

DRAFT #1 04/11/2014

THE BOROUGH OF MANTOLOKING
MAYOR AND COUNCIL

AGENDA – REGULAR BUSINESS MEETING

APRIL 22, 2014

5:30 p.m.

Mantoloking Yacht Club

1224 Bay Avenue

Mantoloking, New Jersey

Subject to change pursuant to N.J.S.A. 10:4-8(d) – this agenda is tentative to the extent known at time of posting.) The regular monthly meeting of the Mayor and Council will be held this day in the Mantoloking Yacht Club, Mantoloking, New Jersey.

1. CALL TO ORDER:

- 2. OPEN PUBLIC MEETING STATEMENT:** Mayor George C. Nebel will read the following Statement:

In compliance with the provisions of the New Jersey Open Public Meetings Act, adequate notice of this meeting of the Mantoloking Borough Council has been advertised in the manner provided by law.

3. ROLL CALL

Present:

Absent:

Also Present:

- 4. PLEDGE OF ALLEGIANCE:** Mayor George C. Nebel will lead the assembly in the Pledge of Allegiance.

- 5. PRIVILEGE OF THE FLOOR:** Mayor George C. Nebel will open the meeting for public comment and questions about the agenda.

6. MINUTES OF PREVIOUS MEETINGS:

Resolved, the Mantoloking Borough Council approves the following minutes as printed and distributed:

Special Meeting of October 16, 2013
Regular Meeting of October 22, 2013
Special Meeting of October 29, 2013
Workshop Meeting of November 21, 2013
Regular Meeting of November 26, 2013
Workshop Meeting of February 5, 2014
Regular Meeting of February 11, 2014

COMMITTEE REPORTS AND RECOMMENDATIONS

- 7. FINANCE COMMITTEE,** Councilman Gillingham will present the monthly finance report
Moves the following:

A. RESOLUTION: ACCEPT THE REPORT OF THE MUNICIPAL FINANCE OFFICER

WHEREAS, the Chief Finance Officer has presented a report on the status of the 2014 municipal budget as of February 28, 2014; and

WHEREAS, that report indicates the following status as of that date:

<u>ACCOUNT</u>	<u>ORIGINAL BUDGET</u>	<u>BUDGET</u>	<u>EXPENDED</u>	<u>ENCUMBERED</u>	<u>BALANCE</u>
2014 Temporary Budget					
2013 Appropriation Reserve					
2012 Emergency Appropriations					
Sandy Emergency #1					
Sandy Emergency #2					
Sandy Emergency #3					
Subtotal Sandy Emergency					
Capital					

B. RESOLUTION: PAYMENT OF BILLS FOR THE MONTH OF APRIL 2014

WHEREAS, the Municipal Finance Officer has presented a list of bills in the total amount of _____ and recommended that they be paid, now, therefore, be it:

RESOLVED, the Mantoloking Borough Council approve payment of the above referenced bills and directs that a copy be attached to and made part of the minutes of this meeting.

C. RESOLUTION: REFUND OF FEES & OVERPAYMENTS

RESOLVED, the Borough Council authorizes the Chief Financial Officer to refund the following for the reason(s) indicated:

<u>TO</u>	<u>REASON</u>	<u>AMOUNT</u>
Louis & Luisa Angioletti	Overpayment of property taxes: Blk 13 Lt 7	\$1,320.80

PUBLIC HEARING: Mayor George C. Nebel will open the meeting to the public on Ordinance No. 636 –2014 Municipal Budget Appropriation Limits and to Established a CAP Bank

D. RESOLUTION: ADOPTION OF ORDINANCE NO. 636 – TO EXCEED THE 2014 MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK

WHEREAS, on the 22nd day of April, 2014 a public hearing on Ordinance No. 636 was held and no comments were made by the public, now, therefore, be it

RESOLVED, the Mayor and Council of the Borough of Mantoloking, Ocean County, New Jersey, hereby adopt the following Ordinance:

ORDINANCE NO. 636

ORDINANCE TO EXCEED THE 2014 MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK

and be it
FURTHER RESOLVED, that copies of all ordinances introduced and all resolutions adopted shall be maintained on file for public examination at the office of the borough clerk, published on the borough’s website, www.mantoloking.org, and provided to anyone free of charge during regular business hours, and be it

FURTHER RESOLVED, the Borough Clerk advertise and take all other steps required by law to conduct a public hearing on the proposed ordinance at the next regular business meeting of the mayor and council.

