

**Manasquan Borough Council Meeting**  
**May 2, 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**

This zoom meeting is a courtesy to the public. If the zoom meeting fails or gets disconnected the in-person meeting will continue without the zoom participants.

<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**  
**May 02, 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)**

**Proclamation**

1. Annual Professional Municipal Clerk's Week

**Ordinance - First Reading**

- [1.](#) 2371-22 Exceed Municipal Budget Appropriation Limits and Establish CAP Bank

**BUDGET INTRODUCTION & RELATED DOCUMENTS**

**Workshop Discussion:**

1. Main Street Dining - Discussion

**Other Items**

- [1.](#) Engineer's Monthly Report

**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.](#) 127-2022 Authorizing Mayor to Sign Contract - Coast Rehabilitation Physical Therapy
- [2.](#) 128-2022 Appointing Seasonal Public Works Staff - Richey
- [3.](#) 129-2022 Authorizing Exempt Fee to First Aid for Badge and Parking Passes
- [4.](#) 130-2022 Authorizing Scope of Work for Sea Watch Final Design and Bid Services - Colliers Engineering
- [5.](#) 131-2022 Authorizing Mayor to Sign Employment Retention Statement
- [6.](#) 132-2022 Payment of Bills

**Ordinances - Second Reading**

- [1.](#) 2369-22 Amending Chapter 12 & 16 - Beach Parking and Fees

**Committee Reports**

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

**Adjournment**

**BOROUGH OF MANASQUAN  
ORDINANCE 2371-22**

**CALENDAR YEAR 2022  
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION  
LIMITS AND TO ESTABLISH A CAP BANK  
(N.J.S.A. 40A: 4-45.14)**

**WHEREAS**, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

**WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

**WHEREAS**, the Mayor and Council of the Borough of Manasquan in the County of Monmouth finds it advisable and necessary to increase its CY 2022 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

**WHEREAS**, the Mayor and Council hereby determines that a 1.0% increase in the budget for said year, amounting to \$85,393.51 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

**WHEREAS** the Mayor and Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the Mayor and Council of the Borough of Manasquan in the County of Monmouth, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2022 budget year, the final appropriations of the Borough of Manasquan shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$298,877.28, and that the CY 2022 municipal budget for the Borough of Manasquan be approved and adopted in accordance with this ordinance; and,

**BE IT FURTHER ORDAINED**, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

**NOTICE**

**PUBLIC NOTICE IS HEREBY GIVEN** that Ordinance 2371 -22 was introduced at a meeting of the Mayor and Council of the Borough of Manasquan in the County of Monmouth and State of New Jersey, on the 2nd day of May, 2022 and was then read for the first time. The said Ordinance will be further considered for final passage by the Mayor and Council at Borough Hall at 7:00 pm on the 13th day of June, 2022. At such time and place, or at any time or place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning such Ordinance.

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BARBARA ILARIA, RMC, CMC  
Municipal Clerk

Passed on First Reading and Introduction: May 2, 2022  
Approved on Second Reading and Final Hearing: June 13, 2022

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**EDWARD G. DONOVAN, MAYOR**

Borough of Manasquan  
Engineering Status Report  
Through April 2022

**A. ACTIVE ENGINEERING CAPITAL PROJECTS**

**1. Sea Watch Recreational Improvements**

This project consists of the feasibility and permitting for improvements at the Sea Watch Recreational Area. It is our understanding that the Borough would like to construct a multi-story structure and improve the property for the purpose of providing multiple recreational uses for the community.

Anticipated facilities for beach goers include locker rentals, a sundries store, public restrooms, and a concession with an area for informal dining. We believe that to better enhance the recreational area, site improvements will also be needed for this project. Site improvements that have been discussed are improved ADA accessibility where needed within the site, the addition of sufficient bicycle parking, reconfiguration of the existing parking lot, and the introduction of a spray park.

