

AGENDA
REORGANIZATION MEETING
BOROUGH OF SEA BRIGHT

JANUARY 2, 2021 - 10:30 AM

BOROUGH OF SEA BRIGHT

**DUE TO THE CORONAVIRUS AND THE NEED FOR SOCIAL DISTANCING, THIS MEETING WILL BE
HELD REMOTELY AND OPEN TO THE PUBLIC BY FOLLOWING THE INSTRUCTIONS BELOW.**

PUBLIC ACCESS LINK

<https://global.gotomeeting.com/join/158752221>

Dial in: United States: [+1 \(646\) 749-3122](tel:+16467493122)

Access Code: 158-752-221

1. PLEDGE OF ALLEGIANCE

2. OPENING STATEMENT

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

**Good Morning 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 Has Been Sent To The Asbury Park Press
And Other Local Newspapers on January 6, 2020. In Each Instance, The Date, Time,
And Location of This Meeting Were Provided In the Notice. This Meeting Is Open To The
Public."**

**3. MOMENT OF SILENCE FOR THE FOLLOWING SEA BRIGHT RESIDENTS WHO
PASSED AWAY IN 2020.**

**Margaret M. Holtz
Michael Kammerer
Lorraine E. Knoble-Goode
Malachy McGurk
Anne M. Morgenthal**

4. INVOCATION: Pastor Turner – Sea Bright United Methodist Church

5. STATEMENT OF DETERMINATION:

"A statement of the determination of the Board of County Canvassers relative to an election held in the Borough of Sea Bright on the 3rd day of November, in the year Two Thousand and Twenty for the election of Municipal Officers for said **BOROUGH OF SEA BRIGHT**

The Board determined at the General Election:

COUNCILMEMBERS - BOROUGH OF SEA BRIGHT

JEFFEREY M. BOOKER, Sr.
JOHN M. LAMIA, Jr.

Were duly elected as **Members of the Borough Council, Full Three (3) Year Term**
(January 1, 2021 – December 31, 2023)

SWEARING IN / OATHS OF OFFICE

MEETING ROLL CALL:

BIRDSALL ____ BOOKER ____ CATALANO ____ KEELER ____ LAMIA ____ LECKSTEIN ____

6. MAYOR BRIAN P. KELLY:

2021 NEW YEAR MESSAGE

7. STANDING COUNCIL COMMITTEE APPOINTMENTS:**Chapter 3. Administrative Code §3-7. Committees (A.)**

The following Council Committee Appointments are presented for the year 2021:

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

A. Beach/Capital Plan/Flood Mitigation:

Chair works with council committee to recommend policy and oversee operations and maintenance of the beach, including serving as liaison to the Dune Community Advisory Committee; Chair works with council committee to prioritize and oversee implementation of capital projects and oversee implementation of flood mitigation efforts. Serves as liaison to Flood Community Advisory Committee.

- **Samuel A. Catalano, Chair**
- **John M. Lamia, Jr.**
- **Kevin Birdsall**

B. Court/Public Safety:

Chair works with council committee, Public Safety Director and Fire Chief to oversee and recommend policy for borough public safety functions, including the Police Department, Fire Department, First Aid, Emergency Management and Water Safety and the Municipal Court.

- **William J. Keeler, Chair**
- **Jefferey M. Booker, Sr.**
- **John M. Lamia, Jr.**

C. Administration/Shared Services/Education:

Chair oversees administration including Personnel and Code Enforcement, also oversees all shared services. Chair monitors education issues affecting Sea Bright students K-12.

- **Marc A. Leckstein, Chair**
- **Kevin Birdsall**
- **Jefferey M. Booker, Sr.**

D. Finance/Insurance/Grants:

Chair works with council committee and CFO and department heads to oversee budget and financial operations, monitor insurance premiums and coverage and coordinate the timely application for future grant possibilities.

- **Jefferey M. Booker, Sr., Chair**
- **William J. Keeler**
- **John M. Lamia, Jr.**

E. Public Works/Building Department/Beautification:

Chair works with council committee to recommend policy and oversee operations of the Department of Public Works. Chair works with council committee and administration to oversee Building Department. Chair of Beautification serves as liaison to Beautification Advisory Committee and oversees Beautification projects.

- Kevin Birdsall, Chair
- Marc A. Leckstein
- William J. Keeler

F. Library/Recreation/Public Relations:

Chair of Library serves as liaison to the Library Advisory Committee. Chair of Recreation serves as liaison to the Recreation Advisory Committee. Public Relations Chair works with advisory committee and oversees the website, newsletter, Sea Bright 365 and promotions.

- John M. Lamia, Jr., Chair
- Samuel A. Catalano
- Marc A. Leckstein

8. MAYOR'S BLUE RIBBON COMMITTEE APPOINTMENTS:
Chapter 3. Administrative Code §3-7. Committees (B.)

The following Mayor's Blue Ribbon Committee Appointments are presented for the year 2021:

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

A. Sea Bright Redevelopment:

Committee members will act as liaisons with the public and work with proposed developers of properties declared by Council to be in need of re-development.

- Marc A. Leckstein, Chair
- Brian P. Kelly, Mayor
- Kevin Birdsall

9. COMMUNITY ADVISORY COMMITTEES:
Chapter 3. Administrative Code §3-7. Committees (C.)

The following Community Advisory Committee Appointments are presented for the year 2021:

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

A. Beautification:

Oversees seasonal plantings and decorations in public spaces and at public buildings, raises funds to offset costs for Beautification Trust Fund.

- KEVIN BIRDSALL, Liaison
- Peggy Bills
- Christina Doxey
- Diane Kaplan

- Frank Lawrence
- Nancy Mulheren
- Barbara Nadler
- Joann Sheridan

B. Dune Restoration Committee:

Oversees maintenance of dunes including annual plantings, public education about Dunes and fundraising to offset costs.

- **SAMUEL A. CATALANO, Liaison**
- Chris Cappillo
- Sue DiMassa
- MaryBeth Lederman
- Paulette Sakariassen
- Ira Schussheim
- Karolyn Stevens Wray

C. Library:

Oversees library programming and improvements, raises funds to offset costs for Library Trust Fund.

- **JOHN M. LAMIA, Jr., Liaison**
- MaryAnn Chevalier
- Elizabeth DeGiulio
- Joan Neuhoff
- Robert Reid
- Margaret Saxton
- Liz Von Ziegesar

D. Recreation:

Oversees recreation programming for residents of all ages, raises funds to offset costs for the Recreation Trust Fund.

- **JOHN M. LAMIA, Jr., Liaison**
- Peggy Bills
- Linda Blevins
- Don Klein
- Felecia Stratton
- Robert Long

E. Safety and Loss Committee:

Comprised of borough officials from all departments, the committee meets regularly to review procedures to improve safety and reduce losses through insurance claims.

- **WILLIAM J. KEELER, Liaison**
- Brian P. Kelly, Mayor
- Borough Administrator
- Police Chief Brett Friedman
- Charles R. Murphy, Jr.
- David Bahrle
- Felecia Stratton
- Daniel Drogin
- Recreation Director
- Monmouth County Regional Health Commission Representative

F. Green Team Committee:

The Green Team is a permanent advisory committee created by Ordinance 04-2016 to recommend and implement sustainable practices for the Borough, according to Chapter 48, "Sustainable Sea Bright Advisory Committee" in the code of the Borough of Sea Bright.

- **MARC A. LECKSTEIN, Liaison**
- Brian P. Kelly, Mayor
- Kevin Birdsall, Councilman
- Planning Board Member - to be appointed by Planning Board
- Christine Pfeiffer, Borough Clerk
- Michelle Ketcham, Deputy Clerk
- Brett Friedman, Police Chief
- Elizabeth DiGiulio, Elected Representative, Shore Regional School Board
- Felecia Stratton, Citizen Member
- Melissa D'Anna, Business Owner
- Susana Markson, Mayor's designee

G. Public Relations Advisory Committee

Oversees promotion and marketing of Sea Bright inside and outside of the community via Sea Bright 365 initiatives. Assists, where needed, with Borough newsletter and social media. Raises funds for the Public Relations Trust Fund.

- **JOHN M. LAMIA, JR., Liaison**
- Linda Blevins
- Kristine Kelly
- Susana Markson
- Adrianna Polony-Sands
- Joann Sheridan
- Felecia Stratton
- Marc A. Leckstein

H. Flood Mitigation Advisory Committee

Oversees efforts within Sea Bright to mitigate flooding issues.

- **SAMUEL A. CATALANO, Liaison**
- Charles H. Rooney III
- William White, P.E.
- David Hoder, P.E.
- Kevin Birdsall

9. APPOINTMENTS FOR 2021:**ONE YEAR TERMS:**

RES. NO. 01-2021 Appointment of **2021 Council President, Marc A. Leckstein**

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

RES. NO. 02-2021 Appointment of **Borough Attorney, Roger McLaughlin, Esquire**
McLaughlin Stauffer & Shaklee, P.C.

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

RES. NO. 03-2021 Appointment of **Borough Special/Conflicts Counsel:**
Porzio, Bromberg & Newman, Vito Gagliardi, Jr. & Kerri A. Wright
(Educational Matters)

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

RES. NO. 04-2021 Appointment of **Borough Auditor, Robert W. Allison, RMA**
Holman Frenia Allison, PC

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

RES. NO. 05-2021 Appointment of **Borough Engineer, William White**
Maser Consulting

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

RES. NO. 06-2021 Appointment of **Borough Planner, Christine Cofone**
Cofone Consulting Group, LLC

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

RES. NO. 07-2021 Appointment of **Borough Consulting Engineers** as follows:

CME Associates, Gregory R. Valesi
French & Parrello Associates, Keith B. Smith
Hoder Associates, David Hoder
Leon S. Avakian Inc., Gregory Blash
Pennoni Associates, Inc. Drew Di Sessa
Remington & Vernick Engineers, Jeffery Fedorchak
T&M Associates, Francis Mullan
Van Cleef Engineering Associates, Millis J. Looney

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

RES. NO. 08-2021 Appointment of **Borough Prosecutor, William G. McGuinn, Esq.,
Hoagland, Longo, Moran, Dunst LLP**

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

RES. NO. 09-2021 Appointment of **Alternate Borough Prosecutor,
Susan L. Solda De Simone, Esquire
Law office of Susan L. Solda DeSimone**

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

RES. NO. 10-2021 Appointment of **Public Defender, Robert J. Holden, Esquire,
Robert J. Holden, Esquire, LLC**

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

RES. NO. 11-2021 Appointment of **Alternate Public Defender, Suzanne M. Brennan, Esquire
Suzanne M. Brennan, Esq.**

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

RES. NO. 12-2021 Appointment of **Bond Counsel, John Draikiwicz, Esquire,
Gibbons. P.C.**

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

RES. NO. 13-2021 Appointment of **Labor Attorney, Bruce Padula, Esquire,
Cleary, Jacobbe, Alfieri, Jacobs, LLC**

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

RES. NO. 14-2021 Appointment of **Tax Appeal Attorney, Salvatore Alfieri, Esquire
Cleary, Jacobbe, Alfieri, Jacobs, LLC**

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

RES. NO. 15-2021 Appointment of **Special Tax Appeal Attorney, Martin Allen, Esquire**
DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C.
(Beach Club Appeals)

Motion: _____ **Second:** _____

Roll Call: Birdsell ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

RES. NO. 16-2021 Appointment of **William J. Wolf, Esquire**
Bathgate, Wegener & Wolf
(Special Counsel for Redevelopment Matters)

Motion: _____ **Second:** _____

Roll Call: Birdsell ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

RES. NO. 17-2021 Appointment of **Council Liaison** to the **Planning Board, Marc A. Leckstein**

Motion: _____ **Second:** _____

Roll Call: Birdsell ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

THREE YEAR TERM(s):

RES. NO. 18-2021 Appointment of **NICOLE SONNENBLICK, JMC** as **Municipal Court Judge**

Motion: _____ **Second:** _____

Roll Call: Birdsell ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

10. CONSENT AGENDA:

Motion: _____ **Second:** _____

Roll Call: Birdsell ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

A Certification of Funds supports any items requiring expenditure; any items requiring discussion will be removed from the Consent Agenda:

