

DECEMBER 4, 2023

Regular Meeting of Mayor and Council was convened at 7:00 p.m. on December 4, 2023 with Mayor Edward Donovan presiding. This meeting was held in person at Borough Hall and via Zoom.

Mayor Donovan read the statement re: Open Public Meetings Act of 1975 and that adequate notice has been provided by transmitting the Resolution 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 stated that zoom meetings are a courtesy and if the zoom platform fails the meeting will continue in person.

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 Bruce Bresnahan, Brian Holly, Jeffrey Lee, Michael Mangan, Gregg Olivera, and Lori Triggiano

Absent: None

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

### **Audience Participation**

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

There being no comment Council Member Lee made a motion to close the public portion, seconded by Council Member Holly. Motion carried unanimously.

### **Presentations**

Inlet Tug Donation

Geoff Brown presented the Manasquan Recreation with a check in the amount of \$23,000 from the 5<sup>th</sup> Inlet Tug event.

Turkey Trot Donation

Carmen Triggiano presented the Borough with a check in the amount of \$30,000 towards a digital sign for Borough Hall from the 40<sup>th</sup> Year of the Turkey Trot.

Beachsmash Baseball (Big Sea Day) Donation

Anthony Nazolo presented the Borough with a check in the amount of \$3,200 from the Beachsmash event held on Big Sea Day.

### **2024 Committee Discussion**

Council Member Mangan brought this to the council's attention for discussion amongst the council members. He went over the changes being suggested.

Council Member Holly stated that he does not have any issues moving forward with the changes being suggested.

The recommendation was to have this on the agenda for discussion at the next meeting.

### **Engineer's Monthly Report**

Mr. Joe Raftery of Colliers Engineering presented the engineer's monthly report for November.

### **Office of Emergency Management Report – Coordinator Chris Tucker**

OEM Coordinator Chris Tucker updated everyone on the activities of 2023 and advised that the 4-year update to the Emergency Operation Plan has been completed. He stated that last week they released the

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Hazard Mitigation Annual Report which provides a status report on 18 projects they are working on. He also reported that they have completed a 5-year update to the Municipal Hazard Mitigation Plan with the County. He asked that residents be prepared for storms and know the flood levels for their property and be prepared in case of a severe storm. He encouraged residents to sign up for emergency notifications through the website.

**Consent Agenda**

**RESOLUTION  
304-2023**

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

**WHEREAS**, a refund of monies is due to the following:

NAME: Louis Ariante  
504 Morgan Parkway  
Brielle, NJ 08730

AMOUNT OF REFUND DUE: \$400.00

**REASON:** Refund Boat Storage Fee due to owner selling boat.

**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 be charged against the General Ledger.

**RESOLUTION  
305-2023**

**WHEREAS**, the Borough of Manasquan is desirous of appointing Wrestling Recreation Staff for the 2023/2024 Season; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, on this 4<sup>th</sup> day of December 2023 appoint the following Fall Soccer Recreation Staff to work during the 2023/2024 Season:

Name	Address	Title	Rate of Pay (Hourly/Salary/ Seasonal)	Effective Date From and To	Hours (Part Time/ Seasonal)
Justin Barowski	Point Pleasant	Wrestling Program Coordinator	\$3,500/Salary	November 13, 2023- February 28,2024	6-8 Hours Per Week

**RESOLUTION  
306-2023**

**RESOLUTION FOR APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE LTPF-2024-STOCKTON LAKE BULKHEAD IMPROVEMENT-00029 PROJECT**

**NOW, THEREFORE, BE IT RESOLVED** that the Council of Manasquan approves the grant application for the above stated project.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as LTPF-2024 Stockton Lake Bulkhead Improvement-00029 to the New Jersey Department of Transportation on behalf of the Borough of Manasquan.

