

**MINUTES
REGULAR MEETING
BOROUGH OF SEA BRIGHT**

SEPTEMBER 4, 2018

SEA BRIGHT, NEW JERSEY

Mayor Long called the meeting to order at 7:00 pm and requested those present to join in the Pledge of Allegiance.

Mayor Long read the following Compliance Statement:

COMPLIANCE STATEMENT (N.J.S.A. 10:4-18)

Good Evening Ladies and Gentlemen. This Meeting Is Now Called To Order: In Line With The Borough Of Sea Bright's Longstanding Policy Of Open Government, And In Compliance With The "Open Public Meetings Act" I Wish To Advise You That Adequate Notice Of This Regularly Scheduled Meeting Was Sent to the Asbury Park Press and other local newspapers on November 17, 2017. In each instance, the Date, Time, And Location Of This Meeting Were Provided In The Notice. This Meeting Is Open To The Public."

PRESENT: Mayor Dina Long, Councilmember's Kevin Birdsall, William J. Keeler, Brian P. Kelly, Marc A. Leckstein, Charles H. Rooney III, Jon Schwartz

OTHERS: Attorney Susan DeSimone, Engineers Claire Petruzzella and Fran Mullan, Administrator Joseph L. Verruni, Clerk Christine Pfeiffer

MOMENT OF SILENCE for the following Sea Brighters who recently passed away:

Veronica Burke
Sheldon Weinstein

REMARKS FROM THE AUDIENCE (limited to 3 minutes)

The Public Comment portion of this meeting allows members of the audience to bring their concerns or comments to the Mayor and Council's attention. Pursuant to Borough Ordinance 3-2011, a member of the public who wishes to speak shall give his/her name and address for the record and may have up to three minutes to state his/her comments to the Mayor and Council as a Body. If additional time or information is requested, an appointment can be made with the Administrator's office during regular business hours.

Cindy Zipf, Clean Ocean Action, thanked Mayor Long for adding a resolution to this evening's agenda granting permission to "Booker D. Surfdog" to go on the beach and surf to promote Clean Beach Awareness. Ms. Zipf also thanked Councilman Rooney for the tour of the spectacular new beach Pavilion and commended Council on the town's strong comeback since Sandy.

CONSENT AGENDA

Councilmember Leckstein offered a motion to approve the items that are considered routine in nature under the consent agenda; seconded by Councilmember Kelly:

Minutes

08-09-2018	Workshop Meeting
08-09-2018	Executive Session
08-14-2018	Regular Meeting
08-14-2018	Executive Session
08-21-2018	Special Meeting
08-21-2018	Executive Session

Roll Call: Birdsall, Keeler, Kelly, Leckstein, Rooney, Schwartz
Yes Yes Yes Yes Yes Yes

Resolutions:

No. 139-2018 Authorizing the Execution of a Commodity Resale Agreement with the County of Monmouth - October 1, 2018 through September 30, 2023

Councilmember Leckstein offered the following resolution for approval; seconded by Councilmember Kelly:

WHEREAS, N.J.A.C. 5:34-7.15 authorizes local contracting units to enter into Commodity Resale Agreements for the purchase of certain commodities from other contracting units; and

WHEREAS, the County of Monmouth has authorized the renewal of the Monmouth County Commodity Resale System (SYSTEM IDENTIFIER 99174 – MCCR), for the period of October 1, 2018 through September 30, 2023; and

WHEREAS, it would be in the best interest of the Borough of Sea Bright remain a member of the Monmouth County Commodity Resale System for that period.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Sea Bright, County of Monmouth, State of New Jersey, that the Mayor and Municipal Clerk be and are hereby authorized to execute the attached Commodity Resale Agreement with the County of Monmouth.

