

NOVEMBER 14, 2022

Regular Meeting of Mayor and Council was convened at 7:00 p.m. on November 14, 2022 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 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 Brian Holly, Jeff Lee, Richard Read, and Lori Triggiano.

Absent: Michael Mangan and Gregg Olivera

Also present was Borough Attorney Mark Kitrick and Deputy Borough Administrator Amy Spera.

Council Member Triggiano made a motion to remove resolution 274-2022 from the Consent Agenda, second by Council Member Holly. Motion carried unanimously.

Audience Participation

Council Member Triggiano made a motion to open the meeting to the public on agenda items, seconded by Council Member Lee. Motion carried unanimously.

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

Approval of Minutes

Regular Meeting Minutes – October 17, 2022

Council Member Lee made a motion to approve the minutes, seconded by Council Member Holly. Motion carried unanimously

Workshop Discussion

Request from Unions to Switch Lincoln's Birthday, Monday, February 13, 2023 with Monday, July 3, 2023.

There was discussion on the request and if there would be coverage for public works for July 3.

Council Member Holly made a motion to carry this request, seconded by Council Member Read. Motion carried unanimously.

Engineer's Monthly Report

Joseph Raftery, Collier Engineering went over the October 2022 monthly status report. He also went over the change orders that are on the consent agenda for approval.

CONSENT AGENDA

RESOLUTION 275-2022

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: MANASQUAN ELKS LODGE #2534 BPOE
17 STOCKTON LAKE BLVD.
MANASQUAN, NJ 08736

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REASON FOR REFUND: PLANNING BOARD ESCROW REFUND
APPLICATION #02-2022
17 STOCKTON LAKE BLVD.
BLOCK: 93 LOT: 1.01
AMOUNT OF REFUND DUE: \$809.00

NAME: JOHN & CHERYL BALDINO
82 HOLLOW ROAD
SKILLMAN, NJ 08558

REASON FOR REFUND: PLANNING BOARD ESCROW REFUND
APPLICATION #33-2021
74 OCEAN AVENUE
BLOCK: 162 LOT: 18.05
AMOUNT OF REFUND DUE: \$20.75

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
276-2022**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, that regular meetings of the Borough Council are to be held on the dates listed below and will begin at 7:00 p.m. (unless otherwise stated)

BE IT FURTHER RESOLVED that the regular meetings will be conducted in Council Chambers, Borough Hall, 201 East Main Street, Manasquan, New Jersey and/or by virtual meeting via Zoom platform and will not be conducted on a legal holiday observed by the Borough of Manasquan.

SCHEDULE OF MEETINGS FOR THE YEAR 2023

Reorganization Meeting will be held on Monday, January 3, 2023 (Tuesday) at 7:00 p.m.

Regular Meetings - 7:00 p.m.

January 17th (Tuesday)
February 6th and 21nd (Tuesday)
March 6th and 20th
April 3rd and 17th
May 1st and 15th
June 12th
July 10th
August 14th
September 5th (Tuesday) and 18th
October 2nd and 16th
November 13th
December 4th and 18th
December 29th 5:00 p.m. (Friday)

**Budget Meetings - 9:00 a.m.
March 11th & 18th**

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**RESOLUTION
277-2022**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that Barbara Ilaria, Municipal Clerk of the Borough of Manasquan, be and is hereby authorized to sign the following Service Agreement commencing from November 1, 2022, to November 1, 2023:

NextRequest Service Agreement – Public Request Portal

**RESOLUTION
278-2022**

WHEREAS, the Mayor and Council have determined that the professional service providers that serve the Borough should be selected and appointed through a fair and open competitive process; and

WHEREAS the means by which this fair and open competitive process shall be accomplished is through the issuance of formal Requests for Proposals from each professional.

THEREFORE, the Municipal Clerk is hereby authorized to advertise Requests for Proposals from the following professional service providers:

Administrative Agent, Council on Affordable Housing
Attorney, Bond
Attorney, Borough
Attorney, Council on Affordable Housing
Attorney, Hearing Officer
Attorney, Labor
Auditor
Engineer, Borough
Financial Advisor
Borough Planner
Attorney, Municipal Prosecutor
Attorney, Public Defender
Conflict Attorney
Attorney, Alternate Municipal Prosecutor
Information Technology Consultant/Manager
Attorney, Planning Board (*Appointed by the Planning Board*)
Engineer, Planning Board (*Appointed by the Planning Board*)
Planner, Planning Board (*Appointed by the Planning Board*)

**RESOLUTION
279-2022**

RESOLUTION AUTHORIZING THE CLERK TO ADVERTISE SEA WATCH PUBLIC MEETING TO SOLICIT INPUT FROM EXPERIENCED RESTAURANTEURS AND CONCESSIONAIRES REGARDING KITCHEN DESIGN

WHEREAS, the Manasquan Borough Sea Watch construction project is nearing the completion of final design; and

WHEREAS, the Manasquan Council Beach Committee would like to solicit final review input from experienced restauranteurs and concessionaires regarding the current kitchen design of the Sea Watch project.

