



AGENDA
Borough of Union Beach
Thursday, December 17, 2015, 8:00 p.m.
Municipal Building- 650 Poole Ave.
Union Beach, NJ

CALL TO ORDER: Meeting called to order by Mayor Paul J. Smith, Jr. at _____ **P.M.**

ANNOUNCEMENT: By Mayor Paul J. Smith, Jr. of the Emergency Fire Exits.

SALUTE TO THE FLAG: Mayor Paul J. Smith, Jr.

MOMENT OF SILENCE: Ex Fire Chief Howard Klein's (Union Gardens) wife – Anne Desantis
Ex PD Employee Anne Boland's husband – Robert Boland

SUNSHINE LAW NOTICE: Announced by Clerk

Adequate notice has been given to the public and press on the date, time and place of this meeting, in accordance with P.L 1975, chapter 231, "open public meetings act."

ROLL CALL: Council Members

Mr. Perrella
Mr. Wicki
Ms. Roche
Mr. Williams
Mr. Andreuzzi
Mr. Cocuzza

Also Present:
Mayor Paul J. Smith, Jr.
John T. Lane, Jr. Attorney
Robert M. Howard, Jr., Municipal Administrator
Anne Marie Friscia, Municipal Clerk

APPROVAL OF MINUTES OF THE MEETING OF: November 23, 2015 Meeting
Motion moved by _____, seconded by _____ and approved by voice vote.

PRESENTATION OF COMMUNICATIONS; PETITIONS, ETC.:

CHANGING OF THE BADGES – DECEMBER 18TH – 7 P.M.
REORGANIZATION MEETING – JANUARY 3RD AT 1 P.M.

Motion moved by _____, seconded by _____ and approved by voice vote

PUBLIC HEARINGS ON ORDINANCES AND OTHER PUBLIC HEARINGS, ETC.:
(none)

REPORTS OF COMMITTEES AND DEPARTMENT HEADS:

Councilman Perrella

Councilman Wicki:

Councilwoman Roche:

Councilman Williams

Councilman Andreuzzi:

Councilman Cocuzza

Health, Education, Drug Alliance, & Recreation

Finance, Personnel and Administration

Emergency Svs. (Fire, OEM) American Legion & Seniors

Public Affairs, Library, Sp. Grants, Construction & Code Enforc.

EMS, Public Works & Building and Grounds

Public Safety (PD, Court) & Shared Services

Additions to Administrator's Report to the Governing Body

MEETING OPEN FOR PUBLIC DISCUSSION: December 17, 2015 Meeting

Meeting opens for Public Discussion at ____ p.m.

Meeting closes for Public Discussion at ____ p.m.

NEW BUSINESS AND INTRODUCTION OF ORDINANCES: (none)

RESOLUTIONS: December 17, 2015 MEETING:

RESOLUTION NO. 2015-194: Authorizing Budget Transfers to the 2015 Budget (to be provided by Finance Dept.)

RESOLUTION OFFERED BY _____ SECONDED _____ AND APPROVED BY THE FOLLOWING ROLL CALL VOTE:

Roll Call Vote:

Mr. Perrella _____ Mr. Wicki _____ Ms. Roche _____
Mr. Williams _____ Mr. Andreuzzi _____ Mr. Cocuzza _____

RESOLUTION NO. 2015-195: CY2016 Temporary Budget

WHEREAS, Section 40A:4-19 of Revised Statutes of the Local Budget Act provides that, where any contracts, commitments or payments are to be made prior to the adoption of the CY 2016 Budget, the Governing Body shall, by resolution adopted prior to January 31 of the calendar year, make temporary appropriations for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the total appropriation in the CY 2015 Budget, exclusive of any appropriations made for Interest and Debt Redemption Charges, Capital Improvement Fund, and for Public Assistance (Relief), is the sum of \$9,530,488.51 for the Current Fund, and

WHEREAS, twenty six and a quarter percent of the total Current Fund appropriation of the CY 2015 Budget exclusive of any appropriations made for Debt Service, Capital Improvement Fund and Public Assistance (Relief), is the sum of \$2,501,753.23 for the Current Fund.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Union Beach, County of Monmouth, that the following temporary appropriations be made to provide for the period between the beginning of the 2016 Calendar Year and the adoption of the CY 2016 Budget and that a certified copy of this Resolution be transmitted to the Chief Financial Officer for his records.