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**BE IT FURTHER RESOLVED** that Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Manasquan and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

**RESOLUTION  
307-2023**

Governor’s Council on Alcoholism and Drug Abuse  
Fiscal Grant Cycle July 2020-June 2025

**FORM 1B**

**WHEREAS**, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

**WHEREAS**, The Borough Council of the **Borough of Manasquan**, County of Monmouth, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

**WHEREAS**, the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

**WHEREAS**, the Borough Council has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Monmouth;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough of Manasquan, County of Monmouth, State of New Jersey hereby recognizes the following:

1. The Borough Council does hereby authorize submission of a strategic plan for the **Shore** Municipal Alliance grant for fiscal year **2025** in the amount of:

GCADA Grant	<u>\$ 21,360.00</u>
Cash Match	<u>\$ 5,340.00</u>
In-Kind	<u>\$ 16,020.00</u>

2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

**RESOLUTION  
308-2023**

**BE IT RESOLVED** that the Hon. Edward G. Donovan, Mayor of the Borough of Manasquan, be and are hereby authorized to sign the License Agreement for Use of Facilities between the Borough of Manasquan and the Church of St. Denis commencing October 1, 2023 and terminating September 30, 2024.

**RESOLUTION  
309-2023**

**BE IT RESOLVED** that the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, has authorized the hourly rate increase for the following:

Employee	Borough Department	Part Time Title	Hourly Salary	Effective Date
Frank Servidio	Public Works	Seasonal Laborer	\$20.00 /hr	1/1/2024

**BE IT FURTHER RESOLVED** that a certified copy of this resolution shall be sent to the above-

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named employee.

**RESOLUTION  
310-2023**

**BE IT RESOLVED**, the Acting Superintendent of Public Works has recommended the advancement of Victor Kubu and Patrick Padgett from Laborer 1 to the below listed titles and associated salaries:

Employee	Borough Department	New Full Time Provisional Civil Service Title	Pensionable Annual Salary	Effective Date
Victor Kubu	Public Works	General Supervisor, Parks Civil Service Code 06699	\$85,846.72	1/1/2024
Patrick Padgett	Public Works	Equipment Operator Civil Service Code 01746	\$85,846.72	1/1/2024

**BE IT FURTHER RESOLVED** that a certified copy of this resolution shall be sent to the above named employees.

**RESOLUTION  
311-2023**

**WHEREAS**, pursuant to N.J.S.A. 54:4-3.6, a charitable organization may be exempt from taxation; and by the Council of the BOROUGH OF MANASQUAN, County of Monmouth, State of New Jersey,

**WHEREAS**, the Tax Collector shall be and is hereby discharged from collecting 2023 taxes from the following, as per NJ Statute 54:4-3.6 and exempt from all taxes as of the effective date noted for an assessment listed,

**WHEREAS**, 2023 property taxes based on the assessment listed in the 2023 Tax Duplicate are to be cancelled and any monies showing a credit should be immediately refunded to the appropriate property owner as stated.

**WHEREAS**, the Borough Tax Assessor and Tax Collector have reviewed the circumstances surrounding this exemption and refund and have recommended to the Borough Council that the appropriate Borough officials be authorized to issue said exemption and refund,

<b>NAME:</b> SAMARITAN CENTER AT THE JERSEY SHORE	
36 SOUTH STREET	
MANASQUAN, NJ 08736	EFFECTIVE 01/01/2023
BLOCK 66/ LOT 17	PRORATED REFUND: \$5,175.43

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Manasquan that the appropriate Borough officials be and are hereby authorized to issue the cancellation in accordance with N.J.S.A. 54:4-3.6.

**RESOLUTION  
312-2023**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE  
BOROUGH OF MANASQUAN, COUNTY OF MONMOUTH, NEW  
JERSEY, AUTHORIZING ADVERTISEMENT FOR A PART TIME  
RECREATION SUPERVISOR (PROGRAM COORDINATOR)**

**WHEREAS**, the Borough of Manasquan is in need of part time Recreation Supervisor (Program Coordinator); and

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**NOW, THEREFORE BE IT RESOLVED** on the 4<sup>th</sup> day of December 2023, by the Borough Council of the Borough of Manasquan, hereby authorize the Clerk to advertise for part time Recreation Supervisor (Program Coordinator).

