

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

**JANUARY 10, 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:** Mayor Larkin  
Deputy Mayor Siciliano  
Councilmember(s) Garofalo, Schepiga, Evans

**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 5, 2011.

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Andrew Brannen, Township Manager, announced that the Governing Body needs to approve the 2012 Temporary Budget at this meeting.

With that in mind, Mayor Larkin announced that Resolution #12-001, approving the 2012 Temporary Budget, will be voted on at this meeting. Mayor Larkin asked if anyone in the public had any question on Resolution #12-001

There were no public comments on Resolution #12-001

**RESOLUTION:**

#12-001 Approve the 2012 Temporary Budget

**RESOLUTION**

**ADOPTING 2012 TEMPORARY BUDGET**

**WHEREAS**, in the normal operation of the Township of Ocean it is necessary for the making of contracts, commitments and payments prior to the adoption of the regular budget, and

**WHEREAS**, N.J.S.A. 40A:4-19 of the State of New Jersey provides the Governing Body of any municipality may make temporary appropriations to provide for any contracts, commitments or payments to be made between the beginning of the budget year and adoption of the final budget, and

**WHEREAS**, the total amount of the appropriations attached hereto and made a part thereof in the amount of \$7,781,049.00 does not exceed twenty-six and one-quarter (26.25) percent of the Local Budget Appropriations of the Township of Ocean for the year 2011, exclusive of any 2011 appropriations made for Debt Service and Capital Improvement Fund, and exclusive of 2012 Debt Service Appropriations.

**NOW, THEREFORE IT RESOLVED** by the Township Council of the Township of Ocean, County of Monmouth, that the attached Temporary Budget for the year 2012 be adopted.

**BE IT FURTHER RESOLVED** that a copy of the within be forwarded to the following:

1. Director of Finance
2. Township Auditor

## 2012 Temporary Budget

Department		Salary and Wages	Other Expenses
Governing Body	Salary and Wages	8,500.00	
Governing Body	Other Expenses		1,455.00
Township Manager	Salary and Wages	85,300.00	
Township Manager	Other Expenses		23,507.00
Township Clerk	Salary and Wages	48,600.00	
Township Clerk	Other Expenses		16,051.00
Finance Office	Salary and Wages	80,400.00	
Finance Office	Other Expenses		8,229.00
Audit/Accounting Services	Other Expenses		9,000.00
Data Processing	Salary and Wages	20,600.00	
Data Processing	Other Expenses		48,139.00
Tax Collector	Salary and Wages	39,800.00	
Tax Collector	Other Expenses		2,063.00
Tax Assessor	Salary and Wages	42,900.00	
Tax Assessor	Other Expenses		29,469.00
Legal Services	Other Expenses		168,463.00
Engineering Services	Other Expenses		19,504.00
Planning Board	Other Expenses		3,844.00
Board of Adjustments	Other Expenses		6,745.00
Planning Administration	Salary and Wages	71,200.00	
Planning Administration	Other Expenses		4,932.00
Construction Code	Salary and Wages	97,600.00	
Construction Code	Other Expenses		21,302.00
Liability Insurance	Other Expenses		346,866.00
Workers Compensation Insurance	Other Expenses		632,829.00
Group Health Insurance	Other Expenses		620,379.00
Health Benefit Waiver (PMT in Lieu)	Other Expenses		14,175.00
Police Department	Salary and Wages	1,894,500.00	
Police Department	Other Expenses		80,402.00
Dispatch	Salary and Wages	112,100.00	
Dispatch	Other Expenses		460.00
Office of Emergency Management	Other Expenses		1,314.00
Municipal Prosecutor	Salary and Wages	10,800.00	
Municipal Prosecutor	Other Expenses		552.00
Director of Public Works	Salary and Wages	73,700.00	
Director of Public Works	Other Expenses		4,217.00
Streets and Roads	Salary and Wages	254,500.00	
Streets and Roads	Other Expenses		110,871.00
Maintenance of Equipment	Salary and Wages	79,000.00	
Maintenance of Equipment	Other Expenses		125,460.00
Sanitation	Salary and Wages	371,100.00	
Sanitation	Other Expenses		2,635.00
Recycling	Salary and Wages	9,400.00	
Recycling	Other Expenses		959.00
Buildings & Grounds	Salary and Wages	241,800.00	
Buildings & Grounds	Other Expenses		65,890.00
Health & Code Enforcement	Salary and Wages	25,100.00	
Health & Code Enforcement	Other Expenses		50,022.00
Animal Control Services	Other Expenses		8,952.00
Director of Human Services	Salary and Wages	55,100.00	
Director of Human Services	Other Expenses		1,445.00
Mon.Alliance in Kind Match (HS)	Salary and Wages	18,065.00	
Mon.Alliance in Kind Match (HS)	Other Expenses		7,047.00
Community Services Office	Salary and Wages	59,700.00	
Community Services Office	Other Expenses		5,816.00
Recreation	Salary and Wages	119,000.00	
Recreation	Other Expenses		32,096.00
Senior Citizen Transportation	Other Expenses		5,775.00
Pool & Tennis Club	Salary and Wages	26,400.00	
Pool & Tennis Club	Other Expenses		15,201.00
Colonial Terrace Golf Course	Salary and Wages	25,800.00	
Colonial Terrace Golf Course	Other Expenses		97,134.00
Celebration of Public Events	Other Expenses		4,463.00
Deal Lake Commission	Other Expenses		5,185.00
Purchase of Township Vehicles	Other Expenses		100,000.00
Postage	Other Expenses		11,813.00
Newsletter	Other Expenses		8,000.00
Shade Tree Commission	Other Expenses		1,000.00

