

**Manasquan Borough Council Meeting**  
**In- Person at Borough Hall and Virtual Zoom Meeting**  
**February 7, 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://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 07, 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. Cliff Brenner - Open Space Committee - Recreation Commission Member Representative - 1/1/2022 - 12/31/2022
2. Frank DiRoma - Class II Planning Board Member- 1/1/2022 - 12/31/2022

**Workshop Discussion:**

1. Citizen Advisory Committee Members - Discussion
2. First Aid Paid Service Model - Discussion

**Certificate of Recognition**

1. Kevin Thompson
2. Susan Maniscalco

**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. 39-2022 Refund Beach Security - Big Brother Big Sisters
2. 40-2022 Beach Appointments Pre-Season Beach Crew - Wells
3. 41-2022 Department Head Vacation Carry Over Days
4. 42-2022 Appoint Recreation Bidy Basketball Referees - Various
5. 43-2022 Accepting Resignation SLEO II - Romagnolo
6. 44-2022 Authorizing Mayor to Sign Employee Letters of Intent - Various
7. 45-2022 Updating Citizen Advisory Committee Organization
8. 46-2022 Appointing ADA Compliance Officer and Construction Inspector - DiRoma
9. 47-2022 Appoint Water/Sewer Collector - Spera
10. 48-2022 Return Planning Board Escrow Fees - Various
11. 49-2022 Adopting Cyber Security Plan and Master Technology Policy
12. 50-2022 Setting Planning Board Co-Secretary Salary
13. 51-2022 Refund Tax Overpayment - 554 Tarpon Avenue
14. 52-2022 Refund Tax Overpayment - 12 Potter Avenue
15. 53-2022 Authorizing Mayor to Sign Proposal for Brielle Bathroom Improvements - Herrmann Construction
16. 54-2022 Authorizing Mayor to Sign Proposal for Ocean Avenue Bathroom Improvements - Herrmann Construction
17. 55-2022 Deductions of Property Taxes for Veteran Status - Sims
18. 56-2022 Appointing Safety Coordinator - Tri-State Solutions
19. 57-2022 Refund Beach Security - Ladacin Net Work Inc.
20. 58-2022 Supporting Continued Participation in First Aid Shared Services
21. 59-2022 Payment of Bills

**Ordinances - Second Reading**

- [1.](#) 2366-22 Amending Chapter 2 Standing Committees

**Committee Reports**

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

**Closed Session**

1. Personnel - Contractual
2. DPW - Personnel

**Adjournment**

## Borough of Manasquan Engineering Status Report Through January 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<sup>st</sup>. The conceptual site plan was provided to the Borough on July 23<sup>rd</sup>. A public meeting was held on August 12<sup>th</sup> and also discussed on August 17<sup>th</sup>. A follow up public meeting was held on September 21<sup>st</sup> to discuss a revised concept. A 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. The NJDEP is currently reviewing the project internally. NJDEP has paused the clock on the review.**

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 to 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 is actively reviewing the project. There is no time table for the technical modification to be approved.**

3. Manasquan Community Center

This project relates to the feasibility and program development of the proposed Manasquan Community Center. Our team is planning on reviewing the existing conditions at 63 Atlantic Avenue and the newly acquired property at 67 Atlantic Avenue and also review the feasibility of developing these properties into a new Community Center for public use. Once our conditions assessment and programming are complete, our team will provide our findings to

the Borough with recommendations about possible additions, expansion, or full demolition and rebuild. Our goal is to provide the Borough with a clear vision of building options and related costs at this site that provides the most benefit to the Community.

