

# MEETING MINUTES

## TOWNSHIP OF OCEAN COUNTY OF OCEAN BUSINESS MEETING November 8, 2018

### Call to Order

ROLL CALL: BAULDERSTONE  X  LOPARO  X  COLLAMER  X

### Flag Salute

**STATEMENT:** Pursuant to the provisions of the New Jersey Open Public Meeting Act, adequate notice of this meeting was properly provided by sending a copy of the Notice of Meeting to two newspapers, The Asbury Park Press and the Press of Atlantic City. The Notice was posted at the office of the Township Clerk.

The Township Committee observed a moment of silence for Veterans Day.

### Presentation

#### Presentation of WW1 Ocean Township Service Flag

Ocean County Freeholder Ginny Haines discussed it is a pleasure to be here this evening to present the WW1 Ocean Township Service Flag on behalf of Freeholder Deputy Director John C. Bartlett and the entire Ocean County Board of Freeholders. The flag commemorates 100 anniversary of World War 1 (WW1). The flag is one of twenty-eight, as at that time, there were only 28 towns in Ocean County. The flag was created by hand by members of the Seaport Stitchers Guild of Tuckerton, recognizing those of Ocean County that served this country during WW1. The flag lists 39, which is the number of individuals from Waretown that went to WW1. On the top are the three Waretown residents that perished during the war. There were more than 2,400 citizens from Ocean County that went to WW1. Freeholder Bartlett started this flag presentation before becoming ill. Freeholder Bartlett wanted to make sure all the towns received the flags.

Freeholder Haines introduced presenters of the flag to the Township of Ocean County Sheriff Michael Mastronardy; Mary J. Bavais, Assistant Director of Ocean County Parks and Recreation; Tim Hart and Nick Woods, Ocean County Cultural and Heritage Commission; Donna Flynn, Director of the Ocean County Public Information Division. Please keep Freeholder Bartlett and his family in your prayers to give them comfort and wish him well.

Mayor Collamer thanked Freeholder Haines. It is an honor to display the flag.

## **Committee Reports**

### Mayor – Dan Collamer

Ordinance 2018-15 – Second Reading – Public Hearing. Tonight is the public hearing on this ordinance that amends the Township code with respect to connection fees for water and sewer usage in accordance with the recently enacted law. This law requires municipalities to provide a reduction regarding the amount of connection fees for affordable housing units, as well as requiring other changes.

Ordinance 2018-19 – 1st Reading – Title Only. This ordinance being introduced this evening is for the approval of a Redevelopment Project. The project was heard at the Redevelopment Meeting on September 25, 2018 and was approved. It is for the building on the corner of Route 9 and Clearwater Drive. The project will be a complete overhaul of the property and the building. The property behind the project will be combined into one lot. The sidewalk will be brought over from the CVS to Clearwater Drive with streetscape. The ordinance along with the plan will be given to the Planning Board for their review. The Planning Board will review the site plan. Upon approval from the Planning Board, the Township Committee will list the ordinance for second reading, public hearing for the December 13<sup>th</sup> meeting.

Ordinance 2018-20 – 1st Reading – Title Only. This ordinance is being introduced tonight to be in compliance with New Jersey State Law. When a Township shares a Construction Official and Subcode Officials, their fee schedule must be the same. The Township is not in compliance with the law and is now rectifying this situation.

Ordinance 2018-21 – 1st Reading – Title Only. This ordinance is being introduced tonight regarding construction and repair of bulkheads. There have been discussions regarding bulkheads and permitting. During my time on the Township Committee, this matter has been brought to my attention on several occasions. Bulkheads do not fall under the UCC Code. These changes are being made to continue with compliance for permits of bulkheads and efficiency within in the process.

Resolution 2018-286 & 287 – Department of Public Works. These resolutions authorize the purchase of vehicles for the Department of Public Works. The vehicles were in the 2017 and 2018 capital budget. The Ford F-450, Mason Dump will be replacing 2003 Ford F-450 Mason dump, which is continually being repaired and now needs a fuel tank. Once the new mason dump is delivered, the 2003 will be sold on GovDeals. The new truck will come complete with a salt spreader and snow plow.

The Excavator/Track Hoe will be replacing the 2005 Terex backhoe that was sold at auction on GovDeals for \$15,000. The new machine will assist the Department of Public Works to work more efficiently and safely.

