

FEBRUARY 18, 2020

Regular Meeting of Mayor and Council was convened at 7:00 p.m. on February 18, 2020 in Council Chambers of Borough Hall with Mayor Donovan presiding.

Mayor Edward Donovan read the statement re: Open Public Meetings Act of 1975 and that adequate notice has been provided by transmitting the Resolution of Annual Meetings to the Asbury Park Press and the Coast Star, by posting it in the Borough Hall on a bulletin board reserved for such announcements, and by posting it on the official website of the borough.

Mayor Donovan welcomed the audience and invited them to join in a moment of silent prayer and a salute to the Flag.

ROLL CALL: Present: Council Members Jason Bryant, Michael Mangan, and Gregg Olivera

Absent: Council Members Jeffrey Lee, Richard Read, and James Walsh

Also present was Borough Attorney Mark Kitrick and Borough Administrator Thomas Flarity.

Audience Participation

Council Member Bryant made a motion to open the meeting to the public, seconded by Council Member Mangan. Motion carried unanimously.

Dick Meincke, 36 N. McClellan inquired about the resolution with the department head salaries listed. He wanted to know what percent raises are given to people who are just continuing their job and don't get a promotion or additional duties.

Mayor Donovan stated that the Borough has been trying to hold close to 2% which is the average raise for business in our area.

Council Member Mangan stated that this resolution lists the unclassified positions which are not covered by a collective bargaining agreement. He stated that the list of department heads is reflective of a 2% increase.

Discussion on the beach and recreation staff members' salaries and clarification of the beach titles. There was also discussion about volunteers and the changes over the years.

Council Member Olivera made a motion to close the public portion, seconded by Council Member Mangan. Motion carried unanimously.

Council Member Mangan made a motion to withdraw resolutions 55-2020 and 61-2020 from the agenda, seconded by Council Member Olivera. Motion carried unanimously.

Mayor Donovan presented a Certificate of Recognition to Max Salerno for winning Wrestling Championships.

Approval of Minutes

Regular Meeting Minutes – January 21, 2020

Regular Meeting Minutes – February 3, 2020

Council Member Bryant made a motion to approve the minutes as amended, seconded by Council Member Mangan. Motion carried unanimously.

Use of Borough Property

- **E28-20 Manasquan PBA Fishing Contest - Mac's Pond May 2, 2020 @ 8 am to 1 pm**

Council Member Mangan made a motion to approve this request, seconded by Council Member Olivera. Motion carried unanimously.

- **E29-20 Wedding Ceremony - Whiting Beach - August 1, 2020 @5 pm**

Council Member Mangan made a motion to approve this request, seconded by Council Member Olivera. Motion carried unanimously.

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- **E30-20 Woman's Club Craft Fair - Squan Plaza - May 23 & 24, 2020 @ 7am to 5pm**

Council Member Mangan made a motion to approve this request, seconded by Council Member Bryant. Motion carried unanimously.

- **E31-20 Clean Ocean Action Beach Sweeps - April 25 and October 24, 2020**

Council Member Bryant made a motion to approve this request, seconded by Council Member Mangan. Motion carried unanimously.

CONSENT AGENDA

**RESOLUTION
50-2020**

BE IT RESOLVED by the Council of the Borough of Manasquan, County of Monmouth, State of New Jersey that:

WHEREAS, a refund of monies are due to the following:

NAME: ATLANTIC MODULAR
75 TAYLOR AVE
MANASQUAN, NJ 08736

AMOUNT OF REFUND DUE: \$500.00

REASON FOR REFUND: Trailer Storage-289 First Avenue

NAME: ATLANTIC MODULAR
75 TAYLOR AVE
MANASQUAN, NJ 08736

AMOUNT OF REFUND DUE: \$500.00

REASON FOR REFUND: Trailer Storage- 42 N Farragut

NOW, THEREFORE, BE IT RESOLVED that the Chief Financial Officer is hereby authorized and directed to draw a warrant in the said amount to the above listed refunds with said warrant to be charged against the General Ledger.