**Status:** A proposal was authorized on July 6, 2020. Site visits have been conducted and the Existing Conditions report was submitted to the Borough in August. Topographic Survey field work has been completed. A kickoff meeting with the Client took place on August 25, 2020. The programming phase is underway and the Borough is reviewing their internal programming needs and wants. An internal meeting took place in November and an initial schematic and program is being developed. **This project is on hold.**

#### 4. 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 completed. 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.**

#### 5. Curtis Park – Conceptual 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. Public input is expected by the end of January.**

6. **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 is 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 will commence Spring.**

7. **St. Denis Existing Conditions Assessment and Conceptual Renovations**

This project relates to the review of the portion of St. Denis Elementary School that the Borough utilizes for its recreation program. This consists of the gymnasium, kitchenette areas, two classroom areas, storage areas, men's and women's bathroom, and a common welcome area that connects all the previously mentioned areas. Our project will review the above mentioned existing areas of St. Denis Elementary School and how the Borough can upgrade each component to develop an updated community center based on current needs and wants. We understand that the Borough has developed a needs and wants list in the past through various public meetings and surveys. This list has been created from the various groups of end users this facility will benefit. Our intention is to confirm that the list is still accurate, and develop a program that benefits each of the user groups.

**Status:** A proposal was authorized on March 15, 2021. Site visits to conduct the existing assessment occurred in late April and the report was submitted to the Borough in late May. A meeting between the Borough and our team occurred in June. CED has provided the Borough with some estimates of probable renovations in July. A meeting took place with Borough

officials and St. Denis in August. The Borough is waiting further direction from St. Denis. **This project is on hold.**

8. **Pearce Court Water Main Improvements**

This project relates to the replacement of the existing water main along Pearce Court from Ocean Boulevard to Rodgers Avenue. The scope of our design includes full replacement of the existing water main and replacement of associated water service connections. Upon the completion of the water main replacement, the trench will be temporarily restored to the surface for a period of 30-60 days to allow for settlement. Thereafter, the Contractor will be required to mill and overlay the entire roadway. Other site improvements will include the restoration of driveways, sidewalk, pavers, and site restoration as required based on the water main replacement.

**Status:** A proposal was authorized in July of 2021. **This project is on hold.**

9. **2022 Annual On-Call Water Utility Service Repairs**

This project will consist of our team developing contract specifications that will be prepared and include Notice to Bidders, Form of Bid Proposal, Form of Bid Bond, Contract, Labor and Materials, Payment Bond, Performance Bond, Instructions to Bidders, General Conditions, Special Provisions and detailed Technical Specification Sections. The contract documents will provide a description of typical repairs, emergency repairs, and method of payment for the various classifications of contractor costs. We will coordinate with the Borough to discuss the proposed work, recent history of emergency repairs required and specific requirements to be proposed into the contract documents. Once the Borough is satisfied with the Contract Documents, we will proceed to advertisement of the project.

**Status:** A proposal was authorized in December of 2022. **This project is in design.**

## **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 is being 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) is 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. An official award letter is forthcoming.

**5. 2022 Monmouth County CDBG**

An application, due July 23, 2021 will be 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.

## 7. Department of Defense (DoD)'s REPI Program

The Readiness and Environmental Protection Integration (REPI) program provides funding to projects impacting military installations. The proposed project is for the Stockton Lake bulkhead and living shoreline project. In consultation with the National Guard Training Center in Sea Girt, a pre-application was submitted on November 22, 2021. The Borough should be notified by December 20, 2021 if the project is selected to submit a full proposal, which would be due in March 2022.

**Status:** Our office is coordinating with Monmouth University to team on submitting a full proposal to the grant program with a deadline of March 21, 2022.

JJR/KH/sab

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**BOROUGH OF MANASQUAN  
RESOLUTION  
39-2022**

**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: BIG BROTHERS/BIG SISTERS OF MONMOUTH CTY  
305 BOND STREET 2<sup>nd</sup> Floor  
ASBURY PARK, NJ 07712

AMOUNT OF REFUND DUE: \$400.00

REASON FOR REFUND: Beach Use Security

**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 7, 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  
40-2022**

**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 7<sup>th</sup> 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	\$11.10

**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 7, 2022.

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

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

**BOROUGH OF MANASQUAN  
RESOLUTION  
41-2022**

**WHEREAS**, the Borough of Manasquan’s Personnel Policy #33 “Leave Policy” requires approval from the Mayor and Council for vacation carry over for Department Heads, and

**WHEREAS**, the Department Heads have the following 2021 vacation days and are requesting to carry them over to 2022 as permitted by policy and approval by the Mayor and Council:

Tom Flarity	18 Days
Barbara Ilaria	18.5 Days
Marie Higgins	28 Days
Frank DiRoma	11 Days 3.5 Hours
Amy Spera	10 Days 6 Hours
Erik Ertle	0 Day
Michael Bauer	0 Days

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Manasquan authorize the carry over of the unused 2021 vacation days to 2022 as per Borough Policy.