These items are not being bonded and will not affect the budget for next year, as they have been placed in the Capital Budget for 2017 and 2018. They are being purchased off the State Contract and received Cooperative pricing. These items are necessary to have a safe and efficient workforce.

In 2018 the Department of Public Works has sold items on GovDeals for \$17,578.00.

Resolution 2018-291, 292, 293, and 294. These resolutions authorize a lien being placed on the properties for failure to abate property violations, when all other actions have been exhausted by Code Enforcement. The Department of Public Works does the clean up and the Township assesses that cost to the property.

Resolution 2018-295. This resolution authorizes the purchase of a Brush Chipper for the Department of Public Works. This will assist in the efficient pick up of brush throughout the Township. The employees will be able to chip the brush into a truck on site. Now the Township picks up brush and drives it to Manahawkin for disposal. This will assist after storms to remove brush. In March this year there was a storm and the amount of brush took almost 3–4 weeks to clean up.

NJ Department of Transportation – Roadway Improvement Program – Sheridan Street, Illinois Avenue, Adriatic Avenue and portions of Michigan Avenue, Kennedy Drive and Lincoln Drive. The contractor is wrapping up drainage work on Sheridan Street this week and will be proceeding with drainage work on Illinois Avenue next week. T&M Associates has discussed the paving schedule with the contractor and the Township. The paving of the roadway will be in the spring in order to allow more settlement time of the trenches.

#### Deputy Mayor – Ben LoParo

Ordinance 2018-16 – Second Reading – Public Hearing. This ordinance establishes the procedure for promotions for the Position of Sergeant and above, not including Chief of Police. Last year the Township interviewed for a new chief of police using a new procedure that involved the New Jersey Chief’s Association. The Township Committee found the process supportive and fair. At this time, the Township Committee will be using the same process when making Superior Officer Promotions in the future. This will be adopted by ordinance and placed in the Township Code Book. An updated procedure is also required for the Accreditation of the Police Department.

Resolution 2018-281, 282 and 283. These resolutions approve a Shared Service Agreement with the Ocean County Prosecutor’s Office. The Shared Service Agreements are for Driving While Intoxicated, Drug Recognition Expert and “Move Over” Law Enforcement Programs. Officers will be paid from the SEI/DRE/”Move Over” grant program.

Resolution 2018-285. This resolution is to replace a 2001 Ford Expedition. It became cost prohibitive to keep within the motor pool. The car was sold along with a 2009 Dodge Durango and a 2006 Crown Victoria on GovDeals for a total \$1,508.00. Each vehicle had over 100,000 miles on their engines. This money will assist in the purchase of the Ford Eco Sport for the Police Department. These are necessary items to have an efficient police force.

Resolution 2018-288. This resolution authorizes the hiring of a Dispatcher. A dispatcher has resigned and Melissa Zafonte has been interviewed and passed the background check. The Township looks forward to having her start training in dispatch on November 12, 2018.

Police Department. The Halloween Moonwalk was on October 20<sup>th</sup>. It was a great success. The Community came out for this great trick-or-treating event. I would like to thank all who came out to participate in the event - The Police Department, Town Hall, Volunteer Fire Department, Waretown Volunteer First Aid, CERT, and the Ocean County Sherriff’s Public Safety Cadets for participating in this Community Event.

The Township Municipal Alliance Food & Toy Drive has started. The boxes are placed at Town Hall, Police Department, Waretown Branch of the Ocean County Library, Greenbriar Oceanaire and the Waretown ShopRite. If you would like to be added as a drop off site, please contact Town Hall or Recreation.

There are still tickets available for the November 11<sup>th</sup> Jets game, \$25 per person. Tickets only. Transportation is not provided.

#### Committeeman – Ken Boulderstone

Ordinance 2018-17 – Second Reading – Public Hearing. New Jersey state law requires that each municipality have a salary ordinance. The salary ordinance only establishes a range for a salary for positions in the Township. This ordinance is updated every 5–7 years.

Ordinance 2018-18 – Second Reading – Public Hearing. This ordinance adopts a table of organization for the employees of the Township of Ocean other than the Township’s Police Department. The Police Department has a separate organizational chart that was adopted in September this year.

Resolution 2018-284. This resolution authorizes the Township Clerk to advertise and Request for Proposals for IT (Information Technology) services for the Township of Ocean. These services would commence in 2019. The proposals are being solicited through a “Fair and Open Process”.