**RESOLUTION
51-2020**

BE IT RESOLVED, that the Hon. Edward G. Donovan, Mayor of the Borough of Manasquan, be and is hereby authorized to sign the following Letters of Intent:

Municipal Clerk	Barbara Ilaria	\$97,779.33
Code Enforcement Supervisor	Frank DiRoma	\$86,766.43
Police Chief	Michael Bauer	\$171,749.23
Certified Municipal Officer	Amy Spera	\$89,994.60
Superintendent Public Works	Kevin Thompson	\$116,732.88
Beach/Recreation Superintendent	Erik Ertle	\$56,181.60
Tax Collector	Courtney Hogan	\$63,153.42
Administrator	Thomas Flarity	\$98,838.00
Tax Assessor	Robyn Palughi	\$28,122.01
Court Administrator (MSQ/Brielle)	Marie Higgins	\$80,437.19/\$13,154.35
OEM/Hazard Mitigation	Christopher Tucker	\$3,060/\$51 per hour

**RESOLUTION
52-2020**

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RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF MANASQUAN, COUNTY OF MONMOUTH, NEW JERSEY, AUTHORIZING ADVERTISEMENT FOR SEASONAL PART-TIME KEYBOARDING CLERK 1

WHEREAS, the Borough of Manasquan ("Manasquan") is in need of a Seasonal Part-Time Keyboarding Clerk 1 in the Code/Construction Department; and

NOW, THEREFORE BE IT RESOLVED on the 18th day of February 2020, by the Borough Council of the Borough of Manasquan, hereby authorize the Clerk to advertise for a Seasonal Part-Time Keyboarding Clerk 1.

**RESOLUTION
53-2020**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that the application for F.J.S. Foods, Inc. t/a Family Fun Center for an Amusement Game License to operate an arcade at 201-203 Beachfront in the Borough of Manasquan for the year 2020 is hereby approved and accepted; and

BE IT FURTHER RESOLVED that the Borough Clerk is instructed and authorized to process the license for same, that is,

NAME OF APPLICANT

ADDRESS OF LICENSED PREMISES

F.J.S. Foods, Inc.
t/a Family Fun Center

201-203 Beachfront
Manasquan, New Jersey 08736

TYPE OF GAME OR LICENSE

Video/Redemption

**RESOLUTION
54-2020**

RESOLUTION AWARDING A CONTRACT FOR THE EAST MAIN STREET IMPROVEMENTS PROJECT IN THE BOROUGH OF MANASQUAN, COUNTY OF MONMOUTH STATE OF NEW JERSEY

WHEREAS, bids were requested and received pursuant to the Local Public Contracts Law (N.J.S.A. 40A: 11-1 et seq.) and seven (7) bids were received at the bid opening. The apparent low bidder for this project is Mecos, Inc. The results of the three (3) lowest bidders at the bid opening are as follows:

BIDDERS	MECO, INC.	EARLE ASPHALT CO.	BLACK ROCK ENTERPRISES, LC
Total Base Bid – Proposal 1	\$246,561.30	\$241,513.13	\$280,398.36
Total Base Bid – Proposal 2	\$186,741.40	\$202,600.00	\$224,496.66
Total Base Bid – Proposal 3	\$227,033.10	\$244,000.00	\$269,041.65
Total - Alternate Proposal A	\$ 38,413.50	\$ 34,900.00	\$ 67,622.60
Total – Alternate Proposal B	\$ 40,069.20	\$ 37,100.00	\$ 66,956.00
Total – Alternate Proposal C	\$38,549.00	\$ 36,800.00	\$ 71,161.30

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TOTAL BASE BID – PROPOSAL 1 & 2	\$433,302.70	\$444,113.13	\$504,895.02
TOTAL BASE BID – PROPOSALS 1, 2 & 3 AND ALTERNATES A, B & C	\$777,367.50	\$796,913.13	\$979,676.57

WHEREAS, Meco, Inc. submitted a bid of \$433,302.70 for Base Bid Proposals 1 & 2 and \$777,367.50 for Base Bid 1,2 & 3 and Alternates A, B, and C; and

WHEREAS, Borough Engineers, Maser Consulting, has recommended Meco Inc. be awarded the project with the monetary bid of \$433,302.70 for Base Bid Proposals 1 & 2 or \$777,367.50 for Base Bid 1,2 & 3 and Alternates A, B, and C; and

WHEREAS, the bid by Meco, Inc. complies with the bid specifications and includes all required documentation; and

WHEREAS, the Borough Council is desirous of awarding a contract to Meco Inc. with the monetary bid of \$777,367.50 for Base Bid 1,2 & 3 and Alternates A, B, and C ;

NOW, THEREFORE BE IT RESOLVED on the 18th day of February 2020, by the Mayor and Council of the Borough of Manasquan, in the County of Monmouth and State of New Jersey, as follows:

1. This award is subject to the review and approval of the Manasquan Borough attorney.
2. Subject to the above conditions, a contract in the amount of \$777,367.50 for the project is awarded to Meco Inc.
3. The Mayor and Municipal Clerk are authorized and directed to execute all necessary documents to effectuate a contract with Meco Inc.
4. A certified copy of this resolution shall be sent to:

Meco, Inc
P.O. Box 536
Clarksburg, NJ

Maser Consulting
331 Newman Springs Road, Suite 203
Red Bank, NJ 07701

**RESOLUTION
56-2020**

**RESOLUTION AUTHORIZING MUNICIPAL PARTNERSHIP WITH
MONMOUTH COUNTY FOR DCA GRANT COMMUNITY RATING SYSTEM
(CRS) MANAGEMENT SOFTWARE SHARED SERVICE PILOT PROGRAM**

WHEREAS, the New Jersey Department of Community Affairs' (DCA) Division of Local Government Services (DLGS) works with counties and municipalities to streamline government operations and reduce cost and property taxes; and

WHEREAS, DCA offers communities opportunities to apply for Local Efficiency Achievement Programs (LEAP) Challenge Grants to achieve this goal; and

WHEREAS, New Jersey counties, municipalities, school districts, authorities, and fire districts are eligible to receive LEAP Implementation Grant funding to support a variety of costs related to investigating, developing, and undertaking a pioneering shared service project; and

WHEREAS, The County of Monmouth, as the project lead, is interested in applying for a LEAP program grant to develop and/or procure a Community Rating System (CRS) management software for use

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by the County's municipal partners that participate in the National Flood Insurance Program's (NFIP) CRS program; and

WHEREAS, The CRS program provides discounts to flood insurance policy holders in our community located in special flood hazard areas, improves our resiliency to future flooding, and protects the health, safety, and welfare of our residents; and

WHEREAS, The County would like to offer a CRS management software as a shared service to municipalities to streamline the extensive CRS documentation and administrative process that many CRS communities find burdensome, costly, time consuming, and sometimes prohibitive to their full participation in the CRS program; and

WHEREAS, The County seeks to provide this type of software as a shared services pilot program, free of charge to municipalities for the first year and at a discounted rate in subsequent years; and

WHEREAS, Municipalities interested in partnering with the County on this LEAP Challenge Grant proposal must submit a conforming resolution to the County that memorializes the municipality's commitment to completion of the proposed project.

NOW, THEREFORE, BE IT RESOLVED THAT, the Borough of Manasquan shall be recognized as a joint applicant with Monmouth County for the purposes of submitting a LEAP Challenge Grant for the procurement and/or development of a Community Rating System (CRS) management software in establishing a new shared service pilot program that will benefit our community.

RESOLUTION

57-2020

WHEREAS, the Borough of Manasquan is desirous of appointing a Substitute School Traffic Guard; and

WHEREAS, the Police Chief has submitted the following individual for appointment to Substitute Crossing Guard for the Borough of Manasquan, effective February 19, 2020 at the current contractual rate of \$18.53 per hour; and

WHEREAS, the following individual has completed necessary crossing guard training as required:

Michael Tantum, 51 Woodland Avenue, Manasquan, NJ

RESOLUTION

58-2020

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, that the application of Coastal Restaurant Group, LLC, d/b/a Reef & Barrel, for an Amusement Game License to operate an Amusement Game at 153 Sea Girt Avenue, Manasquan, New Jersey for the year 2020 is hereby approved and accepted.

BE IT FURTHER RESOLVED, that the Borough Clerk is instructed and authorized to issue a license, that is,

<u>NAME OF APPLICANT</u>	<u>ADDRESS OF PREMISE TO BE LICENSED</u>	<u>TYPE OF GAME AND LICENSE</u>
Reef & Barrel	153 Sea Girt Avenue Manasquan, NJ 08736	Bowling

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**RESOLUTION
59-2020**

BE IT RESOLVED by the Council of the Borough of Manasquan, County of Monmouth, State of New Jersey that:

WHEREAS, a refund of monies are due to the following:

NAME: HALL CONSTRUCTION CO., INC.
PO BOX 770
HOWELL, NJ 07731

AMOUNT OF REFUND DUE: \$1,000.00

REASON FOR REFUND: Dumpster Security Deposit

NOW, THEREFORE, BE IT RESOLVED that the Chief Financial Officer is hereby authorized and directed to draw a warrant in the said amount to the above listed refunds with said warrant to be charged against the General Ledger.