**Status:** A proposal was authorized on December 2, 2019. A kickoff meeting took place on December 20, 2019 and survey work is underway. Programming and feasibility are underway. Topographic and Boundary Survey are completed. A meeting with Green Acres took place on March 12, 2020 to review uses within the property limits. A programming meeting took place with the project team on March 27, 2020. Further discussion between the Borough and the Project Team has been ongoing. Currently, the programming exercise for the building is ongoing to determine the necessary square footage based on the Borough's requested building uses. A conceptual plan of the building consisting of footprints and elevation views of the proposed building was provided to the Borough on June 12, 2020. A MCAC meeting occurred July 1, 2021. The conceptual site plan was provided to the Borough on July 23, 2021. A public meeting was held on August 12, 2021 and also discussed on August 17, 2021. A follow up public meeting was held on September 21, 2021 to discuss a revised concept. An NJDEP CAFRA Pre-Application Meeting occurred in late January. The Conceptual Site Plan was provided to the Borough. The CAFRA package was submitted to NJDEP in June of 2021. Colliers Engineering & Design (CED) responded to comments received by NJDEP in late August and is awaiting the application to be deemed Administratively Complete. This project has entered the Public Comment Period which ran until December 17, 2021. A decision from NJDEP is expected 60 days after that date. CED has received comments from NJDEP and responded in January 2022. **NJDEP has issued the Individual Permit to the Borough. A proposal for Environmental Services, Geotechnical Services, Design Development, Final Design, and Bidding Services is being developed for review by the Borough.**

## 2. Mount Lane Repairs

This project relates to the ongoing existing issues with the drainage system that passes thru Mount Lane that have been exposed from an event that consisted of a damaged South Monmouth Regional Sewer Authority pipe which needed immediate emergency repairs.

We are performing a hydrologic analysis of the drainage area tributary to the culvert in question. The analysis will take into account present land use, hydrologic soil group and cover type. Peak rates of runoff will be computed for the 100-year storm event plus 25%. The hydraulic capacity of the proposed structure will be analyzed to determine its design storm event capacity.

Remediation alternative analyses will be completed to determine improvements necessary to pass the storm events from which peak rates were computed. Possible remediation alternatives including the installation of a different size and material culvert, etc. will be investigated. Preliminary cost estimates and Environmental Permit issues associated with each alternative will be outlined.

**Status:** A proposal was authorized on February 18, 2020. A report consisting of proposed repairs was provided to the Borough for review in late March. A proposal for construction documents has been authorized by the Borough. Topographic Survey has been completed. NJ Transit permits and NJDEP permits are being coordinated. NJDEP declared the project administratively complete and our review period ended on March 15, 2021. A 30-day extension was applied for and the new deadline was April 15, 2021. Comments were provided by NJDEP and responded to in late March, and we are now awaiting the signed permit. Ongoing coordination will continue with NJ Transit to obtain an Occupancy Permit. NJDEP Permit has been obtained. NJ Transit Occupancy Permit is in progress. Meetings between NJ Transit, CED and the Borough have been ongoing. NJ Transit has provided concerns about the construction of this project. Currently, the Borough and CED is discussing potential fixes to the pipe with South Monmouth Regional Sewerage Authority (SMRSA). The project has been adjusted to consist of replacement of the two (2) culverts in kind, which requires a technical modification to the NJDEP Permit. This technical modification was submitted to NJDEP late August. The Borough is awaiting comment/approval from NJDEP. The scope has been adjusted so that no work will be completed on NJ Transit property. NJDEP Fresh Water Wetlands comments have been received, and responded to in October 2021. Flood Hazard comments were received and responded to in January 2022. NJDEP has provided the technical modification permit. **This project has had its Pre-Construction Meeting and is expected to start in May.**

## 3. Mount Lane Roadway and Drainage Improvements

This project consists of road and drainage improvements along Mount Lane between Euclid Avenue and Virginia Avenue that has a history of drainage problems that cause dangerous ponding conditions. The estimated total construction cost for the project is approximately \$240,000.00; however, the estimate will be subject to change based upon revisions to the project

scope. This project site is known for its chronic ponding, especially along Mount Lane's northing portion. Our goal is to improve the drainage throughout the project site that will help reduce nuisance flooding. ADA upgrades will be completed where required, as well as repairs to sidewalk and driveway aprons as needed. The entire project scope will be milled and overlaid upon completion of the improvements.

**Status:** Topographic Survey is complete. Design is ongoing. Recent information has informed us that South Monmouth Regional Sewerage Authority (SMRSA) is performing an analysis of the force main along Mount Lane and this project will be on hold until SMRSA informs the Borough about the severity of the required repairs. SMRSA informed the Borough no project will be required. **This project is on hold until the Mount Lane Culvert Replacement project concludes.**

#### 4. Curtis Park – Final Design

This project will look at the various components and uses that are desired by the stakeholders for improvements to Curtis Park, and work with the Borough on developing a concept that will attempt to conceptualize these items into a plan that will fit the site and be within the project budget.

