

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

FEBRUARY 5, 2015

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 Siciliano
Deputy Mayor Garofalo
Councilmember(s) Long and Schepiga

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

Mayor Siciliano 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, 2014.

ITEM FOR DISCUSSION:

SUBJECT: 2015 Budget Update

ACTION: Andrew Brannen, Township Manager, introduced Stephen Gallagher, Director of Finance, to discuss the 2015 Municipal Budget.

Mayor Siciliano said that he and Deputy Mayor Garofalo met with Mr. Brannen and Mr. Gallagher to ensure that the Budget that was being presented to the Governing Body did not contain any increase to the tax levy. MR. Gallagher ensured both that the 2015 Budget will have a zero increase in the tax levy.

The following items were discussed:

1. Standard & Poors Bonds Rating – Township received a AA+ rating. This was due to the very strong liquidity of the Township's financial position with only a 26.7% of Fund Balance of the 2013 Fund expense. Other factors that went in to this rating was the Township's low level of debt and rapid amortization.
2. Decrease in Pension Costs
3. Interest - continues to decrease
4. Debt Services – Township is maintaining its desire to keep borrowing between 2.5-3 million dollars per year.
5. Reserve for Debt Service – due to the Township's strong financial position, the Township received a \$1.7 million premium in its recent bond issue.
6. Debt Ratio – the Township has a debt ratio of .5% of the three-year average equalized valuation.
7. Maintaining a Stable Work Force – there is only one new hire included in the 2015 Budget for the Police Department. There are currently two open positions, one of which will be filled.
8. Stable Health Insurance Costs – the Township will have a zero increase in health costs while the State average is upwards of 12%. In 2014, the Township employees contributed \$430,000 while they will be contributing in excess of \$500,000.

- 12. Budget Expenditures – the Township has anticipated a number of decreases in expenditures in the 2015 Budget including Health Insurance, Purchase of Vehicles, Electricity, Motor Fuel, Solid Waste Disposal Fee. Also the Township has been able to reduce the amount budgeted in the Reserve for Uncollected Taxes by \$14,500.
- 13. Grant Balances were discussed including the Recycling Tonnage Grant, Palaia Park Grant, and Stormwater Management.
- 14. Colonial terrace Golf Course, Project Extend and the Ocean Township Pool and Tennis Facility have revenues of \$1.1 million with expenses of \$800,000.
- 15. The Automated Garbage Collection has caused the Township to realized an actual savings of \$435,227.00

Mr. Brannen said that the Township will be finalizing the 2015 Capital Budget within the next couple of weeks.

Mayor Siciliano thanked Mr. Brannen and Mr. Gallagher, and all the employees, for a job well done.

SUBJECT: 2015 Fee Schedule Update

ACTION: Mr. Brannen, Township Manager, said that a request has been received by the Township to waive the \$25.00 alarm fee for senior citizens.

After discussion, it was decided that this request will be considered prior to any amendment to the fee schedule.

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 February 5, 2015, unless otherwise noted (*):

CERTIFICATES OF ACCOMPLISHMENT:

Ocean Township High School Girls Tennis Team
Group B North Champions

Shore Cake Supply, LLC
First Anniversary

CONSENT AGENDA:

MINUTES:

January 7, 2015 – Workshop, Public and Closed Meeting
January 22, 2015 – Workshop, Public and Closed Meeting

RESOLUTIONS:

15-031 Approve the Release of various 2015 Closed Session Minutes

15-032 Authorize fireworks display by Deal Golf & Country Club for June 28, 2015

INDIVIDUAL ACTION:**RESOLUTIONS:**

15-035 Authorize an Inter-local Services Agreement for the dispensing of gasoline and diesel fuel with the following:

- a. Borough of Interlaken
- b. Borough of Allenhurst

Mr. Brannen said that these agreements allow the Township add an additional fee on top of the cost of the gasoline and diesel fuel.

15-036 Support a Property Tax Rewards Program as part of the Township of Ocean Shop Local Campaign

15-037 Approve the following Change Orders with GCS Contractors Corp.:

- a. Town Hall Renovation Project
- b. Township of Ocean Senior Center Project

Mr. Brannen said that the Change Order for Town Hall Renovations reduce the total contract amount by \$8,358.00, while the Change Order for the Senior Center does not involve any increase/decrease but rather just a shift in certain aspects of the project.

15-038 Authorize the suspension of the issuance of solicitor licenses and all soliciting activities through May 1, 2015

This matter will be removed from the Agenda.

15-039 Authorize the Mayor and Municipal Clerk to execute a Developers Agreement with Heritage Village at Oakhurst, LLC

ORDINANCES:**Adoption(s):**

Ordinance #2237 – An ordinance authorizing the dedication of an existing public right of way
(Coaster) along West Park Avenue as a public street

Mr. Brannen said that this is changing the right-of-way to a public street from West Park Avenue to the entrance of Heritage Village at Oakhurst.

Ordinance #2238 - An ordinance authorizing an emergency appropriation in accordance with
(Coaster) N.J.S.A. 40A:5-53B for the preparation and execution of a complete revaluation program as ordered by the Monmouth County Board of Taxation

Mr. Brannen said that this ordinance allows the Township to spread the cost of the revaluation over a five-year period.

Introduction(s):

COUNCIL REPORTS:

Councilmember Long suggested that the Oakhurst Meeting Room, located at the rear of Fireman’s Field, be named after someone prominent in Ocean Township.

Deputy Mayor Garofalo reported that he met with the owner of a property on Poplar Avenue that used to be an old fuel storage site to determine what an appropriate use would be for said property.

Deputy Mayor Garofalo also met with the Board of Rolling Meadows who would like the Township to expand the services that the Township provides. After discussion, it was determined that the Township would explore its options with regard to the expansion of services.

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

Councilmember(s) Schepiga
Martin Arbus, Esq., Township Attorney
Andrew Brannen, Township Manager

PUBLIC COMMENTS:

Seeing that there were no Public Comments, Mayor 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 – Lease of Real Property – Block 3, Lot 17
 - C3. Contract – Fireman’s Field – Block 142, Lot 47
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

Seeing that there were no additional comments, the meeting was adjourned.

Record of Vote	Deputy Mayor Garofalo	Councilman Evans	Councilman Long	Councilwoman Schepiga	Mayor Siciliano
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