

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

JANUARY 23, 2014

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, Garofalo and Schepiga

Others: Martin Arbus, Esq., Township Attorney
Andrew Brannen, Township Manager
Vincent Buttiglieri, Township Clerk
Stephen O. 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 30, 2013.

Andrew Brannen, Township Manager, and Stephen Gallagher, Director of Finance, presented a review of the 2014 Municipal Budget.

The following items were discussed:

- Excess Revenues
- Appropriations
 - Cancellation of Unexpended Appropriation Reserves in 2013 were projected to be \$775,000.00 but were actually \$1,618,206.21
 - FEMA Reimbursement is \$1.5 million
 - Cancellation of Old Grants - \$149,725.44
 - Cancellation of Old Reserves - \$149,429.14
 - Surplus Regenerated was \$6,932,803.80
 - Surplus at Year End - \$7,354,601.05
 - In 2008 almost \$7.5 million of surplus was used to offset expenditures and in 2013, only \$6.625 million was utilized
- Tax Appeals – the Township has spent \$800,000.00 in State appeals, \$300,000.00 in County appeals and there is still exposure of another \$500,000.00 in refunds.
- Projections
 - Anticipated Revenues have been kept constant
 - The 2013 Budget surplus that will lapse will be approximately \$700,000.00
 - The 2014 Surplus regenerated is anticipated to be \$6.8 million and in 2015 it is anticipated to be \$6.428 million
- Sanitation – Automated Garbage Collection
 - The projected savings was anticipated to be \$390,686.00
 - The actual Salary & Wage savings were \$374,513.00 in 2013
 - Landfill costs have decreased significantly due to single-stream recycling
- Salary & Wage
 - Salary & Wages have increased 4.34% due to having Project Extend as a Township-run program for a full year
 - Project Extend surplus is being redirected to the Community Hope Fund, as the by-laws dictate that those funds must go to another 501C3

- Debt Service
 - In 2008, debt service was \$2.5 million and in 2014, it will be \$2.8 million
 - The Township will be retiring and issuing debt in 2014 but has remained fairly consistent
- Pension and Investments
 - PFRS has stabilized
 - PERS has increased
 - Township received \$75,000.00 on its investments in 2013 while paying \$100,000.00 on its debt

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 January 23, 2014, unless otherwise noted (*):

SWEARING-IN CEREMONY:

Police Officer(s): Michael Galvin
Zachary Rhein

SPECIAL ACKNOWLEDGEMENT TO POLICE DEPARTMENT:

Burlington Coat Factory

CONSENT AGENDA:**MINUTES:**

December 30, 2013 – Special Public Meeting
January 7, 2014 – Workshop and Closed Meeting

RESOLUTIONS:**14-006 Authorize the Stormwater Management Easement and Escrow Fund Agreement for the following:****a. Block 182, Lots 79 & 80 – 1110 Eagle Avenue – Eagle Advanced Holdings, LLC**

Mr. Brannen said that this property belongs to Seaview Orthopaedics

b. Block 37.18, Lot 1 – Deal and Bowne Roads – Martelli at Wayside, LLC

Mr. Brannen said that there were two Stop Work orders issued on this property but both have since been lifted.

14-007 Accept the Performance Guarantee(s) for the following:**a. Block 33.38, Lot 11 – 1710 Finderne Street – Palatial Homes, Inc.****b. Block 8.01, Lot 24 – 6 Tulip Court – Advanced Development Custom Homes, LLC****c. Block 33.03, Lot 7 – 539 Trenton Avenue – Yossi Teichman**

Mr. Brannen stated that these are all single family homes

14-008 Authorize the Release of Performance Guarantee(s) for the following:

- a. Block 25.34, Lot 31 – Redmond Avenue – E-3 Developers, LLC
- b. Block 25.34, Lot 31.01 – 406 Redmond Avenue – E-3 Developers, LLC
- c. Block 33.27, Lot 5 – 1803 Fanwood Street – Marla J. Jensen & Charles Hux
- d. Block 115, Lot 8.02 – 1405 Laurel Avenue – Ilvento Builders, LLC

14-009 Authorize the Release of Maintenance Guarantee(s) for the following:

- a. Block 25.09, Lot 8 – 196 Delaware Avenue – Joan R. Kittler

14-010 Authorize the release of various 2013 and 2014 Closed Session Minutes

14-011 Authorize the appointment of Christopher Kelly to the Township of Ocean Sewerage Authority

14-012 Authorize the Receipt of Bids for the following:

- 1. Information Notification Signs for Town Hall and Joe Palaia Park**

Mr. Brannen said that this authorization is for the electronic signs at various Township locations.

