

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

**SEPTEMBER 13, 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 (arrived at 5:40 pm)  
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 September 13, 2010, unless otherwise noted (\*):

**PROCLAMATION:** *National Domestic Violence Awareness Month*  
October 2010

*Fire Prevention Week*  
October 3-9, 2010

**MINUTES:**

August 9, 2010 – Workshop, Public and Closed Meeting  
August 27, 2010 – Public Meeting

**RESOLUTIONS:**

10-147 Accept the Performance Guarantees for the following:

a. Block 61.05, Lot 14.02 – 501 Wildwood Road – Wilson Homes, LLC

10-148 Authorize the time extension to the Developer’s Agreement for the following:

a. Block 13, Lots 17, 18 & 21 – Norwood and Jerome Avenues – Gerechhoff - Sheer, LLC

Andrew Brannen, Township Manager, stated that the work on this project was completed, however, the Township Engineer needs to perform their final review and authorize the release of these funds.

10-149 Authorize the closure of Sunset Avenue between Garven Avenue and Wickapecko Drive from November 1, 2010 through December 15, 2010.

10-150 Authorize the renewal of the liquor license for Levy Liquors, LLC for the license term 2010/2011

Mr. Brannen stated that this was a “pocket” license, which means that it is not being actively used at the current time.

10-151 Authorize receipt of bids for the following:

- a. Burglar Alarm Administrative Services

10-152 Authorize the Developer's Agreement for the following:

- a. Block 140, Lot 108 – 735 Highway 35 North – K & D associates/Renuka Sheth

Martin Arbus, Township Attorney, requested that this item be pulled off the Agenda, as there are some matters that need to be stipulated in the Developer's Agreement. This matter will be placed on the next meeting agenda.

10-153 Approve the submission of the following Grant application(s)

- a. Monmouth County Board of Mental Health and Addiction Services

Mr. Brannen stated that this is another Grant that will assist the Human Services Department to continue to provide various services.

**INDIVIDUAL ACTION:**

**VOUCHERS: 6,490,334.74**

Mr. Brannen went through the Voucher list and discussed various payments, including the payment to the PBA Arbitrator, James Mastriani, Esq., which was for \$7,350.00. The PBA is also required to pay that same amount.

**RESOLUTIONS:**

10-154 Authorize the consideration of the following bids:

- a. Tennis Services

Mr. Brannen stated that the payments noted in this resolution are due to the Township and will be paid by the successful bidder.

10-155 Authorize the renewal of the membership in the Mid Jersey Municipal Joint Insurance Fund for the period January 1, 2011 through January 1, 2014

10-156 Amend the 2010 Capital Budget

Mr. Brannen stated that this amendment deals with three items: renovations to the Cablevision Building, Police Console improvements and irrigation at Saul Ruben Field.

**ORDINANCES:**

**Adoption(s):**

Ordinance #2150 – An Ordinance authorizing the private sale of non-conforming real property known as Block 40, Lot 54 to contiguous property owners pursuant to N.J.S.A. 40A:12-13 (B)(5)  
(Coaster)

Ordinance #2153 – An ordinance amending Chapter V of the "Revised General Ordinances of the Township of Ocean, 1965" entitled: Licenses  
(Coaster)

Mr. Brannen stated that this ordinance will amend the deadline for registering cats to January each year due to the existing computer program.

**Introduction(s):**

Ordinance #2154 – An Ordinance establishing Chapter XXVIII of the “Revised General Ordinances of the Township of Ocean, 1965” entitled: “Third-Party Payroll Disbursement”  
(P.H. 10/18/10 Coaster)

Mr. Brannen stated that this ordinance is required due to the fact that the Township utilizes an outside payroll service. Mr. Brannen also stated that the Township will be soliciting Requests for Proposals for both payroll services and banking services in the near future.

Ordinance #2155 – An Ordinance amending Chapter III of the “Revised General Ordinances of the Township of Ocean, 1965” entitled: “Police Regulations” approving the licensing of Alarm Permits and related services  
(P.H. 10/18/10 Coaster)

Mr. Brannen informed the Council that the fee for alarm registration will be \$25.00 per year for residential and \$50.00 per year for commercial, as opposed to a one time fee.

Ordinance #2156 – A Bond Ordinance providing for various improvements and appropriating \$410,000 therefor and authorizing the issuance of \$389,500 bonds or notes to finance a portion of the costs  
(P.H. 10/18/10 Coaster)

**PUBLIC COMMENTS:**

Councilmember Siciliano asked Mr. Brannen to inquire about the activities being held at Orchard Plaza.

Deputy Mayor Hiers stated that he would like to invite the Boy Scouts to present the Colors at the October 18, 2010 Council meeting, as they are celebrating their 100<sup>th</sup> Anniversary.

Councilmember Schepiga reminded everyone about FallFest, which will be held on September 25, 2010. Community Hope Fund will be holding a raffle and there will be a zumba-thon held.

Councilmember Garofalo asked Mr. Brannen to have someone look into the overgrowth on the islands located by Burlington Coat Factory.

Mayor Larkin stated that there appears to be a problem with students parking on the streets by the High School, especially by the post office, along West Park Avenue. There have been a few accidents and the driveways are being blocked by the cars. Mr. Brannen will look into the situation.

The following individuals did not issue a report at this meeting:  
Andrew Brannen, Township Manager  
Martin Arbus, Esq., Township Attorney

**ITEM FOR DISCUSSION:**

**SUBJECT:** Non Partisan Election

**ACTION:** After discussion of the pros and cons of moving the municipal election to November or leaving it in May, the Council will discuss this matter further at the October 4, 2010 Workshop meeting

**SUBJECT:** Memorial Tree Designation Process

**ACTION:** Mr. Brannen discussed the challenges that the Township is having with the current process and after discussion, it was determined that the Township's Shade Tree Commission will handle this program, as opposed to the Department of Public Works.

**SUBJECT:** Council Meeting Dates 2010

**ACTION:** Mr. Brannen requested that the Council approve amending the Council Meeting schedule to add a Public Meeting on October 4, 2010. Originally, that was to be a Workshop Only meeting, but Mr. Brannen stated that there are some time sensitive matters that he would like to begin to act on. The Council concurred and the Clerk will notify the appropriate parties of the change.

**SUBJECT:** Recycling Center/Cablevision Property

**ACTION:** Mr. Brannen informed the Council that the Township had secured a Grant in the amount of \$150,000 to reconfigure the Recycling Center facility and refurbish the Cablevision Building. Mr. Brannen stated that, in order to make the recycling center more user friendly, it is the intention to move the facility outside the gated area, which will allow easier access for the residents. Also, an area will be established where residents can dispose of aluminum and concrete. It is anticipated that these revisions will be necessary due to the proposed changes being implemented in the garbage collection area.

**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. Personnel – Employee Benefits
  - C2. Litigation - COAH
  - C3. Contract – Police Dispatch
  - C4. Contract – Local 701 and Local 177
  - C5. Contract – PBA/SOA

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	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					

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