- | | |
|-------------------------|--|
| Res. No. 19-2021 | APPOINTING MAYOR BRIAN KELLY AS COMMUNITY DEVELOPMENT BLOCK GRANT REPRESENTATIVE and JACK KEELER, AS THE ALTERNATE REPRESENTATIVE |
| Res. No. 20-2021 | APPOINTMENTS TO THE BOROUGH'S SPECIAL EVENTS COMMITTEE |
| Res. No. 21-2021 | DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICER BOROUGH OF SEA BRIGHT JOSEPH L. VERRUNI |
| Res. No. 22-2021 | OFFICIAL NEWSPAPERS |
| Res. No. 23-2021 | AUTHORIZING AWARD OF CONTRACT NAMING BROWN AND BROWN, METRO, INC. AS BROKER/CONSULTANT FOR THE "MONMOUTH COUNTY JOINT INSURANCE FUND" |

Res. No. 24-2021	OFFICIAL DEPOSITORIES
Res. No. 25-2021	INTEREST ON DELINQUENT TAXES, SEWER AND OTHER MUNICIPAL CHARGES
Res. No. 26-2021	ANNUAL FEE SCHEDULES
Res. No. 27-2021	POLICE SPECIAL DUTY RATES FOR 2021
Res. No. 28-2021	PETTY CASH FUNDS and CHANGE FUNDS
Res. No. 29-2021	2021 CASH MANAGEMENT PLAN
Res. No. 30-2021	AUTHORIZING HIRING OF SPECIAL LAW ENFORCEMENT OFFICERS – CLASS I & CLASS II
Res. No. 31-2021	2021 BOROUGH COUNCIL MEETING SCHEDULE
Res. No. 32-2021	TEMPORARY BUDGET APPROPRIATIONS

11. BOROUGH EMPLOYEES/APPOINTMENTS:

Chapter 3. Administrative Code §3-5. (A.) Mayor Appointments

The following Employees/Appointments are presented for the year 2021:

- **BOROUGH CLERK:** Christine Pfeiffer
- **BOROUGH DEPUTY CLERK:** Michelle Ketcham
- **ADMINISTRATIVE ASSISTANT/SPECIAL EVENTS SECRETARY:** Candace Mitchell
- **BEACH MANAGER:** Don Klein
- **BOARD OF HEALTH SECRETARY:** Patricia Spahr
- **ADMINISTRATIVE ASSISTANT/SPECIAL PROJECTS:** Frank Lawrence
- **SECRETARY & TECHNICAL ASSISTANT, CONSTRUCTION DEPARTMENT:** Karen DiBerardino
- **CONSTRUCTION OFFICIAL/BUILDING SUBCODE OFFICIAL:** Edward Wheeler
- **HOUSING INSPECTOR/CODE ENFORCEMENT OFFICER/FIRE INSPECTOR/FIRE SUB-CODE OFFICIAL** Thomas Haege
- **FLOOD PLAIN MANAGER, PLANNER AND ZONING OFFICER:** Mary Tangolics
- **BUILDING INSPECTOR** Jeff Losacco
- **ELECTRICAL SUBCODE OFFICIAL:** Paul Vitale
- **PLUMBING SUBCODE OFFICIAL:** James Ammaturo
- **FINANCE MANAGER:** Khristi Jacobs

- **CHIEF FINANCIAL OFFICER:** Michael Bascom
- **OFFICIAL TAX SEARCHER:** Patricia M. Spahr
- **OFFICIAL ASSESSMENT SEARCHER:** Christine Pfeiffer
- **PUBLIC OFFICER FOR ABANDONED PROPERTIES:** Thomas Haege
- **DIRECTOR OF PUBLIC WORKS:** David Bahrle
- **DEPUTY DIRECTOR OF PUBLIC WORKS & RIGHT TO KNOW AND SAFETY COORDINATOR/ RECYCLING COORDINATOR:** Shawn Thomas
- **PUBLIC WORKS MAINTENANCE:** Joseph Eskridge
Randall Allen
- **TAX/SEWER UTILITY COLLECTOR:** Patricia M. Spahr
- **LIBRARY DIRECTOR:** Jane Farmer
- **LIBRARY PROGRAM DIRECTOR:** Alessandra Scalgione
- **LIBRARY ASSISTANTS:** Deanna Andriola
Patricia Andriola
Patricia McCory
Rosemary Gance
- **RECREATION DIRECTOR:** Don Klein
- **REGISTRAR** (Three-year terms: 1/1/20 – 12/31/22) Candace Mitchell
- **DEPUTY REGISTRAR** Michelle Ketcham
- **ALTERNATE DEPUTY REGISTRAR** Karen DiBerardino
- **ALTERNATE DEPUTY REGISTRAR** Christine Pfeiffer
- **CERTIFIED COURT ADMINISTRATOR:** Carol Smith
- **BOROUGH PHYSICIAN:** Monmouth Medical Center Occupational Health
- **SPECIAL EVENTS COMMITTEE:** (General Code: §179-3):
Councilmember, Marc A. Leckstein
Alternate Councilmember, Kevin Birdsall
Borough Business Owner, Melissa D'Anna
Borough Resident, Susana Markson
Brian P. Kelly, Mayor
Joseph L. Verruni, Administrator or Christine Pfeiffer, Clerk
Brett Friedman, Police Chief
David Bahrle, Director of Public Works
Don Klein, Recreation Director
John Arias, Police Captain
Candace Mitchell, Committee Secretary
Monmouth County Regional Health Commission Representative
- **REPRESENTATIVES TO MONMOUTH COUNTY MUNICIPAL JOINT INSURANCE FUND:**

William J. Keeler, Councilmember
Joseph Verruni, Alternate

- **FIRE DEPARTMENT LINE OFFICERS:** (General Code: §20-3)

Department Chief: Charles Murphy, Jr.
Assistant Chief: Charles Rivera
Captain: Scott Shanker
First Lieutenant: Nicholas Luiten
Second Lieutenant: James Corrao
Third Lieutenant: Shawn Reu

- **AUXILIARY FIRE DRIVERS:** (General Code: §20-7)

David Estelle
James Forsman
Charles Murphy, Jr
Charles Rivera
Scott Shanker
James Corrao
Daniel Drogin
Nick Luiten
Aaron Rock
Ryan Naclerio

- **PROBATIONARY DRIVERS:**

Christopher Bazant
Patrick Mason
David Covert
Benjamin Perrin
Kevin Covert
Sean Marelli
Joseph Eskridge
Jeremy Susser
Robert Alvator
Robert Eyerluss
Darren Berry
Robert Kegley
Nicholas Hubbard
Aaron Lyle
Angelo Ciaglia
Frank Santore
Stephen Campbell
Anthony Nolin
Andrew Heganberg
William Trivett
John Spierto
Steven Lang
Nicholas Colalilo
Shawn Reu
Andrew Murphy
Cody Burbank
Jacob Simon
Mason Twining
Nicholas Simmons

- **FIRE DEPARTMENT – ENGINEERS:**

David Estelle - Chief
James Forsman – Assistant Chief

- **FIRE POLICE:** Five year term (General Code: §20-6)

Daniel Drogin, Captain (01/01/2019 - 12/31/2023)
David Estelle (01/01/2019 - 12/31/2023)
Patrick Mason Jr. (01/01/2021 - 12/31/2025)
Joseph Eskridge (01/01/2021 - 12/31/2025)
C. Read Murphy (01/01/2021 - 12/31/2025)

- **PURCHASING AGENTS – FIRE DEPARTMENT:**

Charles Murphy, Jr
Charles Rivera

- **POLICE OFFICERS:**

Brett Friedman, Chief
John Arias, Captain
James McCue, Lieutenant
Charles Murphy, Sergeant
Richard Huegel, Sergeant
Erich Bennett, Corporal
Chris Fisler, Patrolman
Andrew Hendricks, Patrolman
Michael Morgan, Patrolman
Ty Manning, Patrolman
Sean Marelli, Patrolman

- **CLASS II SPECIAL POLICE OFFICERS:**

Robert Alvator
Jeffery M. Farrah
Ryan D. Lauer
Joseph P. McGovern
Tyler J. Schick
Madison E. Taylor
Daniel Patrick Welsh
Hunter J. Manning
Andrew Balina

- **CLASS I SPECIAL POLICE OFFICER:**

Emilee Skillman
Cristian G. Pacheco
Alexa N. Susino
Nicholas E. Turi
Gianna R. Gonzalez

- **POLICE MATRON:** Kerry Gowan

- **EMERGENCY MANAGEMENT:**

Coordinator: 3-year term
Brian P. Kelly (08/01/2020 – 12/31/2022)

Deputy Coordinators: 3-year term
Daniel Drogin (01/01/20 – 12/31/22)
Ryan B. Murphy (01/01/20 – 12/31/22)

• **LOCAL EMERGENCY MANAGEMENT COUNCIL:**

Brian P. Kelly, Mayor - Chair, OEM Coordinator
 JoAnn Kalaka-Adams, Resident
 Christine Pfeiffer, Borough Clerk
 Joseph Verruni, Borough Administrator
 Brett Friedman, Chief of Police
 Charles R. Murphy, Jr., Fire Chief
 David Estelle, EMS Captain
 Tom Haege, Fire Official
 David Bahrle, DPW Director
 Lance Cunningham, Carriage House Marina, Owner
 James LoBiondo, Surfrider Beach Club, Owner
 Michael Stavola, Driftwood Beach Club, Owner
 Chris Wood, Woody's Ocean Grille, Owner
 Candance Brunswick, Resident
 William J. Keeler, Councilmember/Public Safety Chair

**HEARING ON ALCOHOLIC BEVERAGE APPLICATIONS OF S. KELLY CORPORATION
 D/B/A MAD HATTER**

Councilmember _____ offered a motion to open the public hearing; seconded by
 Councilmember _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

Public Hearing

Councilmember _____ offered a motion to close the public hearing; seconded by
 Councilmember _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

Resolutions:

**No. 33-2021 Authorize Issuance of a "New" Liquor License for the 2019/2020
 License Term S. Kelly Corporation – The Mad Hatter**

Motion: _____ **Second:** _____
Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

No. 34-2021 2020/2021 Annual Renewal Liquor License S. Kelly Corporation

Motion: _____ **Second:** _____
Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

12. PUBLIC COMMENTS

13. ADJOURNMENT

Motion: _____ **Second:** _____

Roll Call: Birdsall ____ Booker ____ Catalano ____ Keeler ____ Lamia ____ Leckstein ____

RESOLUTION NO. 01-2021
APPOINTING 2021 COUNCIL PRESIDENT
MARC A. LECKSTEIN

Councilmember introduced and offered the following resolution for its adoption;
seconded by Councilmember :

WHEREAS, it is necessary that a member of the Council be elected as **President** of said Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey to fulfill the duties of the Mayor during his absence for the year ending December 31, 2021.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, that Marc A. Leckstein be and is hereby elected as "**President**" of said Council.

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

Marc A. Leckstein, Council President

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 02-2021
AWARD OF A FAIR AND OPEN CONTRACT
BOROUGH ATTORNEY, ROGER McLAUGHLIN
McLAUGHLIN STAUFFER & SHAKLEE, PC

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

WHEREAS, pursuant to N.J.S.A. 40A:9-139 there exists a need to appoint a qualified individual as Borough Attorney in the Borough of Sea Bright; and

WHEREAS, a request for proposals for Borough Attorney was posted and advertised in the Asbury Park Press to be received on December 4, 2020; and,

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1)(a) does not require competitive bidding for this position, it was nevertheless advertised pursuant to the fair and open process (N.J.S.A. 19:44A-20.5); and

WHEREAS, four proposals for Borough Attorney were received on December 4, 2020 and evaluated by the Governing Body with due consideration as to qualifications, experience, compensation and other factors and criteria; and

WHEREAS, the proposal submitted by McLaughlin, Stauffer & Shaklee, PC, of Wall Township, New Jersey is being considered for the term of one year (January 1, 2021 - December 31, 2021) at a rate not to exceed \$145.00 per hour; and

CERTIFICATION OF FUNDS

I, Michael J. Bascom, Chief Financial Officer, hereby certify that based on the amount of funds expended in the prior year for these services, it is estimated that the total 2021 appropriation for this contract will be \$100,000.00, said amount subject to unforeseen decreases or increases in litigation and other legal matters. Funds will be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided in the Budget for the year 2021, when finally adopted, in the appropriation entitled Legal #21-01-20-155-000.