CURRENT FUND

GENERAL GOVERNMENT

Administrative and Executive:

Salaries and Wages:

Governing Body	\$9,000.00
Administrator's Office	24,000.00
Borough Clerk	21,500.00
Other Expenses	5,000.00
Other Supplies	17,500.00

Elections:

Salaries and Wages	100.00
Other Expenses	100.00

Financial Administration:

Salaries and Wages	13,000.00
Other Expenses	12,250.00

Assessment of Taxes:

Salaries and Wages	4,500.00
Other Expenses	100.00

Collection of Taxes:

Salaries and Wages	18,000.00
Other Expenses	3,000.00

Tax Sale Cost

Liquidation of Tax Title Liens and Foreclosed Property:

Other Expenses	50.00
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Legal Services and Costs:

Salaries and Wages	10,000.00
Other Expenses	15,000.00

Engineering Services and Costs:

Salaries and Wages	500.00
Other Expenses	7,500.00

Public Buildings and Grounds:

Salaries and Wages	85,000.00
Other Expenses	30,000.00

Parks and Playgrounds:

Other Expenses	1,000.00
Zoning/Planning Board:	
Salaries and Wages	2,000.00
Other Expenses	1,000.00
Borough Prosecutor:	
Salaries and Wages	7,000.00
Insurance:	
Insurance Waiver	1,500.00
Other Insurance	100,000.00
Workers Compensation	125,000.00
Group Insurance	150,000.00

PUBLIC SAFETY

Fire:	
Aid to Volunteer Companies	30,000.00
Fire Alarm	2,500.00
Hydrant Service	30,000.00
Police:	
Salaries and Wages	602,000.00
Other Expenses	25,000.00
Bayshore Task Force:	
Other Expenses	100.00
Emergency Management Services:	
Other Expenses	1,500.00
First Aid Organization:	
Contribution	10,000.00
Clothing Allowance	500.00

STREETS AND ROADS

Road Repair and Maintenance:	
Salaries and Wages	78,000.00
Other Expenses	26,000.00
Street Lighting	
Garbage and Trash Removal	55,000.00
Landfill Charges and Taxes	60,000.00
Recycling Costs:	
Salaries and Wages	19,000.00
Other Expenses	15,000.00

HEALTH AND WELFARE

Board of Health:	
Salaries and Wages	10,000.00
Other Expenses	1,000.00
Recreation and Education:	
Other Expenses	2,000.00
Drug Alliance:	
Other Expenses	250.00
Bayshore Senior Center:	
Other Expenses	2,500.00

STATE UNIFORM CONSTRUCTION CODE

Code Enforcement Officials:	
Salaries and Wages	45,000.00
Other Expenses	5,000.00
Code Enforcer:	
Salaries and Wages	6,000.00
Other Expenses	600.00

UNCLASSIFIED:

Electricity	45,000.00
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Gasoline	25,000.00
Heating Gas	7,000.00
Irrigation	3,000.00
Telephone	9,000.00
<u>STATUTORY EXPENDITURES</u>	
Contributions to:	
Social Security System (FICA)	87,003.23

OTHER OPERATIONS

Municipal Court:	
Salaries and Wages	20,000.00
Other Expenses	3,000.00
Public Defender:	
Salaries and Wages	1,200.00
Special Emergency Authorizations	600,000.00
Aid to Free Public Library	11,000.00
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<u>TOTAL CURRENT FUND</u>	<u><u>\$2,501,753.23</u></u>

CAPITAL IMPROVEMENTS

Capital Improvement Fund	<hr/>
	\$45,000.00
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<u>TOTAL CAPITAL IMPROVEMENTS</u>	<u><u>\$45,000.00</u></u>