- 2. Cement Pad at the Recycling Center**

INDIVIDUAL ACTION:

VOUCHERS: \$ 6,044,321.23

RESOLUTIONS:

14-013 Setting 2014 Interest Rates and Penalties for Delinquent Taxes and Assessments

14-014 Authorize the award of a maintenance contract for the Police Communications console equipment for the period January 1–December 31, 2014 to Quality Communications Systems, Inc. (State Contract #A53824) in the amount of \$18,000.00

14-015 Authorize the purchase of a Ford F-150 Pickup Truck from Winner Ford, Cherry Hill, NJ (State Contract A85437) at a cost not to exceed \$18,899.00

Mr. Brannen explained that the funds for this purchase were included in the 2013 Capital Budget

14-016 Approve the 2014 Cash Management Plan

14-017 Authorize the Township Manager to execute an agreement with the United States Department of Agriculture for wildlife management services for 2014 at a cost not to exceed \$2,798.00

14-018 Authorize a contract for the following:

- a. Geese Chasers, LLC to provide environmentally safe geese control
- b. Vic Gerard Golf Cars to provide 23 golf cars for Colonial Terrace Golf Course

14-019 Authorize Professional Services Contract(s) for the year January 1 through December 31, 2014 with the following:

- a. James W. Higgins Associates – Planning Services
- b. Clarke Caton Hintz – COAH Planner

Mr. Brannen said that these two professionals are being re-appointed

- 14- 020 Authorize the Inter-local Services Agreement between the Township of Ocean and City of Long Branch for animal control services for 2014**
- 14-021 Authorize the owners of Block 140.09, Lot 6 and Block 9, Lot 45 to continue on the installment payment plan for special assessment confirmed on September 12, 2011**
- 14-022 Authorize the escheatment of tax sale premiums on certain tax lien certificates.**
- 14-023 Authorize the 2014 Tax Sale**
- 14-024 Approve the extension of the inter-local agreement between the Township and the Township of Ocean Sewerage Authority for the services of the Executive Director**
- 14-025 Support the Grant application filed by the City of Long Branch with the National Fish and Wildlife Federation for funding to be utilized for flood mitigation of Whalepond Brook and to restore the Whale Pond Brook Watershed**

Mr. Brannen explained that this is a group in Long Branch who are is working to secure funding from the Sandy aid and that those funds would be used strictly for planning

- 14-026 Award a contract to Burke Environmental for the removal of trees and debris from Township waterways at a cost not to exceed \$53,100.00**

Mr. Brannen said that this is the third and final phase of this project.

- 14-027 Amend the contract with Tri-State Asphalt, Inc. for crack sealing along various Township roadways increasing the contract by \$5,000.00, for a total cost not to exceed \$13,615.00**

Mr. Brannen said that this increase is due to additional work being added to the scope of the project.

- 14-028 Authorize the confirmation and acceptance of the sale of Block 152, lot 2.01, Freehold Street, to CBA Holdings, LLC**

ORDINANCES:

Introduction(s):

Ordinance #2216 – (P.H. 2/20/14 Coaster)

An ordinance amending and supplementing Chapter V of the “Revised General Ordinances of the Township of Ocean, 1965” entitled: Licenses

Mr. Brannen said that this ordinance adjusts the business license fee to a flat \$60.00

Ordinance #2217 – (P.H. 2/20/14 Coaster)

An ordinance amending and supplementing various Chapters of the “Revised General Ordinances of the Township of Ocean, 1965” concerning the applicable fines associated with violations to Township ordinances

ITEM FOR DISCUSSION:

SUBJECT: 2014 Operating Budget Update

ACTION: See above

SUBJECT: Grant Application Update

ACTION: Mr. Brannen said that the Township is considering scaling back on the road program it undertakes in 2014, so as to enable all outstanding projects to be completed.

Mr. Brannen also reported that there is a portion of missing sidewalk along Logan Road that probably should be done in 2014. Also, the Township did receive a grant from Monmouth County Housing and Community Development.

Mr. Brannen further discussed the history of the “Welcome to Ocean Township” signs and said that it may be appropriate for the Township to take over the maintenance/installation of same.

COUNCIL REPORTS:

Councilmember Schepiga reminded all that the Annual St. Patrick’s Day celebration will be held at the Italian American Club on March 14, 2014

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

Councilmember(s) Evans and Garofalo
Deputy Mayor Siciliano
Martin Arbus, Esq., Township Attorney

PUBLIC COMMENTS:

There were no Public 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. Contract – Local 701 and Local 177
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	X
Opposed					
Not Voting/Recuse					
Absent/Excused					

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