MICHAEL J. BASCOM, CFO

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, does hereby award a professional service contract to **ROGER McLAUGHLIN of the Law Firm of McLAUGHLIN STAUFFER & SHAKLEE, PC** to serve as the Borough Attorney for (1) one-year term commencing January 1, 2021 through December 31, 2021 pursuant to the rate provided in their proposal; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement for the provision of such professional services, a copy of which shall be maintained by the Borough Clerk; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to advertise this award of contract according to law in the local newspaper and is further authorized to forward a certified copy of this resolution to the following:

1. Roger McLaughlin, McLaughlin Stauffer & Shaklee PC
2. Finance Manager

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 03-2021
AWARD OF A FAIR AND OPEN CONTRACT
SPECIAL/CONFLICT COUNSEL

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

WHEREAS, there exists a need to appoint a qualified Special/Conflicts Counsel in the Borough of Sea Bright; and

WHEREAS, a request for proposals for the above-mentioned professional service was posted and advertised in the Asbury Park Press to be received on December 4, 2020; and,

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1)(a) does not require competitive bidding for this position, it was nevertheless advertised pursuant to the fair and open process (N.J.S.A. 19:44A-20.5); and

WHEREAS, five proposals for Special/Conflicts Counsel were received on December 4, 2020 and evaluated by the Governing Body with due consideration as to qualifications, experience, compensation and other factors and criteria; and

CERTIFICATION OF FUNDS:

I, Michael J. Bascom, CFO, hereby certify that funds will be provided for this purpose by Resolution at the time legal services are awarded in the appropriation entitled Legal #21-01-20-155-000.

MICHAEL J. BASCOM, CFO

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey authorizes the Mayor and Borough Clerk to execute a contract with the following for Special/Conflicts Counsel for litigation relating to educational matters:

Porzio, Bromberg & Newman, P.C., Vito A. Gagliardi, Jr. & Kerri A. Wright

BE IT FURTHER RESOLVED, that the Borough Clerk is hereby authorized to advertise this award of contract according to law in the local newspaper and is further authorized to forward a certified copy of this resolution to the following:

1. All Attorneys
2. Finance Manager

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 04-2021
AWARD OF A FAIR AND OPEN CONTRACT
BOROUGH AUDITOR - ROBERT W. ALLISON, RMA
HOLMAN FRENIA ALLISON, P.C.

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

WHEREAS, pursuant to N.J.S.A. 40:81-11 there exists a need to appoint a qualified individual as Borough Auditor in the Borough of Sea Bright; and

WHEREAS, a request for proposals for Borough Auditor was posted and advertised in the Asbury Park Press to be received on December 4, 2020; and,

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1)(a) does not require competitive bidding for this position, it was nevertheless advertised pursuant to the fair and open process (N.J.S.A. 19:44A-20.5); and

WHEREAS, one proposal for Borough Auditor was received on December 4, 2020 and evaluated by the Governing Body with due consideration as to qualifications, experience, compensation and other factors and criteria; and

WHEREAS, the proposal received from Holman Frenia Allison, P.C., PC of Freehold, New Jersey is being considered for the term of one year commencing January 1, 2021 through December 31, 2021 at a rate not to exceed \$200.00 per hour; and

CERTIFICATION OF FUNDS:

I, Michael J. Bascom, CFO, do hereby certify that funds will be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided in the Budget for the year 2021, when finally adopted in the amount of \$45,000.00 in the appropriation entitled Audit Service #21-01-20-135-000 and Finance #21-01-20-130-000.

MICHAEL J. BASCOM, CFO

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, does hereby award a professional service contract to **Robert W. Allison, CPA, RMA, PSA, CGMA of HOLMAN FRENIA ALLISON, P.C.** to serve as Borough Auditor for one year commencing January 1, 2021 through December 31, 2021 pursuant to the rate provided in their proposal; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement for the provision of such professional service, a copy of which shall be maintained by the Borough Clerk; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to advertise this award of contract according to law in the local newspaper and is further authorized to forward a certified copy of this resolution to the following:

1. Robert W. Allison, Holman Frenia Allison, PC
2. Finance Manager

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 05-2021
AWARD OF A FAIR AND OPEN CONTRACT
BOROUGH ENGINEER, MASER CONSULTING

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

WHEREAS, pursuant to N.J.S.A. 40A:9-140 there exists a need to appoint a qualified individual/firm as Borough Engineer in the Borough of Sea Bright; and

WHEREAS, a request for proposals for Borough Engineer was posted and advertised in the Asbury Park Press to be received on December 4, 2020; and,

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1)(a) does not require competitive bidding for this position, it was nevertheless advertised pursuant to the fair and open process (N.J.S.A. 19:44A-20.5); and

WHEREAS, seven proposals for Borough Engineer were received on December 4, 2020 and evaluated by the Governing Body with due consideration as to qualifications, experience, compensation and other factors and criteria; and

WHEREAS, the proposal received from William White, Maser Consulting of Red Bank, New Jersey is being considered for the term of one year (January 1, 2021 - December 31, 2021) at a rate not to exceed \$180.00 per hour; and

CERTIFICATION OF FUNDS

I, Michael J. Bascom, Chief Financial Officer, hereby certify that based on the amount of funds expended in the prior year for these services, it is estimated that the total 2021 appropriation for this contract will be \$60,000.00, said amount subject to unforeseen decreases or increases in engineering matters. Funds will be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided in the Budget for the year 2021, when finally adopted, in the appropriation entitled Engineer #21-01-20-165-000.

Michael J. Bascom, CFO

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, does hereby award a professional service contract to William White, of Maser Consulting to serve as Borough Engineer for one year commencing January 1, 2021 through December 31, 2021 pursuant to the rate provided in their proposal; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement for the provision of such professional service, a copy of which shall be maintained by the Borough Clerk.

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to advertise this award of contract according to law in the local newspaper and is further authorized to forward a certified copy of this resolution to the following:

1. William White, Maser Consulting
2. Finance Manager

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 06-2021
AWARD OF A FAIR AND OPEN CONTRACT
BOROUGH PLANNER, COFONE CONSULTING GROUP, LLC

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

WHEREAS, the request for proposals for various professional services, including Borough Planner, was posted and advertised in the Asbury Park Press to be received on December 4, 2020; and,

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1)(a) does not require competitive bidding for this position, it was nevertheless advertised pursuant to the fair and open process (N.J.S.A. 19:44A-20.5); and

WHEREAS, six proposals for Borough Planner were received on December 4, 2020 and evaluated by the Governing Body with due consideration as to qualifications, experience, compensation and other factors and criteria; and

WHEREAS, the proposal received from Christine Cofone, Cofone Consulting Group, LLC of Red Bank, New Jersey is being considered for the term of one year commencing January 1, 2021 through December 31, 2021 at the rate of \$140.00 per hour; and

CERTIFICATION OF FUNDS:

I, Michael J. Bascom, Chief Financial Officer, hereby certify that based on the amount of funds anticipated for these services, it is estimated that the total 2021 appropriation for this contract will not exceed \$17,500.00. Funds will be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided in the Budget for the year 2021, when finally adopted, in the appropriation entitled Engineer #21-01-20-165-000.

MICHAEL J. BASCOM, CFO

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, does hereby award a professional service contract to Christine Cofone, Cofone Consulting Group, LLC of Red Bank, New Jersey to serve as Borough Planner for one year commencing January 1, 2021 through December 31, 2021 pursuant to the rate provided in the proposal; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement for the provision of such professional service, a copy of which shall be maintained by the Borough Clerk; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to advertise this award of contract according to law in the local newspaper and is further authorized to forward a certified copy of this resolution to the following:

1. Christine Cofone
2. Finance Manager

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 07-2021
AWARD OF A FAIR AND OPEN CONTRACT
CONSULTING BOROUGH ENGINEERS

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

WHEREAS, the request for proposals for professional engineering services to provide services that cannot be addressed entirely by the Borough Engineer was posted, and advertised in the Asbury Park Press to be received on December 4, 2020; and,

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1)(a)) does not require competitive bidding for this position, it was nevertheless advertised pursuant to the fair and open process (N.J.S.A. 19:44A-20.5); and

WHEREAS, nine proposals for Consulting Borough Engineer were received on December 4, 2020 and evaluated by the Governing Body with due consideration as to qualifications, experience, compensation and other factors and criteria; and

WHEREAS, Borough Council has determined that appointing multiple qualified consulting engineering firms to be assigned on a case-by-case basis based on expertise, availability and pricing would best serve the Borough.

CERTIFICATION OF FUNDS:

I, Michael J. Bascom, CFO, hereby certify that funds will be provided for this purpose by Resolution at the time engineering services for a specific project are awarded in the appropriation entitled Engineer #21-01-20-165-000.

MICHAEL J. BASCOM, CFO

NOW THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey that the engineering firms listed below are hereby offered and awarded professional services contracts to serve as Consulting Engineers for 2021 pursuant to the rate schedules provided for in their proposals received on December 4, 2020;

CME Associates, Gregory R. Valesi
French & Parrello Associates, Keith B. Smith
Hoder Associates, David Hoder
Leon S. Avakian Inc., Gregory Blash
Pennoni Associates, Inc. Drew Di Sessa
Remington & Vernick Engineers, Jeffery Fedorchak
T&M Associates, Francis Mullan
Van Cleef Engineering Associates, Millis J. Looney

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to advertise this award of contract according to law in the local newspaper and is further authorized to forward a certified copy of this resolution to the following:

1. All Engineers
2. Finance Manager

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 08-2021
AWARD OF A FAIR AND OPEN CONTRACT
BOROUGH PROSECUTOR – WILLIAM G. McGUINN, ESQ.
HOAGLAND, LONGO, MORAN, DUNST & DOUKAS, LLP

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

WHEREAS, there exists a need to appoint a qualified individual as Borough Prosecutor in the Borough of Sea Bright; and

WHEREAS, a request for proposals for Borough Prosecutor was posted and advertised in the Asbury Park Press to be received on December 4, 2020; and,

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1)(a) does not require competitive bidding for this position, it was nevertheless advertised pursuant to the fair and open process (N.J.S.A. 19:44A-20.5); and

WHEREAS, one proposal for Borough Prosecutor was received on December 4, 2020 and evaluated by the Governing Body with due consideration as to qualifications, experience, compensation and other factors and criteria; and

WHEREAS, the proposal received from William G. McGuinn, Esq., Hoagland, Longo, Moran, Dunst & Doukas, LLP of Red Bank, New Jersey is being considered for the term of one year commencing January 1, 2021 through December 31, 2021 at the rate of \$350.00 per session; and

CERTIFICATION OF FUNDS:

I, Michael J. Bascom, Chief Financial Officer, hereby certify that based on the amount of funds expended in the prior year for these services, it is estimated that the total 2021 appropriation for this contract will be \$6,800.00, subject to unforeseen decreases or increases in litigation. Funds will be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided in the Budget for the year 2021, when finally adopted, in the appropriation entitled Court #21-01-43-490-000.

