

DRAFT NO.1.1-8/20/2020

THE BOROUGH OF MANTOLOKING
MAYOR AND COUNCIL

AGENDA – CAUCUS AND REGULAR BUSINESS MEETING

September 15, 2020

5:30 P.M.

MANTOLOKING VIRTUAL MEETING

CALL: 605-313-5156

ACCESS CODE: 231051

CAUCUS MEETING

CALL TO ORDER:

OPEN PUBLIC MEETING STATEMENT: Mayor White 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.

ROLL CALL:

A. REVIEW OF REGULAR MEETING AGENDA

B. BOROUGH COUNCIL DISCUSSION ITEMS FOR NEXT MONTHS AGENDA.

Discussion Point : Consideration of the possible addition of the position of a part-time Business Administrator

<u>Finance Committee:</u>	Councilman Amarante
<u>Public Safety Committee:</u>	Councilman Gillingham
<u>Dune and Beach Committee:</u>	Councilman Batcha
<u>Municipal Services Committee:</u>	Mayor White
<u>Municipal Relations Committee:</u>	Councilwoman O’Mealia
<u>Strategic Planning Committee:</u>	Councilwoman O’Mealia
<u>Environmental Committee:</u>	Councilwoman Green
<u>Long Range Planning Committee</u>	Councilwoman O’Mealia
<u>Flood Strategy Committee</u>	Councilwoman O’Mealia

C. PUBLIC COMMENT PERIOD- State your name and address for the record. Once you have finished speaking, please place your phone on mute.

ADJOURN CAUCUS MEETING:

MOTION: _____
SECOND: _____
ALL IN FAVOR: _____

REGULAR BUSINESS MEETING

1. CALL TO ORDER:

2. OPEN PUBLIC MEETING STATEMENT: Mayor White 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:

4. PLEDGE OF ALLEGIANCE: Mayor White will lead the assembly in the Pledge of Allegiance.

5. RESOLUTION NO. 2020-120

RESOLUTION: MINUTES OF PREVIOUS MEETINGS

Regular Business Meeting Minutes- August 18, 2020

Executive Session- August 18, 2020

RESOLVED, the Mantoloking Borough Council approves the following minutes as distributed.

ROLL CALL VOTE RESOLUTION 2020- 120

6. PRIVILEGE OF THE FLOOR: Mayor White will open the meeting for public comment and questions about the agenda. State your name and address for the record. Once you have finished speaking, please place your phone on mute.

7. FINANCE COMMITTEE: Councilman Amarante will present the monthly finance report.

RESOLUTION NO. 2020-121

RESOLUTION THE REPORT OF THE MUNICIPAL FINANCE OFFICER

BOROUGH OF MANTOLOKING						
Financial Report for the Month of July 31, 2020						
Status of the Budget on July 31, 2020						
FUND	APPROPRIATION	CURRENT BALANCE	EXPENDED DURING MONTH	EXPENDED YEAR TO DATE	ENCUMBERED BALANCE	APPROPRIATION BALANCE
2020 ADOPTED BUDGET	\$5,662,952	\$2,813,720	\$556,066	\$3,405,298	\$40,265	\$2,217,389
2019 RESERVE BUDGET- CURRENT	\$5,283,897	\$372,858	\$250	\$283,664	\$750	\$371,858
2020 CAPITAL FUND	\$1,543,000	\$1,109,840	\$8,821	\$309,607	\$132,374	\$1,101,019
SANDY EMERGENCY FUNDS	\$146,568	\$139,968	\$0	\$0	\$0	\$139,968
TOTAL	\$12,636,417	\$4,436,386	\$565,137	\$3,998,569	\$173,389	\$3,830,233

	APPROPRIATION	CURRENT BALANCE	EXPENDED DURING MONTH	EXPENDED YEAR TO DATE	ENCUMBERED BALANCE	APPROPRIATION BALANCE
(Subcategory of Capital Fund)						
Construction-Municipal Building	\$890,832	\$605,386	\$17,405	\$171,911	\$130,941	\$587,981

Receipts, Disbursements and Changes in Cash Balance During the Month of JULY 31, 2020