This phase assumes the preparation of one (1) concept with two (2) rounds of minor revisions to address client comments and a preliminary engineer's estimate. Once concepts are reviewed and approved, our team will prepare a schematic estimate of probable cost of construction for the Borough. The intention is to provide concepts that fit within the Borough's budget for this project.

**Status:** An internal kickoff meeting took place and conceptual design is underway. Conceptual plans were developed and released in October of 2021. Public feedback has been accumulated and revised concepts have been internally reviewed and coordinated. An updated concept plan was presented in early December. A proposal for Final Design and Bidding was authorized by Council at the 2<sup>nd</sup> meeting in December. Survey Services have been completed. An updated Conceptual Plan has been submitted to the Borough. A public meeting to gain input was conducted at the end of January. **Final Design is ongoing and a submission into Freehold Soil Conservation District is being reviewed.**

#### 5. First Avenue Improvements – FY 2021 Local Aid

First Avenue is an essential roadway that provides access to the beach for the entire Borough. We know that the Borough wishes to proceed with the road improvements in an expedited manner after the summer season concludes on Labor Day and we have structured our services to accommodate the Borough's desired schedule. The Borough recently received a FY 2021 NJDOT Municipal Aid Grant in the amount of \$305,000.00 for the roadway project and will be looking at alternative funding to get the most value in this contract. The current project limits are from the Northern Terminus to East Main Street.



**Status:** Authorization took place on March 15, 2021. Survey of all of First Avenue is currently underway and is expected to be completed by Mid-April with design to follow. Design is slated to be from the Northern Terminus to East Main Street. Resident notices have been provided as a template to the Borough with the intent to submit to residents this Spring so that any utility work can be completed prior to the Fall. Design has been completed. NJDOT Local Aid has provided the Borough authorization to advertise the project. This project was awarded to Fernandes Construction in mid-August. A pre-construction meeting occurred in September and Construction began in mid-October and ceased in December due to inclement weather. **All concrete curb, gutter, sidewalk, driveway, and ADA compliant ramps have been completed. Milling and paving have started and will be completed prior to the meeting. Puncturing work and Project Closeout will commence in May.**

6. **First Avenue Improvements – FY 2022 Local Aid**

First Avenue is an essential roadway that provides access to the beach for the entire Borough. We know that the Borough wishes to proceed with the road improvements in an expedited manner after the summer season concludes on Labor Day and we have structured our services to accommodate the Borough's desired schedule. The Borough recently received a FY 2021 NJDOT Municipal Aid Grant in the amount of \$250,000.00 for the roadway project and will be looking at alternative funding to get the most value in this contract. The current project limits are from the Main Street to Riverside Drive.

**Status:** Authorization took place on February 22, 2022. **Design is ongoing. Construction is expected in Fall of 2022.**

7. **Borough Hall Parking Lot Improvements**

This project includes improvements to the Borough Hall Parking Lot. The parking area at Borough Hall has deteriorating pavement and is in need of replacement/renovation. We understand there is a sentiment that various expansions were performed over the years, but after inspection, it appears the full site was not fully upgraded. There is a lack of sufficient lighting throughout the site and the current pavement marking layout is sub-standard.

**Status:** Authorization took place in April 2022. **Survey work is ongoing and a client kickoff meeting will commence once survey services have been completed.**

8. **East Virginia Avenue and South Street Pump Station Improvements**

This project includes proposed upgrades to the South Street Pump Station and East Virginia Avenue Pump Station in the Borough. Based on that initial investigation and discussion with Borough representatives, the following improvements to these pump stations are proposed: Replace dry well pumps with wet well submersible pumps at both pump stations; Install new piping in wet well and new valve chamber at both pump stations; upgrade controls at both pump stations and replace level sensing equipment in wet wells; Clean and epoxy coat wet wells; modify wet wells to increase diameter of upper sections for pump removal and add hatches; Install



bypass connection on the South Street Pump Station force main; and, add mixers or appropriate pumps to wet wells of both pump stations to mitigate grease buildup issues.