MICHAEL J. BASCOM, CFO

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, does hereby award a professional service contract to **William G. McGuinn, ESQ of the Law Firm of Longo, Moran, Dunst & Doukas, LLP** to serve as Borough Prosecutor for one year commencing January 1, 2021 through December 31, 2021 pursuant to the rate provided in the proposal; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement for the provision of such professional service, a copy of which shall be maintained by the Borough Clerk; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to advertise this award of contract according to law in the local newspaper and is further authorized to forward a certified copy of this resolution to the following:

1. William G. McGuinn, Esq.
2. Finance Manager
3. Certified Court Administrator

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 09-2021
AWARD OF A FAIR AND OPEN CONTRACT
SUSAN L. SOLDA DE SIMONE, ESQ.
ALTERNATE BOROUGH PROSECUTOR

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

WHEREAS, the Borough is in need of an individual/firm to act as Alternate Borough Prosecutor to provide services that cannot be addressed by the Borough Prosecutor; and,

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1)(a)) does not require competitive bidding for this position, it was nevertheless advertised pursuant to the fair and open process (N.J.S.A. 19:44A-20.5); and

WHEREAS, one proposal for Alternate Borough Prosecutor was received on December 4, 2020 and evaluated by the Governing Body with due consideration as to qualifications, experience, compensation and other factors and criteria; and

WHEREAS, the proposal received from Susan L. Solda De Simone, Esq. is being considered for the term of one year commencing January 1, 2021 through December 31, 2021 at the rate of \$350.00 per session; and

CERTIFICATION OF FUNDS

I, Michael J. Bascom, Chief Financial Officer, hereby certify that based on the amount of funds expended in the prior year for these services, it is estimated that the total 2021 appropriation for this contract will not exceed \$6,800.00, subject to unforeseen decreases or increases in litigation and other legal matters. Funds will be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided in the Budget for the year 2021, when finally adopted, in the appropriation entitled Court #21-01-43-490-000.

MICHAEL J. BASCOM, CFO

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, does hereby award a professional service contract to Susan L. Solda De Simone, Esq. to serve as the Alternate Borough Prosecutor for (1) one-year term commencing January 1, 2021 through December 31, 2021 at the rate \$350.00 per session; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement for the provision of such professional services, a copy of which shall be maintained by the Borough Clerk; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to advertise this award of contract according to law in the local newspaper and is further authorized to forward a certified copy of this resolution to the following:

1. Susan L. De Simone, Esq.
2. Finance Manager
3. Certified Court Administrator

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 10-2021
AWARD OF A FAIR AND OPEN CONTRACT
ROBERT J. HOLDEN, ESQUIRE, LLC
BOROUGH PUBLIC DEFENDER

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

WHEREAS, pursuant to N.J.S.A. 2B:24-3 there exists a need to appoint a qualified individual as Public Defender in the Borough of Sea Bright for a one-year term, January 1, 2021 through December 31, 2021; and

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1)(a) does not require competitive bidding for this position, it was nevertheless advertised pursuant to the fair and open process (N.J.S.A. 19:44A-20.5); and

WHEREAS, two proposals for Public Defender were received on December 4, 2020 and evaluated by the Governing Body with due consideration as to qualifications, experience, compensation and other factors and criteria; and

WHEREAS, the proposal received from Robert J. Holden, Esquire, LLC is being considered for the term of one year commencing January 1, 2021 through December 31, 2021 at the rate of \$300.00 per assignment; and

CERTIFICATION OF FUNDS

I, Michael J. Bascom, Chief Financial Officer, hereby certify that based on the amount of funds expended in the prior year for these services, it is estimated that the total 2021 appropriation for this contract will be \$5,000.00, said amount subject to unforeseen decreases or increases in litigation. Funds will be provided for the first three months of 2010 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided in the Budget for the year 2021, when finally adopted, in the appropriation entitled Public Defender #21-01-43-495-000.

MICHAEL J. BASCOM, CFO

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, does hereby authorize the Mayor and Borough Clerk to enter into a contract with **Robert J. Holden, Esquire, LLC** as described herein and a copy of which shall be maintained by the Borough Clerk; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to advertise this award of contract according to law in the local newspaper and is further authorized to forward a certified copy of this resolution to the following:

1. Robert J. Holden, Esq.
2. Finance Manager
3. Certified Court Administrator

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 11-2021
AWARD OF A FAIR AND OPEN CONTRACT
SUZANNE M. BRENNAN, ESQ.
ALTERNATE PUBLIC DEFENDER

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

WHEREAS, the Borough is in need of an individual/firm to act as Alternate Public Defender to provide services that cannot be addressed by the Public Defender; and,

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1)(a) does not require competitive bidding for this position, it was nevertheless advertised pursuant to the fair and open process (N.J.S.A. 19:44A-20.5); and

WHEREAS, one proposal for Alternate Public Defender was received on December 4, 2020 and evaluated by the Governing Body with due consideration as to qualifications, experience, compensation and other factors and criteria; and

WHEREAS, the proposal received from Suzanne M. Brennan, Esq. is being considered for the term of one year commencing January 1, 2021 through December 31, 2021 at the rate of \$300.00 per assignment; and

CERTIFICATION OF FUNDS

I, Michael J. Bascom, Chief Financial Officer, hereby certify that based on the amount of funds expended in the prior year for these services, it is estimated that the total 2021 appropriation for this contract will not exceed \$5,000.00, subject to unforeseen decreases or increases in litigation and other legal matters. Funds will be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided in the Budget for the year 2021, when finally adopted, in the appropriation entitled Court #21-01-43-490-000.

MICHAEL J. BASCOM, CFO

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, does hereby award a professional services contract to **Suzanne M. Brennan, Esq.** to serve as the Alternate Public Defender for the year 2021; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement for the provision of such professional services, a copy of which shall be maintained by the Borough Clerk; and

BE IT FURTHER RESOLVED, that the Borough Clerk is hereby authorized to advertise this award of contract according to law in the local newspaper and is further authorized to forward a certified copy of this resolution to the following:

1. Suzanne M. Brennan, Esq.
2. Finance Manager
3. Certified Court Administrator

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 12-2021
AWARD OF A FAIR AND OPEN CONTRACT
BOND COUNSEL - JOHN DRAIKIWICZ, ESQ
GIBBONS, P.C.

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

WHEREAS, there exists a need to appoint a qualified individual as Bond Counsel in the Borough of Sea Bright; and

WHEREAS, a request for proposals for Borough Bond Counsel was posted and advertised in the Asbury Park Press to be received on December 4, 2020; and,

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1)(a) does not require competitive bidding for this position, it was nevertheless advertised pursuant to the fair and open process (N.J.S.A. 19:44A-20.5); and

WHEREAS, five proposals for Bond Counsel were received on December 4, 2020 and evaluated by the Governing Body with due consideration as to qualifications, experience, compensation and other factors and criteria; and

WHEREAS, the proposal from Gibbons, P.C. of Newark, New Jersey is being considered for the term of one year commencing January 1, 2021 through December 31, 2021; and

CERTIFICATION OF FUNDS:

I, Michael J. Bascom, Chief Financial Officer, hereby certify that based on the amount of funds expended in the prior year for these services, it is estimated that the total 2021 appropriation for this contract will be \$10,000.00, said amount subject to unforeseen decreases or increases in bond issues. Funds will be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided in the Budget for the year 2021, when finally adopted, in the appropriation entitled Legal #21-01-20-155-000.

MICHAEL J. BASCOM, CFO

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, does hereby award a professional service contract to **JOHN DRAIKIWICZ, Esq. of the Law Firm of GIBBONS, P.C.** to serve as Bond Counsel for one year commencing January 1, 2021 through December 31, 2021 pursuant to the rates provided in their proposal; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement for the provision of such professional service, a copy of which shall be maintained by the Borough Clerk; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to advertise this award of contract according to law in the local newspaper and is further authorized to forward a certified copy of this resolution to the following:

1. John Draikiwicz, Gibbons, P.C.
2. Finance Manager

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 13-2021
AWARD OF A FAIR AND OPEN CONTRACT
BOROUGH LABOR ATTORNEY – BRUCE PADULA, ESQUIRE
CLEARY, GIACOBBE, ALFIERI, JACOBS, LLC

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

WHEREAS, there exists a need to appoint a qualified individual as Borough Labor Attorney in the Borough of Sea Bright; and

WHEREAS, a request for proposals for Borough Labor Attorney was posted and advertised in the Asbury Park Press to be received on December 4, 2020; and,

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1)(a) does not require competitive bidding for this position, it was nevertheless advertised pursuant to the fair and open process (N.J.S.A. 19:44A-20.5); and

WHEREAS, five proposals for Borough Labor Attorney were received on December 4, 2020 and evaluated by the Governing Body with due consideration as to qualifications, experience, compensation and other factors and criteria; and

WHEREAS, the proposal received from Cleary, Giacobbe, Alfieri, Jacobs, LLC of Matawan, New Jersey is being considered for the term of one year (January 1, 2021 - December 31, 2021) at the rate of \$160.00 per hour; and

CERTIFICATION OF FUNDS:

I, Michael J. Bascom, Chief Financial Officer, hereby certify that based on the amount of funds expended in the prior year for these services, it is estimated that the total 2021 appropriation for this contract will be \$5,000.00, said amount subject to unforeseen decreases or increases in litigation and other labor matters. Funds will be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided in the Budget for the year 2021, when finally adopted, in the appropriation entitled Legal #21-01-20-155-000.

MICHAEL J. BASCOM, CFO

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, does hereby award a professional service contract to **BRUCE W. PADULA of the Law Firm of CLEARY, GIACOBBE, ALFIERI, JACOBS, LLC** to serve as Labor Attorney for one year commencing January 1, 2021 through December 31, 2021 pursuant to the rate provided in the proposal; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement for the provision of such professional service, a copy of which shall be maintained by the Borough Clerk; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to advertise this award of contract according to law in the local newspaper and is further authorized to forward a certified copy of this resolution to the following:

1. Bruce W. Padula, Cleary, Giacobbe, Alfieri, Jacobs, LLC
2. Finance Manager

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 14-2021
AWARD OF A FAIR AND OPEN CONTRACT
BOROUGH TAX APPEAL ATTORNEY
SALVATORE ALFIERI, ESQUIRE

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

WHEREAS, there exists a need to appoint a qualified individual as Borough Tax Appeal Attorney in the Borough of Sea Bright; and

WHEREAS, a request for proposals for Borough Tax Appeal Attorney was posted and advertised in the Asbury Park Press to be received on December 4, 2020; and,

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1)(a) does not require competitive bidding for this position, it was nevertheless advertised pursuant to the fair and open process (N.J.S.A. 19:44A-20.5); and

WHEREAS, three proposals for Borough Tax Appeal Attorney were received on December 4, 2020 and evaluated by the Governing Body with due consideration as to qualifications, experience, compensation and other factors and criteria; and

WHEREAS, the proposal received from Cleary, Giacobbe, Alfieri, Jacobs, LLC of Matawan, New Jersey is being considered for the term of one year (January 1, 2021 - December 31, 2021) at the rate of \$160.00 per hour; and

CERTIFICATION OF FUNDS

I, Michael J. Bascom, Chief Financial Officer, hereby certify that based on the amount of funds expended in the prior year for these services, it is estimated that the total 2021 appropriation for this contract will be \$2,500.00, said amount subject to unforeseen decreases or increases in litigation and other tax appeal matters. Funds will be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided in the Budget for the year 2021, when finally adopted, in the appropriation entitled Legal #21-01-20-155-000.

MICHAEL J. BASCOM, CFO

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, does hereby award a professional service contract to **SALVATORE ALFIERI, ESQ. of the Law Firm of CLEARY, GIACOBBE, ALFIERI, JACOBS, LLC** to serve as Borough Tax Appeal Attorney for one year commencing January 1, 2021 through December 31, 2021 pursuant to the rate provided in the proposal; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement for the provision of such professional service, a copy of which shall be maintained by the Borough Clerk; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to advertise this award of contract according to law in the local newspaper and is further authorized to forward a certified copy of this resolution to the following:

1. Salvatore Alfieri, Esq. Cleary, Giacobbe, Alfieri, Jacobs, LLC
2. Finance Manager

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 15-2021
AWARD OF A FAIR AND OPEN CONTRACT
SPECIAL TAX APPEAL ATTORNEY - MARTIN ALLEN, ESQUIRE

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

WHEREAS, there exists a need to appoint a qualified individual as Special Tax Appeal Attorney to provide tax appeal services for beach club appeals in the Borough of Sea Bright; and

WHEREAS, a request for proposals for Borough Tax Appeal Attorney was posted and advertised in the Asbury Park Press to be received on December 4, 2020; and,

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1)(a) does not require competitive bidding for this position, it was nevertheless advertised pursuant to the fair and open process (N.J.S.A. 19:44A-20.5); and

WHEREAS, three proposals for Tax Appeal Attorney were received on December 4, 2020 and evaluated by the Governing Body with due consideration as to qualifications, experience, compensation and other factors and criteria; and

WHEREAS, the proposal received from **Martin Allen, DeFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. of Warren, New Jersey**, is being considered for Special Tax Appeal Attorney for Beach Club appeals for the term of one year commencing January 1, 2021 through December 31, 2021 at the rate of \$200.00 per hour; and

CERTIFICATION OF FUNDS

I, Michael J. Bascom, Chief Financial Officer, hereby certify that based on the amount of funds expended in the prior year for these services, it is estimated that the total 2021 appropriation for this contract will be \$22,000.00, said amount subject to unforeseen decreases or increases in litigation and other tax appeal matters. Funds will be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided in the Budget for the year 2021, when finally adopted, in the appropriation entitled Legal #21-01-21-155-000.