FUND	CASH BALANCE JANUARY 1, 2020	CASH BALANCE BEGINNING OF MONTH	CASH RECEIVED	CASH DISBURSED	CASH BALANCE END OF MONTH
2020 CURRENT FUND	\$3,326,063	\$2,782,031	\$1,378,140	\$2,163,589	\$1,996,582
CAPITAL FUND	\$2,567,262	\$2,293,058	\$100	\$35,404	\$2,257,754
ANIMAL CONTROL FUND	\$223	\$235	\$10	\$0	\$246
OTHER TRUST FUNDS	\$524,694	\$560,499	\$140	\$119	\$560,520
PAYROLL ACCOUNT	\$56,176	\$77,628	\$264,141	\$273,865	\$67,904
UNEMPLOYMENT ACCOUNT	\$34,091	\$34,114	\$5,001	\$0	\$39,115
LAW ENFORCEMENT TRUST	\$2,848	\$2,850	\$0	\$0	\$2,850
TOTAL	\$6,511,358	\$5,750,415	\$1,647,533	\$2,472,977	\$4,924,972

RESOLUTION NO. 2020-122

RESOLUTION: PAYMENT OF BILLS

WHEREAS, the municipal finance officer has presented

- A list of bills in the amount of \$99,657.60 with the recommendation they be paid, and
- A list of bills in the amount of \$136,629.34 that have been paid with the approval of the municipal clerk and the mayor, now, therefore, be it

RESOLVED, the council approves the payment of all the bills and directs that a copy of these lists be attached to and made part of the minutes of this meeting.

RESOLUTION NO. 2020-125
RESOLUTION REQUESTING REFUND OF ESCROW FEES
FOR PROPERTY KNOWN AS 104 STEPHENS PLACE AKA
BLOCK 7, LOT 16, MANTOLOKING BOROUGH,
OCEAN COUNTY, NEW JERSEY

WHEREAS, the Finance Office of the Borough of Mantoloking has researched the balance of the following escrow account which has been completed,

WHEREAS, the Borough Engineer and Zoning Officer has been consulted and confer that the following account is completed as far as they are concerned and

WHEREAS, the balance left on the account is due back to the escrow applicant

NOW THEREFORE BE IT RESOLVED, that the Mayor and the Council of the Borough of Mantoloking authorize the Chief Financial Officer to refund the following escrow balance:

<u>Escrow Applicant</u>	<u>Amount</u>
Mathews, Jane 15 Skyview Road Ringwood, NJ 07456	\$97.50

RE: 104 Stephens Place,
Aka Block 7, Lot 16
Mantoloking, New Jersey

ROLL CALL VOTE RESOLUTIONS 2020-121, 122 and 125

INTRODUCTION OF ORDINANCE NO. 708
AN ORDINANCE AMENDING CERTAIN SALARY AND COMPENSATION OF CERTAIN
OFFICERS, POSITIONS AND EMPLOYEES IN THE BOROUGH OF MANTOLOKING, OCEAN
COUNTY, NEW JERSEY, TO BE KNOWN AS THE AMENDMENT TO MANTOLOKING
BOROUGH SALARY ORDINANCE NO. 671

WHEREAS, Salary Ordinance No. 671, passed at a regular meeting of the mayor and council on the 18th day of July, 2017;

WHEREAS, some of those ranges have proved to be inadequate;

IT IS NOW, THEREFORE, this 15th day of September, 2020, **RESOLVED**, by the Mayor and Council of the Borough of Mantoloking, Ocean County, New Jersey, that Salary Ordinance No. 671 be amended to including the following revised salary ranges:

ADMINISTRATION

<u>POSITION</u>	<u>SALARY RANGE</u>	
	<u>Minimum</u>	<u>Maximum</u>
Tax Collector (Part-Time)	\$ 3,000.00	\$ 5,000.00

CONSTRUCTION AND LAND USE POSITIONS

<u>POSITION</u>	<u>SALARY RANGE</u>	
	<u>Minimum</u>	<u>Maximum</u>
Code Enforcement Official	\$ 10,000.00	\$ 40,000.00
Code Enforcement Official (Hourly)	\$ 25.00/hr	\$ 50.00/hr
TACO/Planning Board Secretary	\$ 15,000.00	\$ 40,000.00

CONSTRUCTION AND LAND USE POSITIONS

<u>POSITION</u>	<u>SALARY RANGE</u>	
	<u>Minimum</u>	<u>Maximum</u>
Fire Official	\$ 2,000.00	\$ 10,000.00
Fire Subcode Official	\$ 2,000.00	\$ 15,000.00
Plumbing Subcode Official	\$ 2,000.00	\$ 10,000.00
Electrical Subcode Official	\$ 2,000.00	\$ 10,000.00

This Ordinance shall become effective upon its final passage and publication as required by law.

ROLL CALL VOTE ORDINANCE NO. 708

- 8. PUBLIC SAFETY COMMITTEE:** Councilman Gillingham will present the monthly reports of the Police Department, Municipal Court, Fire Company and Emergency Management.

