

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

**JULY 11, 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:** Deputy Mayor Siciliano  
Councilmember(s) Evans Schepiga and 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 5, 2011.

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**REVIEW OF ALL REGULAR MEETING MATERIAL:**

Andrew Brannen, Township Manager, went through the meeting items, which were reviewed by the Governing Body and held for the Regular Meeting of July 11, 2012, unless otherwise noted (\*):

**CONSENT AGENDA:**

**MINUTES:**

June 12, 2012 – Workshop, Public and Closed Meeting

**RESOLUTIONS:**

12-095 Authorize the following appointments:

- a. Senior Citizen Housing Corp., Zoning Board of Adjustment, Environmental Commission, Planning Board, Multiple Dwelling Emergency Board, Monmouth County Office on Aging, Municipal Alliance to Prevent Alcohol and Drug Abuse, Clean Communities
- b. Prosecutor and Alternate Prosecutor

Andrew Brannen, Township Manager, stated that Mario Delano and Steve Rubin are receiving full one-year appointments, as they recently received six-month appointments from January 1 through June 30, 2012. That was necessary due to the appointment of Timothy McGaughran as the Municipal Court Judge.

12-096 Authorize the naming of the Official Newspapers for the Township of Ocean for the period July 1, 2012 through June 30, 2013

12-097 Authorize fireworks for the Italian American Association of the Township of Ocean on August 10, 2012 (raindates August 11, 2012 and August 12, 2012)

12-098 Authorize the submission of the following Grants:

- a. Municipal Alliance
- b. Alcohol and Drug Abuse Counseling Services (Monmouth County)
- c. Adolescent Intensive Outpatient Services – Level II
- d. Outpatient Services – Level I

12-099 Authorize the receipt of bids for an abandoned vehicle

Mr. Brannen stated that this vehicle was obtained by the Police Department

12-100 Authorize the execution of a Hold Harmless Agreement and Right of Entry Agreement with the Monmouth County Mosquito Extermination Commission.

Mr. Brannen stated that this Agreement is for Wenning Court and allows the Mosquito Commission to access the area.

**INDIVIDUAL ACTION:**

**VOUCHERS: \$ 6,228,894.60**

**RESOLUTIONS:**

12-101 Authorize the Consideration of Bids for the following:

a. Abandoned Vehicles

Mr. Brannen stated that no bids were received and therefore, the vehicle will be turned over to Central Towing to offset the storage costs.

b. Police Department Uniforms

Mr. Brannen informed the Governing Body that two bids were received.

12-102 Authorize a contract with Seacoast Chevrolet to perform vehicle repairs for the period July 1, 2012 through December 31, 2012 (State Contract #76415)

12-103 Authorize a Professional Services Contracts for the period July 1, 2012 through June 30, 2013 with the following:

a. Leon S. Avakian, Inc. - Township Engineer

Mr. Brannen stated that the Township solicited Requests for Proposals in 2010 and anticipates going out for Requests again.

b. McLaughlin, Stauffer, & Shaklee P.C. - Bond Counsel

c. Martin J. Arbus – Township Attorney

d. David A. Krenkel – Assistant Township Attorney

12-104 Authorize the acceptance of the following Grant(s)

a. COPS IN SHOPS Summer Shore Initiative 2012

Mr. Brannen stated that the Township will receive \$1,600.00 which will be utilized for the enforcement of underage drinking regulations.

12-105 Appoint Joseph Verruni as a Hearing Officer at a cost not to exceed \$3,500.00

12-106 Authorize the Tax Collector to issue a refund to property owner(s) who have received a favorable State Tax Appeal judgments

12-107 Award a contract to Mazza & Sons, Inc. for the removal of concrete from the Recycling Center at a cost not to exceed \$13,000.50

Mr. Brannen stated that this contract is for the removal of underground debris located at the Public Works facility on Sunset Avenue.

12-108 Approve the six-month extension of the contract with Air Systems Maintenance, Inc. for HVAC maintenance for the period July 1 through December 31, 2012 at a cost not to exceed \$22,400.00

Mr. Brannen stated that this extension is necessary due to the ongoing HVAC repairs.

