

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

**NOVEMBER 8, 2010**

**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, 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 9, 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 November 8, 2010, unless otherwise noted (\*):

**CONSENT AGENDA:**

**MINUTES:**

October 18, 2010 – Workshop, Public and Closed Meeting  
October 28, 2010 – Workshop and Closed Meeting

**RESOLUTIONS:**

10-180 Authorize the Release of Performance Guarantee for the following:

- a. Block 2, Lot 1 – 2100 Highway 35 – 2100 Highway 35, LLC

10-181 Authorize the Release of Maintenance Guarantees for the following:

- a. Block 3, Lot 10 – 2119 Highway 35 – Sun Oil Company
- b. Block 5.03, Lot 22.01 – 412 Lake Avenue – Jose M. Borges
- c. Block 33, Lot 54 – 1607 Holbrook Street – Carlos M. Ortiz, Sr.
- d. Block 35, Lot 53 – 12 Carbury Road – M.G.O. Group, Inc.
- e. Block 35, Lot 79 – 41Northwoods Road – M.G.O. Group, Inc.
- f. Block 35.02, Lot 12 – 27 Framingham Road – Wayside Hills, LLC

10-182 Authorize the submission of the following Grant Applications:

- a. FEMA Hazard Mitigation Grant

Andrew Brannen, Township Manager, stated that in 2009, the Township had submitted an application that would be used for the demolition and re-location of certain buildings at Poplar Village. This year, the Township would be utilizing this Grant for both the Municipal Building and the Library.

**b. Monmouth County Historical Commission Grant**

Mr. Brannen stated that the funds from this Grant will be utilized to refurbish the tower by the Human Services building.

10-183 Authorize the Stormwater Management Agreement with the following:

a. Block 1.02, Lot 73 – 1033 West Park Avenue – St. George Greek Orthodox Church

10-184 Approve the placement of a storage container on Block 1.02, Lot 48, commonly known as 23 Cindy Lane, for a period ending December 31, 2010

Mr. Brannen stated that the property owner had requested to be allowed to keep two storage containers on the property for a period of 60 days, as he is in the process of re-locating. Mr. Brannen agreed to give the property owner until December 31, 2010.

**INDIVIDUAL ACTION:****VOUCHERS: \$10,059,605.59****RESOLUTIONS:**

10-185 Consideration of Bids:

a. Abandoned Vehicles to Central Towing Company, Red Bank, NJ

Mr. Brannen informed the Governing Body that these two vehicles were kept by the Township for evidence in criminal proceedings but now can be turned over to the towing company to offset the cost of the storage.

b. Colonial Terrace Golf Course Maintenance to Valleycrest Golf Course Maintenance, Calabaso, CA

Mr. Brannen informed the Governing Body that two bids were received and that the difference in price was only \$1,400.00. The successful bidder has a very good reputation and should do a great job.

c. Banking Services

Mr. Brannen stated that TD Bank is currently being used by the Township however, they informed the Township that they will no longer be providing certain services that we need. The Township received four responses to our Request for Proposals and the lowest responsible bidder was Investors Savings Bank.

d. Payroll Services

Mr. Brannen stated that the recommendation by the Director of Finance was to award the bid to ADP, the second lowest responsible bidder due to some concerns with regard to the reporting capabilities of the lowest responsible bidder.

10-186 Authorize the refund of successful County Tax Appeals

10-187 Authorize the Tax Collector/Finance Director to issue refund check(s) for the the owner of Block 22, Lot 5 who has been declared a 100% disabled veteran

10-188 Authorize the Tax Collector to issue a refund to property owners who have received a favorable State Tax Appeal judgments

10-189 Authorize the Tax Collector to place a lien in the amount of \$155.99 on Block 22, Lot 93, 214 West Morgan Avenue.

Mr. Brannen stated that the property in question is currently in foreclosure.

10-190 Authorize the Department of Human Services to provide services of parent-child visitation and associated services

Mr. Brannen stated that the Township will receive \$46,000.00 to administer this service.

10-191 Amend the Professional Services contract with the following:

- a. Gagliano Appraisal
- b. Realty Appraisals

Mr. Brannen informed the Governing Body that these two Resolutions are just moving money between the two entities, as the Township is utilizing the services of Gagliano Appraisal more and Realty Appraisals less than in past years.

10-192 Authorize the Tax Collector/Finance Director to issue refund check(s) in the amount of \$53,755.92 to the owner of Block 182, Lot 81, due to an overpayment of taxes.

10-193 Authorize a contract with WM Recycle America, LLC to temporarily store automated garbage totes at their facility located on Sunset Avenue.

**ORDINANCES:**

**Adoption(s):**

Ordinance #2160 – An Ordinance amending Chapter X of the “Revised General Ordinances of the Township of Ocean, 1965” entitled: “Regulations for Handling Garbage, Recyclables, Vegetative Waste and Bulk Trash  
(Coaster)

Mr. Brannen stated that this ordinance amended certain definitions and processes due to the implementation of the automated garbage collection program.

**Introduction(s):**

Ordinance #2159 – An Ordinance amending Ordinance #1895, #2004 and #2120 entitled: “An Ordinance fixing salaries and compensation of certain offices, positions and employees in the Township of Ocean, County of Monmouth, State of New Jersey  
(P.H. 12/6/10 Coaster)

Mr. Brannen stated that these adjustments mirror the PBA’s contract.

Ordinance #2161 – Amend Chapter II of the “Revised General Ordinances of the Township of Ocean, 1965” entitled “Personnel Policies, Practices and Procedures”.  
(P.H. 12/6/10 Coaster)

Mr. Brannen stated that the Policy is being revised to offer Clerical /technical employees the option of single or parent/child coverage.

**PUBLIC COMMENTS:**

**Deputy Mayor Hiers** stated that he had attended the Human Services meeting and thanked Mr. Brannen for instilling in all Township Departments the importance of submitting their 2011 budget as lean as possible.

**Councilmember Schepiga** reminded all that the Italian American Association was having their Annual Tree Lighting on December 3, 2010 at 7:00 p.m.

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

Councilmember(s) Garofalo and Siciliano

Andrew Brannen, Township Manager

Martin Arbus, Esq., Township Attorney

**ITEM FOR DISCUSSION:**

**SUBJECT:** Lease of Land – Advanced Fiber Works

**ACTION:** Mr. Brannen will discuss the request further with the lessee, as the provisions are not acceptable to the Township at this time.

**SUBJECT:** Parking restrictions in residential areas

**ACTION:** The Governing Body agreed that, rather than passing an ordinance to govern these matters, they should be decided on a case by case basis

**PUBLIC COMMENTS:**

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. Personnel – Employee Benefits
  - C3. Contract – Local 701 and Local 177

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 Hiers	Councilman Garofalo	Councilwoman Schepiga	Councilman Siciliano	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 Hiers	Councilman Garofalo	Council-woman Schepiga	Councilman Siciliano	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  
Township Clerk