MICHAEL J. BASCOM, CFO

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, does hereby award a professional service contract to **MARTIN ALLEN, ESQ. of the Law Firm of DeFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. of Warren, New Jersey** to serve as Borough Special Tax Appeal Attorney (Beach Club appeals) for one year commencing January 1, 2021 through December 31, 2021 pursuant to the rate provided in their proposal; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement for the provision of such professional service, a copy of which shall be maintained by the Borough Clerk; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to advertise this award of contract according to law in the local newspaper and is further authorized to forward a certified copy of this resolution to the following:

1. Martin Allen, Esq., DeFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C.
2. Finance Manager

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 16-2021
AWARD OF A FAIR AND OPEN CONTRACT
WILLIAM J. WOLF, ESQ.
SPECIAL/CONFLICTS/REDEVELOPMENT COUNSEL

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

WHEREAS, there exists a need to appoint a Special/Conflicts Counsel to provide legal counsel for any area in need of redevelopment within the Borough and on proposals received in connection therewith; and,

WHEREAS, a request for proposals for the above-mentioned professional service was posted and advertised in the Asbury Park Press to be received on December 4, 2020; and,

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1)(a) does not require competitive bidding for this position, it was nevertheless advertised pursuant to the fair and open process (N.J.S.A. 19:44A-20.5); and

WHEREAS, five proposals for Special/Conflicts Counsel were received on December 4, 2020 and evaluated by the Governing Body with due consideration as to qualifications, experience, compensation and other factors and criteria; and

CERTIFICATION OF FUNDS

I, Michael J. Bascom, Chief Financial Officer, hereby certify that funds will be available in Redevelopment Escrow for the purposes stated herein.

Michael J. Bascom, CFO

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, does hereby award a professional service contract to William J. Wolf of Bathgate, Wegener & Wolf, P.C. of Lakewood, New Jersey to serve as legal counsel on redevelopment and related proposals within the Borough; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement for the provision of such professional services, a copy of which shall be maintained by the Borough Clerk; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to advertise this award of contract according to law in the local newspaper and is further authorized to forward a certified copy of this resolution to the following:

1. William J. Wolf
2. Finance Manager
3. Borough Attorney

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 17-2021
COUNCIL LIAISON TO THE PLANNING BOARD

Councilmember introduced and offered for adoption the following resolution for its adoption; seconded by Councilmember :

WHEREAS, it is necessary that a member of the Council be appointed as liaison to the Sea Bright Planning/Zoning Board to represent the Governing Body as a Class III - Member for a one-year term commencing January 1, 2021 through December 31, 2021.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, that **MARC A. LECKSTEIN, Council Liaison to the Planning Board** be and is hereby appointed to this position.

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

- 1. Marc A. Leckstein, Council Liaison**
- 2. Planning Board Secretary**

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 18-2021
APPOINTMENT OF BOROUGH COURT JUDGE
NICOLE SONNENBLICK, JMC

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

WHEREAS, there exists a need to appoint a qualified individual to serve as Borough Court Judge in the Borough of Sea Bright; and

WHEREAS, a request for proposals for various professional services was posted, and advertised in the Asbury Park Press to be received on December 4, 2020; and,

WHEREAS, while the Local Public Contracts Law (N.J.S.A. 40A:11-5 (1)(a) does not require competitive bidding for this position, it was nevertheless advertised pursuant to the fair and open process (N.J.S.A. 19:44A-20.5); and

WHEREAS, Nicole Sonnenblick, JMC submitted a proposal letter for the position of Borough Court Judge; and

WHEREAS, the proposal received from Nicole Sonnenblick, JMC of Freehold, New Jersey is being considered for the three-year term commencing January 1, 2021 through December 31, 2023; and

CERTIFICATION OF FUNDS:

I, Michael J. Bascom, CFO, hereby certify that funds will be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021, 2022 and 2023 will be provided in the Budget for those years, when finally adopted, in the amount of \$25,000.00 in the appropriation entitled Court #21-01-43-490-000.

MICHAEL J. BASCOM, CFO

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, does hereby award a professional service contract to **NICOLE SONNENBLICK, JMC** to serve as Borough Court Judge for a three-year term commencing January 1, 2021 through December 31, 2023 at the current rate of compensation.

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized and directed to execute an agreement for the provision of such Borough Court Judge service, a copy of which shall be maintained by the Borough Clerk; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to advertise this award of contract according to law in the local newspaper and is further authorized to forward a certified copy of this resolution to the following:

1. Nicole Sonnenblick, JMC
2. Finance Manager
3. Certified Court Administrator

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 19-2021
COMMUNITY DEVELOPMENT REPRESENTATIVES & ALTERNATES
Mayor Brian P. Kelly & William J. Keeler

Councilmember introduced and offered the following resolution for its adoption; seconded by Councilmember :

WHEREAS, there exists a need for the appointment of a 2021 **Community Development Block Grant Representative** for the Borough of Sea Bright, County of Monmouth, State of New Jersey; and,

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, that **Mayor Brian P. Kelly** is appointed **Community Development Block Grant Representative** and **William J. Keeler** is appointed **Alternate Representative** for the year 2021.

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

1. Monmouth County Community Development

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 20-2021
APPOINTMENTS TO THE BOROUGH SPECIAL EVENTS COMMITTEE

Councilmember introduced and offered for adoption the following resolution; seconded by
Councilmember :

WHEREAS, § 179-3 of Chapter 179 of the Borough's General Code empowers the Mayor to appoint (1) an owner of a business located in the Borough of Sea Bright and (2) a resident of the Borough of Sea Bright, neither of whom may be an official of or in the full-time employ of the municipality, to the Borough's Special Events Committee; and

WHEREAS, the Mayor has chosen to appoint **MELISSA D'ANNA** as the aforesaid business representative and **SUSANA MARKSON** as the aforesaid residential representative on the Borough's Special Events Committee for 2021; and

WHEREAS, § 179-3 of Chapter 179 of the Borough's General Code also empowers the Borough Council to choose from its membership a representative to serve on the Borough's Special Events Committee and § 179-4 of Chapter 179 of the Borough's General Code empowers the Borough Council to choose an alternate from its membership to serve on the Borough's Special Events Committee in the absence of its regular representative; and

WHEREAS, the Borough Council have chosen **MARC A. LECKSTEIN** as its regular representative and **KEVIN BIRDSALL** as its alternate representative for 2021; and

WHEREAS, all of the above named individuals require the approval of the Borough Council in order to be made official;

NOW THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, that the above named individuals be and are hereby appointed as members of the Borough's Special Events Committee in the capacities stated for a one year (January 1, 2021 – December 31, 2021).

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

1. Melissa D'Anna
2. Susana Markson
3. Marc A. Leckstein
4. Kevin Birdsall
5. Candace Mitchell, Secretary of the Special Events Committee

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council Meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 21-2021
DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICER
BOROUGH OF SEA BRIGHT
JOSEPH L. VERRUNI

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

WHEREAS, N.J.A.C. 17:27-3.5 requires that each public agency designate an individual to serve as its Public Agency Compliance Officer; and

WHEREAS, the Compliance Officer serves as the liaison between the New Jersey Division of Contract Compliance and Equal Employment Opportunity; and

WHEREAS, the Public Agency Compliance Officer is responsible for administering contracting procedures pertaining to equal employment opportunity and has the authority to recommend changes to effectively support the implementation of the statute and its regulations; and

WHEREAS, the Borough Council wishes to comply with the requirements of N.J.A.C. 17:27-3.5.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey that the Borough Administrator, Joseph L. Verruni is hereby designated as the Borough's Public Agency Compliance Officer for the calendar year 2021; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution will be forwarded to the New Jersey Division of Contract Compliance and Equal Opportunity as required by Statute.

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk, do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council Meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 22-2021
OFFICIAL NEWSPAPERS
January 1, 2021 through December 31, 2021

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

WHEREAS, N.J.S.A. 10:4-18 authorizes a municipality to designate an official Newspaper for the Borough of Sea Bright; and

WHEREAS, "Official Newspaper" means paid, published and circulated in the Municipality - if there is no such newspaper, then at least one published in the County in which the municipality is located and said newspaper is circulated;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Sea Bright, in the County of Monmouth, State of New Jersey that the following newspapers be and are hereby designated as the "official newspapers" in the Borough of Sea Bright for the year 2021 in which any and all legal notices of the Borough are authorized to be published:

- **ASBURY PARK PRESS**
- **THE ATLANTIC HUB**
- **THE LINK**
- **TWO RIVER TIMES**
- **STAR LEDGER**

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

1. Asbury Park Press
2. The Atlantic Hub
3. The Link
4. Two River Times
5. Star Ledger

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 23 -2021
AWARDING PROFESSIONAL SERVICES CONTRACT
FOR RISK MANAGEMENT CONSULTANT
BROWN AND BROWN METRO, LLC

Councilmember offered the following resolution and moved its adoption; seconded by
Councilmember :

WHEREAS, Resolution No. 136-2018 authorized an agreement between the Borough of Sea Bright and Monmouth County Joint Insurance Fund for a three-year term ending December 31, 2021; and

WHEREAS, the Borough Council of the Borough of Sea Bright is required to appoint a brokerage and consulting service for Risk Management Services as stated in the bylaws of Monmouth Municipal Joint Insurance Fund, and

WHEREAS, the Borough Council is in receipt of a proposal dated December 3, 2020, from Brown & Brown Metro, LLC, a Public Risk Advisor of New Jersey, 56 Livingston Avenue, Roseland, NJ 07068 for a one-year policy period from January 1, 2021 through January 1, 2022; and

WHEREAS, such services, i.e. insurance, including benefits consulting and brokerage services are Extraordinary Unspecifiable Services, and may be awarded without competitive bidding pursuant to N.J.S.A. 40A:11-5(m); and

WHEREAS, Brown & Brown Metro, LLC is qualified and agreed to provide such services with fees to be paid by insurance companies and/or Joint Insurance Funds and it is anticipated that the services provided will result in minimal or no direct cost to or payments by the Borough.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey does hereby authorize the Mayor and Borough Clerk to execute a contract, without competitive bidding, as an Extraordinary Unspecifiable Services to Brown & Brown Metro, LLC, of Roseland, NJ for a one-year period January 1, 2021 through January 1, 2022; and

BE IT FURTHER RESOLVED, that the Borough Clerk is hereby authorized to advertise this award of contract according to law in the local newspaper and is further authorized to forward a copy of this resolution to the following:

1. Brown & Brown Metro, LLC
2. Monmouth County Joint Insurance Fund
3. Finance Manager

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 24-2021
OFFICIAL DEPOSITORIES

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

WHEREAS, N.J.S.A. 40A:5-14 mandates that the governing body of a municipal corporation shall, by resolution passed by a majority vote of the full membership thereof, designate as a depository for its monies, a bank or trust company having its place of business in the State, and organized under the laws of the United States or this State:

WHEREAS, on the 2nd day of January 2021, by the Mayor and Council of the Borough of Sea Bright, County of Monmouth, New Jersey, that:

1. Valley National Bank
2. New Jersey Cash Management Fund
3. TD Bank
4. Bank of New York
5. US Bank
6. JP Morgan Chase

be, and hereby are, designated as depositories for the Borough of Sea Bright for the year 2021. Prior to the deposit of any municipal funds in the above-mentioned depositories, the bank shall file with the Chief Financial Officer a statement indicating that the bank is covered under the Government Units Deposit Protection Act (R.S. 17:9-41).