Resolution 2018-289 & 290. This resolution authorizes the Tax Collector to refund overpayments as required by state law.

Resolution 2018-296. This resolution authorizes appropriation transfers within the 2018 Budget. As per New Jersey State Law, transfers are allowed during the last two months of the year.

Volunteer Way Update. The Township authorized T&M Associates to proceed with a new permit. T&M has the certified property owners list, and will be completing the required noticing. The application will be submitted to the Township for signature and permitting fees.

20<sup>th</sup> Annual Haunted Hayride at the Waretown Lake. This community event is a fundraiser for the Founders Day’s Event and The Waretown Volunteer Fire Company. The total number of riders for 2018 was 3,623. I would like to thank all the volunteers who assist in making this a successful community event. The Special Events Committee, Waretown Volunteer Fire Company, Ocean Township Police Department, Waretown First Aid, Department of Public Works, CERT Members, Residents and Skit Members. Without all of these people the event would not be successful. I would also like to thank all of the local organizations and businesses who donate financially to assist with the prizes and purchasing of items for the event.

Committeeman Baulderstone discussed several flyers were distributed by the Democratic candidate in the newspaper sleeves of Greenbriar Oceanaire residents. These flyers alleged corruption by this Township by awarding contracts to professionals who made contributions to the campaign funds of the members of this Committee. I cannot speak for the other members of this Committee, but I want the citizens of the Township to know that I do not know the names of any contributors or the amounts that are contributed. All contributions that were made were legal and lawfully reported by Aaron Shapiro, Treasurer of my campaign. My agreement to the selection of all professionals is 100% based on my assessment of them to most efficiently and effectively perform the responsibilities of the function and is in no way influenced by any political contribution or any other factor.

Deputy Mayor LoParo discussed he agrees with Committeeman Baulderstone about the contributions.

Mayor Collamer discussed he also agrees. Never has there been a decision on my part that had any bearing on who or what had been contributed.

- Administrator/Municipal Clerk Diane Ambrosio – Best Practices  
– Discussion Best Practice Inventory

Since 2010 all local governments in the state of New Jersey are required to complete and publicly discuss the best practice worksheet in order to receive 100% of the state aid. A copy of the Best Practice worksheets have been provided to the Township Committee for their review.

For the Township of Ocean for Calendar Year 2016, and Fiscal Year 2017 Budgets the amount of state aid was \$606,801. The results of that worksheet or questionnaire will be the determination of whether or not the Township receives 100% of the state aid.

Since 2010 the Township has been successful in answering the worksheets regarding best practices in order to obtain the 100% of state aid. The Township Committee is pleased to report that once again the Township of Ocean has accomplished the goal of answering enough questions affirmatively to receive 100% of the state aid.

To comply with Local Finance Law and Local Finance Notice 2018-26, the Township needs to discuss the elements of the worksheet in order to fully comply and fulfill the requirements mandated by the state.

The worksheets this year consisted of 61 scored questions and 30 which are new questions that are broken down into several categories. The questions change from year to year. The items discussed in this year's Best Practices worksheets refer to General Management, Finance, Audit, Purchasing, Budget Preparation and Presentation, Health Insurance, and Shared Services.

A sample of the questions is whether the Township maintains an updated website that includes posting of meeting dates, minutes, RFP's, adopted budget, annual financial statement and audits.

This Township works on keeping the website up to date with all meetings scheduled within the town and all documentation required. The state requires a minimum of 3 years to be posted. At this time the meeting Minutes and Agendas are posted from 2008 to current. The budget, Audits and Financial Statements are on the website from 2010 to current.

**PUBLIC PORTION:**

**Motion to open Public Comment** was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.

Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

No comment from the public.

**Motion to close Public Comment** was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.

Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

**Approval of Meeting Minutes:** September 13<sup>th</sup>, September 27<sup>th</sup> and October 11<sup>th</sup> 2018  
Motion to approve was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.  
Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

**Resolution 2018-278** Payment of Claims – as presented to the Township Committee for payment thereof in the amount of \$2,342,618.14  
Motion to approve was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.  
Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

**Ordinance 2018-15 – Second Reading – Public Hearing**

Ordinance of the Township of Ocean, County of Ocean, State of New Jersey, amending and supplements Article 400 of the Township of Code, Entitled “Water and Sewer”

Motion to open Public Comment on Ordinance 2018-15 was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.

Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

No comment from the public.

Motion to close Public Comment on Ordinance 2018-15 was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.

Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

Motion to approve Ordinance 2018-15 was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.

Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

**Ordinance 2018-16 – Second Reading – Public Hearing**

Ordinance of the Township of Ocean, County of Ocean, State of New Jersey, Amending Chapter 61 of the Township Code of the Township of Ocean to Establish the Procedure for Promotions for Positions of Sergeant and Above, not Including Chief of Police

Motion to open Public Comment on Ordinance 2018-16 was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.

Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

No comment from the public.

Motion to close Public Comment on Ordinance 2018-16 was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.

Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

Motion to approve Ordinance 2018-16 was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.

Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

**Ordinance 2018-17 – Second Reading – Public Hearing**

Ordinance amending an ordinance entitled “An Ordinance fixing and determine the annual salaries and wages of certain officials and Township Employees, and setting forth an hourly rate for Temporary seasonal employees of the Township of Ocean, County of Ocean and State of New Jersey”

Motion to open Public Comment on Ordinance 2018-17 was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.

Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

No comment from the public.

Motion to close Public Comment on Ordinance 2018-17 was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.

Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

Motion to approve Ordinance 2018-17 was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.

Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

**Ordinance 2018-18 – Second Reading – Public Hearing**

Ordinance of the Township of Ocean County of Ocean, State of New Jersey, Establishing a Table of Organization for the Employees of the Township of Ocean other than the Township's Police Chart

Motion to open Public Comment on Ordinance 2018-18 was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.

Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

No comment from the public.

Motion to close Public Comment on Ordinance 2018-18 was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.

Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

Motion to approve Ordinance 2018-18 was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.

Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

**Ordinance 2018-19 – First Reading – Title Only**

Ordinance of the Township of Ocean, County of Ocean, State of New Jersey, adopting a site specific redevelopment Plan, Block 194, Lots 16, 17.01 & 17.02 in accordance with the New Jersey Redevelopment & Housing Law, N.J.S.A. 40A:12A-1 et. Seq.

Motion to approve Ordinance 2018-19 was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.

Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

**Ordinance 2018-20 – First Reading – Title Only**

ORDINANCE OF THE TOWNSHIP OF OCEAN, COUNTY OF OCEAN, STATE OF NEW JERSEY AMENDING CHAPTER 135-25 TO DELETE AND REPLACE THE PROVISIONS SET FORTH THERE WITH RESPECT TO FEES

Motion to approve Ordinance 2018-20 was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.

Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

**Ordinance 2018-21 – First Reading – Title Only**

ORDINANCE OF THE TOWNSHIP OF OCEAN, COUNTY OF OCEAN, STATE OF NEW JERSEY, DELETING AND REPLACING CHAPTER 135, ARTICLE IV "BULKHEAD CONSTRUCTION" OF THE TOWNSHIP CODE OF THE TOWNSHIP OF OCEAN, COUNTY OF OCEAN, STATE OF NEW JERSEY

Motion to approve Ordinance 2018-21 was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.

Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

**Consent Agenda**

**The below listed items are considered to be routine by the Township Committee of the Township of Ocean and will be enacted by one motion. There will be no formal discussion of these items. If discussion is desired, this item will be removed from the consent agenda and will be considered separately.**

