

Manasquan Borough Council Meeting
In- Person at Borough Hall and Virtual Zoom Meeting
February 22, 2022 7 pm

In order to accommodate both in person and virtual meeting requests the Mayor and Council have established a Hybrid Meeting which will include in-person and virtual participation.

IN-PERSON MEETING

The in-person meeting will be held at Borough Hall at the above stated date and time. Masks are optional.

During the meeting, as each Audience Participation Session is reached, the Mayor will announce the opening of the Audience Participation Session. You will stand in front of the public mic and clearly state your name, and full address followed by your question or comment. The Mayor will direct the response to the speaker as applicable. Once this speaker's participation is completed, the Mayor will ask if there is another person interested in commenting. This will continue until no other members of the audience request to be heard and this Session will be formally closed.

Zoom Meeting

<https://us06web.zoom.us/j/8830046931> or 1-646-876-9923

ID# 883 004 6931

Participant Instructions
Meeting will be recorded

Instructions:

Join meeting via Zoom video:

- Click on link above or copy and paste into your browser.
- When prompted, enter the ID number provided above.
- You will automatically be put in the waiting room. At 7 pm or shortly thereafter you will be admitted to the meeting. You will automatically be put on mute. You will now be able to hear the meeting.

Join meeting via Zoom dial in (phone):

- Dial the number provided above.
- When prompted, enter the ID number provided above.
- You will automatically be put in the waiting room. At 7 pm or shortly thereafter you will be admitted to the meeting. You will automatically be put on mute. You will now be able to hear the meeting.

Mayor's Instructions

During the meeting, as each Audience Participation Session is reached, the Mayor will announce the opening of the Audience Participation Session.

If you would like to ask a question or make a comment please press *9 to raise your hand in the system if you are on the phone. When the last 4 numbers of your phone number is announced you will be unmuted to speak.

If you are participating via video scroll towards the bottom of the page to participants. This is where you can raise your hand through the system.

You must clearly state your name, and full address followed by your question or comment. The Mayor will direct the response to the speaker as applicable. Once this speaker's participation is completed, the Mayor will ask if there is another person interested in commenting. This will continue until no other members of the audience request to be heard and this Session will be formally closed.

BOROUGH OF MANASQUAN AGENDA
February 22, 2022 7:00 PM

This Regular Meeting of the Mayor and Council of the Borough of Manasquan is called pursuant to the provisions of the Open Public Meetings Law. 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. This agenda is complete to the extent known and formal action will be taken.

Moment of Silent Prayer

Pledge of Allegiance

Roll Call

Audience Participation - Limited to Agenda Items Only (time limit of 5 minutes)

Appointments

1. Frank DiRoma - Class II Planning Board Member - 1/1/2022- 12/31/2022

Approval of Minutes

1. Regular Meeting Minutes - January 18, 2022
2. Regular Meeting Minutes - February 7, 2022

Workshop Discussion:

1. First Aid Paid Service Model - Discussion

Consent Agenda: These items will be enacted by one motion. If detailed deliberation is desired on any item, Council may remove that item from the consent agenda and consider it separately.

- [1.](#) 58-2022 Support First Aid Shared Services
- [2.](#) 60-2022 Authorizing Submission of Alliance Grant Amendment
- [3.](#) 61-2022 Authorizing Scope of Work for First Avenue Improvement Phase II - Colliers Enineering
- [4.](#) 62-2022 Appointing Permanent Account Clerk - Pompilio
- [5.](#) 63-2022 Return of Street Opening Bond - 230 Third Avenue
- [6.](#) 64-2022 Return Dumpster Security - 385 E. Main Street
- [7.](#) 65-2022 Appointing Floodplain Administrator - Winters
- [8.](#) 66-2022 Authorizing State Contract Purchase - Code/Construction Vehicle
- [9.](#) 67-2022 Appoint "As Needed" Plumbing Sub Code Official - Quigley
- [10.](#) 68-2022 Pre-Season Beach Appointments - Wells and Keefe
- [11.](#) 69-2022 Payment of Bills

Committee Reports

Audience Participation On Any Subject (comments limited to 5 minutes)