E. RESOLUTION: ADOPTION OF THE 2014 MUNICIPAL BUDGET

Whereas, on March 18, 2014 Mayor & Council approved summary statements of revenues and appropriations and determined that they constitute the municipal budget for the year 2014 and;

Revenue and Appropriation Summaries

<u>Summary of Revenues</u>	<u>Anticipated Revenues</u>	
	<u>2014</u>	<u>2013</u>
1. Surplus	\$820,000.00	\$528,000.00
2. Total Miscellaneous Revenues	3,739,354.38	2,813,626.96
3. Receipts from Delinquent Taxes	35,000.00	70,000.00
4. Local Tax for Municipal Purposes	2,961,047.58	2,259,678.00
Total General Revenues	<u>\$7,555,401.96</u>	<u>5,671,304.96</u>

<u>Summary of Appropriations</u>	<u>Appropriations</u>	
	<u>2014</u>	<u>2013</u>
1. Operating Expenses: Salaries and Wages	\$1,876,876.00	\$1,629,920.00
Other Expenses	2,240,910.23	1,756,692.96
2. Deferred Charges and Statutory Expenditures	2,776,224.15	1,937,000.00
3. Capital Improvements	323,000.00	85,500.00
4. Debt Service	55,680.00	6,000.00
5. Reserve for Uncollected Taxes	282,711.58	256,192.00
Total General Appropriations	<u>\$7,555,401.96</u>	<u>\$5,671,304.96</u>

<u>Total Number of Employees (full and part-time)</u>	<u>33</u>	<u>59</u>
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Balance of Outstanding General Debt Obligations

Interest	\$0.00
Principal	0.00
Outstanding Balance at December 31, 2013	0.00

F. RESOLUTION: ESTABLISHMENT OF EMPLOYEE SALARIES FOR 2014

WHEREAS, the Mayor has recommended annual salaries for borough employees for 2014, now, therefore, be it

RESOLVED, the Mayor and Council of the Borough of Mantoloking, Ocean County, New Jersey approves the following schedule of salaries for 2014:

8. PUBLIC SAFETY COMMITTEE, Councilman McIntyre will present the monthly reports of the Police Department, Municipal Court, Fire Company, and Emergency Management and move the following:

A. RESOLUTION : APPROVING OTHER PROFESSIONAL SERVICE AND MAINTENANCE CONTRACTS FOR 2014

WHEREAS, the award of contracts for professional services and maintenance of Borough facilities, equipment and personnel obligations, enumerated in this resolution, is necessary and in the public interest to provide for the efficient operation of the Borough; and

WHEREAS, A Certificate of Funds Availability has been filed with the Borough Clerk; now, therefore, be it

RESOLVED by the Mayor and Council of the Borough of Mantoloking as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute service and maintenance agreements in accordance with the following list, which identifies the services and providers thereof. Said contracts are to be executed following approval, as to form, by the Borough Attorney and Purchasing Agent. Copies of the contracts are available for inspection at the Clerk’s office during regular business hours.
2. Notice of this action is to be published as a contract award without competitive bidding as professional services pursuant to N.J.S.A. 40:55D-24.

<u>Position</u>	<u>Name</u>	<u>Contract Amount</u>	<u>Business Name</u>
<i>Public Defender</i>	<i>Margarie M. Herlihy, Esq.</i>	<i>\$250.00 per case \$100.00 Hr. for extra ordinary services</i>	<i>Herlihy & Young Attorneys At Law</i>

B. RESOLUTION : APPROVING OTHER PROFESSIONAL SERVICE AND MAINTENANCE CONTRACTS FOR 2014

WHEREAS, the award of contracts for professional services and maintenance of Borough facilities, equipment and personnel obligations, enumerated in this resolution, is necessary and in the public interest to provide for the efficient operation of the Borough; and

WHEREAS, A Certificate of Funds Availability has been filed with the Borough Clerk; now, therefore, be it

RESOLVED by the Mayor and Council of the Borough of Mantoloking as follows:

3. The Mayor and Clerk are hereby authorized and directed to execute service and maintenance agreements in accordance with the following list, which identifies the services and providers thereof. Said contracts are to be executed following approval, as to form, by the Borough Attorney and Purchasing Agent. Copies of the contracts are available for inspection at the Clerk’s office during regular business hours.
4. Notice of this action is to be published as a contract award without competitive bidding as professional services pursuant to N.J.S.A. 40:55D-24.

<u>Position</u>	<u>Name</u>	<u>Contract Amount</u>	<u>Business Name</u>
<i>Police Physician</i>	<i>George Jarahian, Jr., M.D.</i>	<i>\$327.00 Per Officer</i>	<i>George Jarahian, Jr., M.D. General & Internal Medicine</i>

9. PUBLIC WORKS COMMITTEE, Councilwoman Nelson will present reports from the Public Works Superintendent, Construction Official, and Land Use Officer and move the following:

A. RESOLUTION: PAYMENT NO. 15 – EMERGENCY BYPASS PUMPING SYSTEM (CONTRACT 2013-01)

WHEREAS, the Borough has entered into a Contract with Municipal Maintenance Co. (Contract 2013-01) to provide Emergency Bypass Pumping System; and
WHEREAS, the Contractor has submitted Payment Application No. 15, in the sum of \$8,673.00; and

WHEREAS, the Borough Engineer, Lawrence Plevier, P.E. (Hatch Mott MacDonald) has recommended Payment Application No. 15 be paid, now, therefore, be it
RESOLVED, the Mantoloking Borough Council hereby approves payment of the claim.