**RESOLUTION
60-2020**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE
BOROUGH OF MANASQUAN, MONMOUTH COUNTY, NEW
JERSEY, AUTHORIZING THE SALE OF SEASON BEACH
BADGES AND SEASON PARKING PERMITS**

WHEREAS, fees for the sale of season beach badges are established under Section 12-2.4 (Fees) and fees for the sale of season parking permits are established under section 12-11 (Season Parking Permit) of Chapter 16 (Fees) of the Code of the Borough of Manasquan; and

WHEREAS, the Borough Council is desirous of authorizing the sale of season beach badges and parking permits for the week of Monday, April 13, 2020 through Sunday, April 19, 2020; and

WHEREAS, the Borough Council is desirous of authorizing online parking passes through Community Pass on Wednesday April 1, 2020; and

NOW, THEREFORE, BE IT RESOLVED, on this 18th day of February 2020 by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey as follows:

1. Season beach badges and parking permits shall be available for purchase from Monday April 13, 2020 through Sunday, April 19, 2020.
2. Online parking passes will be available through Community Pass on Wednesday, April 1, 2020.
3. A copy of this resolution shall be posted on the bulletin board in the municipal building.
4. The Borough Council shall announce at each regular business meeting during the month of March that season beach badges and parking permits are available for purchase.

**RESOLUTION
62-2020**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that the Borough of Manasquan retains the services of Maser Consulting, 331 Newman Springs Roads Suite 203, Red Bank, New Jersey 07701, for purposes of providing professional services for the Mount Lane Pipe Analysis. For a total amount not to exceed \$12,100.00 for the service outlined in a proposal dated February 13, 2020.

AND BE IT FURTHER RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that the borough authorizes with the provision that each subsequent task shall require additional authorization subject to the recommendation of the Governing Body.

**RESOLUTION
63-2020**

BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF MANASQUAN, IN THE County of Monmouth, New Jersey (not less than three (3) members thereof affirmatively concurring) as follows:

1. All bills or claims as reviewed and approved by the Administration & Finance Committee and as set forth in this Resolution are hereby approved for payment.
2. The Mayor, Municipal Clerk and Chief Financial Officer are hereby authorized and directed to sign checks in payment of bills and claims which are hereby approved.

The computer print-out of the list of checks will be on file in the Clerk’s Office.

Current Fund	\$4,375,308.14
Capital Fund	\$4,112.50
Water/Sewer Fund	\$12,560.07
Water/Sewer Utility Fund	
Beach Utility Fund	\$6,079.54
Beach Capital Fund	\$52,575.50
Recreation Building Trust	\$4,462.60
Recreation Trust	\$6,609.02
Tourism Trust	\$713.50
Miscellaneous Trust	\$1,000.00
Dev Trust	\$845.50
Animal Reserve	\$297.00

Council Member Olivera made a motion to approve the Consent Agenda, seconded by Council Member Mangan. Motion carried by the following vote: “yes” Council Members Bryant, Mangan, and Olivera. “No” none.

Ordinances – Second Reading

The Borough Attorney read the title of ordinance 2308-20 for second reading and final hearing.

ORDINANCE AMENDING APPENDIX B (BOARD OF HEALTH), SECTION BH:4 (RETAIL FOOD ESTABLISHMENTS) SUBSECTION BH:4-6 (LICENSE FEES) AND SECTION BH:5 (MISCELLANEOUS FEES) SUBSECTION BH:5-1 (BIRTH, MARRIAGE, CIVIL UNION, DOMESTIC PARTNERSHIP OR DEATH CERTIFICATE) IN THE BOROUGH OF MANASQUAN, MONMOUTH COUNTY, NEW JERSEY

Council Member Bryant made a motion to open the hearing to the public, seconded by Council Member Mangan. Motion carried unanimously.

There being no comment, Council Member Olivera made a motion to close the public portion, second by Council Member Mangan. Motion carried unanimously.

Council Member Bryant made a motion to pass and publish ordinance 2308-20 according to law, seconded by Council Member Mangan. Motion carried by the following vote: “yes” Council Members Bryant, Mangan, and Olivera. “No” none.

The Borough Attorney read the title of Ordinance 2309-20 for second reading and final hearing.

ORDINANCE TO AMEND SECTION 7-11 (STOP INTERSECTIONS) OF CHAPTER 7 (TRAFFIC) OF THE BOROUGH OF MANASQUAN TO ESTABLISH STOP INTERSECTIONS AT VARIOUS LOCATIONS IN THE BOROUGH OF MANASQUAN, MONMOUTH COUNTY, NEW JERSEY.

Council Member Olivera made a motion to open the hearing to the public, seconded by Council Member Bryant. Motion carried unanimously.

Susan Belding, 66 N. Main Street inquired if this would include some of the requests on Muriel and James Place.