**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 7, 2022 meeting.

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

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ON CONSENT AGENDA ___ YES ___ NO						

**BOROUGH OF MANASQUAN  
RESOLUTION  
42-2022**

**WHEREAS**, the Borough of Manasquan is desirous of appointing Manasquan Recreation Referees for the 2022 Recreation Manasquan Bidy Basketball Program; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, on this 7<sup>th</sup> day of February, 2022 appoint the following to work during 2022 Recreation winter season:

Biddy Basketball

Referees

Thomas J. Reichey	\$55.00 per game
Matthew Lisk	\$55.00 per game
Timothy Howell	\$55.00 per game

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 7, 2022.

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

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

**BOROUGH OF MANASQUAN  
RESOLUTION  
43-2022**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Manasquan, in the County of Monmouth, accepts the resignation of Nicholas Romagnolo from the position of Special Law Enforcement Officer II from the Manasquan Police Department effective January 10, 2022.

**CERTIFICATION**

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing resolution was adopted by the Borough Council at the February 7, 2022 meeting.

\_\_\_\_\_  
BARBARA I LARIA, RMC, CMC  
Municipal Clerk

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
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ON CONSENT AGENDA ____ YES ____ NO						

**BOROUGH OF MANASQUAN  
RESOLUTION  
44-2022**

**BE IT RESOLVED** that the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, has authorized that the pensionable base salaries of the below listed employees as a result of agreements between Department Heads and the Borough of Manasquan for the calendar Year 2022 Effective January 1, 2022;

**Borough of Manasquan Department Heads**  
**Annual Pensionable Base Salaries**

Position	2022 Salary
Thomas Flarity, Administrator*	\$130,000.00
Barbara Ilaria, Municipal Clerk, Interim Planning Board Secretary	\$ 109,729.62
Amy Spera, CFO/QPA, Deputy Administrator, CFO Sea Girt (shared service)	146,438.38
Frank DiRoma, Code Enforcement Supervisor, Construction Inspector, ADA Coordinator	\$ 115,271.80
Michael Bauer, Police Chief	\$180,264.55
Fallon Barcheski, Tax Collector	\$ 76,500.00
Robyn Palughi, Tax Assessor	\$ 29,258.14
Christopher Tucker, HazMat	\$53.06 per hr.
Christopher Tucker, Office of Emergency Management	\$ 3,183.62

\*Indicates a non-pensionable salary

**WHEREAS**, the schedule above reflects the annual salaries for each of the employees 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, be and is hereby authorized to sign the following Letters of Intent for the calendar year of 2022, which copies are 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 February 7, 2022 meeting.

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

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



**BOROUGH OF MANASQUAN  
RESOLUTION  
45-2021**

**WHEREAS**, the Borough Council of the Borough of Manasquan, County of Monmouth, New Jersey created a Manasquan Citizen Advisory Committee (MCAC) on June 5, 2017 by resolution to promote and facilitate a culture of non-political citizen involvement in government and to provide non-binding strategic advice and specific feedback to the Manasquan Governing Body on issues facing the Borough; and

**WHEREAS**, members of the MCAC shall meet the following requirements:

1. A registered voter in the Borough of Manasquan.
2. Full-time resident of the Borough for a minimum period of one (1) year.
3. Members shall be appointed to three (3) year terms as their seats become vacant.
4. No member shall serve more than one term consecutively but may serve after an absence of no less than one (1) year.
5. The Governing body shall appoint members to serve terms at the reorganization meeting or any regularly scheduled meeting of the Governing Body; and