B. RESOLUTION: MISCELLANEOUS SUPPLY, SERVICE AND MAINTENANCE CONTRACTS FOR 2014

RESOLVED, the Mantoloking Borough Council approves the following service and maintenance agreements and authorizes the borough attorney and purchasing agent to approve the form of and execute the contracts. Copies of the contracts are available for inspection at the Clerk’s office during regular business hours.

1. The Council President and Clerk are hereby authorized and directed to execute service and maintenance agreements in accordance with the following list, which identifies the services and providers thereof. Said contracts are to be executed following approval, as to form, by the Borough Attorney and Purchasing Agent. Copies of the contracts are available for inspection at the Clerk’s office during regular business hours.

<u>SERVICE</u>	<u>PROVIDER</u>	<u>CONTRACT AMOUNT</u>
Schedule “C” Program, Road Dept.	County of Ocean	Not to exceed \$4,000
Schedule “C” Program, Vehicle Services	County of Ocean	Not to exceed \$1,000
Road Maintenance & Supplies plus Special Project: Demolition of borough buildings	Ocean County Road Department	Not to exceed \$60,000

C. RESOLUTION: ACCEPTANCE OF RESIGNATION, Timothy J. Skinner

RESOLVED, the Mayor and Council of the Borough of Mantoloking, Ocean County, New Jersey accepts the following resignation(s):

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
<i>Timothy J. Skinner</i>	<i>Construction Official and Building Subcode Official</i>	<i>April 11, 2014</i>

D. RESOLUTION: APPOINTMENT OF CONSTRUCTION DEPT. FIRE SUBCODE OFFICIAL

RESOLVED, the Mayor and Council of the Borough of Mantoloking, Ocean County, New Jersey approves the following appointments with the terms and conditions indicated:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary</u>
<i>Ronald J Pizar</i>	<i>PT Fire Subcode Official</i>	<i>March 27, 2014</i>	<i>\$4,500.00 / 2 hrs per week</i>

E. RESOLUTION: APPOINTMENT ACTING CONSTRUCTION OFFICIAL

RESOLVED, the Mayor and Council of the Borough of Mantoloking, Ocean County, New Jersey approves the following appointments with the terms and conditions indicated:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary</u>
<i>Timothy J. Skinner</i>	<i>Acting Construction Official</i>	<i>April 12, 2014</i>	<i>\$55.00/per hour</i>

10. DUNE & BEACH RENOURISHMENT COMMITTEE, Councilman Strohm will present the Reports of the Dune & Beach Renourishment Committee and Ocean County Block Grant Program then move the following:

11. MUNICIPAL SERVICES COMMITTEE, Councilman Brown will present the report of the Municipal Services Committee then move the following:

12. MANTOLOKING COMMITTEE, Councilman Chris Nelson will present the report of the Mantoloking Committee then move the following:

13. MAYOR AND COUNCIL COMMENTS

14. PUBLIC COMMENT PERIOD

15. EXECUTIVE SESSION (if required):

RESOLUTION: ADJOURN TO CLOSED SESSION IN COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT

WHEREAS, the Open Public Meetings Act, N.J.S.A.10: 4-11, permits municipal governing bodies to meet in closed session to discuss certain matters, now, therefore be it

RESOLVED, the Mayor and Council adjourns to closed session to discuss: (select one or more)

- a matter rendered confidential by federal or state law
- a matter in which release of information would impair the right to receive government funds
- material the disclosure of which constitutes an unwarranted invasion of individual privacy
- a collective bargaining agreement and/or negotiations related to it
- a matter involving the purchase, lease, or acquisition of real property with public funds
- protection of public safety and property and/or investigations of possible violations or violations of law
- pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege
- specific prospective or current employees unless all who could be adversely affected request an open session
- deliberation after a public hearing that could result in a civil penalty or other loss, and be it

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

16. OPEN SESSION (if required):

17. NEXT MEETING –

Council Workshop Meeting, Wednesday, April 16, 2014 at 8:30 a.m. at the Borough Temporary Offices, 340 Drum Point Road, Brick, NJ

Regular Council Meeting, Tuesday, April 22, 2014 at 5:30 p.m. at the Mantoloking Yacht Club, 1224 Bay Avenue, Mantoloking, NJ

18. ADJOURNMENT