Closed Session

1. DPW - Personnel

Adjournment

**BOROUGH OF MANASQUAN
RESOLUTION
58-2022**

WHEREAS, the volunteer Manasquan First Aid Squad (MFAS) has a long and distinguished history of lifesaving service to the Boroughs of Manasquan and Sea Girt; and,

WHEREAS, in recent years, the MFAS leadership has reported that a drop in active volunteer membership has negatively impacted the squad’s ability to meet its obligation to guarantee a timely response to calls for service; and,

WHEREAS, in 2021, the Borough formed an administrative team that was assigned to participate in continuing discussions with several coastal southern Monmouth County municipalities (including Belmar, Lake Como, Spring Lake, Spring Lake Heights and Sea Girt), those discussions having centered on the prospect of establishing a regional, paid shared-service staffed by full-time professional emergency medical staff; and,

WHEREAS, it is universally recognized that a guaranteed and timely response to a call for basic life support is a vital public service which the public justifiably relies upon as fundamental; and

WHEREAS, the Council believes that the shared service model described by the Borough administrative team will meet the stated objective of ensuring timely response to calls for service; and

WHEREAS, the administrative team has reported that the projected 2022 cost for the Borough to participate in this shared service, commencing May 1, will be approximately \$175,000 which includes startup costs; and

WHEREAS, the administrative team has reported that the recurring annual projected cost to the Borough of the shared service will be approximately \$250,000 thereafter;

WHEREAS, the Council is committed to the integration, participation, and long-term success of the Manasquan First Aid Squad.

THEREFORE BE IT RESOLVED that the Council of the Borough of Manasquan supports the continued participation of its administrative team in discussions with the noted municipalities with the objective of finalizing the details of the proposed shared service.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, Monmouth County, New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the February 22, 2022 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

| COUNCIL | INTRODUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------------------------------|------------|----------|-----|-----|---------|--------|
| HOLLY | | | | | | |
| LEE | | | | | | |
| MANGAN | | | | | | |
| OLIVERA | | | | | | |
| READ | | | | | | |
| TRIGGIANO | | | | | | |
| ON CONSENT AGENDA ___ YES ___ NO | | | | | | |

**BOROUGH OF MANASQUAN
RESOLUTION
60-2022**

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 **2023** in the amount of:

| | |
|------------|---------------------|
| DEDR | \$ <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.

APPROVED: _____
Edward Donovan, Mayor

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the meeting held on February 22, 2022.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

| COUNCIL | INTRODUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------------------------------|------------|----------|-----|-----|---------|--------|
| HOLLY | | | | | | |
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| TRIGGIANO | | | | | | |
| ON CONSENT AGENDA ___ YES ___ NO | | | | | | |

**BOROUGH OF MANASQUAN
RESOLUTION
61-2022**

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 Professional Engineering services of Colliers Engineering & Design, 331 Newman Springs Roads Suite 203, Red Bank, New Jersey 07701, for providing professional services for the Engineering Design, Construction Documents & Bidding Services for First Avenue Improvements – Phase II. The fees are as follows:

| | | |
|-------------|---|--------------------|
| • Phase 1.1 | Engineering Design & Construction Documents | \$66,500.00 |
| • Phase 1.2 | Biding Services | \$ 4,250.00 |
| | Reimbursable Expenses | \$ 1,500.00 |
| | TOTAL LUMP SUM FEE | \$72,250.00 |

for a total amount not to exceed \$72,250.00 for the service outlined in a proposal dated January 21, 2022.

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 Phases 1.1 and 1.2 with the provision that each subsequent phase shall require additional authorization subject to the recommendation of the Governing Body.

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the February 22, 2022 meeting.

Barbara Ilaria RMC, CMC
Municipal Clerk

CERTIFICATION

I am the chief municipal financial officer charged with the responsibility of maintaining financial records of the Borough of Manasquan, State of New Jersey, and on this 22nd day of February, 2022 I hereby certify to the Borough Council of the Borough of Manasquan as follows:

Adequate funds are available in an amount sufficient to defray the expenditure of money by the Borough under the following proposed contract, which is pending approval by the governing body:

* Collier Engineering & Design – Engineering Design & Construction Administration Services for First Avenue Improvements – Phase II.