**WHEREAS**, appointment of members to the MCAC shall be as follows:

1. Any member of the Governing Body may nominate an individual.
2. A second nomination shall be required for the nomination.
3. Appointment of members of the MCAC shall be made by a majority vote of the Governing Body at the annual reorganization or any regularly scheduled public meeting; and

**WHEREAS**, the administration of the MCAC shall be as follows:

1. The Governing Body shall appoint members of the Borough Council to serve as Chairperson and Vice Chairperson of the MCAC until the next reorganization meeting of the Borough.
2. The Chairman shall be responsible for setting the agenda and shall preside over the meetings of the MCAC. The Vice Chairman shall assume these duties in the absence of the Chairman.
3. The MCAC shall include a maximum of 12 members (not including the Chairperson and Vice Chairperson).
4. The Governing Body shall designate the members of the MCAC at the annual reorganization meeting of the Borough or any regularly scheduled public meeting; and

**WHEREAS**, the budget of the MCAC will be as follows:

1. There shall be no budget for the MCAC

**WHEREAS**, the meeting agendas for the MCAC shall be conveyed as follows:

1. The agenda for the meetings shall be prepared by the Chairperson or Vice Chairperson or their designee at least one day prior to the regularly scheduled MCAC meetings.

**NOW THEREFORE BE IT RESOLVED**, that the Mayor and Council of the Borough of Manasquan do hereby update and continue the Manasquan Citizen Advisory Committee (MCAC) as set forth above.

**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 meeting held on February 7, 2022.

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BARBARA ILARIA, RMC, CMC  
Municipal Clerk

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OLIVERA						
TRIGGIANO						
ON CONSENT AGENDA ____ YES ____ NO						

**BOROUGH OF MANASQUAN  
RESOLUTION  
46-2022**

**WHEREAS**, the Borough of Manasquan is desirous of hiring a Construction Inspector and an ADA Compliance Officer and the Borough Council of the Borough of Manasquan desires to appoint Frank DiRoma to these positions.

**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. Frank DiRoma is hereby appointed as follows:
  - a. Construction Inspector at a salary of \$20,000.00
  - b. ADA Compliance Officer at a salary of \$5,000
2. The effective date of this appointment is January 1, 2022.
3. That a certified copy of this resolution be forwarded to Frank DiRoma.

**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 7, 2022 meeting.

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

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

**BOROUGH OF MANASQUAN  
RESOLUTION  
47-2022**

**WHEREAS**, the Borough of Manasquan is need of a Water/Sewer Collector and the Borough Council of the Borough of Manasquan desires to appoint Amy Spera to this position.

**NOW, THEREFORE BE IT RESOLVED** on the 7<sup>th</sup> day of February, 2022 by the Borough Council of the Borough of Manasquan, in the County of Monmouth and State of New Jersey as follows:

1. Ms. Amy Spera is appointed as Water/Sewer Collector
2. The stipend for this position is \$12,000.00 annually.
3. The effective date of this appointment is January 1, 2022.
4. A certified copy of this resolution shall be sent to Amy Spera.

**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 7, 2022.

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

	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  
48-2022**

**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: BRIAN & CARLY HURLEY  
8 OLD SQUAN ROAD  
MANASQUAN, NJ 08736

REASON FOR REFUND: PLANNING BOARD ESCROW REFUND  
APPLICATION #36-2021  
8 OLD SQUAN ROAD  
BLOCK: 45.03 LOT: 54 ZONE: R-2  
AMOUNT OF REFUND DUE: \$626.25

NAME: JAYCEE & ELEANOR COSENTINO  
21 McGREEVEY DRIVE  
MANASQUAN, NJ 08736

REASON FOR REFUND: PLANNING BOARD ESCROW REFUND  
APPLICATION #40-2021  
21 McGREEVEY DRIVE  
BLOCK: 44.4 LOT: 6 ZONE: R-2  
AMOUNT OF REFUND DUE: \$768.00