NOW THEREFORE, the Municipal Clerk's Office is hereby authorized to advertise an invitation to restauranteurs and concessionaires to a public meeting to be hosted by the Beach Committee at Borough Hall on Wednesday, November 23, 2022 at 8:30 am.

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**RESOLUTION
280-2022**

CHANGE ORDER NO. 1

Be it resolved by the Mayor and Council of the Borough of Manasquan of Monmouth County, New Jersey upon recommendation of the Borough Engineer that the Change Order for the Contract listed below be and is hereby approved.

TITLE OF JOB: Curtis Park Improvements

ENGINEER: Collier Engineering & Design
331 Newman Springs Road
Red Bank, NJ 07701

CONTRACTOR: Precise Construction, Inc.
1016 Highway 33
Freehold, NJ 07728

CHANGE ORDER NO. 1

AMOUNT OF CHANGE FOR THIS RESOLUTION: \$22,750.00

TOTAL ORIGINAL CONTRACT PRICE \$354,985.00

REVISED CONTRACT PRICE \$377,735.00

**RESOLUTION
281-2022**

CHANGE ORDER NO. 1

Be it resolved by the Mayor and Council of the Borough of Manasquan of Monmouth County, New Jersey upon recommendation of the Borough Engineer that the Change Order for the Contract listed below be and is hereby approved.

TITLE OF JOB: Borough Hall Parking Lot Improvements

ENGINEER: Collier Engineering & Design
331 Newman Springs Road
Red Bank, NJ 07701

CONTRACTOR: Meco, Inc.
PO Box 538
Clarksburg, NJ 08710

CHANGE ORDER NO. 1

AMOUNT OF CHANGE FOR THIS RESOLUTION: \$20,874.00

TOTAL ORIGINAL CONTRACT PRICE \$149,023.50

REVISED CONTRACT PRICE \$169,897.50

**RESOLUTION
282 -2022**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF
MANASQUAN, MONMOUTH COUNTY, NEW JERSEY,
AUTHORIZING THE SALE OF 2023 SEASON BEACH BADGES AND
SEASON PARKING PERMITS AND PRE-SEASON STAFF**

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 2023 season beach badges and season parking passes in December of 2022 in accordance with the below schedule; and

WHEREAS, the Borough Council is desirous of maintaining and applying the 2022 fee schedule to the cost of season beach badges and season parking passes for the December, 2022 sale; and

WHEREAS, the charge for these items may increase during the 2023 calendar year; and

WHEREAS, it is necessary to hire and deploy experienced Beach employees to staff this sale operation.

NOW, THEREFORE, BE IT RESOLVED, on this 14th day of November, 2022 by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey as follows:

1. The following experienced Beach employees shall be hired and deployed at their respective hourly pay rates to staff the 2022 December season beach badge and season parking pass sales operations:

Employee/Title	Hourly Rate of Pay	Effective Date	Hours
Eileen McFadden	\$25.00	December 1 – 31, 2022	Part Time As Needed
Tracy Sullivan	\$25.00	December 1 – 31, 2022	Part Time As Needed
Mike Hurden	\$22.00	December 1 – 31, 2022	Part Time As Needed
Laurie Brandon	\$18.00	December 1 – 31, 2022	Part Time As Needed
Gabby Farneti	\$16.00	December 1 – 31, 2022	Part Time As Needed
Anna Southwell	\$16.00	December 1 – 31, 2022	Part Time As Needed
Ron DePasquale	\$16.50	December 1 – 31, 2022	Part Time As Needed
Todd Friedman	\$16.50	December 1 – 31, 2022	Part Time As Needed
Diane Cheer	\$15.00	December 1 – 31, 2022	Part Time As Needed
Glen Kritch	\$15.00	December 1 – 31, 2022	Part Time As Needed
Madison Spera	\$15.00	December 1 – 31, 2022	Part Time As Needed

