

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

**March 24, 2016**

**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 5:00 p.m.

**Present:** Deputy Mayor Garofalo  
Councilmember(s) Acerra and Long

**Absent:** Mayor Siciliano  
Councilmember Schepiga

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

In the absence of Mayor Siciliano, Deputy Mayor Garofalo 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 29, 2015.

**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 Public Meeting of March 24, 2016, unless otherwise noted (\*):

**PRESENTATION:** 2016 Municipal Budget

**CONSENT AGENDA:**

**RESOLUTIONS:**

**16-072 Authorize the Release of Performance Guarantee(s) for the following:**

**a. Block 119, Lot 2 - 1503 Sunset Avenue - Scott Borbely**

Andrew Brannen, Township Manager, said this performance bond is for two single family homes on Sunset Avenue by the Sunset Avenue bridge.

**16-073 Amend the bid threshold for the Township of Ocean in accordance with Local Finance Notice 2015-20**

Mr. Brannen stated this is necessary as the bid threshold has increased for those municipalities that have a Qualified Purchasing Agent, which he is.

**16-075 Appoint Amanda Norakus Deputy Tax Assessor effective March 1, 2016**

Mr. Brannen said Ms. Norakus will be replacing Alex Worth who has resigned as Deputy Tax Collector.

**INDIVIDUAL ACTION:**

**RESOLUTIONS:**

**16-074 Authorize the Tax Collector to issue a refund to the owner of Block 39.10, Lot 2 due to an overpayment of 1st quarter 2016 taxes**

Mr. Brannen said the refund is a result of a duplicate payment.

**16-076 Execute a contract with American Recycling Resources, Inc. to provide clothing bins at a designated location within the Township of Ocean**

Mr. Brannen said it has been decided that the Township would locate the bin(s) at the Recycling Center.

**16-077 Approve Change Order No. 1 with GCS Contracting Corp. for the Town Hall Interior Renovations decreasing the total contract amount by \$8,358.00 from \$234,800.00 to \$226,442.00**

Mr. Brannen reported that the contract for the Town Hall Interior Renovations is being decreased due to changes in the as-built quantities.

The Senior Center project is also being closed out for the original contract amount.

**16-078 Authorize a Professional Services contract with IH Engineers, P.C., Princeton, NJ to provide a traffic study evaluation on Sunset Avenue at a cost not to exceed \$1,300.00**

Mr. Brannen stated this speed study is being done prior to the bike lane construction commencing. The previous study did not show a need to reduce the allotted speed from 35 mph to something lower but perhaps the implementation of these bike lanes may warrant a decrease.

**16-079 Authorize the transfer of available surplus revenue collected by the Sewerage Authority**

Mr. Brannen said the amount transferred is 5%, which equates to \$299,425.00.

**ORDINANCES:**

**Adoption(s):**

**Ord #2263 – (Coaster)**

**An ordinance establishing a CAP Bank for the Calendar Year 2016**

Mr. Brannen said this ordinance deals with the appropriations side of the budget.

**Introduction(s):**

**Ord #2264 – (P.H. 4/14 Coaster)**

**An ordinance amending Chapter XII of the Revised General Ordinances of the Township of Ocean, 1965 authorizing a Stop Intersection at various locations in the Township of Ocean**

**Ord #2265 – (P.H. 4/14 Coaster)**

**An ordinance amending Chapter XII of the Revised General Ordinances of the Township of Ocean, 1965 designating certain streets as through streets**

**Ord #2266 - - (P.H. 4/14 Coaster)**

**An ordinance amending Ordinance No. 2255 establishing salaries and compensation for certain offices, positions and employees in the Township of Ocean**

Mr. Brannen stated this ordinance merely adds a new position but does not adjust anyone's salary.

**Ord #2267 – (P.H. 4/14 Coaster)**

**An ordinance amending Chapter XII of the "Revised General Ordinances of the Township of Ocean, 1965" prohibiting parking at various locations in the Township of Ocean**

Mr. Brannen reported the elimination of parking is necessary due to the construction of the bike lanes.