**Status:** Authorization took place in April 2022. **Design work is ongoing.**

## B. GRANTS & FUNDING

### 1. NJHT Grant Management Assistance for Squan Beach Life Saving Station

The Borough was awarded a \$75,000.00 New Jersey Historic Trust (NJHT) Level I Capital Preservation Grant for Exterior Repairs at the Squan Beach Life Saving Station. The grant will be used to partially reimburse the Borough for the exterior repairs at the Squan Beach Life Saving Station project, part of which was completed. Our office is assisting with management and implementation of the grant. A kickoff meeting was held April 18, 2018.

**Status:** The grant agreement has been executed and our office is assisting with this request for reimbursement. A meeting was held with the Borough, CED and the NJHT on September 26, 2019. The historical architect and preservation committee are refining the scope of re-bid of remaining project items to draw down the entire grant balance. A hearing was held on March 2, 2020 on the adoption of prequalification regulations for general restoration contractors for the anticipated bid. Bid opening took place August 6, 2020.

### 2. 2020 Monmouth County Municipal Open Space Grant

An Application was submitted for the Multi-Park Playground Improvements Phase 1 project that includes Skokos Park and Curtis Park. A public hearing was held September 8, 2020.

**Status:** The grant agreement for \$90,000.00 for the Improvements to Curtis Park Phase I and the required Preliminary Assessment and Site Investigation (PASI) have been forwarded to the County for signature.

### 3. 2021 NJDCA Local Recreation Improvement Grant

An Application was submitted for Improvements to Curtis Park for the May 24, 2021 deadline.

**Status:** A January 5, 2022 press release announced the anticipated award. The Borough is expected to receive a \$55,000 grant.

4. **2022 NJDOT State Aid**

The next round of NJDOT State Aid (Municipal Aid, Bikeways, Transit Village and Safe Streets to Transit) was due July 1, 2021. The proposed project is expected to be the second phase of First Avenue Improvements, following the 2021 round award for the first phase.

**Status:** The Borough was selected to receive a \$251,900 grant.

5. **2022 Monmouth County CDBG**

An application, due July 23, 2021 was made to the County CDBG program round for the next phase of improvements to Euclid Avenue, following the 2020 round award for the first phase.

**Status:** Application submitted. Awaiting award announcements.

6. **2021 Monmouth County Municipal Open Space Grant**

The project consists of Improvements to Curtis Park Phase II. A public hearing took place September 7, 2021.

**Status:** Application submitted. Awards were selected via a December 9, 2021 County resolution. The Borough is anticipated to receive a \$150,000 grant. The grant agreement is in process.

7. **2023 Monmouth County CDBG**

While the Borough has not received official notice that a 2022 round grant was denied, the 2022 application did not preliminarily fall within the County's fundable range. We are preparing to submit the same project, Euclid Ave Improvements Phase 2, for the 2023 round. The deadline is July 22, 2022.

**Status:** Application in progress.

JJR/KH/sab

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**BOROUGH OF MANASQUAN  
RESOLUTION  
127-2022**

**BE IT RESOLVED**, that the Mayor of the Borough of Manasquan, be and hereby authorized to sign the 1 Year Lease Agreement between The Borough of Manasquan and Complete Orthopedic and Sports Therapy, LLS d/b/a/ Coast Rehabilitation Physical Therapy for the use of space at 63 Atlantic Avenue, as outlined in the Lease Agreement for the term of May 1, 2022 through April 30, 2023.

**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 Borough Council at the May 2, 2022.

\_\_\_\_\_  
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  
128-2022**

**WHEREAS**, the Borough of Manasquan is desirous of appointing Seasonal Laborers for the Department of Public Works; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, on this 2nd day of May, 2022 appoint the following Department of Public Works employee to Seasonal Laborer:

- Brendan Richey, Manasquan - hourly rate of \$15.00

**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 May 2, 2022.

\_\_\_\_\_  
BARBARA ILARIA, RMC, CMC  
Municipal Clerk

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

**BOROUGH OF MANASQUAN  
RESOLUTION  
129--2022**

**BE IT RESOLVED** by the Borough Council of the Borough of Manasquan, County of Monmouth, New Jersey, that Manasquan First Aid Squad has submitted the members that qualify under Chapter 2-65.7 in the Borough of Manasquan Revised General Ordinances “Free Season Beach Badge and Parking Permit for Certain Members of the Manasquan First Aid Squad.” These members responded to 20% or more of the calls of the Unit or are Life Members of the Manasquan First Aid Squad.

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 May 2, 2022, meeting.