NOW, THEREFORE, BE IT RESOLVED, that the aforesaid banks are hereby authorized and directed to honor checks drawn upon the Borough funds signed by the Chief Financial Officer, Mayor, Tax Collector, Finance Manager and Borough Clerk, with the exception of:

- **Municipal Court Account**
Court Administrator, Deputy Court Administrator,
or Municipal Judge, as authorized signatories.
- **Bail Account**
Court Administrator, Deputy Court Administrator
or Municipal Judge, as authorized signatories.
- **Law Enforcement MAC Account**
Chief Brett Friedman and Sergeant Charles Murphy, Jr. as authorized signatories.
- **Health Insurance Fund**
Designated Benemax signatories.
- **Redemption Account**
Tax Collector, Finance Manager, Clerk as authorized signatories.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to the Fiscal Officer, Police Chief and Court Clerk.

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 25-2021
2021 INTEREST RATE ON DELINQUENT TAXES,
SEWER AND OTHER MUNICIPAL CHARGES

Councilmember introduced and offered the following resolution for its adoption; seconded by
Councilmember :

WHEREAS, N.J.S.A. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non payment of taxes, sewer and other municipal charges or assessments subject to any abatement or discount for the late payment of taxes, sewer and municipal charges as provided by law; and

WHEREAS, the Borough Council finds it appropriate and necessary to establish interest rates for delinquent tax and assessment payments within the provisions of the aforesaid statute.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, as follows:

1. The Tax/Sewer Collector is hereby authorized and directed to charge 8% per annum on The first \$1,500.00 of taxes, sewer and other municipal charges becoming delinquent after the due date and 18% per annum on any amount of taxes, sewer and other municipal charges in excess of \$1,500.00 becoming delinquent after the due date and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency.
2. Effective January 1, 2021, there will be a ten (10) day grace period of quarterly tax/ sewer/payments made by cash, check or money order.
3. Any payments not made in accordance with paragraph two, shall be charged interest from the due date as set forth in paragraph one of this Resolution.

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

1. Tax Collector
2. Borough Attorney
3. Borough Auditor

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 26-2021
2021 BOROUGH FEE SCHEDULE

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

WHEREAS, the Borough Council had established the "Code of the Borough of Sea Bright, 1998" to annually renew all fee schedules by resolution as referenced in each Chapter; and

WHEREAS, the Borough Council wish to approve the following fee schedules for the year 2021 as referenced below:

SECTION I

CHAPTER 3 – ADMINISTRATIVE CODE

Section 3-8.1 Fees for extraordinary requests

Fees:

- Copies
 - Letter size pages \$ 0.05
 - Legal size pages \$ 0.07
 - Ledger \$ 0.10
 - Other materials (CD, DVD, etc) \$ 3.00
- Delivery: Delivery / postage fees additional depending upon delivery type
- Extras: Special service charge may be applied for administrative and postage fees, if applicable, and,
- Deposit: If request exceeds \$5.00 to reproduce.

SECTION II

CHAPTER 201 - "VEHICLES AND TRAFFIC"

ARTICLE I - Traffic and Parking

Section 201-8.1. - Pay-to-park areas.

Parking of vehicles in municipally regulated pay-to-park areas shall be permitted at such rates for paid parking as set forth in rules and regulations adopted by resolution of the Mayor and Council of the Borough of Sea Bright.

- Pay to Park:
 - Monday - Friday \$ 1.00/per hour
 - Saturday & Sunday \$ 2.00/per hour

SECTION III

CHAPTER 179 - "Special Events"

Section 179-2D. There shall be a fee for the filing of any permit application, said fee to be set by the Borough Council on an annual basis.

Application Fee \$25.00

SECTION IV

CHAPTER 172 – "Sidewalk Cafes and Restaurants"

Section 172-3. Licensing Fees: The annual fee for the operation of a sidewalk café shall be set by resolution by the Borough Council.

<u>Number of Seats</u>	<u>Fee</u>
1-8	\$100.00
9-16	\$200.00
17+	\$500.00

SECTION V
CHAPTER 170 – “Sewers”

ARTICLE II: Rates and Charges

Section 170-6B.5. There shall be an annual fee for the administration and enforcement of the sewer deduct program set by resolution by the Borough Council.

ANNUAL FEE: \$100.00

SECTION VI
CHAPTER 178 - “Solid Waste”

**ARTICLE II “Recycling”, 178.6 Enumerations of Mandatory Recyclables,
Section H. “Appliance and White Goods Collection”**

Subsection (2)(b):

Prior to placing any appliance at the curbside offer collection, the owner, tenant or resident of the promises shall complete a form provided by the Recycling Coordinator and pay a permit fee in order to obtain a removal permit.

<u>COLLECTION FEE PAID TO HAULER</u>	<u>ADMINISTRATION FEE</u>	<u>TOTAL</u>
\$20.00	\$5.00	\$ 25.00

SECTION VII
LIBRARY

	FEES
Fines for Overdue Materials (per day)	
• Books, Audio Tapes	\$ 0.10
• Videotapes/DVDs	\$ 1.00
Annual Nonresident Fee	\$ 35.00
Fax	\$ 1.00 plus \$ 0.10 per page

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, that the above fees for the year 2021 are hereby approved effective immediately.

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

1. Administrative Assistant
2. Public Works Department
3. Library

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 27-2021
Chapter 39 "Police Department"
Article III Special Duty Assignments
2021 Special Duty Assignments Rates for Police Officers

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

WHEREAS, Chapter 39 of the General Code of the Borough of Sea Bright entitled Police Department, Article III, Special Duty Assignments that requires the charges for such service be set forth annually in a resolution adopted by the governing body, and

WHEREAS, various businesses working within the Borough of Sea Bright from time to time make requests for assistance from members of the municipal police department to perform special duty assignment services; and

WHEREAS, it is deemed to be in the interest of safety that personnel specially trained to undertake these activities be used in the performance of these duties; and

WHEREAS, work performed is to be considered a "special duty assignment from independent contractors" and as such is exempt from Fair Labor Standards Act; and

WHEREAS, the Chief of Police has recommended that the hourly rates (minimum of four (4) hours) as follows:

39-17. Payments for services.

<u>Assignment</u>	<u>Salary</u>	<u>Insurance/Admin</u>	<u>Total</u>
Construction Work	\$85.00	\$15.00	\$100.00
Security Work	\$85.00	\$15.00	\$100.00
Sporting Events	\$85.00	\$15.00	\$100.00
Enhanced Local Business Patrols	\$15.00	\$ 5.00	\$20.00

IN ADDITION to the hourly rates above to be charged, when the Chief of Police deems that it is in the best interest of police officers assigned to construction work, the interest of the Borough and the construction workers, that police officers assigned to special duty utilize a marked police car or police equipment, an additional charge to be paid for utilization of said police vehicle or equipment shall be at the rate of \$10.00 per hour (minimum of four (4) hours); and

WHEREAS, such assignments are to be approved through the Chief of Police.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, that the Chief of Police is hereby authorized to enter in to agreements providing for special duty assignments for which the municipality shall be compensated at the rates herein above mentioned; and

BE IT FURTHER RESOLVED, that the rate and authority given by virtue of this resolution may be amended or revoked at any time by the Governing Body.

BE IT FURTHER BE RESOLVED, that any and all municipal officials required to take any and all action as a result of the adoption of this resolution are hereby empowered to do so.

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

1. Police Department
2. Finance Manager

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 28-2021
2021 PETTY CASH FUNDS AND CHANGE FUNDS
BOROUGH OF SEA BRIGHT

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

WHEREAS, the New Jersey Division of Local Government Services pursuant to N.J.S.A. 40A:5-21 has established rules governing the issuance of **Petty Cash Funds**.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, that application be made to the Director, Division of Local Government Services, for approval to maintain the following **Petty Cash Funds** for the year 2021 for the following department in the following amount:

Finance Department:

Petty Cash	\$ 100.00
------------	-----------

BE IT FURTHER RESOLVED that the following **change funds** be maintained in the Borough of Sea Bright:

Police Department	\$ 25.00
Library	\$ 25.00
Office of the Municipal Clerk	\$ 100.00
Tax and Sewer Collector	\$ 250.00
Municipal Court Administrator	\$ 100.00
Recreation/Public Event Change Fund (seasonal)	\$ 2,000.00
Beach (May – September)	\$ 6,000.00

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

1. Finance Manager
2. Director, Local Government Services

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 29-2021
2021 CASH MANAGEMENT PLAN
BOROUGH OF SEA BRIGHT

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

WHEREAS, the Director of the Division of Local Government Services requires the annual adoption of a Cash Management Plan pursuant to guidelines in N.J.S.A. 40A:5-14; and

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, approve and adopt the 2021 Cash Management Plan; and

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

1. Chief Financial Officer
2. Borough Auditor
3. Fiscal Officer

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

Borough of Sea Bright

2021 Cash Management Plan

Michael J. Bascom, CMFO, CTC
Chief Financial Officer

I. Objective

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investments") of certain public funds of the Borough of Sea Bright ("Borough") pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decision made with regard to the Deposits and the Permitted Investments will be done to ensure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to ensure that any Deposit or Permitted Investment matures within the time period that approximated the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

The Cash Management Plan is intended to act as a summary of cash management activities to be undertaken by the various municipal departments, which handle cash in order to ensure maximum cash availability and maximum investment yield on idle Borough cash.

The Borough wishes to manage cash efficiently from the time revenue is earned until the time an expenditure payment clears the bank. The overriding goals of the cash management system are to maximize availability and maximize yield. The first goal is met by decreasing time lags from the earning of revenue until it is converted to cash and by timing expenditures to be made on their due dates, not before or after. The second goal is achieved by maximizing investment yield on cash between its collection and disbursement.

The administrative staff of the Borough exists to provide services to its citizens for which it must collect tax and fee revenue. Effective cash management will operate within the constraints of the purpose of government. Cash should not be maximized at the expense of paying vendors late or alienating taxpayers with intimidating collection procedures. Similarly, yield should not be maximized at the expense of other goals. Where conflicts exist between the two primary goals of the cash management policy, the Borough will put a higher priority on cash availability than yield as the cash management system shall ensure that cash is available to support municipal operations.

The Borough shall comply with all laws and regulations concerning municipal cash management. All municipal funds will be deposited in a manner by which they will be protected under Governmental Unit Deposit Protection Act (GUDPA) regulations. The Borough will comply with directives from the New Jersey Department of Community Affairs, Division of Local Government Services and the Local Finance Board concerning cash management.

The Borough will work to increase non-tax revenues by keeping idle funds in interest bearing accounts at all times. The Borough Finance Department will monitor and project cash flows and schedule expenditure plans accordingly as well as maintaining familiarity with the short-term investment market.

II. Protection of Borough Assets

Cash management is a form of risk management in that any time the Borough earns revenue, makes an investment, or commits to an expenditure, it incurs a certain amount of risk. The Chief Financial Officer must recognize and minimize the Borough's exposure to five distinct types of risk;

Default risk - Default risk applies mainly to investments but could also apply to basic checking accounts. Default risk is the risk that some or all of the principal amount of an investment or account will not be available due to default by the issuer, securities dealer or broker, bank or other financial institution. Default risk is best avoided by carefully screening investment dealers and banks for potential default problems and by limiting investments to those instruments which are least likely to default. Should a default occur, the Borough will take all recourse actions available through deposit insurance, regulatory and legal systems. It should be noted that no municipality has ever lost funds as a result of a banking default when the funds were protected under GUDPA.

Market Risk - Market risk is the risk that, while the Borough holds an investment instrument, changes in the financial markets reduce the value of the investment. In extreme cases, the market value may fall below the principal amount invested by the Borough. If the Borough sells the investment before it matures, part of the principal will be lost. The Borough's only recourse would be to hold the security until either the market rebounds or it matures, repaying both the face value and the interest. The Borough can protect against market risk by avoiding instruments which are subject to rapid market swings and by investing with the intent to hold all instruments to maturity. The Borough will not invest in instruments that could result in a loss of principal value.

