

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

OCTOBER 3, 2013

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) Evans and Schepiga

Absent: Councilmember Garofalo

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 12, 2012.

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 Special Public Meeting of October 3, 2013, unless otherwise noted (*):

CONSENT:

RESOLUTIONS:

13-194 Authorize the receipt of bids for the following:

- a. Leasing of Space for Cellular Antenna Array on Township Communication Tower
- b. Private Collection of Municipal Court Debt

Andrew Brannen, Township Manager, said that these authorizations had been done previously, but due to the time that has lapsed, he felt it was important to get current authorization.

13-195 Approve the placement of one storage containers at Kelly's Hallmark for a period not to extend beyond December 31, 2013

Mr. Brannen said that this is a request that comes before the Governing Body each year and has always been approved.

INDIVIDUAL ACTION:

VOUCHERS: \$ 1,109,666.48

RESOLUTIONS:

13-196 Authorize the Township to make application to the Local Finance Board with regard to the issuance of refunding bonds

Mr. Brannen said that the Township will be looking to borrow \$1.4 million and the Township is requesting approval from the Local Finance Board to pay it back over a five-year period.

13-197 Approve Change Order No. 1 for the 2011 Roadway Improvement Program decreasing the total contract amount by \$109.97

13-198 Authorize the Tax Collector to issue a refund to property owner(s) who have received a favorable State Tax Appeal judgments

13-199 Authorize a Professional Services contract for groundwater remediation with Groundwater & Environmental Services, Inc at a cost not to exceed \$64,513.00

Mr. Brannen said that the remediation at Beecroft is on-going and the action being approved is based on previous findings.

13-200 Authorize the Mayor, Manager and Township Clerk to execute all loan/grant documents and the use of said funds received from the NJ DCA, Neighborhood Preservation Balanced Housing Program for the Whalepond Village Development

Mr. Brannen informed the Governing Body that the closing is tentatively scheduled for October 16, 2013.

ORDINANCES:

Introduction(s):

Ordinance #2203 - An Ordinance providing for the street vacation of a portion of Drift Road a/k/a Truax Avenue in the Township of Ocean, County of Monmouth, State of New Jersey

Ordinance #2213 – Amend Chapter II of the “Revised General Ordinances of the Township of Ocean, 1965” entitled “Personnel Policies, Practices and Procedures”.

Mr. Brannen said that the revision will outline the Health Savings Plan, put a limit on sick leave for new hires, amend the definition of full-time and part-time employment, and increase the deductions for the health plan.

Ordinance #2214 – Amend Chapter X, Section 6.1 of the “Revised General Ordinances of the Township of Ocean, 1965” to establish the requirements for mandatory recycling of E-Waste

ITEM FOR DISCUSSION:

SUBJECT: Emergency Notification Update

ACTION: Mr. Brannen reminded everyone that the sign ordinance had been revised to allow electronic signage on public property, including Town Hall, Joe Palaia Park and at the Fire Departments. Mr. Brannen went on to state that the emergency messages will be controlled by the Township Office of Emergency Management.

SUBJECT: 2014 Budget Update

ACTION: Mr. Brannen said that the 2014 budget calendar has been established as follows:

Public Hearing will be held in November, 2013
Budget Introduction will be held in March, 2014
Budget Presentation will be held in April, 2014
Budget Public Hearing and Adoption will be held in May, 2014

Mr. Brannen said that they dates may be subject to change depending on when the Township receives the required information from the State.

SUBJECT: Emergency Watershed Update

ACTION: Mr. Brannen said that the work is 50% completed on Whalepond Brook. Once done, they would proceed to commence work on Poplar Brook and then on Harvey Brook, in that order.

Mr. Brannen stated that all the work that is being done currently does not involve any permitting requirements. There may be some funds remaining after all this work has been completed. If that does remain, the Township may want to undertake some sediment removal from the three brooks. Further discussion will be held prior to undertaking that next step.

SUBJECT: 2014 CDBG Grant Update

ACTION: Mr. Brannen said that the Township has been awarded funding for the improvements to the West Park Avenue Recreation Center. The Township will be meeting with the architect to develop the final scope of work. It does, however, appear that the Township will need to commit some funding towards the project.

COUNCIL REPORTS:

Deputy Mayor Siciliano discussed many options with regard to the management of Colonial Terrace Golf Course, including leasing out the course or bringing someone in to manage it. Discussion occurred about the pros and cons of these actions.

Councilmember Schepiga commended that FallFest was a success and she is very interested in having the event again next year. If she was to hold it in 2014, she would need to purchase new signage.

Councilmember Schepiga also discussed the other community events that she would like to hold in 2014 including St. Patrick's Day, Memorial Day and the Fourth of July fireworks.

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

Councilmember(s) Evans
Martin Arbus, Esq., Township Attorney

PUBLIC COMMENTS:

There were no comments at this time.

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. Litigation – Block 34, Lot 30
Block 1.02, Lots 33 & 33.01
 - C3. Sale of Real Property – Block 1.02, Lot 21.02
 - C4. Acquisition of Real Property
3. It is anticipated at this time that the Municipal Clerk shall 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