\_\_\_\_\_  
BARBARA ILARIA, RMC, CMC  
Municipal Clerk

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

**BOROUGH OF MANASQUAN  
RESOLUTION  
130-2022**

**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, to provide professional services for the Final Design and Bid Services for the Sea Watch Recreational Area Improvements Project. The fees are as follows:

- Phase 1.0 Geotechnical Evaluation \$8,000.00
- Phase 2.0 Design Development Services
  - 2.1 Site Design Development \$49,000.00
  - 2.2 Building Design Development \$98,000.00
- Phase 3.0 Final Design & Constructability Review Services \$27,000.00
- Phase 4.0 Bidding Services \$7,500.00
- Reimbursables \$5,000.00

for a total amount not to exceed \$194,500.00 for the service outlined in a revised proposal dated April 26, 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 Task 1.0 with the provision that each subsequent task 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 May 2, 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 2<sup>nd</sup> day of May, 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:

Colliers Engineering & Design – Professional services for the Final Design and Bid Services for the Sea Watch Recreational Area Improvements Project.

Account: \_\_\_\_\_

\_\_\_\_\_  
Amy Spera  
Chief Financial Officer

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

**BOROUGH OF MANASQUAN  
RESOLUTION  
131-2022**

**BE IT RESOLVED** that the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, has authorized a revised salary adjustment to the pensionable base salary of the below listed employee as a result of an agreement between employee and the Borough of Manasquan for the calendar Year 2022 Effective May 2, 2022;

**Annual Pensionable Base Salaries**

Position	2022 Salary <i>(as of May 2, 2022)</i>
Amy Spera, CFO/QPA, Deputy Administrator, CFO Sea Girt (shared service)	\$145,000 \$ 20,000

**WHEREAS**, the schedule above reflects the annual salary for the employee listed;  
and

**WHEREAS**, pensionable base salaries are defined as those regulated by the Public Employees Retirement System (PERS) of New Jersey and the Defined Contribution Retirement Program (DCRP) when applicable; and

**NOW THEREFORE BE IT RESOLVED**, that the Hon. Edward G. Donovan, Mayor of the Borough of Manasquan, is hereby authorized to sign Ms. Amy Spera’s Employment Retention Statement which reflects her terms of employment that will be in effect for the remainder of calendar year 2022, a copy of which will remain on file in the Municipal Clerk’s Office.

**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 May 2, 2022 meeting.

\_\_\_\_\_  
BARBARA ILARIA, RMC, CMC  
Municipal Clerk

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
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MANGAN						
OLIVERA						
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TRIGGIANO						
ON CONSENT AGENDA <input type="checkbox"/> YES <input type="checkbox"/> NO						



**BOROUGH OF MANASQUAN  
RESOLUTION  
132-2022**

**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	\$95,225.51
Current Capital Fund	\$1,375.00
Water/Sewer Fund	\$17,026.61
Beach Utility Fund	\$8,414.94
Beach Capital Fund	\$21,255.62
Recreation Trust-Building	\$7,916.68
Recreation Trust	\$2,761.90
Reserve For Open Space	\$3,233.75
Tourism	\$710.00
Developer’s Escrow	\$3,462.25
Reserve For Animal Control	\$12.60

**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 May 2, 2022.

\_\_\_\_\_  
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  
ORDINANCE NO. 2369-22**

**ORDINANCE AMENDING AND SUPPLEMENTING  
CHAPTER 12 (BEACHES AND BEACHFRONT)  
SECTION 12-11 (SEASON PARKING PERMIT) SECTION  
12-11.1 PARKING PERMIT FOR USE OF CERTAIN  
MUNICIPAL PARKING LOTS AND AMENDING  
CHAPTER 16 (FEES) SECTION 12-11 (SEASON  
PARKING PERMIT) OF THE BOROUGH OF  
MANASQUAN, COUNTY OF MONMOUTH, STATE OF  
NEW JERSEY**

**BE IT ORDAINED**, by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, as follows:

**SECTION 1:** Chapter 12-11 entitled Season Parking Permit of the Revised General Ordinances of the Borough of Manasquan is amended and shall read as follows:

**12-11 Season Parking**

**SECTION 2:** Chapter 12-11.1 entitled Parking Permit for Use of Certain Municipal Parking Lots of the Revised General Ordinances of the Borough of Manasquan is amended and shall read as follows:

**12-11.1 Municipal Beach Parking Rules**

a. The Borough of Manasquan operates 5 pay-to-park Municipal Beach Parking Lots during the Summer Beach Season.

b. **Summer Beach Season.** The Summer Beach Season shall run from the Saturday of Memorial Day weekend through Labor Day.

c. **Standard Operating Hours.** Pay-to-park hours in all Municipal Beach Parking Lots shall be from 9am through 5pm Monday through Sunday except as noted in paragraph 12-11.1(j) below.

d. **Municipal Beach Parking Lots.** The Municipal Beach Parking Lots are identified as Second Avenue Parking Lot-Zone #91500, Third Avenue Parking Lot-Zone #91501, Fourth Avenue Parking Lot-Zone #91502, Pompano Avenue Parking Lot-Zone #91503, and the Sea Watch Beach Parking Lot-Zone #91504.

e. **Season Parking Permits.** A limited number of Season Parking Permits shall be made available for purchase from the Borough, on a date(s) determined by the Borough Council, prior to the start of the Summer Beach Season, on a “first come, first served basis”. The Borough Council shall have the authority, by resolution, to establish a discount rate for Season Parking Permits.

1. A Season Parking Permit shall be valid for the entire Summer Beach Season and the holder of a Season Parking Permit may utilize any Municipal Beach Parking Lot whenever space is available.

2. A Season Parking Permit shall be issued to the owner of a registered vehicle to allow parking of that vehicle; the license plate associated with that registered vehicle shall serve as proof of the valid permit for parking enforcement purposes.

f. **Daily Parking Permits.** A Daily Parking Permit for parking in the Beach Municipal Parking Lots during the Summer Beach Season can be secured upon arrival at a Municipal Beach Parking Lot using the pay-to-park Park Mobile™ payment system.

1. Daily Parking spaces cannot be reserved or paid for in advance.
2. Once paid for, parking for the registered vehicle shall only be valid in the parking lot/zone associated with the mobile-pay purchase and the license plate associated with that registered vehicle shall serve as the proof of payment for that vehicle for parking enforcement purposes.
3. The Borough Council shall have the authority, by resolution, to suspend the payment obligation for certain pay-to-park days during the Summer Beach Season.
4. The Borough Council shall have the authority, by resolution, to deem certain days that fall outside the Summer Beach Season (special events, etc.) as pay-to-park and to set the associated fee for those days.

g. **Payment.** Payment to park in the Municipal Beach Parking Lots shall be required during the Summer Beach Season. Payment for Season Parking Permits shall be made prior to the commencement of the Summer Beach Season. Payment for daily parking shall be made daily through use of the Borough's pay-to-park ParkMobile™ payment system utilizing a mobile cellular device. Suspension of the pay-to-park requirement shall apply to certain groups as reflected in paragraph (k) below.

h. **Fees.** The Fee schedule for Summer Beach Season paid parking in Municipal Beach Parking Lots can be found in Chapter 16, "Fees."

i. **Sea Watch Parking Lot-Zone 91504.** Only Season Parking Permit-holders shall be permitted to park in the Sea Watch Parking Lot during the Summer Beach Season. Daily parking is not permitted in the Sea Watch Parking Lot-Zone 91504.

**j. Exceptions to Standard Operating Hours.**

**Second Avenue Parking Lot-Zone #91500; Recreation parking.** The pay-to-park requirement in the northwest portion of the Second Avenue Parking Lot-Zone #91500 (the area immediately adjacent to the National Guard Training Center property) shall be suspended when deemed temporarily warranted by Borough staff. This suspension of the pay-to-park obligation shall apply to participants and spectators of recreation activities taking place in the Second Avenue recreation complex (Little League field, skate facilities). Appropriate notice will be provided and/or signage posted in the lot identifying the area where and when this exception will apply. This exception, does not apply to beach attendance or any other non-recreation parking.

**Third Avenue Parking Lot-Zone # 91501.** On Sundays pay-to-park hours in the Third Avenue Parking Lot-Zone #91501 shall be from 11:30am through 5pm. On Fridays and Saturdays pay-to-park hours shall be from 9am to 12am.

**Fourth Avenue Parking Lot-Zone #91502.** On Fridays and Saturdays, pay-to-park hours in the Fourth Avenue Parking Lot-Zone 91502 shall be from 9am to 12am.