2. 2023 Season Beach Badges and Season Parking Passes shall be available for sale at 2022 prices and in accordance with the following schedule:

Dates	Time	Beach Items For Sale	Location
December 1, 2022 – September 4, 2023	12am	Beach Badges	Community Pass
December 3 rd	8am – 12 pm	Parking Passes Only	St. Denis Gym - 119 Virginia Ave
December 4 th	8 am – 12 pm	Parking Passes Only	Main Beach Office- 205 Beachfront
December 10 th & December 11 th	10am – 2pm	In person Parking Pass and Beach Badge sales and pick-ups of pre-purchased items	Main Beach Office - 205 Beachfront
December 16 th – December 23 rd	10am – 2 pm	In person Parking Pass and Beach Badge sales and pick-ups of pre-purchased items	Main Beach Office - 205 Beachfront

**RESOLUTION
283-2022**

CHANGE ORDER NO. 2

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Be it resolved by the Mayor and Council of the Borough of Manasquan of Monmouth County, New Jersey upon recommendation of the Borough Engineer that the Change Order for the Contract listed below be and is hereby approved.

TITLE OF JOB: First Avenue Improvements – Phase I

ENGINEER: Collier Engineering & Design
331 Newman Springs Road
Red Bank, NJ 07701

CONTRACTOR: Fernandes Construction Inc.
25 Stonegate Drive
Monroe, NJ 08831

CHANGE ORDER NO. 2

AMOUNT OF CHANGE FOR THIS RESOLUTION: \$40,340.00

TOTAL ORIGINAL CONTRACT PRICE \$882,944.05

REVISED CONTRACT PRICE \$963,920.45

**RESOLUTION
284-2022**

WHEREAS, during the third quarter of 2022, the Manasquan Tax Assessor’s office received an inordinate number of property assessment files; and

WHEREAS, this increased number of files required calculation in order to meet the deadline established by Monmouth County to be applied to the “added assessment list” by September 9, 2022.

WHEREAS, the Manasquan Municipal Tax Assessor, Robyn Palughi, was required to expend a total of 15.25 hours over and above her scheduled time; and

WHEREAS, as a result of this extra time and effort, the Borough’s assessment list was timely and properly adjusted resulting in the immediate realization of the additional assessment revenue;

NOW THEREFORE, BE IT RESOLVED that Tax Assessor Robyn Palughi is hereby approved to receive a one-time stipend of \$762.50 as compensation for working 15.25 hours at \$50 per hour.

**RESOLUTION
285-2022**

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	\$398,490.44
Water/Sewer Fund	\$76,587.89
Water/Sewer Capital	\$2,763.54
Beach Fund	\$17,240.98
Beach Capital	\$32,074.67
Grants	\$3,256.46

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General Capital	\$374,030.28
Recreation Trust	\$47,406.92
Misc Trust	\$16,613.86
Animal Control Trust	\$302.20

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

**RESOLUTION
274-2022**

WHEREAS, the Manasquan School District is in possession of weightlifting equipment that is no longer needed; and

WHEREAS, Manasquan School District wishes to donate the attached weightlifting equipment to the Borough of Manasquan; and

NOW THEREFORE BE IT RESOLVED, the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that the Borough of Manasquan hereby accepts and acknowledges the donation of weightlifting equipment from the Manasquan School District listed on the attached list.

Council Member Lee made a motion to approve resolution 274-2022, seconded by Council Member Holly. Motion carried by the following vote: “yes” Council Members Holly, Lee, and Triggiano. “No” none. Council Member Read abstained.

Ordinances – First Reading

The Borough Attorney read the title of ordinance 2384-22 for introduction.

ORDINANCE AMENDING CHAPTER 6 (ALCOHOL BEVERAGE CONTROL) AND ESTABLISHING SECTION 6-8.9 (TEEN NIGHTS PROHIBITED IN LICENSED ESTABLISHMENTS) OF THE BOROUGH OF MANASQUAN CODE IN THE BOROUGH OF MANASQUAN, COUNTY OF MONMOUTH, STATE OF NEW JERSEY

Council Member Lee stated that there are still ongoing discussions about this ordinance and advised that there will not be a final decision until after the new year.

Council Member Holly made a motion to withdraw ordinance 2384-22, seconded by Council Member Triggiano. Motion carried by the following vote: “yes” Council Members Holly, Lee, Read, and Triggiano. “No” none.

The Borough Attorney read the title of ordinance 2385-22 for introduction.

