

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

SEPTEMBER 12, 2012

OAKHURST, NEW JERSEY

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 and Schepiga

Absent: Councilmember 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.

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 September 12, 2012, unless otherwise noted (*):

SWEARING IN CEREMONY Timothy R. Torchia
Police Lieutenant

CONSENT AGENDA:

MINUTES:

August 6, 2012 – Workshop, Public and Closed Meeting
August 23, 2012 – Special Public Meeting

RESOLUTIONS:

12-127 Authorize the appointment of Anthony Cucchiara and Tyler Fox as Special Law Enforcement Officers – Class II for 2012

Andrew Brannen, Township Manager, stated that the Township currently has 1 full-time and 2 part-time Class II Officers employed.

12-128 Authorize the receipt of bids/proposals for the following:

a. One (1) 33 cubic yard side-loading automated expert (T) with 10 foot helping hand mounted on a chasis cab with drop frame and snow plow

Mr. Brannen reported that there are currently four (4) automated trucks in service and one additional one will be received by October 2012.

12-129 Certify the Review of the 2012 Best Practices Checklist

12-130 Authorize a Developers Agreement for the following:

a. Block 34.03, Lots 2 and 2.01 – 1025 Deal Road – Hillel School

12-131 Authorize the Mayor and Municipal Clerk to execute the Grant with the Monmouth County Historical Commission for the restoration of the Water Tower windows at Joe Palaia Park

12-132 Authorize the Release of the Maintenance Guarantee Release for:

- a. Block 140.18, Lot 9 – 725 Highway 35 – Elrac, Inc. t/a Enterprise Rent-a-Car

12-133 Authorize the submission of the Monmouth County Open Space Trust Fund Grant application

Mr. Brannen reported that a resolution was passed at the August meeting, however, the block, lot and address was not included so the Township needed to amend the previous resolution

INDIVIDUAL ACTION:

VOUCHERS: \$ 6,605,924.69

RESOLUTIONS:

12-134 Authorize the Tax Collector to issue the following refunds to property owner(s) who have overpaid their taxes:

- a. Block 34.03, Lot 8, Qual. C2003 \$ 1,369.94
- b. Block 34, Lot 29, Qual. C6.13 \$ 1,440.67
- c. Block 85, Lot 2 \$ 1,453.08
- d. Block 37.06, Lot 5 \$ 1,500.00

12-135 Authorize the purchase of a vehicle for the Police Department from the New Jersey State Agency for Surplus Property at a cost not to exceed \$8,500.00

12-136 Authorize the upgrade and purchase of radios for the Department of Public Works from WPCS International, Inc (State Contract #53804) at a cost not to exceed \$37,620.00

Mr. Brannen stated that this purchase was necessary due to the new narrow-band radio requirements.

12-137 Approve a Ch. 159 for the following:

- a. Community Hope Fund D.A.R.E. Grant

Mr. Brannen informed the Governing Body that the Township had received this Grant for the last few years.

12-138 Authorize the Tax Collector to issue a refund to property owner(s) who have received a favorable State Tax Appeal judgments

12-139 Authorize the purchase of a computer server for the mobile data terminals from L-3 Mobile Vision at a cost not to exceed \$17,000 (State Contract #A81311)

Mr. Brannen informed the Governing Body that the purchase will include a server and other related equipment

12-140 Authorize the Tax Collector to place a lien on the following Township properties:

- a. Block 3, Lot 65 – 29 Peach Tree Road - \$275.72
- b. Block 115, Lot 8 – 1405 Laurel Avenue - \$441.30

12-141 Authorize the purchase of an Automated License Plate Reader system from ELSAG North America, State Contract #A81318, at a cost not to exceed \$25,365.00

Mr. Brannen explained that the funds for this purchase are coming from the Law Enforcement Trust Fund

12-142 Authorize the refund of successful County Tax Appeals

12-143 Authorize a Professional Services contract with Sockler Realty Services, Hightstown, NJ to perform appraisal services on Whalepond Village at a cost not to exceed \$5,500.00