NAME: GERALD ROTUNNO, JR. /COMMITTED PIG  
2 OVERLOOK LANE  
MENDHAM, NJ 07945

REASON FOR REFUND: PLANNING BOARD ESCROW REFUND  
APPLICATION #25-2021  
COMMITTED PIG  
165 MAIN STREET  
MANASQUAN, NJ 08736  
AMOUNT OF REFUND DUE: \$1474.75

NAME: STEPHEN SHALOM - FTHD 236 SECOND AVENUE LLC  
36 OLD FARM ROAD  
OAKHURST, NJ 07755

REASON FOR REFUND: SUBMITTED BOND NO. GM215437 IN  
THE AMOUNT OF \$14,218.00  
RETURN CASH BOND IN SAME AMOUNT  
APPLICATION 23-2021  
236 SECOND AVENUE  
MANASQUAN, NJ 08736  
AMOUNT OF REFUND DUE: \$14,218.00

NAME: MICHAEL HASKELL  
 113 MONROE ST. UNIT 3  
 HOBOKEN, NJ 07030

REASON FOR REFUND: PLANNING BOARD ESCROW REFUND  
 APPLICATION 45-2021 - WITHDRAWN  
 394 FIRST AVE. /395 BEACHFRONT  
 BLOCK 187 LOT 9 ZONE R-4  
 AMOUNT OF REFUND DUE: \$623.25

NAME: STEVEN SHALOM  
 36 OLD FARM ROAD  
 OAKHURST, NJ 07755

REASON FOR REFUND: PLANNING BOARD ESCROW REFUND  
 APPLICATION 33-2020  
 53 ROGERS AVE.  
 BLOCK 152 LOT 2.01 ZONE R-3  
 AMOUNT OF REFUND DUE: \$765.75

NAME: JOHN CASE-SQUAN TRANSPORTATION  
 PO BOX 195  
 MANASQUAN, NJ 08736

REASON FOR REFUND: PLANNING BOARD ESCROW REFUND  
 APPLICATION 25-2017  
 9 MOUNT LANE  
 BLOCK 82 LOT 56.01 ZONE B-3  
 AMOUNT OF REFUND: \$143.11

**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 7, 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  
49-2022**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE  
BOROUGH OF MANASQUAN, MONMOUTH COUNTY,  
NEW JERSEY, ADOPTING CYBER INCIDENT  
RESPONSE PLAN AND MASTER TECHNOLOGY  
POLICY**

**WHEREAS**, the Borough of Manasquan has submitted to the Municipal Excess Liability Joint Insurance Fund (MELJIF) documentation to obtain a Tier 3 Certification for Cyber Security; and

**WHEREAS**, part of the Cyber Security Certification requires that a Master Technology Policy as well as a Cyber Incident Response Plan be adopted by the Governing Body.

**NOW, THEREFORE, BE IT RESOLVED**, on this 7<sup>th</sup> day of February, 2022, by the Borough Council of the Borough of Manasquan, in the County of Monmouth and State of New Jersey that the Master Technology Policy and the Cyber Incident Response Plan be adopted by the Governing Body.

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 February 7, 2022.

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

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

**BOROUGH OF MANASQUAN  
RESOLUTION  
50-2022**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE  
BOROUGH OF MANASQUAN, MONMOUTH  
COUNTY, NEW JERSEY, SETTING INTERIM  
PLANNING BOARD CO-SECRETARY SALARIES**

**WHEREAS**, the Borough of Manasquan Planning Board appointed Nancy Acciavatti and Barbara Ilaria as Interim Planning Board Co-Secretaries (Recording and Corresponding) at their February 4, 2022 Reorganization meeting; and

**WHEREAS**, the Planning Board Secretary salary is set by the Borough of Manasquan Governing Body;

**NOW, THEREFORE BE IT RESOLVED** by the Borough Council of the Borough of Manasquan, County of Monmouth, New Jersey hereby approves the following salaries for the Interim Planning Board Co-Secretaries:

1. Barbara Ilaria at a rate of \$8,000 with an effective date of January 1, 2022
2. Nancy Acciavatti at a rate of \$7,500 with an effective date of January 1, 2022.
3. The above salary rates will be paid quarterly and will be pensionable.
4. A copy of this resolution shall be provided to Barbara Ilaria and Nancy Acciavatti.