Ord #2268 – (P.H. 4/14 Coaster)

**An ordinance amending and supplementing Chapter II-B of the "Revised General Ordinances of the Township of Ocean, 1965" entitled: Miscellaneous Administrative Provisions and Personnel Policies**

Mr. Brannen said the amendment authorizes the waiver of certain fees for veterans, similar to the waiver that volunteers receive.

**COUNCIL REPORTS:**

**Councilmember Acerra** discussed a property on Talmadge Avenue which has a large number of lawn ornaments on their property and has become an eyesore.

Mr. Brannen said Code Enforcement has sent out notices.

Councilmember Acerra also asked if notices could be sent out to two homes – one on Sunset Avenue and one on North Wanamassa Drive which have been vacant for some time.

**Councilmember Long** discussed vacant property at the intersection of Appleby Drive and Opdyke Avenue.

**Deputy Mayor Garofalo** reported on the meeting he attended regarding improvements to Route 35 with Monmouth County representatives. They are in the process of trying to secure funding.

Mr. Brannen stated the intention is to be able to open up Route 35 to allow left turns in certain locations. This will be very challenging. Also, the Township expressed their desire to make it more pedestrian friendly.

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

Martin J. Arbus, Esq., Township Attorney

**ITEM FOR DISCUSSION:**

**SUBJECT:** Deal Lake NJDEP Grant Update

**ACTION:** Mr. Brannen said the Deal Lake Commission is working diligently to secure funding to automate the flume. The grant will cover 100% of the cost, however, the entity will need to pay the contractor and then submit for reimbursement. Since the Deal Lake Commission does not have the funding available, they are requesting the Township act as the applicant.

**SUBJECT:** Township-Wide Garage Sale

**ACTION:** The Township is proceeding with the Township-wide garage sale. The sale dates are as follows:

Zone 1 and 2 – April 30 and May 1

Zone 3 and 4 – May 15 and May 15

**SUBJECT:** New Incentive Business Program Update

**ACTION:** Mr. Brannen distributed an information sheet concerning the waiver of fees for construction to promote renovation of existing vacant commercial structures.

Discussion followed regarding the timeframe a business needs to be vacant to qualify (6 or 12 months) and the size of the vacancy (5,000sf minimum). This will also be limited to commercial properties.

**SUBJECT:** Sustainable Jersey Anti-Idling Program

**ACTION:** Mr. Brannen distributed a sample ordinance for Idle Free New Jersey. The Governing Body discussed this matter and determined they do not want to make this a major enforcement issue. Further discussion will be held prior to placing this resolution on an agenda.

**SUBJECT:** Smoke Shop Ordinance Update

**ACTION:** Mr. Brannen and Martin Arbus, Township Attorney, discussed whether or not the Township has any enforcement authority and if so, there needs to be a consistent enforcement method among all sellers of tobacco products. Further discussion will occur.

**PUBLIC COMMENTS:**

There were no Public Comments at this time.

Seeing that there were no Public Comments, 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. Litigation – Zoning Board of Adjustment
  - C3. Litigation – In-Rem Foreclosure
3. It is anticipated at this time that the Municipal Clerk shall review the minutes of closed session 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 Garofalo	Councilman Acerra	Councilman Long	Councilwoman Schepiga	Mayor Siciliano
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.

<b>Record of Vote</b>	<b>Deputy Mayor Garofalo</b>	<b>Councilman Acerra</b>	<b>Councilman Long</b>	<b>Councilwoman Schepiga</b>	<b>Mayor Siciliano</b>
<b>Motion To Approve</b>		X			
<b>Motion to Second</b>			X		
<b>Approved</b>	X	X	X		
<b>Opposed</b>					
<b>Not Voting/Recuse</b>					
<b>Absent/Excused</b>				X	X

Respectfully submitted,

Vincent Buttiglieri, RMC/CMC/MMC  
Township Clerk