**RESOLUTION  
313-2023**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE  
BOROUGH OF MANASQUAN, MONMOUTH COUNTY, NEW  
JERSEY, AUTHORIZING THE SALE OF 2024 SEASON BEACH  
BADGES AND SEASON PARKING PERMITS**

**WHEREAS**, fees for the sale of season beach badges are established under the authority of 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 12 (Beaches and Beachfront) of the Code of the Borough of Manasquan; and

**WHEREAS**, the Borough Council is desirous of authorizing the sale of 2024 season beach badges and season parking passes in December of 2023 in accordance with the below schedule; and

**WHEREAS**, the Borough Council is desirous of maintaining and applying the 2023 fee schedule to the cost of season beach badges and season parking passes for the December, 2023 sale; and

**WHEREAS**, the charge for these items may increase during the 2024 calendar year; and

**NOW, THEREFORE, BE IT RESOLVED**, on this 4th day of December, 2023 by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey as follows:

1. 2024 Season Beach Badges and Season Parking Passes shall be available for sale at 2023 prices and in accordance with the following schedule:

Dates	Time	Beach Items For Sale	Location
December 1, 2023 – September 2, 2024	anytime	On-Line Beach Badges sales begin	Community Pass
December 2 <sup>nd</sup> – December 3 <sup>rd</sup>	9am – 3pm	In Person Parking Pass Sales Only	Manasquan Beach Office 205 Beachfront
December 9 <sup>th</sup> – December 10 <sup>th</sup>	9am – 2pm	In person Parking Pass and Beach Badge sales and pick-ups of pre-purchased items	Manasquan Beach Office 205 Beachfront
December 16 <sup>th</sup> & December 17 <sup>th</sup>	9am – 2pm	In person Parking Pass and Beach Badge sales and pick-ups of pre-purchased items	Manasquan Beach Office 205 Beachfront
December 22 <sup>nd</sup>	12pm – 4pm	In person Parking Pass and Beach Badge sales and pick-ups of pre-purchased items	Manasquan Beach Office 205 Beachfront
December 23 <sup>rd</sup>	9am – 1pm	In person Parking Pass and Beach Badge sales and pick-ups of pre-purchased items	Manasquan Beach Office 205 Beachfront

**RESOLUTION  
314-2023**

**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	\$2,303,695.31
Water/Sewer Fund	\$19,029.50
Beach Fund	\$12,866.25
Grants	\$900.97

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Recreation Trust	\$19,671.79
Misc Trust	\$9,672.11
General Capital	\$5,434.38
E. Virginia Pump Station	\$645.73
Beach Capital	\$645.76

Council Member Holly made a motion to approve the consent agenda, seconded by Council Member Bresnahan. Motion carried by the following vote: “yes” Council Members Bresnahan, Holly, Lee, Mangan, Olivera, and Triggiano. “No” none.

### **Committee Reports**

Code & Land Use Committee – Council Member Triggiano advised that she did not have a report at this time.

Administration and Finance Committee - Council Member Olivera advised that he did not have a report at this time.

Recreation Committee – Council Member Mangan thanked everyone that was involved in the Curtis Park tree lighting and the parade.

Public Safety Committee – Council Member Lee reported that the police department would like to remind residents to lock their cars and do not leave the key fobs in the car. He reported on the programs that have been presented to high school students regarding opioid abuse. He went over the training for the new special officers coming up and the first aid shared services.

Public Works & Construction Committee – Council Member Holly thank OEM Coordinator Chris Tucker for all that he does. He also reported on the beautification for the holidays throughout town.

Beach Committee – Council Member Bresnahan reported on the parking process for the beach parking passes for next year and he reported on the rules for dogs on the beach.

### **Audience Participation**

Council Member Holly made a motion to open the public portion, seconded by Council Member Lee. Motion carried unanimously.

There being no comment Council Member Triggiano 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 8:50 p.m., seconded by Council Member Lee. Motion carried unanimously.

DATE APPROVED 12/29/23