**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 meeting held on February 7, 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  
51-2022**

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

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

**NAME:** Corelogic Centralized Refunds  
PO Box 9202  
Coppell, TX 75019-9760

**AMOUNT OF REFUND DUE:** \$3199.30

**REASON FOR REFUND:** **TAX OVERPAYMENT**  
Block 182.01 Lot 31  
Giordano, Raymond & Robyn L  
554 Tarpon Ave  
Manasquan, NJ 08736

**WHEREAS**, the Tax Collector has certified that the homeowner is entitled to the refund.

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

**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 7, 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  
52-2022**

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

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

**NAME:** Craig, Alexander J IV & Deborah A  
12 Potter Ave N  
Manasquan, NJ 08736

**AMOUNT OF REFUND DUE:** \$2,716.32

**REASON FOR REFUND:** **TAX OVERPAYMENT**  
Block 150 Lot 29  
Craig, Alexander J IV & Deborah A  
12 Potter Ave N  
Manasquan, NJ 08736

**WHEREAS**, the Tax Collector has certified that the homeowner is entitled to the refund.

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

**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 7, 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  
53-2022**

**BE IT RESOLVED**, that the Hon. Edward G. Donovan, Mayor of the Borough of Manasquan, be and is hereby authorized to sign the proposal for Improvements to the Brielle Road Bathroom with Herrmann Construction in the amount of \$41,089.50

**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 February 7, 2022 meeting.

\_\_\_\_\_  
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  
54-2022**

**BE IT RESOLVED**, that the Hon. Edward G. Donovan, Mayor of the Borough of Manasquan, be and is hereby authorized to sign the proposal for Improvements to the Ocean Avenue Bathroom with Herrmann Construction in the amount of \$39,962.50

**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 February 7, 2022 meeting.

\_\_\_\_\_  
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  
55-2022**

**WHEREAS**, pursuant to N.J.S.A. 54:4-8.10 et seq. Two hundred fifty dollars (\$250) may be deducted each year from taxes due on the real or personal property of qualified active duty veterans of their unmarried surviving spouses; and

**WHEREAS**, 2022 property taxes based on the assessment listed in the 2022 Tax Duplicate, are to be deducted \$250.00.

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

**WHEREAS**, the Tax Collector shall be and is hereby authorized to deduct 2022 property taxes \$250.00, as he/she is a veteran as per NJ Statute 54:4-8.10 et seq.

**NAME:**                      Sims, Thomas M & Linda  
   151 Second Avenue  
   Manasquan, NJ 08736

**WHEREAS**, the Tax Collector has certified that the homeowner is entitled to the refund.

**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 7, 2021 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  
56-2022**

**WHEREAS**, N.J.S.A. 40A:11-5 (1) (a) (1) permits the governing body to award a professional services contract without publicly advertising for bids and bidding therefor; and

**WHEREAS**, the borough council has determined that there is a need for professional services during the 2022 calendar year; and

**WHEREAS**, the borough council has determined to provide the need to acquire these professional services as a non-fair and open contract pursuant to the provisions of N. J. S. A. 19:44A-20.5; and

**WHEREAS**, the chief financial officer of the municipality has determined and certified in writing that the value of these professional services will not exceed \$44,000; and

**WHEREAS**, the anticipated term of these contracts are one year starting January 2, 2022 to December 31, 2022; and

**WHEREAS**, the following professional service provider for Safety Coordinator has or will submit contracts to be reviewed for completeness and approval by the borough attorney indicating that they will provide their services for the agreed upon rate(s) that are contained in their contracts that are on file in the Clerk's Office.

**Safety Coordinator**

Tri-State Safety Solutions  
1044 Lacey Road, Suite 8  
Forked River, NJ 08731

This appointment is made pursuant to N. J. S. 2B:12-1 et seq.