**Pompano Avenue Parking Lot-Zone #91503.** On Fridays and Saturdays, pay-to-park hours in the Pompano Avenue Parking Lot-Zone 91503 shall be from 9am to 12am.

**k. Suspension of Pay-to-Park Requirement for for Certain Groups.**

**Manasquan Beach Employees While Working.** Members of the Manasquan

Beach Staff shall be permitted to park the registered vehicle reported on their employment application in the Fourth Avenue Parking Lot-Zone #91502 or the Pompano Avenue Parking Lot-Zone #91503 free of charge while they are working.

**Fourth Ave. Marina Boat Slip Lessors.** Lessors of Fourth Avenue Marina boat slips shall be permitted to park the registered vehicle reported on their boat slip lease free of charge in the Fourth Avenue parking lot-Zone #91502 when parking related to their boating activities.

**Volunteer Manasquan Fire Company and Manasquan First Aid Squad members.** Qualified members of the volunteer Manasquan Fire Companies and the volunteer Manasquan First Aid Squad shall be awarded one season parking permit free of charge pursuant to the parameters of Manasquan Borough Ordinance 2005-07 Sec. 6.

**1. Parking Prohibited Certain Hours.**

1. No person shall park any motor vehicle in the Municipal Beach Parking Lots at Second Avenue-Zone 91500, Third Avenue-Zone 91501, Fourth Avenue-Zone 91502, Pompano Avenue-Zone 91503 and Sea Watch-Zone 91504 between the hours of 2:00 a.m. to 6:00 a.m. from October 1 through April 30.

2. No person shall park any motor vehicle in the Sea Watch Beach Parking Lot-Zone 91504 between the hours of 12:00 a.m. to 7:00 a.m. from May 1 to September 30.

**m. Enforcement – Fines and Penalties**

1. Any person violating the rules of this Section shall, upon conviction, be subject to a fine of \$54.00.

**SECTION 3:** Chapter 16 fees, 12-11.1 of the Borough of Manasquan Code shall be amended and shall read as follows:

**16-1.1 Fee Schedule Established**

12-11.1 Parking Permit for Use of Certain Municipal Parking Lots			
	a.	Fees	
	1.	Seasonal	\$100
	2.	Daily, Monday thru Thursday	\$10.60
	3.	Friday, Saturday, Sunday and Holidays	\$15.60

**SECTION 4:** Construction and Effective Dates

- (a) Should any section or provision of this ordinance be held invalid in any proceedings, the same shall not affect any other section or provision of this ordinance, except insofar as the section or provision so held invalid shall be inseparable from the remainder of any such section or provision.
- (b) Chapter 97, et. seq., of the Borough of Manasquan Code and all ordinances and parts of ordinances inconsistent with this Ordinance herewith are hereby repealed.
- (c) This Ordinance shall become effective following the final passage and publication according to the law.

## NOTICE

PUBLIC NOTICE IS HEREBY GIVEN that Ordinance No. 2369-22 was introduced at a meeting of the Mayor and Borough Council of Manasquan on the 18<sup>th</sup> day of April, 2022 and was then read for the first time. The said ordinance will be further considered for final passage by the Mayor and Council at 7:00 p.m. on the 2<sup>nd</sup> day of May, 2022. At such time and place, or at any such time or place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said ordinance. A copy of this ordinance can be obtained without cost by any member of the general public by contacting the Office of the Municipal Clerk at [blaria@manasquan-nj.gov](mailto:blaria@manasquan-nj.gov) between the hours of 9:00 a.m. and 4:00 p.m. on Monday through Friday, except on legal holidays.

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BARBARA ILARIA, RMC, CMC  
Municipal Clerk

Passed on First Reading and Introduction: April 18, 2022  
Approved on Second Reading and Final Hearing: May 2, 2022

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EDWARD G. DONOVAN  
Mayor

*The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.*

**§ 12-11 SEASON PARKING PERMIT.**

**§ 12-11.1 Parking Permit for Use of Certain Municipal Parking Lots.**

**[Amended by Ord. No. 1745-98 § 2; Ord. No. 1814-2000 § 2; Ord. No. 1845-2001 § 1; Ord. No. 1874-02 §§ 10 — 13; Ord. No. 1906-03 § 2; Ord. No. 1926-04 § 1; Ord. No. 1970-06 § 3; Ord. No. 1972-06 § 1; Ord. No. 2002-07 § 1; Ord. No. 2027-08 §§ 10, 11; Ord. No. 2173-15; Ord. No. 2180-15; 5-17-2021 by Ord. No. 2346-21]**