Reputational Risk - An offshoot of the other forms of risk, reputational risk is the risk that the Borough will lose stature by making a cash management mistake. Few events are more damaging to a government's prestige and potential than a well-publicized investment loss. While the most common cause is loss of principal due to default, the Borough's reputation may also be damaged by overzealous collection processes or by late payment of expenditures. Reputational risk may cause long-term harm to the government as citizens question the management capability of both elected officials and the professional staff. A poor reputation may also discourage vendors and potential new businesses and residents from working with or locating in the Borough.

Safekeeping Risk - The rise of electronic funds transfers and creative investment instruments has spawned a new process of investing in which the cash manager may never see the instrument in which they are investing. Many banks, brokers and dealers prefer to issue a safekeeping certificate or use another simple method to evidence receipt of the principal. The most common use of safekeeping certificates is in repurchase agreements, in which the Borough purchases certain securities and the broker agrees to repurchase them with interest at a later date. The broker often issues a certificate that the securities are on hand and being held against the

investment. The Borough may protect itself against the external safekeeping risk by demanding collateral securities be physically delivered to the Borough as a condition of making the investment. This practice may reduce yields but provides an important form of protection. The internal safekeeping risks of lost monies can be reduced by practicing sound internal controls.

Collection Risk - There can be a significant difference between revenue earned and revenue collected. Nonpayment of taxes, fees, and fines poses a risk that resources budgeted and treated in the accounting system as if they were received may never actually appear. There is also a strong "word of mouth" factor. If individuals seem to "get away" without paying large amounts in fines, fees or taxes, many others will try this technique. The Borough must protect itself against collection risk by utilizing aggressive collection procedures.

III. Liquidity

Idle cash is only idle and available to invest until it is needed to pay employees or invoices. An important objective of an effective cash management plan is to time investments so that they mature at the same time they are needed to meet these obligations. If they mature too early, the Borough will lose interest earnings, if they mature too late, the Borough risks a potential problem of liquidity. The Borough must strive to guarantee liquidity by carefully forecasting expenditures; determining if each upcoming expenditure obligation is "covered" by cash on hand, incoming revenue, or maturing investments; and timing investments to meet the next "uncovered" obligation. A margin for unexpected expenditures is allowable and expected.

IV. Financial Reports

The Finance Manager shall produce the following expenditure and financial condition reports, forward them monthly to the Chief Financial Officer, and make them available to the elected officials of the Borough;

- Monthly Budget Expenditure Reports (available in Finance Office)
- Monthly Budget Revenue Reports (as submitted by Tax Collector)
- Unaudited Financial Reports (annual)

The Borough shall utilize the encumbrance system as outlined in the Borough of Sea Bright Purchasing Manual. The basis of said manual shall be to comply with all purchasing regulations governing the abilities of the Borough of Sea Bright. The Borough shall utilize Requisitions, Purchase Orders and Voucher forms with signatures required from Department Heads and Borough Council members. The Borough shall encumber funds for contracts and purchase orders once they are approved. The Borough shall pay all invoices in accordance with terms of same. Payments are not to be made late nor earlier than required by said terms. The Borough shall utilize a centralized purchasing system and maintain a comprehensive fixed assets inventory.

The Borough Cash Management Plan shall be provided to all elected officials of the Borough of Sea Bright as well as all appointed officials whom are affected by same.

The Finance Manager shall produce the following revenue and investment reports, forward them monthly to the Chief Financial Officer and make them available to the elected officials of the Borough;

Investment Analysis (as prepared by the Fiscal Officer)
Receipts and Expenditure Analysis (as prepared by Fiscal Officer)
Monthly Cash Receipts Reports (as prepared by Fiscal Officer)

The Tax Collector will be responsible for preparing daily cash receipt reports and submitting same to the Fiscal Officer for cash forecasting and tracking information. The Tax Collector will maintain a monthly analysis of taxes receivable and reports detailing all adjustments, tax sale information and assignments.

V. Debt Management

The Chief Financial Officer shall maintain an analysis of all debt authorized but not issued, recommend cancellations of authorization balances no longer needed, recommend re-appropriation of authorization balances no longer needed for their intended use, maintain an analysis of grants receivable for capital improvement projects, handle all facets of bond and bond anticipation note issuance, ensure that the Borough remains in compliance with arbitrage regulations and that an annual analysis and report are compiled concerning arbitrage.

VI. Audit and Review

All employees will work with the Borough auditing firm to ensure a thorough and accurate audit review. The Chief Financial Officer shall arrange an Audit Exit Conference with Borough Auditor and prepare a Corrective Action Plan in response to any audit comments or recommendations. The Corrective Action Plan will be submitted to the Borough Council for approval and submitted to the Division of Local Government Services in accordance with regulations concerning same.

VII. Operational Cash Management Objectives

1. Increase non-tax revenue when it is not needed for current obligations
 - A. Schedule due dates for licenses during the first three months of the calendar year.
 - B. Schedule contractual payments to be made monthly
2. Keep idle funds working even at a lower interest rate when necessary

Invest all available monies in overnight investments such as the New Jersey State Cash Management Fund or an interest bearing investment account

3. Understand present cash flow

Cash flow projections shall be updated monthly and project the following 3 months

4. Estimate pattern of future cash flows

- A. The Borough is aware that major cash flow periods occur within the General Account during the first ten days of each tax paying period. The Borough Sewer Operating Account is most active during the thirty-day collection periods established therefore. The Borough Beach Utility Account is most active during the summer months.
- B. The Borough shall schedule payments and obligations in a manner as such as the majority of obligations that can be scheduled will be made payable after a period of increased collections as described above.

5. Identify and become familiar with the short-term money market.
The Borough will maintain analysis of available investment terms at the point that each investment decision is made. Where practical, the Borough shall invest in the product that is most beneficial to the Borough both by yield and availability. The Borough shall maintain a relationship with all of the brokers, dealers, bank officers and investment officials outlined in the cash management resolution adopted annually by the Borough Council.

6. Bidding specifications for banking relationships shall be adopted so as to compare banking practices when deemed necessary or appropriate.

The Chief Financial Officer shall maintain an analysis of banking proposals and information concerning the basis for which a banking relationship has been established.

7. The Borough of Sea Bright shall project a knowledgeable image to the banking firms with which it established relationships. A knowledgeable cash manager will gain the respect of banking officers who will work harder to offer conditions desirable to the Borough.

The Chief Financial Officer shall handle all relationships with bank officers, with the exception of day-to-day transfers and routine banking methods.

8. The Borough will not entertain political considerations in its cash management policies.

All banking relationships shall be established on the basis of what is best for the Borough's cash management position.

9. The Borough will select a lead bank with which it will deal with concerning day to day activity.
The lead bank will be determined based on its size and reputation, location convenience, ability to draw large payments and other considerations as detailed herein.
10. Profitability of bank accounts to be compared when selecting a bank.
The Borough shall consider the amount required for compensating balances or bank fees and the "float".
11. A Cash Management resolution shall be adopted annually by the Borough Council upon receipt of recommendations for the Chief Financial Officer.
 - A. The resolution shall list all Borough bank accounts, the reason for the account, the average balance of the account during the preceding twelve months, the source and nature of deposits and the source and nature of withdrawals.
 - B. The resolution shall provide a statement which eliminates the need for additional resolutions to provide the authority to invest funds. The resolution shall act as a guideline by which the Chief Financial Officer and Finance Department employees act, but shall not limit their ability to legally invest funds on behalf of the Borough.
12. Cash disbursements shall be scheduled to be released on a regular basis in order to provide for accurate investment policies.
 - A. It shall be the policy of the Borough of Sea Bright to authorize payment of bills at each of the two regular Borough Council meetings held on the first and third Tuesdays of each month. Checks authorized for release at said meetings will become available after 3:00 PM of the Thursday following said action. This policy will not limit the Borough Council from authorizing payments at any other Borough Council meeting, including workshop meetings properly advertised for such action nor limit the Chief Financial Officer's ability to issue a disbursement between meetings to be confirmed by the Borough Council at a later date.
 - B. In order to comply with this policy, all department heads must ensure that completely executed vouchers with invoices are submitted to the Finance Department by 9:00 AM of the Wednesday preceding the meeting night on which they are intended to be paid. Department heads and the Finance Department should review all payments to ensure that they are paid within the terms set forth by the purchase order.

- C. Invoices properly presented for payment will not be withheld from inclusion on the regular bill list so long as sufficient funds are available for said payment.
13. Cash flow shall be estimated for a twelve-month period, as detailed in the budget document, with more formal and accurate analyses provided for lesser periods as described herein.
- A. Estimation of revenues shall include anticipated receipts from: Municipal Revenues, Federal Revenue, State Revenues, and Bond Issues.
- B. Estimation of expenditures should include salaries and wages, payroll taxes, debt service, capital expenditures, employee benefit plans, and operating budgets.
14. Investments will be timed and calculated based on the projections and analyses detailed herein.
15. The Chief Financial Officer shall remain informed concerning the legal implications involved in the investment of municipal funds.
- A. The Borough may invest in Repurchase Agreements that are fully collateralized, Certificates of Deposit, United States Treasury Bills, Saving Accounts and other tools which are properly protected by GUDPA and other state and federal regulations.
16. Internal controls shall be utilized to ensure maximum availability of funds.
- A. Tax bills and delinquent notices shall be mailed promptly.
- B. The Borough will remain aggressive in its strategies to collect delinquent charges.
- C. All funds collected before 2:30 PM will be posted and deposited the same day they are collected. Funds collected after 2:30 PM will be posted and deposited by 2:30 PM on the following business day.
- D. The Tax Collector will prove the daily cash receipts report to the bank deposits before the deposit is sent to the bank.
- E. A police officer shall be made available to transport all municipal funds to the proper depository.
17. Discretion of Chief Financial Officer will be permitted in allowing some variance in the policies outlined herein, when, said variances are caused by unforeseen circumstances, emergency situations and other situations where the CFO feels that

conformance with the policy would be detrimental to the financial operation of the municipality.

VIII. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN.

- A. The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the Borough;

Bank Accounts

Valley National Bank

Checking Accts.

Current
Payroll
Beach Capital Fund
Beach Utility Checking
Animal
General Capital Fund
Health Insurance Fund
Law Enforcement (Mac)
Law Enforcement Trust
NJ Unemployment
Petty Cash
Sewer Capital Fund
Sewer Utility
Trust Other
Redemption
Municipal Court
Municipal Court Bail Fund

Escrow Accounts:

Developer's Escrow

Investment Accounts:

N J Cash Management
N J Cash Mgt–Beach
N J Cash Mgt–Sewer

IX. DESIGNATION OF OFFICIALS OF THE BOROUGH OF SEA BRIGHT
AUTHORIZED TO MAKE DEPOSITS AND INVESTMENT UNDER THE PLAN.

The Chief Financial Officer of the Borough of Sea Bright (the "Designated Official") is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted investments, such officials of the Borough are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such officials.

X. DESIGNATION OF DEPOSITORIES.

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in the Plan:

Valley National Bank
JP Morgan Chase
TD Bank
New Jersey Cash Management Fund

All such depositories shall acknowledge in writing receipts of this Plan by sending a copy of such acknowledgment to the Designated Official (s) referred to in Section III above.

XI. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE
DESIGNATED OFFICIALS MAY DEAL.

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated as firms with whom the Designated Official(s) of the Borough referred to in this Plan may deal for purposes of buying and selling securities identified in this plan as Permitted Investments or otherwise providing for the Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this plan by sending a copy of such acknowledgment to the Designated Official (s) referred to in Section III above.