Mr. Brannen stated that there were two responses to the Request for Services

12-144 Authorize the Township to make application to the Local Finance Board regarding Bond Ordinance #2190

Mr. Brannen explained that this request to the Local Finance Board will eliminate the need for the 5% down payment requirement associated with this Bond Ordinance

12-145 Authorize the Amendment of the 2012 Capital Budget

12-146 Approve a road opening permit for Block 34, Lot 70, commonly known as 3 Kenneth Drive, as requested by New Jersey Natural Gas

ORDINANCES:

Introduction(s):

Ordinance #2190 – Bond Ordinance providing for various appropriating \$7,400,000 (P.H. 10/17 Coaster) therefore, authorizing the issuance of \$7,400,000 bonds and notes to finance a portion of the costs thereof, authorized in and by the Township of Ocean, County of Monmouth

Ordinance #2191 - An Ordinance to amend Chapter XII of the “Revised General (P.H. 10/17 Coaster) Ordinances of the Township of Ocean, 1965” designation certain Stop Intersections

Mr. Brannen stated that this ordinance will approve the placement of a Stop sign at the intersection of Cold Indian Springs Road and Bowne Road.

COUNCIL REPORTS:

Deputy Mayor Siciliano wanted to see if the Township could begin fertilizing the parks as the weeds are sprouting up.

Mr. Brannen stated that Bill McMahon, Director of Public Works and Hank Kleim examined the various parks and noticed same and then will begin to fertilize them.

Deputy Mayor Siciliano also announced that the Holiday Ceremony will be held on November 30, 2012, More details will follow.

Councilmember Schepiga asked if the Township will be willing to implement the collection of W-Waste and televisions.

Councilmember Schepiga also reminded everyone that Fall Fest will be held on September 22, 2012 from 10:00 a.m. to 4:00 p.m. at Joe Palaia Park.

Councilmember Garofalo reported that a resolution was reached with regard to the recreation program issues raised at a previous meeting.

Councilmember Garofalo reported that he attended a meeting with Joe Ettore with regard to the dam blockage. The Township will camera the line to see if any blockages exist.

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

Martin Arbus, Esq., Township Attorney

ITEM FOR DISCUSSION:**SUBJECT:** Town Hall Signage/Displays**ACTION:** Mr. Brannen discussed whether the Township wanted to install electronic signage at the Municipal Building which would permit various informational messages to be displayed at one time. Mr. Brannen stated that this type of signage is not currently permitted, however, the sign ordinance is being revised and provisions to allow said signage could be included.

After discussion, it was determined that the appropriate language permitting electronic signs will be included in the revised sign ordinance.

SUBJECT: Volunteer Recognitions**ACTION:** It was determined that recognition will be given to those volunteers who have served for a significant number of years.**SUBJECT:** Best Practices Inventory Update**ACTION:** Mr. Brannen and Stephen Gallagher, Director of Finance, reviewed the Best Practices Worksheet for CY 2012/SFY 2013. Mr. Gallagher stated that the compliance levels established by the State have been met and the Township should receive 100% of its State Aid.**SUBJECT:** Capital Projects Update**ACTION:** Mr. Brannen reported on the status of the following capital projects:

1. HVAC Repairs – there will be a progress meeting on September 13, 2012 but all indications are that the work will be completed within the next 30 days.
2. 2012 Road Program – bids will be received on September 13, 2012. Mr. Brannen would like to schedule a Special Meeting to award a contract. All concurred.
3. Recycling Center – the area is being prepared so that work can commence.
4. Gym & Sports Complex – the entrance is being re-located to the south side.

SUBJECT: 2013 Budget Update**ACTION:** This matter was included under the Best Practices Inventory Update.**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:

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
Opposed					
Not Voting/Recuse					
Absent/Excused		X			

Respectfully submitted,

Vincent Buttiglieri, RMC/CMC/MMC
Township Clerk