RESOLUTION NO. 2020-123

RESOLUTION: APPOINTMENT OF PERSONNEL – SEASONAL PART TIME HELP

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

Name	Position	Effective Date	Hourly Rate
Nicholas Malvasio	Part-Time Police Officer	September 15, 2020	\$15.50

ROLL CALL VOTE RESOLUTION 2020-123

INTRODUCTION OF ORDINANCE NO. 709

AN ORDINANCE OF THE BOROUGH OF MANTOLOKING, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING THE BOROUGH CODE OF THE BOROUGH OF MANTOLOKING, SO AS TO AMEND CHAPTER 7 ENTITLED “TRAFFIC”

NOW, THEREFORE, BE IT ORDAINED, by the governing body of the Borough of Mantoloking, County of Ocean, State of New Jersey, as follows:

SECTION 1. The Borough Code of the Borough of Mantoloking is hereby amended and supplemented so as to amend Chapter 7, entitled “Traffic,” so as to amend §7-19 entitled “Parking of certain trucks, vehicles, and trailers prohibited” in its entirety so that it shall read as follows:

The parking of buses, campers, mobile homes, recreational vehicles, pop-up campers, and boat trailers shall be prohibited at all times on all Borough streets. This prohibition shall not apply to home improvement contractor or landscaper trailers.

SECTION 2. All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

SECTION 3. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

SECTION 4. This ordinance shall take effect after second reading and publication as required by law.

ROLL CALL VOTE ORDINANCE NO. 709

9. **DUNE & BEACH COMMITTEE:** Councilman Batcha will present the reports of the Dune & Beach Committee and Ocean County Block Grant Program.

10. **MUNICIPAL SERVICES COMMITTEE**: Mayor White will present the monthly reports from the Public Works Superintendent, Construction Official, Land Use Officer and Building Committee.

11. **MUNICIPAL RELATIONS COMMITTEE**: Councilwoman O’Mealia will present the report of the Mantoloking Relations Committee.

12. **STRATEGIC PLANNING COMMITTEE**: Councilwoman O’Mealia will present the report of the Strategic Planning Committee.

13. **ENVIRONMENTAL COMMITTEE**: Councilwoman Green will present the report of the Environmental Committee.

RESOLUTION NO. 2020-124

RESOLUTION OF THE BOROUGH OF MANTOLOKING, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO REPUBLIC SERVICES OF NJ, LLC FOR SOLID WASTE AND RECYCLABLE MATERIALS COLLECTION DISPOSAL SERVICES

WHEREAS, the Borough of Mantoloking duly advertised for the receipt of bids for solid waste and recyclable materials collection disposal service; and

WHEREAS, in response to the invitation to bidders, two (2) bids were received on August 12, 2020 (Suburban Disposal, Fairfield, New Jersey and Republic Services, South Plainfield, New Jersey); and

WHEREAS, the bids have been reviewed by the Borough and it has been determined that Republic Services of NJ, LLC. submitted the lowest responsible bid in accordance with the bid specifications, said bid being as shown on the attached Schedule A; and

WHEREAS, the Borough Council desires to award a contract for Option II Seasonal Solid Waste and Recyclable Materials Collection Disposal Service to Republic Services of NJ, LLC for \$349,743.00 for the two-year base term.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Mantoloking, County of Ocean, State of New Jersey, as follows:

1. That the governing body does hereby award a contract for Option II Seasonal Solid Waste and Recyclable Materials Collection Disposal Service to Republic Services of NJ, LLC for \$349,743.00 for the two-year base term of the contract.
2. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to, respectively, a contract with Republic Services of NJ, LLC, in accordance with the bid specifications.
3. This contract shall be an open-ended contract with funds being encumbered contingent upon the availability of funds in the budget year. No purchase(s) shall be made under this contract until the Chief Financial Officer has certified the availability of funds for such purchases.

4. A certified copy of this Resolution shall be provided to the Chief Finance Officer and Republic Services of NJ, LLC.

ROLL CALL VOTE RESOLUTION 2020-124

14. LONG RANGE PLANNING COMMITTEE:

15. FLOOD STRATEGY COMMITTEE: Councilwoman O’Mealia will present to report of the Flood Strategy Committee

Flood Strategy Report has been posted on the website along with the agenda. Larry Plevier, Borough Engineer, will be available to answer questions.

16. MAYOR AND COUNCIL COMMENTS:

17. PUBLIC COMMENTS PERIOD: . State your name and address for the record. Once you have finished speaking, please place your phone on mute

18. NEXT MEETING: Caucus and Regular Business Meeting, October 20, 2020 conference call.

19. ADJOURNMENT :