**WHEREAS**, a certification as to the availability of funds executed by the chief financial officer is attached to this resolution pursuant to the provisions of N. J. A. C. 5:30-5-4;

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, on this 7<sup>th</sup> day of February 2022 as follows:

1. The Business Disclosure Entity Certification of these professionals and the Determination of Value Certification of the chief financial officer shall be filed in the office of the municipal clerk, and shall be available for public inspection.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute a contract with this professional to provide professional service to the municipality for the period of January 1, 2022 to December 31, 2022 year at the agreed upon rate that is contained in the contract/proposal on file in the Clerk's Office.
3. A notice stating the nature, duration, service and the amount of this contract shall be published in the Coast Star and this resolution shall be maintained on file and available for the public inspection in the office of the municipal clerk.
4. A certified copy of this resolution shall be sent to the professional included in this resolution.

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 7, 2022 meeting.

\_\_\_\_\_  
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 Municipal treasurer.

\_\_\_\_\_  
MARK G. KITRICK,  
Borough Attorney

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 7<sup>th</sup> 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:

Tri-State Safety Solutions

- 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 Municipal Financial Officer

**CERTIFICATION OF  
CHIEF MUNICIPAL FINANCIAL OFFICER  
OF BOROUGH OF MANASQUAN**

I CERTIFY, pursuant to the provisions of the “New Jersey Local unit Pay-to-Play Law” (N.J.S. A. 19:44A-20.4 et seq.) that the value of the contract to be awarded for the aforementioned Professional Services for the 2022 calendar year will not exceed \$44,000.00

BOROUGH OF MANASQUAN

Dated: February 7, 2022

\_\_\_\_\_  
AMY SPERA, CERTIFIED MUNICIPAL  
FINANCIAL OFFICER

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

**BOROUGH OF MANASQUAN  
RESOLUTION  
57-2022**

**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: LADACIN NETWORK INC.  
1703 KNEELEY BLVD  
WANAMASSA, NJ 07712

AMOUNT OF REFUND DUE: \$400.00

REASON FOR REFUND: Beach Security Return-Plunge

**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 7, 2022 meeting.

\_\_\_\_\_  
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  
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 7, 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  
59-2022**

**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	\$264,889.13
Current Capital Fund	\$17,632.50
Water/Sewer Fund	\$163,746.64
Beach Utility Fund	\$7,522.00
Beach Capital	\$2,723.22
Recreation Building Trust	\$5,985.74
Recreation Trust	\$33,565.43
Reserve For Open Space	\$15,979.69
Miscellaneous Trust Fund I	\$2,800.00
Affordable Housing	\$120.00
Developers Escrow	\$4,177.00

**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 7, 2022.

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

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

**BOROUGH OF MANASQUAN  
ORDINANCE NO. 2366-22**

**ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 2 (ADMINISTRATION) SECTION 2-5.20 STANDING COMMITTEES DESIGNATED AND SECTIONS 2-5.21 CHAIRMAN; 2-5.26 ADMINISTRATION AND FINANCE COMMITTEE, SECTION 2-5.27 BEACH AND RECREATION COMMITTEE, SECTION 2-5.28 CODE AND LAND USE COMMITTEE, 2-5.29 PUBLIC SAFETY AND TRAFFIC COMMITTEE, 2-5.30 PUBLIC WORKS AND CONSTRUCTION COMMITTEE AND SECTION 2-5.31 (RESERVED)**

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

**SECTION 1:** Chapter 2 entitled Administration of the Revised General Ordinances of the Borough of Manasquan and Section 2-5.20 entitled Standing Committees is amended and shall read as follows:

**2-5.20 Standing Committees Designated**

The following standing committees of the Council, consisting of three (3) council members each shall be appointed as follows.

- a. Administration & Finance
- b. Beach
- c. Code & Land Use
- d. Public Safety
- e. Public Works & Construction
- f. Recreation

**SECTION 2:** Chapter 2 entitled Administration of the Revised General Ordinances of the Borough of Manasquan and Section 2-5.21 entitled Chairman is amended and shall read as follows:

**2-5.21 Chairman**

Each Councilperson shall be Chairman of a least one of the Standing Committees named in subsection 2-5.26 through 2-5.31, and a member of not less than two others.