12-109 Stating Compliance with Promulgation of Local Finance Board of the State of New Jersey accepting the 2011 Township of Ocean Audit

Mr. Brannen reported the following:

1. Fund Balance – the Township is utilizing less each year, which is a positive step

2. Tax Appeals –

2011 – the Township received over 400 appeals filed with 200 coming from Cedar Village

2012 – the Township received over 400 appeals filed and no single entity filed

3. Debt Service – Township is maintaining a steady level of payment and issuance

12-110 Authorize the Mayor and Municipal Clerk to execute a Settlement Agreement with the owner of Block 9, Lot 72

12-111 Approve the Corrective Action Plan for the 2011 Audit

12-112 Authorize a Developer's Agreement for the following:

a. Block 141, Lot 24 – 1700 Brielle Avenue – Camp Allsport, LLC

12-113 Approve a Chapter 159 for the following Grants:

a. MID Jersey Municipal JIF Safety Grant

Mr. Brannen stated that this Grant is for funding for the Township Safety Committee.

## **ORDINANCES:**

### **Introduction(s):**

Ordinance #2188 – Amend Chapter II of the “Revised General Ordinances of the Township of Ocean, 1965” entitled: “Department of Police”  
(P.H. 8/6/12 Coaster)

## **ITEM FOR DISCUSSION:**

**SUBJECT:** ANJEC Safe Route to Schools

**ACTION:** Mr. Brannen reported that the Township had received funding to perform a sidewalk necessity study around the three Township elementary schools. Discussion occurred with regard to the existing and proposed sidewalk situation around the three schools.

**SUBJECT:** Website/Technology Updates

**ACTION:** Mr. Brannen discussed possible purchase and installation of automated signage at Joe Palaia Park and in front of Town Hall. After discussion, it was determined that said cost of the signage will be obtained.

Mr. Brannen gave an update on the updated Township website, which should be up and running by July 15.

Mr. Brannen and Vincent Buttiglieri, Township Clerk, discussed the implementation of a new automated paperless meeting program, which would be purchased through Granicus. Mr. Brannen and Mr. Buttiglieri will continue to discuss this matter with the representatives from Granicus and will report back to the Governing Body at a future meeting.

**SUBJECT:** 2012 Road Program

**ACTION:** Mr. Brannen reported that the following three roads are slated to be included in the proposed assessment ordinance: Logan Road and North and South Edgemere Road. The bond ordinance will be introduced at a special meeting the last week of July and the Public Hearing and Adoption will be on August 6, 2012.

**SUBJECT:** Sunset Avenue Bridge Replacement Update

**ACTION:** Mr. Brannen reported that a speed study was conducted from the bridge to Wickapecko Drive. The study does not warrant any change in the current speed limit along that roadway.

**SUBJECT:** Pawn Shop Update

**ACTION:** Mr. Brannen reported that a request has been made by the Ocean Township Police Department to revise the current Pawn Shop ordinance. The new ordinance would outline the requirements for obtaining a license. Also, the new ordinance would require the entity to notify the Police Department when new items are obtained, including specifics about each item. The Police would verify that the item(s) in question were not stolen.

**SUBJECT:** Equipment Purchases

**ACTION:** Mr. Brannen stated that the Township is exploring the possibility of a joint purchase agreement for certain equipment with the Sewerage Authority.

**SUBJECT:** Tax Appeal Update

**ACTION:** Mr. Brannen gave an update on the tax appeals from the Township. In 2011 and 2012, the Township had over 400 appeals filed. We are still awaiting the decisions.

### **COUNCIL REPORTS:**

Councilmember Schepiga reminded everyone that the Italian American Festival will be held from August 8 through August 12, 2012.

Deputy Mayor Siciliano reported that he has been having discussions regarding a Christmas Tree and Menorah lighting ceremony by the Historical Museum. He will report further once he has more details.

The following individuals did not issue a report at this meeting:  
Councilmember(s) Evans and Garofalo  
Martin Arbus, Esq., Township Attorney

### **PUBLIC COMMENTS:**

None at this juncture.

Seeing that there were no Public Comments, Deputy Mayor Siciliano 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 – Purchase/Sale of Real Estate (2 items)
  - C3. Contract – Employee Update
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	
Opposed					
Not Voting/Recuse					
Absent/Excused					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				
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