ORDINANCE OF THE BOROUGH OF MANASQUAN, COUNTY OF MONMOUTH, STATE OF NEW JERSEY AUTHORIZING THE ACQUISITION OF A CERTAIN INTEREST IN REAL PROPERTY BY NEGOTIATION, PURCHASE, CONDEMNATION OR EMINENT DOMAIN

Council Member Holly made a motion to introduce ordinance 2385-22, seconded by Council Member Lee. Motion carried by the following vote: “yes” Council Members Holly, Lee, Read, and Triggiano. “No” none.

The Borough Attorney read the title of ordinance 2386-22 for introduction.

ORDINANCE AMENDING CHAPTER 7 (TRAFFIC), SECTION 7-11 (STOP INTERSECTION) OF THE BOROUGH OF MANASQUAN CODE IN THE BOROUGH OF MANASQUAN, COUNTY OF MONMOUTH, STATE OF NEW JERSEY

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Council Member Read made a motion to introduce ordinance 2386-22, seconded by Council Member Lee. Motion carried by the following vote: “yes” Council Members Holly, Lee, Read, and Triggiano. “No” none.

The Borough Attorney read the title of ordinance 2387-22 for introduction.

ORDINANCE AMENDING CHAPTER 2 (ADMINISTRATION), SECTION 2-19.3 (HAZARD MITIGATION PROGRAM COORDINATOR) OF THE BOROUGH OF MANASQUAN CODE IN THE BOROUGH OF MANASQUAN, COUNTY OF MONMOUTH, STATE OF NEW JERSEY

Council Member Read made a motion to introduce ordinance 2387-22, seconded by Council Member Holly. Motion carried by the following vote: “yes” Council Members Holly, Lee, Read, and Triggiano. “No” none.

The Borough Attorney read the title of ordinance 2388-22 for introduction.

ORDINANCE AMENDING CHAPTER 2 (ADMINISTRATION), SECTION 2-65.2 (FEES FOR PHOTOCOPYING OF PUBLIC RECORDS; DESIGNATION OF CUSTODIAN AND DEPUTY CUSTODIAN OF GOVERNMENT RECORDS) OF THE BOROUGH OF MANASQUAN CODE IN THE BOROUGH OF MANASQUAN, COUNTY OF MONMOUTH, STATE OF NEW JERSEY

Council Member Holly made a motion to introduce ordinance 2388-22, seconded by Council Member Lee. Motion carried by the following vote: “yes” Council Members Holly, Lee, Read, and Triggiano. “No” none.

Committee Reports

Public Works and Construction Committee - Council Member Holly reported on the Curtis Park Project progress, leaf collection, new garbage and recycling receptacles, and Borough Hall parking lotProject.

Public Safety Committee – Council Member Lee reported on the Turkey Trot and traffic advisories for the event. He also reported that the police participated in Operation Take Back on Saturday October 29 and it was very successful.

Beach Committee – Council Member Read reported on the beach badge sales and parking pass sales.

Code and Land Use Committee – Council Member Triggiano reported on the permits and violations issued in the code/construction department.

Ms. Spera reported on the 2022 Best Practice Inventory which the Borough completes each year. She stated that in order to not have state aid withheld the Borough would need a score of 24 and the borough scored 31. She went over a note sale that was held on November 3 and there were 4 bids received and the lowest bid came in at 5%. She went over the process of the note sale and the documents received regarding the sale. She reported on the State Health Benefits.

Audience Participation

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

Jeff Eirich 76 N. Main Street voiced his concerns about the noise from the school fields and is asking for help with the noise. He stated that the noise starts at 6:45 am and goes to after dark seven days a week.

Mike Grady, 264 Euclid Avenue voiced his concerns about Curtis Park and the lighting in the park.

There was discussion with Mr. Grady regarding his issues with the Curtis Park Project.

Ron Housman, 261 Euclid Avenue voiced his opinion and concerns regarding the lights in Curtis Park.

Nancy Jordan, 261 Euclid Avenue voiced her concerns and opinion on Curtis Park lights and landscaping.

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Mary Ryan, 113 Beachfront voiced her concerns about streets being opened after they have been paved, specifically First Avenue. She also inquired about the donation of equipment and who would benefit from it.

Mr. Lee stated that it appears that the school had excess equipment and they donated it to the police department and possibly the beach joining in on it.

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

Council Member Holly made a motion to close the regular meeting at 8:03 p.m., seconded by Council Member Read. Motion carried unanimously.

Respectfully Submitted,



Barbara Ilaria
Municipal Clerk

DATE APPROVED 12/5/2022