**SECTION 3:** Chapter 2 entitled Administration of the Revised General Ordinances of the Borough of Manasquan and Sections 2-5.26 Administration and Finance Committee, Section 2-5.27 Beach and Recreation Committee, Section 2-5.28 Code and Land Use Committee, Section 2-5.29 Public Safety and Traffic Committee, Section 2-5.30 Public Works and Construction Committee, and Section 2-5.31(Reserved) is amended and shall read as follows:

**2-5.26 Administration & Finance Committee**

The Administration & Finance Committee shall have primary responsibility for the following described activities and matters:

- a. Office of the Administrator
  - o Contract Negotiations
  - o Personnel
  - o Council on Affordable Housing
- b. Office of the Borough Clerk
  - o Municipal Docks and Dock Operations
  - o Utilities
  - o Borough Communications

- c. Department of Finance
  - Grants not covered by other committees
- d. Chairperson of Committee or their designee shall be the Council liaison to the:
  - Cable TV Advisory Committee
  - Chamber of Commerce
  - Manasquan Board of Education
  - Manasquan Library

#### **2-5.27 Beach Committee**

The Beach Committee shall have primary responsibility for the following described activities and matters:

- a. Beach Utility
- b. Chairperson of Committee or their designee shall be the Council liaison to the:
  - a. Tourism Commission

#### **2-5.28 Code & Land Use Committee**

The Code & Land Use Committee shall have primary responsibility for the following described activities and matters:

- a. Code Enforcement Department
- b. Zoning Office
- c. Construction Office
- d. Planning and Zoning
- e. Land Use
- f. Chairperson of Committee or their designee shall be the Council liaison to the:
  - a. Planning Board
  - b. Construction Board of Appeals

#### **2-5.29 Public Safety Committee**

The Public Safety Committee shall have primary responsibility for the following described activities and matters:

- a. Municipal Court
- b. Police Department
- c. Office of Emergency Management
- d. Public Health and Drug Awareness and Prevention
- e. Pedestrian, Bicycle, and Vehicular Traffic Planning
- f. Chairperson of Committee or his designee shall be the liaison to the:
  - a. Fire District
  - b. First Aid Squad
  - c. Office of Emergency Management
  - d. Shore Community Alliance

#### **2-5.30 Public Works & Construction Committee**

The Public Works & Construction Committee shall have primary responsibility for the following described activities and matters:

- a. Department of Public Works
- b. Water & Sewer Department and Utility
- c. Buildings and Grounds Maintenance
- d. Sanitation and Recycling
- e. Street Lighting
- f. Chairperson of Committee or his designee shall be the liaison to the:
  - a. Sea Lavender Garden Club

- b. Shade Tree Commission

**2-5.31 Recreation Committee**

The Recreation Committee shall have primary responsibility for the following described activities and matters:

- a. Recreation Department
- b. Chairperson of Committee or their designee shall be the liaison to the:
  - a. Open Space Committee
  - b. Environmental Commission
  - c. Volunteer Recreation Committee

**NOTICE**

PUBLIC NOTICE IS HEREBY GIVEN that Ordinance No. 2366-22 was introduced at a meeting of the Mayor and Borough Council of Manasquan on the 18<sup>th</sup> day of January 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 7<sup>th</sup> day of February 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 [bilaria@manasquan-nj.gov](mailto:bilaria@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

MARK G. KITRICK, ESQ.  
Municipal Attorney  
2329 Route 34 South  
Suite 104  
Manasquan, NJ 08736

**STATEMENT**

This ordinance published herewith has been finally adopted on February 7, 2022 and the twenty (20) day period of limitation within which a suit, action or proceeding questioning the validity of such ordinance can be commenced, as provided by law, has begun to run from the date of the first publication of said statement.

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BARBARA ILARIA, RMC, CMC  
Municipal Clerk

Passed on First Reading and Introduction: January 18, 2022  
Approved on Second Reading and Final Reading: February 7, 2022

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EDWARD G. DONOVAN  
Mayor