BE IT FURTHER RESOLVED that the Municipal Clerk forward a certified copy of this resolution, along with the executed Commodity Resale Agreement to:

- 1. Elizabeth Perez
Monmouth County Office of Shared Services
Hall of Records Annex
1 East Main Street
Freehold, New Jersey 07728.
- 2. D. Bahrle, Public Works Director
- 3. Finance Manager
- 4. M. Bascom, CFO

Roll Call: Birdsall, Keeler, Kelly, Leckstein, Rooney, Schwartz
 Yes Yes Yes Yes Yes Yes

No. 140-2018 Authorizing the Execution of a Municipal Assistance Shared Services Agreement with the County Of Monmouth - October 1, 2018 through September 30, 2028

Councilmember Leckstein offered the following resolution for approval; seconded by Councilmember Kelly:

WHEREAS, the New Jersey Uniform Shared Services and Consolidation Act (C.40A:65-1, et seq.) authorizes local contracting units to enter into shared service agreements with other local contracting units; and

WHEREAS, the Borough of Sea Bright had previously entered into a ten year municipal assistance/shared services agreement with the County of Monmouth which expires September 30, 2018; and

WHEREAS, the County of Monmouth has authorized the renewal of the Monmouth County Municipal Assistance Shared Services Agreement for the period of October 1, 2018 through September 30, 2028; and

WHEREAS, it would be in the best interest of the Borough of Sea Bright to execute a new municipal assistance shared services agreement with Monmouth County for that period.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Sea Bright, County of Monmouth, State of New Jersey, that the Mayor and Municipal Clerk be and are hereby authorized to execute the attached Municipal Assistance Shared Services Agreement with the County of Monmouth.

BE IT FURTHER RESOLVED that the Municipal Clerk forward a certified copy of this resolution, along with the executed Agreement to:

- 1. Elizabeth Perez
Monmouth County Office of Shared Services
Hall of Records Annex
1 East Main Street
Freehold, New Jersey 07728.
- 2. Sea Bright Police Department
- 3. Public Works Director
- 4. Finance Manager
- 5. M. Bascom, CFO

Roll Call: Birdsall, Keeler, Kelly, Leckstein, Rooney, Schwartz
 Yes Yes Yes Yes Yes Yes

No. 141-2018 Corrective Action Plan for 2017 Annual Audit

Councilmember Leckstein introduced and offered for adoption the following Resolution, seconded by Councilmember Kelly:

WHEREAS, the Borough Council previously accepted the Borough of Sea Bright 2017 Annual Audit by Resolution No. 128-2018 on August 14, 2018, and

WHEREAS, the various Departments within the Borough have reviewed the comments and recommendations portion of said 2017 Audit and submitted a Corrective Action Plan to the Chief Financial Officer and Borough Council.

NOW, THEREFORE, BE IT RESOLVED, that the Corrective Action Plan of the Borough of Sea Bright for 2017 Annual Audit be and is hereby accepted and is authorized for submission to the Division of Local Government Services.

BE IT FURTHER RESOLVED, that two certified copies of this resolution be forwarded to the Division of Local Government Services and the Chief Financial Officer.

**Corrective Action Plan in Response to 2017 Audited Financial Statement
Borough of Sea Bright
Michael J. Bascom, Chief Financial Officer**

Comment / Recommendation	Explanation	Corrective Action	Employee Responsible to Institute Corrective Action	Date of C.A.
The Borough did not maintain a fixed asset general ledger in accordance with N.J.A.C. 530-5.6.	There was a gap in documentation due to staffing changes.	The Borough has implemented proper internal control policies and procedures and trained staff to maintain a general fixed assets accounting system.	Michael J. Bascom, CFO Khristi Jacobs, Finance Manager	8/2018

Roll Call: Birdsall, Keeler, Kelly, Leckstein, Rooney, Schwartz
Yes Yes Yes Yes Yes Yes

No. 142-2018 Authorizing Clean Ocean Action to Bring Booker D. Surfdog onto the Beach for a Clean Beach Awareness Event

Councilmember Leckstein introduced and offered for adoption the following Resolution; seconded by Councilmember Kelly:

WHEREAS, Clean Ocean Action has a promotional event scheduled on the Sea Bright Municipal Beach on Wednesday, September 5, 2018 at 12 noon to promote Clean Beach Awareness and the upcoming Dog Walk Fur Clean Water in Asbury Park; and

WHEREAS, as part of the event, Booker D. Surfdog (the world class surf dog) is scheduled to make an appearance on her surfboard for about 30-minutes; and

WHEREAS, such a request needs to be approved by the Borough as there is an ordinance in place prohibiting dogs on the beach prior to September 15; and

WHEREAS, it would be in the best interest of the Borough to allow Booker D. Surfdog on the municipal beach to promote clean beach awareness.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey that Booker D. Surfdog (the world class surf dog) is hereby allowed to be on the municipal beach for one half hour on Wednesday, September 5, 2018 at 12 noon to promote Clean Beach Awareness and other Clean Ocean Action initiatives and campaigns; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to the following:

1. Department of Public Works
2. Sea Bright Police Department
3. Clean Ocean Action

Roll Call: Birdsall, Keeler, Kelly, Leckstein, Rooney, Schwartz
Yes Yes Yes Yes Yes Yes

ORDINANCE(s):

Councilmember Leckstein offered for a motion to carry the public hearings for Bond Ordinances No. 07-2018, 08-2018 and 09-2018 to the September 18, 2018 regular meeting of the Borough Council as certifications of publications have not been received; seconded by Councilmember Kelly.

Roll Call: Birdsall, Keeler, Kelly, Leckstein, Rooney, Schwartz
Yes Yes Yes Yes Yes Yes

BOND ORDINANCE NO. 07-2018

BOND ORDINANCE PROVIDING AN APPROPRIATION OF \$85,000 FOR ACQUISITION OF VARIOUS CAPITAL EQUIPMENT FOR AND BY THE BOROUGH OF SEA BRIGHT IN THE COUNTY OF MONMOUTH, NEW JERSEY AND, AUTHORIZING THE ISSUANCE OF \$80,750 BONDS OR NOTES OF THE BOROUGH FOR FINANCING PART OF THE APPROPRIATION

BOND ORDINANCE NO. 08-2018

BOND ORDINANCE PROVIDING AN APPROPRIATION OF \$225,000 FOR VARIOUS ROAD IMPROVEMENTS FOR AND BY THE BOROUGH OF SEA BRIGHT IN THE COUNTY OF MONMOUTH, NEW JERSEY AND, AUTHORIZING THE ISSUANCE OF \$38,000 BONDS OR NOTES OF THE BOROUGH FOR FINANCING PART OF THE APPROPRIATION

BOND ORDINANCE NO. 09-2018

AN ORDINANCE PROVIDING FUNDING FOR VARIOUS SEWER UTILITY IMPROVEMENTS FOR THE BOROUGH OF SEA BRIGHT AND APPROPRIATING \$50,000 FOR SUCH PURPOSE

INDIVIDUAL ACTION/New Business:

Vouchers: \$460,155.96

Councilmember Keeler offered a motion to approve the Voucher List dated September 4, 2018 as submitted by the Finance Manager; seconded by Councilmember Leckstein:

Roll Call:	Birdsall,	Keeler,	Kelly,	Leckstein,	Rooney,	Schwartz
	Yes	Yes	Yes	Yes	Yes	Yes
01005 ADP, INC.						
18-01088 08/21/18 PAYROLL				Open		662.48
18-01145 08/30/18 PAYROLL SERVICES				Open		26.25