**2012 Temporary Budget**

<b>Department</b>		<b>Salary and Wages</b>	<b>Other Expenses</b>
Environmental Commission	Other Expenses		1,500.00
Electricity	Other Expenses		77,176.00
Street Lighting	Other Expenses		65,625.00
Telephone Services	Other Expenses		17,862.00
Water Service	Other Expenses		15,226.00
Natural Gas	Other Expenses		56,069.00
Heating Oil	Other Expenses		12,600.00
Sewerage Disposal	Other Expenses		2,115.00
Motor Fuels	Other Expenses		170,000.00
Solid Waste	Other Expenses		243,271.00
Contingencies	Other Expenses		1,313.00
Social Security	Other Expenses		170,000.00
Municipal Court	Salary and Wages	73,200.00	
Municipal Court	Other Expenses		4,892.00
Public Defender	Salary and Wages	4,800.00	
Public Defender	Other Expenses		788.00
Monmouth Co. Drug Abuse Grant	Other Expenses		44,499.00
ASAM Level II Grant	Other Expenses		75,000.00
Municipal Alliance Grant	Other Expenses		40,049.00
Mon. Co. ASAM Level I Outpatient Grant	Other Expenses		49,440.00
COPS Universal	Salary and Wages	31,500.00	
COPS Universal	Other Expenses		5,900.00
TOSA Shared Services	Salary and Wages	16,200.00	
TOSA Shared Services	Other Expenses		7,398.00
<b>Column Totals</b>		<b>3,996,665.00</b>	<b>3,784,384.00</b>
<b>Total Temporary Budget</b>			<b>7,781,049.00</b>

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	X	X
Opposed					
Not Voting/Recuse					
Absent/Excused					

**ITEM FOR DISCUSSION:**

**SUBJECT:** 2012 Municipal Budget

**ACTION:** Mr. Brannen informed the Governing Body that the Recommended Draft Budget will be submitted to them by January 30, 2012, with the anticipated introduction being held on March 21, 2012 and adoption held on April 18, 2012.

Much discussion occurred with regard to whether the Township should revise their current process and hold the Public Hearing and the Adoption at subsequent meetings. Further discussion will occur.

Mr. Brannen also distributed a Recycling Analysis Report showing that the Township is recycling 295 tons per month in 2011 as opposed to 240 tons per month in 2010, which will result in a saving of approximately \$125,000.00.

**SUBJECT:** Whalepond Brook Update

**ACTION:** Councilmember Garofalo and Mr. Brannen discussed an email received by a member of the Whalepond Brook Watershed Association that expressed various issues that are contributing to the flooding issues in and around Whalepond Brook to have the Takanassee Creek dredged. Also, the outflow pipe is boarded up with soot and debris. The

Governing Body agreed to place a resolution of support on the January 25, 2012 agenda supporting the efforts of the Association.

**SUBJECT:** Flood Mitigation Grant

**ACTION:** Mr. Brannen reported that the appraisal for the first 32-units have been completed and the report should be received within the next few weeks. A lengthy discussion occurred with regard to whether Poplar Village will build on the same location or will they move the entire development to a new location. Mr. Brannen reported that if Poplar Village were intent on applying for the 2012 round of Tax Credits, the application would need to be submitted by April 2012.

Mr. Brannen will meet with the representatives from Poplar Village to discuss their intentions.

**SUBJECT:** Animal Control Update

**ACTION:** Mr. Brannen reported that the City of Long Branch is requesting an increase in the fees the Township will be required to continue the animal service contract. Mr. Brannen will be meeting with Long Branch within the next week to discuss their proposal.

**SUBJECT:** Safe Route to Schools

**ACTION:** Mr. Brannen reported that the application has been submitted and the Township is requesting \$235,000.00, which will be utilized to construct sidewalks in and around Ocean Township Elementary School. Once the Township has been informed whether successful, Mr. Brannen will report back to the Governing Body.

**COUNCIL REPORTS:**

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

Deputy Mayor Siciliano  
Councilmember(s) Evans, Garofalo, Schepiga  
Andrew Brannen, Township Manager  
Martin Arbus, Esq., Township Attorney

**PUBLIC COMMENTS:**

None at this juncture.

Seeing that there were no Public Comments, Mayor Larkin 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. Litigation – COAH
- C2. Contract – PBA/SOA
- C3. Contract – Sale of Real Estate
- C4. Litigation - Koplitz

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	X	X
Opposed					
Not Voting/Recuse					
Absent/Excused					

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	
Motion to Second		X			
Approved	X	X	X	X	X
Opposed					
Not Voting/Recuse					
Absent/Excused					

Respectfully submitted,

Vincent Buttiglieri, RMC/CMC/MMC  
Township Clerk