DEBT SERVICE

Interest on Bonds	\$50,000.00
Payment of Bonds	315,000.00
Interest on Notes	80,000.00
Payment of Notes	95,000.00
Environmental Infrastructure Loan	30,000.00
Green Acres	20,000.00
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<u>TOTAL DEBT SERVICE</u>	<u><u>\$590,000.00</u></u>

RESOLUTION OFFERED BY _____ SECONDED _____ AND APPROVED BY THE FOLLOWING ROLL CALL VOTE:

Roll Call Vote:

Mr. Perrella _____ Mr. Wicki _____ Ms. Roche _____
 Mr. Williams _____ Mr. Andreuzzi _____ Mr. Cocuzza _____

RESOLUTION NO. 2015-196: CY2016 Temporary Sewer Utility Budget

WHEREAS, Section 40A:4-19 of Revised Statutes of the Local Budget Act provides that, where any contracts, commitments or payments are to be made prior to the adoption of the CY 2016 Sewer Utility Budget, the Governing Body shall, by resolution adopted prior to January 31 of the Calendar year, make temporary appropriations for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the total appropriation in the CY 2015 Sewer Utility Budget, exclusive of any appropriations made for Interest , Debt Redemption Charges and Capital Improvement Fund is the sum of \$912,000.00 for the Sewer Utility Fund, and

WHEREAS, twenty six and a quarter percent of the total Sewer Utility Fund appropriation

of the CY 2015 Budget exclusive of any appropriations made for Debt Service and Capital Improvement is the sum of \$239,400.00 for the Sewer Utility Fund.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Union Beach, County of Monmouth, that the following temporary appropriations be made to provide for the period between the beginning of the 2016 Calendar Year and the adoption of the CY 2016 Sewer Utility Budget and that a certified copy of this Resolution be transmitted to the Chief Financial Officer for his records.

SEWER UTILITY FUND	
<u>OPERATING</u>	
Salaries & Wages	\$10,000.00
Other Expenses	9,000.00
Sewer System Share of Costs:	
Bayshore Regional Sewerage Authority	217,400.00
<u>STATUTORY EXPENDITURES</u>	
Social Security System (O.A.S.I.)	3,000.00
TOTAL SEWER UTILITY FUND	\$239,400.00
<u>DEBT SERVICE</u>	
Interest on Notes	\$6,500.00
Payment of Bond Anticipation Notes	12,800.00
USDA Loan	56,900.00
	\$76,200.00

Roll Call Vote:

Mr. Perrella _____ Mr. Wicki _____ Ms. Roche _____
 Mr. Williams _____ Mr. Andreuzzi _____ Mr. Cocuzza _____

RESOLUTION NO. 2015-197: AUTHORIZING CHANGE ORDER NO. 1 & FINAL 2015 SANITARY SEWER TELEVISION INSPECTION, CLEANING, AND GROUT REPAIR PROGRAM

WHEREAS, the Borough of Union Beach in the County of Monmouth, State of New Jersey, has on February 19, 2015, authorized the awarding of a contract to **National Water Main Cleaning Company, 1806 Newark Turnpike, Kearney, NJ 07032** ; and,

WHEREAS, the Mayor and Council authorize Change Order No. 1 and Final to the contract awarded to **National Water Main Cleaning Company** in the amount of:

Original Contract Price:	\$116,085.00
Change Orders to Date:	\$ 3,066.60
Total Reductions	- \$24,957.14
Revised Contract Price of	\$ 94,194.45
Net Change in the Contract:	\$21, 890.55

Total Amount Due for Certificate No. 3 & final \$1,883.89 - Previous Payments 92,310.56

And,

WHEREAS, the Chief Financial Officer has certified in writing hereon that funds are available and the Municipal Attorney has reviewed the certification of the Chief Financial Officer and is satisfied that said certification is in proper form;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Union Beach, in the County of Monmouth, State of New Jersey, does hereby authorize the issuance of Change Order No. 1 to the contract with **National Water Main Cleaning Company;** and

BE IT FURTHER RESOLVED that the Finance Committee is authorized to sign said Change Order on behalf of the Borough.