						688.73
02260 ADT SECURITY SERVICES						
18-01144 08/30/18 LIBRARY				Open		42.18
02113 AMERICAN WATER						
18-01108 08/28/18 WATER USAGE				Open		324.44
00519 ANTONIDES AND SIMONE CPA's						
18-01094 08/22/18 FISCAL OFFICER				Open		3,312.50
01984 AVAYA FINANCIAL SERVICES						
18-01126 08/29/18 POLICE				Open		145.29
02036 BAHRLE, DAVID						
18-01089 08/21/18 SEWER				Open		50.00
2520 BIRDWELL CALIFORNIA, LLC						
18-00980 07/26/18 BEACH				Open		1,337.00
2472 BLAZE EMERGENCY EQUIPMENT CO.						
18-01078 08/21/18 FIRE DEPT				Open		593.00
00273 BORGATA HOTEL & CASINO						
18-00790 06/18/18 A&E				Open		628.00
01631 BOROUGH OF OCEANPORT						
18-01095 08/22/18 COURT				Open		6,372.45
01565 BOROUGH OF SEA BRIGHT						
18-01148 08/30/18 ADMIN				Open		4,275.00
00530 BULLET LOCK & SAFE CO., INC.						
18-01066 08/14/18 BUILDINGS & GROUNDS				Open		99.00
18-01085 08/21/18 SEWER				Open		203.25

						302.25
02115 C & L SWEEPER SERVICE						
18-01119 08/28/18 DPW				Open		6,160.00
01546 C.I.T. TECHNOLOGY FIN SERV, INC						
18-01127 08/29/18 POLICE				Open		157.00
01594 CHERNAVSKY, DANIEL						
18-01075 08/16/18 POLICE				Open		140.00
02160 CHERRY VALLEY TRACTOR						
18-01111 08/28/18 BEACH				Open		308.88
00063 CHESAPEAKE EXTERMINATING CO.						
18-01140 08/30/18 BLDGS & GRDS				Open		30.00

REGULAR MEETING

SEPTEMBER 4, 2018

2424	CHILD, BRAD		
18-01098	08/23/18 FIRE MARSHALL	Open	140.00
2248	CLAYTON BLOCK COMPANY		
18-01006	07/31/18 DPW	Open	275.52
00256	CLEARY, GIACOBBE, ALFIERI &		
18-01121	08/29/18 LEGAL	Open	1,259.00
00198	COMCAST		
18-01120	08/29/18 INTERNET	Open	551.44
01318	CONOVER BEYER ASSOCIATES, INC.		
18-01134	08/29/18 INSURANCE	Open	1,708.00
2386	CRANEY INTERPRETING SERVICE		
18-01116	08/28/18 COURT	Open	100.00
2528	DCH FORD		
18-01067	08/14/18 DPW	Open	57.87
2400	DIEGNAN & BROPHY, LLC		
18-01115	08/28/18 COURT	Open	700.00
2286	DIFRANCESCO, BATEMAN, KUNZMAN		
18-01114	08/28/18 LEGAL	Open	2,144.24
01992	DOGS AND CATS, INC.		
18-01122	08/29/18 BEACH	Open	1,600.00
02168	EVOQUA WATER TECHNOLOGIES, LLC		
18-00847	06/28/18 SEWER	Open	2,112.00
00288	FIRST UNITED METHODIST CHURCH		
18-01123	08/29/18 LIBRARY	Open	1,000.00
2522	FLORIDA SAILCRAFT		
18-01008	07/31/18	Open	1,059.00
2406	FP MAILING SOLUTIONS		
18-01118	08/28/18 POSTAGE MACHINE	Open	126.00
18-01149	08/30/18 POSTAGE	Open	600.00