Account: _____

Amy Spera
Chief Financial Officer

| COUNCIL | INTRODUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|--|------------|----------|-----|-----|---------|--------|
| HOLLY | | | | | | |
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| OLIVERA | | | | | | |
| READ | | | | | | |
| TRIGGIANO | | | | | | |
| ON CONSENT AGENDA <input type="checkbox"/> YES <input type="checkbox"/> NO | | | | | | |

**BOROUGH OF MANASQUAN
RESOLUTION
62-2022**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, New Jersey confirms the appointment of Kevin Pompilio from provisional to permanent Account Clerk as of February 16, 2022. No salary change. The appointee has met all the necessary requirements and evaluations for the position.

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the meeting held on February 22, 2022.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

| COUNCIL | INTRODUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
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| TRIGGIANO | | | | | | |
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| ON CONSENT AGENDA <u> </u> YES <u> </u> NO | | | | | | |

**BOROUGH OF MANASQUAN
RESOLUTION
63-2022**

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

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

NAME: AJ PERRI
1162 PINE BROOK ROAD
Tinton Falls, NJ 07724

AMOUNT OF REFUND DUE: \$500.00

REASON FOR REFUND: STREET OPENING - FINAL
SO# 14/19-230 Third Ave

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.

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the February 22, 2022 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

| COUNCIL | INTRODUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
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| TRIGGIANO | | | | | | |
| ON CONSENT AGENDA ___ YES ___ NO | | | | | | |

**BOROUGH OF MANASQUAN
RESOLUTION
64-2022**

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

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

NAME: LEGACY SERVICES USA INC.
95 JAMES WAY, SUITE 100
SOUTHAMPTON, PA 18966

AMOUNT OF REFUND DUE: \$1,000.00

REASON FOR REFUND: Dumpster Security-385 E. Main Street

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.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the February 22, 2022 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

| COUNCIL | INTRODUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
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| ON CONSENT AGENDA ___ YES ___ NO | | | | | | |

**BOROUGH OF MANASQUAN
RESOLUTION
65-2022**

WHEREAS, the State of New Jersey Department of Environmental Protection requires that the Borough adopt an ordinance identifying the Floodplain Administrator to be responsible for administering the floodplain management regulations; and

WHEREAS, the Borough of Manasquan is desirous of appointing Steven J. Winters as the Borough’s Floodplain Administrator; and

WHEREEAS, Mr. Winters completed his Flood Management Certification in June 2021.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth and State of New Jersey as follows:

1. Steven J. Winters is appointed as the Borough’s Floodplain Administrator.
2. The effective date of this appointment is February 22, 2022.
3. That a certified copy of this resolution be forwarded to Steven J. Winters.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the February 22, 2022 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

| | INTRODUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
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| HOLLY | | | | | | |
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| ON CONSENT AGENDA ___ YES ___ NO | | | | | | |

**BOROUGH OF MANASQUAN
RESOLUTION
66-2022**

**RESOLUTION AUTHORIZING CONTRACTS WITH
CERTAIN APPROVED STATE CONTRACT
VENDORS FOR CONTRACTING UNITS
PURSUANT TO N.J.S.A. 40A:11-12a**

WHEREAS, the Borough of Manasquan, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Borough of Manasquan has the need on a timely basis to purchase goods or services utilizing State contracts for the purpose of the acquisition of a 2022 GMC Terrain; and

WHEREAS, the Borough of Manasquan intends to enter into contracts with: Beyer Bros., Corp., located at 109 Broad Avenue, Fairview, NJ 07022 through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts;

NOW THEREFORE BE IT RESOLVED, that the Borough of Manasquan authorizes the Purchasing Agent to purchase certain goods or services from said contractor by approved New Jersey State Approved ESCNJ Co-Op #65 MCESSCCPS pursuant to all conditions of the individual State contracts, in the amount of \$29,894.20; and

BE IT FURTHER RESOLVED, that the governing body of the Borough of Manasquan pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer; and

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk of the Borough of Manasquan, Monmouth County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at their regular meeting held on February 22, 2022.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

CERTIFICATION

Pursuant to a resolution of the Division of Local Government Services, Local Finance Board, dated October 20, 1975, I hereby state that there is annexed hereto a proper certificate of availability of funds executed by the Chief Financial Officer.