- a. Fees. No person shall park any motor vehicle in the municipal parking lots at Second Avenue, Third Avenue, Fourth Avenue, Pompano Avenue, and Sea Watch Beach without paying the following fees for the privilege of parking a motor vehicle:
  1. The fee as stated in Chapter **16**, Fees, inclusive of sales tax, for each season parking permit. A season parking permit is valid for the entire bathing season. The holders of season parking permits may utilize the municipal parking lots at Second Avenue, Third Avenue, Fourth Avenue, Pompano Avenue and Sea Watch Beach.
  2. The fee as stated in Chapter **16**, Fees, inclusive of sales tax, for daily parking Monday through Thursday, inclusive, and continuing until 9:00 a.m. the following day.
  3. The fee as stated in Chapter **16**, Fees, inclusive of sales tax, for daily parking on Friday, Saturday, Sunday or holidays, and continuing until 9:00 a.m. the following day.
  4. There will be no daily parking passes for Sea Watch Beach. Only patrons with a seasonal parking pass may utilize this lot.
- b. Season Parking Stickers.
  1. A season parking ticket shall be valid from May 15 through September 15 in the year issued.
  2. Season parking tickets will be on sale during the period of time designated by resolution of the Borough Council.
  3. The Borough Council shall have the authority to establish, by resolution, a discount rate for season parking tickets, provided however, that discount rates for season parking tickets shall apply only to tickets purchased prior to a specific date which shall be established in the resolution.
  4. Season parking tickets shall be for the exclusive use of the vehicle for which it was issued.
  5. Season parking tickets must be affixed permanently to the vehicle for which they are registered on the left rear window of the vehicle.
  6. Registration forms for season parking stickers shall provide for the name and address of the owner, a description of the vehicle, the license plate number of the vehicle and the season parking sticker number.
  7. Daily and season parking stickers shall not be loaned, given away, sold or transferred. Any person loaning, giving away, selling or transferring a parking sticker shall forfeit all rights to the sticker or

ticket.

c. Parking Prohibited Certain Hours.

1. No person shall park any motor vehicle in the municipal parking lots at Second Avenue, Third Avenue, Fourth Avenue, Pompano Avenue and Sea Watch between the hours of 2:00 a.m. to 6:00 a.m. from October 1 through April 30.
2. No person shall park any motor vehicle in the municipal parking lot at Sea Watch Beach between the hours of 12:00 a.m. to 7:00 a.m. from May 1 to September 30.



The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.

**§ 16-1.1 Fee Schedule Established.**

**[Amended by Ord. No. 2200-15; Ord. No. 2205-2016; Ord. No. 2206-2016; Ord. No. 2209-2016; Ord. No. 2217-2016; Ord. No. 2218-2016; Ord. No. 2220-2016; Ord. No. 2225-2017; Ord. No. 2268-18; Ord. No. 2272-18; Ord. No. 2276-19; 7-15-2019 by Ord. No. 2293-19; 8-5-2019 by Ord. No. 2294-19; 10-21-2019 by Ord. No. 2298-19; 12-2-2019 by Ord. No. 2305-19; 2-3-2020 by Ord. No. 2307-20; 3-2-2020 by Ord. No. 2315-20; 12-21-2020 by Ord. No. 2328-20; 12-21-2020 by Ord. No. 2330-20;]**

The following fee schedule is hereby established with respect to licenses, permits and activities required or regulated under the provisions of various chapters of the Revised General Ordinances of the Borough of Manasquan. Applications for and the issuance of such licenses and permits shall be subject to the provisions of the specific chapter of the Revised General Ordinances which is indicated for each type of license or permit. The business, activity or operation for which the license or permit is required shall be subject to all regulations set forth in the chapter to which reference is made.

**Schedule of Fees**

**CHAPTER 12 BEACHES AND BEACHFRONT**

**12-11 SEASON PARKING PERMIT [Ord. No. 2307-20]**

12-11.1 Parking Permit for Use of Certain Municipal Parking Lots  
**[Amended 5-17-2021 by Ord. No. 2346-21]**

- a. Fees
1. Seasonal \$100
  2. Daily, Monday - Thursday \$10
  3. Friday, Saturday, Sunday \$15 and holidays