			726.00
02101	GANNETT NJ		
18-01087	08/21/18 CLERK	Open	20.90
2401	GARDEN STATE HIGHWAY PRODUCTS		
18-00732	06/07/18 STREET SIGNS	Open	1,545.25
01634	GRAMCO WORD PROCESSING, INC.		
18-00993	07/27/18 CLERK & PLAN. BRD.	Open	1,045.00
2519	GRIMES, DAVID		
18-00979	07/26/18 BEACH	Open	810.00
01838	HOLMAN, FRENIA, ALLISON, P.C.		
18-01132	08/29/18 AUDITOR	Open	250.00
01248	HUEGEL, RICHARD		
18-01080	08/21/18 POLICE	Open	803.90
2297	INTEGRATED TECHNICAL SYSTEMS		
18-01124	08/29/18 PARKING KIOSKS	Open	750.00
01419	J. SWANTON FUEL OIL CO., INC.		
18-01131	08/29/18 PROPANE	Open	449.54
01526	JCP & L		
18-01130	08/29/18 ELECTRIC	Open	5,233.62
00297	JESSE A. HOWLAND & SONS, INC.		
18-00762	06/14/18 DPW	Open	1,705.00
18-00763	06/14/18 FIRE DEPT	Open	3,845.00
18-01099	08/23/18 STORAGE RENTAL	Open	500.00

			6,050.00
2442	KINTECH, INC.		
18-01007	07/31/18 TAX COLLECTOR	Open	339.00
00015	LANIGAN ASSOCIATES, INC.		
18-01069	08/14/18 POLICE	Open	175.00
2265	LEE'S GARAGE		
18-01093	08/22/18 POLICE	Open	2,310.16
00799	MAGLOCLEN		
18-01003	07/30/18 POLICE	Open	400.00
2417	MARLIN BUSINESS BANK		
18-01129	08/29/18 POSTAGE MACHINE	Open	94.00
2278	MCLAUGHLIN, STAUFFER & SHAKLEE		
18-01090	08/21/18 LEGAL	Open	6,320.47
00263	MITCHELL, CANDACE		
18-01084	08/21/18 A&E	Open	26.37

REGULAR MEETING**SEPTEMBER 4, 2018**

00176	MODULAR SPACE CORPORATION		
18-01113	08/28/18 FIRE DEPT	Open	385.00
18-01146	08/30/18 TRAILER RENTALS	Open	3,365.25

			3,750.25
00688	MONMOUTH COUNTY POLICE ACADEMY		
18-01062	08/09/18 POLICE	Open	55.00
02229	MONMOUTH COUNTY PUBLIC WORKS		
18-01137	08/29/18 FIRE DEPT	Open	502.09
00137	MUNICIPAL CAPITAL CORPORATION		
18-01128	08/29/18 A&E	Open	224.73
01399	NEW JERSEY AMERICAN WATER		
18-01109	08/28/18 HYDRANTS	Open	2,574.72
01303	NEW JERSEY PLANNING OFFICIALS		
18-00973	07/24/18 PLANNING BOARD	Open	42.00
00019	NJ AMERICAN WATER		
18-01110	08/28/18 WATER	Open	885.42
00113	NJ NATURAL GAS COMPANY		
18-01135	08/29/18 NATURAL GAS	Open	65.55
00894	NOLZE GARAGE DOOR, LLC		
18-01035	08/03/18 DPW	Open	200.00
01426	NW FINANCIAL GROUP, LLC		
18-01147	08/30/18 FINANCE SERVICES	Open	1,500.00
01309	OCEANPORT BOARD OF EDUCATION		
18-00756	06/13/18 GRADE SCHOOL TAX	Open	43,033.75
01621	ONSOLVE		
18-00999	07/27/18 POLICE	Open	2,500.00
00163	OSWALD ENTERPRISES, INC.		
18-00958	07/23/18 SEWER	Open	600.00
18-01030	08/02/18 SEWER	Open	1,350.00

			1,950.00
2525	POOR JOHNS PORTABLE TOILETS		
18-01117	08/28/18 BEACH	Open	270.00
2290	PORZIO, BROMBERG & NEWMAN		
18-01091	08/21/18 LEGAL	Open	1,612.89
2441	QBE SPECIALTY INSURANCE CO.		
18-01086	08/21/18 LEGAL	Open	1,305.20
2330	RAW POWER GENERATOR SERVICE		
18-00935	07/16/18 SEWER & BLDG GRDS	Open	951.00
00025	REALTY APPRAISAL CO.		
18-01107	08/27/18 TAX ASSESSOR	Open	2,175.00
00408	SCHWAAB, INC.		
18-01068	08/14/18 PLANNING BOARD	Open	105.49
00053	SHORE REGIONAL HIGH SCHOOL		
18-00754	06/13/18 HIGH SCHOOL TAX	Open	324,024.00
01603	SIGNS BY TOMORROW		
18-01102	08/27/18 BEACH	Open	619.00
02225	STAPLES ADVANTAGE		
18-01010	07/31/18 BEACH & DPW	Open	380.43
18-01081	08/21/18 DPW	Open	373.60

