

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

**FEBRUARY 19, 2013**

**OAKHURST, NEW JERSEY**

The Workshop Meeting was held in the Council Conference Room, Town Hall, 399 Monmouth Road, Oakhurst, NJ 07755 beginning at 4:00 p.m.

**Present:** Mayor Larkin  
Deputy Mayor Siciliano  
Councilmember(s) Garofalo, Schepiga

**Absent:** Councilmember Evans

**Others:** Martin Arbus, Esq., Township Attorney  
Andrew Brannen, Township Manager  
Vincent Buttiglieri, Township Clerk  
Stephen Gallagher, Director of Finance

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 12, 2012.

**RESOLUTION DECLARING CLOSED SESSION FOR THE FOLLOWING MATTERS:**

C1. Contract – Purchase/Sale of Real Estate

**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. Contract – Purchase/Sale of Real Estate

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			

**RESOLUTION:**

**Approve the execution of the lease, real estate contract for sale, the developers agreement, the rental subsidy agreement and any/all related documents in connection with the sale of Whalepond Village**

**WHEREAS**, the Township of Ocean is desirous of entering into a contract to lease/sale the property known as Whalepond Village Complex, a ninety-six (96) unit apartment complex, located at 400 Stacey Drive, Ocean, New Jersey; and

**WHEREAS**, as part of said lease/sale of Whalepond Village, there are various documents that need to be executed including but not limited to the lease, real estate contract for sale, the developers agreement, the rental subsidy agreement and various other related documents associated with said lease/sale;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Ocean that the Mayor and Municipal Clerk are hereby authorized to execute all documents related to the lease/sale of Whalepond Village, 400 Stacey Drive, Ocean, NJ; and

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to the following:

1. Township Attorney
2. Director of Finance
3. K. Hovanian at Ocean, Inc.

<u>ITEM</u>	Deputy Mayor Siciliano	Councilman Evans	Councilman Garofalo	Councilwoman Schepiga	Mayor Larkin	<u>FOR</u>
Motion To Approve			X			
Motion to Second	X					
Approved	X		X	X	X	
Opposed						
Not Voting/Recuse						
Absent/Excused		X				

**DISCUSSION:**

**SUBJECT:** 2012 Municipal Budget

**ACTION:** Andrew Brannen, Township Manager, and Stephen Gallagher, Director of Finance, gave a budget presentation and discussed the following:

Tax Appeals:

Tax appeal refunds have been increasing over the past number of years. In 2012, the Township spent \$431,612.89 in refunds as opposed to the \$96,789.39 spent in 2011. State tax appeal refunds were \$1,998,577.85 in 2012.

In 2013, County appeal hearings will be held in April and the Judgments will be out in May.

The Township will have one quarter of its housing population reassessed each year. The determination as to what section the Township will focus on is totally at the discretion of the Township.

Surplus:

In 2010, the Township utilized \$7.4 million, in 2013 it was \$6.84 million and it is anticipated that the Township will utilize \$6.7 million in surplus to support the municipal budget.

2010 Surplus Balance	\$1,878,007.50
2012 Surplus Balance	\$1,073,563.40
2013 Surplus Balance (Anticipated)	\$ 416,529.15

**FEMA Reimbursement:**

Mr. Brannen reported that the hauling of the debris is still ongoing. The Township utilized the services of Ashbritt, Inc. for the Cindy Lane location.

FEMA will reimburse the Township 100% of the straight time [aid by the Township for a period not to exceed 30 days. This is different than in the past, when FEMA would only reimburse the overtime incurred.

**Health Benefits:**

The Township has received an 8% increase in its health benefits cost

**Capital Budget:**

The Township will keep its Capital expenditures to \$1.8 million in 2013.

**Debt Service:**

Ordinance 2133 – some items in this ordinance are not covered by a Grant  
Ordinance 2156 – this ordinance was a “catch all” for the Police Department dispatch renovations.

Overall, the debt service has increased approximately \$200,000.00.

The Township has one more year of Bond Anticipation Notes and then it is required to go out for permanent financing. However, if the Township chooses, it can pay a higher interest rate but they need to be paid off within ten (10) years.

**Miscellaneous:**

- White Building at Joe Palaia Park – the Township has set aside money to do a structural analysis.
- West Park recreation Center – Mr. Brannen discussed doing a Request for Proposal for architects to look at improving this facility.
- Road Striping – will be included in the 2013 road program
- Sunset Avenue Pumps – will be replaced in 2013
- The Township would like to enter into a joint purchase with the Sewerage Authority to purchase a camera which will be utilized to examine the sewer lines
- Discussion also incurred with regard to the Township establishing a Health Savings Account and offering an incentive to the employees to join. The Township may be willing to contribute a certain amount to the enrolling employees HSA account.

**COUNCIL REPORTS:**

Deputy Mayor Siciliano inquired if there are any recommendations in the last Audit that could help us trim this year’s budget

Mr. Brannen stated in the 2013 Budget, the Township actually budgeted less in this budget than in last years.

Deputy Mayor Siciliano also inquired about the time it takes for residents to receive their construction/building permits.

Deputy Mayor Siciliano asked Mr. Brannen and Mr. Gallagher to look a little closer at the budget to see if the decrease can be reduced from one and one-half cents to one cent.

Councilmember Garofalo inquired if there were possibly some revenues not anticipated that will be realized in 2013 which would accelerate our surplus.

No additional Council Comments were received.

**PUBLIC COMMENTS:**

Brian Lefferson inquired as follows:

- If the tax appeals the Township received were from homeowners in all areas of the Township or was it concentrated in a certain section of the Township

Mr. Gallagher responded that the appeals were from all the various sections of the Township.

- Were the appeals filed mostly from residential properties or commercial properties

Mr. Brannen stated that there was a mixture of both.

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