RESOLUTION OFFERED BY _____ SECONDED _____ AND APPROVED BY THE FOLLOWING ROLL CALL VOTE:

Roll Call Vote:

Mr. Perrella _____ Mr. Wicki _____ Ms. Roche _____
Mr. Williams _____ Mr. Andreuzzi _____ Mr. Cocuzza _____

RESOLUTION NO. 2015-198: AUTHORIZING CHANGE ORDER NO. 1 & FINAL 2015 CAPITAL IMPROVEMENT PROGRAM

WHEREAS, the Borough of Union Beach in the County of Monmouth, State of New Jersey, has on May 28, 2015, authorized the awarding of a contract to **A Team Concrete, Inc. 104 George Street, South River, NJ 08882 ;** and,

WHEREAS, the Mayor and Council authorize Change Order No. 1 and Final to the contract awarded to A Team Concrete, Inc. the amount of:

Original Contract Price:	\$724,866
Change Orders to Date:	49,832.30
Total Reductions	47,306.94
Revised Contract Price of	\$727,391.36
Net Change in the Contract:	\$2,525.36

Total Amount Due for Certificate No. 5 & final \$33,328.56 - Previous Payments \$694,062.80

And,

WHEREAS, the Chief Financial Officer has certified in writing hereon that funds are available and the Municipal Attorney has reviewed the certification of the Chief Financial Officer and is satisfied that said certification is in proper form;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Union Beach, in the County of Monmouth, State of New Jersey, does hereby authorize the issuance of Change Order No. 1 to the contract with **A Team Concrete;** and

BE IT FURTHER RESOLVED that the Finance Committee is authorized to sign said Change Order on behalf of the Borough.

RESOLUTION OFFERED BY _____ SECONDED _____ AND APPROVED BY THE FOLLOWING ROLL CALL VOTE:

Roll Call Vote:

Mr. Perrella _____ Mr. Wicki _____ Ms. Roche _____
Mr. Williams _____ Mr. Andreuzzi _____ Mr. Cocuzza _____

RESOLUTION NO. 2015-199:

Authorizing Mayor to sign amended Deputy Clerk Contract on behalf of the Governing Body.

Be it Resolved, by the Mayor and Council of the Borough of Union Beach that:

The Employment Agreement with the Deputy Clerk has been amended to include the 457 Plan as offered to other contracted employees. This amendment will take effect immediately; and,

Be it Resolved, that the Mayor is hereby authorized to execute said agreement, attested to by the Borough Clerk on behalf of the Borough of Union Beach.

Be it Further Resolved, that the Clerk is directed to provide copies of the amended contract to the Personnel Committee, Finance Committee and Ms. Seney.

RESOLUTION OFFERED BY _____ SECONDED _____ AND APPROVED BY THE FOLLOWING ROLL CALL VOTE:

Roll Call Vote:

Mr. Perrella _____ Mr. Wicki _____ Ms. Roche _____
Mr. Williams _____ Mr. Andreuzzi _____ Mr. Cocuzza _____

RESOLUTION NO. 2015-200:

AUTHORIZING ENGINEER TO OBTAIN A FLOOD ELEVATION CERTIFICATE FOR THE MUNICIPAL BUILDING LOCATED AT 650 POOLE AVENUE, DPW BUILDINGS LOCATED AT 1400 FLORENCE AVENUE AND THE UNION BEACH MEMORIAL LIBRARY LOCATED AT 810 UNION AVENUE, UNION BEACH, NJ 07735

Be it Resolved, by the Mayor and Council of the Borough of Union Beach that:

The Mayor and Council hereby authorize the Borough Engineer, Edward G. Broberg, P.E. of T& M Associates to obtain a Flood Elevation Certificates for the following Borough owned properties:

**Municipal Building – 650 Poole Avenue, Union Beach
DPW Buildings – 1400 Florence Avenue, Union Beach
Union Beach Memorial Library – 810 Union Avenue, Union Beach**

This certification is necessary in order for the Borough to obtain Flood Insurance quotes on these buildings.