			754.03
01905	SWANK MOTION PICTURES, INC.		
18-00977	07/26/18 RECREATION	Open	1,134.00
01285	THE HOME DEPOT		
18-01082	08/21/18 DPW	Open	128.56
2503	THE JOURNAL		
18-00981	07/26/18 A&E	Open	650.00
01243	TREASURER, STATE OF NEW JERSEY		
18-01125	08/29/18 BEACH PAVILION	Open	76.00
00178	UNITED STATES POSTAL SERVICE		
18-01072	08/16/18 POSTAGE	Open	178.35
01960	VERIZON		
18-01138	08/29/18 PHONE	Open	186.73
02061	VERIZON WIRELESS		
18-01136	08/29/18 CELL SERVICE	Open	1,311.22
01164	WATCHUNG SPRING WATER CO, INC.		
18-01139	08/29/18 WATER	Open	385.53

00058	WILLOW CLEANERS, INC.		
18-01071	08/14/18 POLICE	Open	760.25
01671	WINNER FORD OF CHERRY HILL		
18-01038	08/07/18 POLICE	Open	210.00

MANUAL CHECKS

6/19/2018	Gardella,Stephen	\$200.00
18-00810	Planning Board/Refund of Escrow	
18-01096	JCP & L	\$652.55
8/23/2018	Beach:Balance Due/New Meter Install	
6/19/2018	Perrin, Richard	\$81.30
18-00807	Planning Board/Refund of Escrow	
8/16/2018	United States Postal Service	\$178.35
18-01072	Bulk Mailing/Recycling Letter	

TOTAL: \$1,112.20

GRAND TOTAL: \$460,155.96

Mayor Long shared a letter received from FEMA congratulating us on our continued progress with the Community rating system and notifying the Borough that we meet the criteria for a CRS Class 6 rating for the next year.

EXECUTIVE SESSION

Councilmember Leckstein offered a motion to enter into Closed Session; seconded by Councilmember Birdsall:

WHEREAS, Section 8 of the Open Public Meeting Act, NJSA 10:4-12 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Sea Bright, New Jersey, that they meet in closed session to discuss the issues as herein set forth and when the need for confidentiality no longer exists the decisions made therein will be made available to the public.

1. The public shall be excluded from discussion of and action upon the hereinafter specified subject matter.
2. The general nature of the subject matters to be discussed are as follows:
 - A. Personnel
 - B. Litigation
 - C. Contract Negotiations
3. It is anticipated at this time that the subject matters will be made public, if and when confidentiality is no longer needed. Action may be taken.
4. This Resolution shall take effect immediately

BE IT FURTHER RESOLVED that the Mayor and Council may come back into Regular Session to conduct additional business.

Roll Call: Birdsall, Keeler, Kelly, Leckstein, Rooney, Schwartz
 Yes Yes Yes Yes Yes Yes

There being no further business to discuss a motion to go back into the regular meeting was made by Councilman Birdsall and seconded by Councilman Kelly with unanimous voice vote approval.

ADJOURNMENT

Councilmember Leckstein offered a motion to adjourn the meeting; seconded by Councilmember Birdsall:

Roll Call: Birdsall, Keeler, Kelly, Leckstein, Rooney, Schwartz
 Yes Yes Yes Yes Yes Yes

Respectfully submitted,

Christine Pfeiffer
Borough Clerk