Chief Bauer advised that this would include Muriel and James Place.

Ms. Belding inquired about cross walks and improved signage.

Mayor Donovan stated that this ordinance is just for stop signs.

Council Member Olivera made a motion to close the public portion, second by Council Member Mangan. Motion carried unanimously.

Council Member Mangan made a motion to pass and publish ordinance 2309-20 according to law, seconded by Council Member Olivera. Motion carried by the following vote: "yes" Council Members Bryant, Mangan, and Olivera. "No" none.

The Borough Attorney read the title of ordinance 2310-20 for introduction.

ORDINANCE AMENDING ORDINANCE 2277-19 (CHAPTER 7, SECTION 7-16.1 TAXI STANDS ESTABLISHED AND SECTION 4-16.2 FINES AND PENALTIES); ORDINANCE 2288-19 (CHAPTER 12, SECTION 12-14.26 ROUGH SURF MANAGEMENT PLAN); AND ORDINANCE 2291-19 (CHAPTER 12, SECTION 12-4.26 DRONES RESTRICTED) OF THE BOROUGH OF MANASQUAN CODE IN THE BOROUGH OF MANASQUAN, COUNTY OF MONMOUTH, STATE OF NEW JERSEY

Council Member Bryant made a motion to introduce ordinance 2310-20, seconded by Council Member Mangan. Motion carried by the following vote: "yes" Council Members Bryant, Mangan, and Olivera. "No" none.

The Borough Attorney read the title of ordinance 2315-20 for introduction.

ORDINANCE AMENDING CHAPTER 16 (FEES) SECTION 16-1 FEE SCHEDULE ESTABLISHED OF THE BOROUGH OF MANASQUAN CODE IN THE BOROUGH OF MANASQUAN, COUNTY OF MONMOUTH, STATE OF NEW JERSEY

Council Member Bryant made a motion to introduce ordinance 2315-20, seconded by Council Member Mangan. Motion carried by the following vote: "yes" Council Members Bryant, Mangan, and Olivera. "No" none.

Committee Reports

Code & Zoning Committee – Council Member Bryant reported that the committee is reviewing the department fee schedule and preparing for budget season. He also reported that the code department is currently advertising for a part time seasonal clerk and wished Natalie the best of luck.

Beach & Recreation Committee – Council Member Mangan reported that beach and recreation will be meeting again this week to put together a comprehensive "to do" list for 2020 and the committee is working with the CFO to get the budget in line.

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Finance Department – Council Member Olivera reported that there is a budget meeting scheduled for Saturday morning at 9 am and the water/sewer budget will be discussed. He reported for Council Member Lee on the Public Safety Committee and advised residents to be careful of possible scams involving IRS and taxes. He stated that the IRS will never contact anyone by phone. He stated that the Manasquan Police Department will be looking to replace one full time crossing guard and one part time crossing guard and applications can be picked up at the dispatch window.

Audience Participation

Council Member Bryant made a motion to open the meeting to the public, seconded by Council Member Mangan. Motion carried unanimously.

Mary Ryan, 113 Beachfront inquired about a call from a third party electrical provider which talked about a discount on her rate. She wanted to know if anyone had any information on this call.

Mayor Donovan stated that with the energy aggregation company the rates are locked in and they are lower now than when the agreement was signed. He explained the contract as it relates to energy. He stated that the calls are from a third party who is trying to get residents into their aggregation plan.

There was discussion about the call.

Susan Belding, 66 N. Main Street just following up on the ordinances and wanted to make sure that the crosswalk and signage is still being looked at in the area of N. Main by the school fields.

Chief Bauer stated that the no stopping/standing signs have gone up and now that the ordinance has been approved those signs will be put up and then once the spring comes the white lines will be done. He stated as far as the crosswalk is concerned there is a cost associated and is being looked into.

Ms. Belding inquired about land use and how the school can use the land and if they are immune from town ordinances.

Mr. Kitrick stated that he will look into this issue.

Ms. Belding requested a meeting be held for the public as to the outcome of any meetings held with the BOE.

Dick Meincke, 36 N. McClellan inquired about what can be recycled and requested the Coast Star to put out Manasquan's rules.

Council Member Olivera made a motion to close the public portion, seconded by Council Member Mangan. Motion carried unanimously.

The closed session portion of the minutes begins on the next page. The signature and approval date are located on the last page following the closed session meeting minutes.

Council Member Mangan made a motion to close the regular meeting at 7:36 p.m., seconded by Council Member Bryant. Motion carried unanimously.

DATE APPROVED 4/6/2020