- 2018-279 Resolution Proclaiming the Township Committee of the Township of Ocean, County of Ocean State of New Jersey, hereby requests you to join them in celebrating the Marine Corps. 243<sup>rd</sup> Birthday. Please make some time to appreciate these brave people who serve us every day.
- 2018-280 Resolution of the township of Ocean, County of Ocean, State of new Jersey recognizing the Month of November 2018 as National Caregiver month
- 2018-281 Resolution of the Township of Ocean, County of Ocean, State of New Jersey, Authorizing the Execution of Shared Services Agreement with the County of Ocean Pursuant to NJSA 40:8A-1 et.seq for the Prosecutor's Program "Move Over" Law Enforcement Program
- 2018-282 Resolution of the Township of Ocean, County of Ocean, State of New Jersey, Authorizing the Execution of Shared Services Agreement with the County of Ocean Pursuant to NJSA 40:8A-1 et.seq for the Prosecutor's Program Driving While Intoxicated Enforcement
- 2018-283 Resolution of the Township of Ocean, County of Ocean, State of New Jersey, Authorizing the Execution of Shared Services Agreement with the County of Ocean Pursuant to NJSA 40:8A-1 et.seq for the Prosecutor's Program Drug Recognition Expert Callout Program
- 2018-284 Resolution authorizing the Township Clerk to advertise Request for Proposals for Information Technology Services for the year 2019
- 2018-285 Resolution authorizing the purchase of 2019 Ford EcoSport State Contract total cost \$20,741.16
- 2018-286 Resolution authorizing the purchase of Ford F-450 including snow plow package State Contract total cost \$70,918.00
- 2018-287 Resolution authorizing the purchase of Excavator Machine – co-op purchase in the amount of \$70,690.39
- 2018-288 Resolution authorizing hiring Malysssa Zafonte as part-time dispatcher at \$13.00 per hour
- 2018-289 Resolution authorizing a refund of payment to 87 Pancoast Road in the amount of \$1,301.68
- 2018-290 Resolution authorizing the canceling of taxes and authorizing a refund to 110 Englewood Avenue for the totally disabled Veterans Tax Exemption for 2018
- 2018-291 Resolution authorizing a lien be placed on 201 Fifth Street for failure to abate violations in the amount of \$745.77
- 2018-292 Resolution authorizing a lien be placed on 311 Eighth Street for failure to abate violations in the amount of \$739.28

- 2018-293 Resolution authorizing a lien be placed on 175 Main Street for failure to abate violations in the amount of \$465.40
- 2018-294 Resolution authorizing a lien be placed on 121 Harborage Place for failure to abate violations in the amount of \$2,003.64

**Motion to approve Resolutions 2018-279 through 2017-294**

Motion to approve was moved by Deputy Mayor LoParo, seconded by Committeeman Boulderstone.  
Roll Call: Boulderstone: Yes, LoParo: Yes, Collamer: Yes

**Resolution 2018-295**

Resolution authorizing the purchase of Brush Chipper – co-op purchase in the amount of \$36,177.00

Motion to approve was moved by Deputy Mayor LoParo, seconded by Mayor Collamer.  
Roll Call: Boulderstone: No, LoParo: Yes, Collamer: Yes

**Resolution 2018-296**

Resolution authorizing appropriation transfer in the amount of \$168,200 and Water Sewer Utility in the amount of \$40,000

Motion to approve was moved by Deputy Mayor LoParo, seconded by Committeeman Boulderstone.  
Roll Call: Boulderstone: Yes, LoParo: Yes, Collamer: Yes

**Resolution 2018-297**

Resolution authorizing the Township Committee for Executive Session to discuss: Contracts and Litigation

Motion to approve was moved by Deputy Mayor LoParo, seconded by Committeeman Boulderstone.  
Roll Call: Boulderstone: Yes, LoParo: Yes, Collamer: Yes

**Motion to approve the below listed dates in 2018 & 2019 for the use of the Community Center, Waretown Memorial Recreation Park, Toumey Park and ballfield:**

1. Tony Carlone – November 18 & 24, 2018
2. Laura Allotta – November 17, 2018

**2019**

1. Twp of Ocean Recreation – Pound Class – Mondays 6:00 pm
2. Twp of Ocean Republican Club – last Tues of each Month
3. Waretown Thunder Softball Club – Field 1 Wednesday & Sunday 2019

Motion to approve was moved by Deputy Mayor LoParo, seconded by Committeeman Boulderstone.  
Roll Call: Boulderstone: Yes, LoParo: Yes, Collamer: Yes

Deputy Mayor LoParo congratulated Lydia Dodd on her victory. Lydia will be sitting up here next year.

**Motion to go into Executive Session:**

Motion to approve was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.  
Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

**Motion to go into Open Session:**

Motion to approve was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.  
Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

Motion to authorize the finalization of the negotiation for the former employee as discussed in the executive session was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.  
Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

**Next Scheduled Meetings**

December 13, 2018 – 7:00 pm – Regular Business Meeting

**Adjournment**

Motion to approve was moved by Deputy Mayor LoParo, seconded by Committeeman Baulderstone.  
Roll Call: Baulderstone: Yes, LoParo: Yes, Collamer: Yes

Signed and Submitted:

\_\_\_\_\_  
Diane B. Ambrosio, RMC  
Municipal Clerk

\_\_\_\_\_  
Date