RESOLUTION OFFERED BY _____ SECONDED _____ AND APPROVED BY THE FOLLOWING ROLL CALL VOTE:

Roll Call Vote:

Mr. Perrella _____ Mr. Wicki _____ Ms. Roche _____
Mr. Williams _____ Mr. Andreuzzi _____ Mr. Cocuzza _____

APPROVAL OF VOUCHERS, AND PAYMENT OF BILLS:

RESOLUTION NO. 2015-201 _____ : Offered by Councilman Wicki
Approval of Vouchers/Purchase Orders /Add on List
And Payment of Bills:

Seconded by: _____

Roll Call Vote: Mr. Wicki _____ *Ms. Roche _____
Mr. Williams _____ Mr. Andreuzzi _____ **Mr. Cocuzza _____

*Ms. Roche abstains on voucher no. **15-01480**

** Mr. Cocuzza abstains on all Board of Education and Monmouth County Vouchers

BUSINESS ADDED TO THE AGENDA OF THE MEETING OF DECEMBER 17, 2015:

Mayor Smith calls for a **Motion to Add:** Introduction of the Following Business to the Agenda:

1. Resolution 2015-202 :

Resolution Authorizing the Hiring of Temporary Part – Time Plumbing Sub-Code Official effective as of January 1, 2016, as Permanent Part-Time Sub-Code Official is out on sick leave until approximately March 1, 2016.

Motion moved by _____, seconded by _____ and approved by voice vote.

RESOLUTION NO. 2015-202:

Resolution Authorizing the Hiring of Temporary Part – Time Plumbing Sub-Code Officials effective as of January 1, 2016, as the Permanent Part-Time Sub-Code Official is out on sick leave until approximately March 1, 2016.

Whereas due to the high volume of Inspections in the Construction Office; and
Whereas, the Plumbing Sub-Code Official is currently unavailable due to unforeseen circumstances (surgery)
and;
Whereas, the Borough requires the services of such an Official to perform inspections;

Now be it Resolved, that the following individual be hired effective as of January 1, 2016 on a temporary part-time basis, until such time as the Plumbing Sub-Code Official (part-time), Frank Kneifer, returns to the position (approximate date if March 1,2016) at the rate adopted in the current 2015 Salary Ordinance.

Mr. Joseph A. Penevolpe – DCA License No. 008200

Be it also Resolved, that the Municipal Clerk provide a copy of this Resolution to the Finance Department, Construction Official.

RESOLUTION OFFERED BY _____ SECONDED _____ AND APPROVED BY THE FOLLOWING ROLL CALL VOTE:

Roll Call Vote:

Mr. Perrella _____ Mr. Wicki _____ Ms. Roche _____
Mr. Williams _____ Mr. Andreuzzi _____ Mr. Cocuzza _____

EXECUTIVE SESSION: RESOLUTION NO. 2015-203:
(Contract Discussion – Professionals 2016)

Be it Resolved, by the Governing Body of the Borough of Union Beach that;
The Governing Body retire into Closed Session for the exclusion of public subject matter of discussion under N.J.S.A 10:4-12 (b) _____ . Same to be determined by the Governing Body as to the time when and the circumstances under which the closed session discussion of the Governing Body can be made public.

Motion moved by _____ seconded by _____ and approved by unanimous voice vote.
The Governing Body retired into executive session for a matter of _____ at _____ **p.m.**

Motion to reconvene meeting moved by _____ seconded by _____, and approved by unanimous voice vote.

RECONVENE MEETING: at _____ p.m.

ROLL CALL: Council Members

Mr. Perrella
Mr. Wicki
Ms. Roche
Mr. Williams
Mr. Andreuzzi
Mr. Cocuzza

Also Present:

Mayor Paul J. Smith, Jr.
John T. Lane, Jr., Attorney
Robert M. Howard, Jr., Borough Administrator
Anne Marie Friscia, Municipal Clerk

ATTORNEY: PURPOSE:

ADJOURNMENT: Mayor Smith calls for a motion to Adjourn the meeting to the Organization Meeting to be held on Sunday, January 3, 2015 commencing at 1 p.m. at the Municipal Building, 650 Poole Avenue, Union Beach.

Motion moved by _____, seconded by _____ and approved by unanimous Voice Vote.

Meeting adjourned at _____ p.m.