MARK G. KITRICK

Mark G. Kitrick, Esq.
Municipal Attorney
2939 Highway 34, Suite 104
Manasquan, NJ 08736

CERTIFICATION

I am the financial officer charged with the responsibility of maintaining financial records of the Borough of Manasquan, State of New Jersey, and on this 22nd day of February, 2022 I hereby certify to the Borough Council of the Borough of Manasquan as follows:

1. Adequate funds are available in an amount sufficient to defray the expenditure of money by the Borough under the following proposed contract, which is pending approval by the governing body:

Beyer Bros., Corp.
109 Broad Avenue
Fairview, NJ 07022
State Contract # 65 MCESCCPS

2. The funds certified herein as being available for the aforementioned contract have not been certified by the undersigned as being available for any other contract now pending or in force.

AMY SPERA
Chief Financial Officer

Accounts: _____

Amount \$ _____

| | INTRODUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|----------------------------------|------------|----------|-----|-----|---------|--------|
| HOLLY | | | | | | |
| LEE | | | | | | |
| MANGAN | | | | | | |
| OLIVERA | | | | | | |
| READ | | | | | | |
| TRIGGIANO | | | | | | |
| ON CONSENT AGENDA ___ YES ___ NO | | | | | | |

**BOROUGH OF MANASQUAN
RESOLUTION
67-2022**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey that the Borough of Manasquan authorize John Quigley to fill in for the Plumbing Sub Code Inspector on an “as needed” basis at a rate of \$50.00 per hour from January 1, 2022 to December 31, 2022.

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the February 22, 2022 meeting.

Barbara Ilaria, RMC, CMC
Municipal Clerk

| COUNCIL | INTRODUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|------------------------------------|------------|----------|-----|-----|---------|--------|
| HOLLY | | | | | | |
| LEE | | | | | | |
| MANGAN | | | | | | |
| OLIVERA | | | | | | |
| READ | | | | | | |
| TRIGGIANO | | | | | | |
| ON CONSENT AGENDA ____ YES ____ NO | | | | | | |

**BOROUGH OF MANASQUAN
RESOLUTION
68-2022**

WHEREAS, the Borough of Manasquan is desirous of appointing Seasonal Beach Employees for pre-preseason beach maintenance; and

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, on this 22nd day of February, 2022 appoint the following Seasonal Beach Employee to work during the 2022 Season.

| <u>Beach Crew</u> | <u>Hourly Rate</u> |
|--------------------------|--------------------|
| Trevor Wells | \$13.00 (amended) |
| Kevin Keefe (Beach Rake) | \$16.75 |

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk of the Borough of Manasquan, Monmouth County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at their regular meeting held on February 22, 2022.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

| COUNCIL | INTRODUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|--|------------|----------|-----|-----|---------|--------|
| HOLLY | | | | | | |
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| OLIVERA | | | | | | |
| READ | | | | | | |
| TRIGGIANO | | | | | | |
| ON CONSENT AGENDA <input type="checkbox"/> YES <input type="checkbox"/> NO | | | | | | |

**BOROUGH OF MANASQUAN
RESOLUTION
69-2022**

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 | \$1,951,956.06 |
| Current Capital Fund | \$423.24 |
| Water/Sewer Fund | \$32,903.65 |
| Beach Utility Fund | \$6,692.30 |
| Beach Capital | \$722.50 |
| Recreation Trust | \$4,650.67 |
| Reserve For Open Space | \$9,190.57 |
| Developers Escrow | \$2,595.75 |

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey do hereby certify that the foregoing resolution was duly adopted by the Council at their regular meeting on February 22, 2022.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

| COUNCIL | INTRODUCED | SECONDED | AYE | NAY | ABSTAIN | ABSENT |
|------------------------------------|------------|----------|-----|-----|---------|--------|
| HOLLY | | | | | | |
| LEE | | | | | | |
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| OLIVERA | | | | | | |
| READ | | | | | | |
| TRIGGIANO | | | | | | |
| ON CONSENT AGENDA ____ YES ____ NO | | | | | | |