deal Lake. The Township will ask Monmouth County to incorporate this work in the bridge replacement project, with the Township purchasing the remaining one bag and having it installed.

Mr. Brannen stated that there is a small section of sidewalk missing at the intersection of Poplar Road and Deal Road and the installation of this section may be included in the 2012 road program.

With regard to the West Park Avenue corridor, Mr. Brannen reported that Monmouth County's report should be completed by the end of May 2012. Once the report is received, further discussion will be held.

**SUBJECT:** Town Hall HVAC Project Update

**ACTION:** Mr. Brannen reported that work will commence within the next few weeks. Once the asbestos removal is concluded (resolution #12-050 and #12-051), the air handling units will be removed.

**SUBJECT:** Grant Updates

**ACTION:** Mr. Brannen reported as follows:

CDBG applications are available. Based on potential future projects, it was determined that the Township would not submit a project this year.

ANJEC – the Township held a Public Hearing on March 29, 2012, as required. Some residents attended and made very good suggestions, which will be reviewed.

Safe Route to Schools – the Township will contact Governor Christie's office to express the need for this funding.

Green Acres Grant – the Township submitted all the required documents and received confirmation that everything is in good order and is being reviewed by the appropriate State officials.

FEMA Grant (Poplar Village) – the Township is still waiting to hear if the funds have been received.

**COUNCIL REPORTS:**

**Councilmember Evans** reported that the Wanamassa First Aid Squad has begun its third week of paid EMT's and it is working great. Based on their experience with this, they will be working with the Oakhurst Rescue Squad to see if they can also incorporate paid daytime service.

**Councilmember Schepiga** inquired if the June meeting can be changed to June 12 as opposed to June 13, as there is a conflict with the Italian American Association's Scholarship Dinner.

**Councilmember Garofalo** reported that the Sustainable Energy Consortium received bids for energy and the bids received demonstrated a 10% reduction over the previous year, which bodes well for Ocean Township.

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

Andrew Brannen, Township Manager  
Martin Arbus, Esq., Township Attorney

**PUBLIC COMMENTS:**

None at this juncture.

Seeing that there were no Public Comments, Councilmember Schepiga read the following:

**RESOLUTION  
DECLARING CLOSED SESSION**

**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:

- C1. Contract – PBA/SOA
- C2. Litigation – COMART
- C3. Contract – Purchase of Real Estate

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.

Record of Vote	Deputy Mayor Siciliano	Councilman Evans	Councilman Garofalo	Councilwoman Schepiga	Mayor Larkin
Motion To Approve		X			
Motion to Second			X		
Approved		X	X	X	
Opposed					
Not Voting/Recuse					
Absent/Excused	X				X

Seeing that there were no additional comments, the meeting was adjourned.

Record of Vote	Deputy Mayor Siciliano	Councilman Evans	Councilman Garofalo	Councilwoman Schepiga	Mayor Larkin
Motion To Approve		X	X		
Motion to Second					
Approved		X	X	X	
Opposed					
Not Voting/Recuse					
Absent/Excused	X				X

Respectfully submitted,

Vincent Buttiglieri, RMC/CMC/MMC  
Township Clerk