MBIA, TD Bank, US Bank

XII. AUTHORIZED INVESTMENTS.

A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- (1.) Bonds or other obligations of the United States of America or Obligations guaranteed by the United States of America;

- (2.) Government money market mutual funds;
- (3.) Any obligation that a federal agency or a federal instrumentality has issued in accordance with any act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
- (4.) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
- (5.) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
- (6.) Local government investment pools;
- (7.) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c. 281 (C. 52:18 A-90.4); or
- (8.) Agreements for the repurchase of fully collateralized securities if:
 - (a.) the underlying securities are permitted investments pursuant to Paragraph to (1) and (3) of this subsection a;
 - (b.) the custody of collateral is transferred to a third party;
 - (c.) the maturity of the agreement is not more than 30 days;
 - (d.) The underlying securities are purchased through a public depository As defined in section 1 of P.L. 1970, c. 236 (C.17:9-41); and
 - (e.) a master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms “government money market mutual fund” and “local government investment pool” shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:

- (a.) which is registered with the Securities and Exchange Commission under The “Investment Company Act of 1940,” 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec, 270. 2a-7.

- (b.) the portfolio of which is limited to U.S. Government securities that meet The definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- (c.) which has:
 - (i) attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
 - (ii) retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission Pursuant to the "Investment Advisors Act of 1940," 15 U.S.C. sec. 80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local government investment Pool. An investment pool:

- (a.) which is managed in accordance with 17 C.F.R. sec. 270,2a-7;
- (b.) which is rated in the highest category by a nationally recognized statistical rating organization;
- (c.) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec 270,2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- (d.) which is in compliance with rules adopted pursuant to the "Administrative" Procedure Act, P.L. 1968,c .410 (c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and Yield of the investments;
- (e.) which does not permit investment in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and

- (f.) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

XIII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN.

To the extent that any Deposit of Permitted Investment involves a document or security which is not physically held by the Borough, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Borough. To assure that there is no unauthorized use of the funds of the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Borough or by a third party custodian prior to or upon the release of the Borough's funds.

To assure that all parties with whom the Borough deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official(s).

XIV. AUTHORIZED SIGNATURES

The following persons are authorized, and their signature is required, to withdraw funds from the below listed, existing bank accounts. Facsimile signatures of the Mayor and Borough Clerk may be applied by the Finance Office upon checks of the Borough for the disbursement of funds as authorized by resolution or for payroll.

No other municipal official shall be permitted to open a bank account or accept funds on behalf of the Borough unless specifically authorized to do so herein or in an amendment hereto as approved by resolution of the governing body.

Valley National Bank

<u>Account Name</u>	<u>Required Signatures</u>
Current Payroll Beach Capital Fund Beach Utility Checking Animal General Capital Fund Law Enforcement Trust NJ Unemployment Petty Cash Sewer Capital Fund Sewer Utility Trust Other	Clerk, Mayor, CFO, Tax Collector, Finance Manager (Any 2)
Redemption Account	Tax Collector, Finance Manager, Clerk
Health Insurance Fund	Clerk, Mayor, CFO, Tax Collector Finance Manager (Any 2), and (Designated Benemax Representatives)
Law Enforcement (Mac)	Chief of Police or Lieutenant, Sergeant of Police
Municipal Court Municipal Court Bail Fund	Court Administrator or Judge
<u>NJ CASH MANAGEMENT:</u>	
NJ Cash Management NJ Cash Mgt-Beach NJ Cash Mgt-Sewer	Clerk, Mayor, CFO, Tax Collector, Finance Manager (Any 2)

X. TERM OF PLAN.

This Plan shall be in effect from January 1, 2021 to December 31, 2021. Attached to this Plan is a resolution of the governing body of the Borough of Sea Bright, approving this plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Council, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received that copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

RESOLUTION NO. 30-2021
AUTHORIZING HIRING OF POLICE OFFICERS
DESIGNATION OF SPECIAL LAW ENFORCEMENT OFFICERS - CLASS I & CLASS II

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

WHEREAS, there exists a need for Class I and Class II Special Officers in the Police Department for 2021 in the Borough of Sea Bright; and

WHEREAS, Chief Brett Friedman requested that the following be appointed as Class I Special Police Officers and Class II Special Police Officers after fulfilling the required training at the Monmouth County Police Academy.

CLASS II SPECIAL POLICE OFFICERS:

Madison Taylor
Hunter J. Manning
Andrew Balina

CLASS I SPECIAL POLICE OFFICERS:

Alexa N. Susino
Gianna R. Gonzalez

CERTIFICATION OF FUNDS

I, Michael J. Bascom, Chief Financial Officer, hereby certify that funds will be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided in the Budget for the year 2021, when finally adopted, in the appropriation entitled Police S/W #21-01-25-240-1-000.

MICHAEL J. BASCOM, CFO

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Sea Bright, County of Monmouth that the aforementioned Class I and Class II Special Officers be paid at an hourly rate as specified in Ordinance No. 22-2019 and complete the required training; and

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

1. Khristi Jacobs, Finance Manager
2. Brett Friedman, Police Chief
3. Individual Appointees

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk, do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council Meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION NO. 31-2021
BOROUGH OF SEA BRIGHT
2021 BOROUGH COUNCIL MEETING SCHEDULE

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

WHEREAS, in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975, it is necessary for the Borough Council of the Borough of Sea Bright to post and maintain a schedule of meetings of the Borough Council that will be held during the year 2021; and

WHEREAS, the following meetings will be held by the Borough Council of the Borough of Sea Bright for the year 2021:

1. Workshop Meetings - begin at 8:30 a.m. or as otherwise noticed
2. Regular Meetings - begin at 7:00 p.m. or as otherwise noticed
3. Special Meetings - as needed and noticed according to the requirements of the Open Public Meetings Act.

WHEREAS, it is the desire of the Governing Body to adjourn their meetings, both Public and Executive Sessions, no later than 9:30 p.m., and

WHEREAS, it is also established that the deadline for all agenda items for Regular Meetings shall be the Friday prior to the meeting date no later than 12:00 p.m.

NOW THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Sea Bright that the 2021 Meeting Schedule, as noted below, for the Borough Council is hereby approved and the Borough Clerk is hereby authorized to:

1. Post the Schedule of Meetings, as required by law
2. Post the schedule of Meetings on the Borough's Website
3. Notify the Asbury Park Press, Two River Times, The Link and The Hub of the schedule of meetings, as approved

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

1. Governing Body
2. All Borough Employees

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

Certification

I, Christine Pfeiffer, do hereby certify that this is a true copy of a Resolution approved by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council Meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

BOROUGH OF SEA BRIGHT 2021 MEETING SCHEDULE

WORKSHOP/CLOSED SESSION MEETINGS 8:30 A.M.

All Workshop/Closed Session Meetings are held in the Mayor Dina Long Community Room, 1097 Ocean Avenue, 3rd Floor, Sea Bright, NJ on the dates listed below. Official action ***MAY BE TAKEN*** at these meetings. (Meetings will be held on Thursdays unless otherwise noted.)

REGULAR/CLOSED SESSION MEETINGS 7:00 P.M.

All Regular/Closed Session Meetings are held in the Mayor Dina Long Community Room, 1097 Ocean Avenue, 3rd Floor, Sea Bright, NJ on the dates listed below. Official action ***SHALL BE TAKEN*** at said meetings. (Meetings will be held on Tuesdays unless otherwise noted.)

2021 MEETING SCHEDULE

REGULAR/CLOSED SESSION – 7:00pm	WORKSHOP/CLOSED SESSION – 8:30am
January 2, 2021 (Re-Org: Saturday @ 10:30 am)	January 14, 2021
January 19, 2021	
February 2, 2021	February 11, 2021
February 16, 2021	
March 2, 2021	March 11, 2021
March 16, 2021	
April 6, 2021	April 15, 2021
April 20, 2021	
May 4, 2021	May 13, 2021
May 18, 2021	
June 15, 2021	June 10, 2021
July 20, 2021	July 15, 2021
August 17, 2021	August 12, 2021
September 21, 2021	September 9, 2021
October 5, 2021	October 14, 2021
October 19, 2021	
November 15, 2021 (Monday)	November 4, 2021
December 21, 2021	December 16, 2021
January 8, 2022 (Re-Org: Saturday @ 10:30 am)	

RESOLUTION NO. 32-2021
2021 Temporary Budget
BOROUGH OF SEA BRIGHT

Councilmember introduced and offered for adoption the following resolution;
seconded by Councilmember :

WHEREAS, in the normal operation of the Borough of Sea Bright it is necessary for the making of contracts, commitments and payments prior to the adoption of the regular budget; and

WHEREAS, N.J.S. 40A:4-19 of the State of New Jersey provides the Governing Body of any municipality may make temporary appropriations to provide for any contracts, commitments or payments to be made between the beginning of the budget year and adoption of the final budget; and

WHEREAS, the total amount of the appropriations attached hereto and made a part thereof in the amount of **\$1,334,156.39 (Current Fund), \$229,043.75 (Sewer Utility) and \$140,868.75 (Beach Utility)** do not exceed twenty-six and one-quarter (26.25) percent of the Local Budget Appropriations of the Borough of Sea Bright for the year 2020 exclusive of any appropriations made for Debt Service and Capital Improvement Fund, and exclusive of Debt Service Appropriations; and

Attached hereto: 2021 Temporary Budget Annexed Schedules

NOW, THEREFORE IT RESOLVED by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey that the attached Temporary Budget for the year 2021 be adopted; and

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

1. Director of Finance
2. Borough Auditor

Roll Call: Birdsell, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, Borough Clerk do hereby certify that the foregoing is a Resolution adopted by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

BOROUGH OF SEA BRIGHT
CURRENT FUND - TEMPORARY BUDGET
JANUARY 2, 2021

		<u>TEMPORARY BUDGET</u>
ADMIN	S&W	\$ 30,187.50
ADMIN	O/E	28,350.00
CLERK	S&W	28,612.50
CLERK	O/E	4,790.63
FINANCE	S&W	14,437.50
FINANCE	O/E	9,975.01
AUDIT SERVICE	O/E	8,925.00
COMPUTERIZED INFORMATION SYSTEMS	O/E	3,412.50
TAX COLLECTOR	S&W	16,275.00
TAX COLLECTOR	O/E	3,071.25
TAX ASSESSOR	S&W	7,481.25
TAX ASSESSOR	O/E	2,493.75
LEGAL	O/E	42,000.00
ENGINEERING	O/E	18,375.00
PLANNING BOARD	S&W	17,062.50
PLANNING BOARD	O/E	5,328.75
CODE ENFORCEMENT	S&W	40,687.50
CODE ENFORCEMENT	O/E	3,478.13
FIRE MARSHALL	S&W	3,150.00
FIRE MARSHALL	O/E	262.50
LIABILITY INSURANCE	O/E	40,000.00
WORKMAN'S COMPENSATION INSURANCE	O/E	50,000.00
EMPLOYEE HEALTH INSURANCE	O/E	122,062.50
HEALTH INSURANCE WAIVER	S&W	656.25
UNEMPLOYMENT INSURANCE	O/E	2,100.00
POLICE	S&W	341,250.00
POLICE	O/E	48,562.50
PARKING	O/E	17,062.50
EMERGENY MANAGEMENT	S&W	945.00
EMERGENY MANAGEMENT	O/E	3,150.01
VOLUNTEER FIRE	O/E	14,437.50
FIRE HYDRANT RENTAL	O/E	8,400.00
STREETS AND ROADS	S&W	57,750.00
STREETS AND ROADS	O/E	29,662.50
SOLID WASTE	O/E	63,000.00
BUILDINGS AND GROUNDS	S&W	1,968.75
BUILDINGS AND GROUNDS	O/E	24,675.00
BEAUTIFICATION OF BORO	O/E	262.50
HEALTH DEPARTMENT	O/E	15,907.50

ANIMAL CONTROL	O/E	1,968.75
PARKS & RECREATION	S&W	1,575.00
PARKS & RECREATION	O/E	3,018.75
CELEBRATION OF PUBLIC EVENTS	O/E	656.25
LIBRARY	S&W	12,600.00
LIBRARY	O/E	5,079.38
ELECTRIC	O/E	13,650.00
STREET LIGHTING	O/E	9,450.00
TELEPHONE	O/E	8,662.50
WATER	O/E	1,575.00
NATURAL GAS	O/E	5,775.00
GASOLINE	O/E	18,900.00
LANDFILL	O/E	28,875.00
RECYCLING TAX	O/E	1,312.50
FICA	O/E	27,562.50
DCRP	O/E	262.50
INTERLOCAL - C/O FIRE MARSHALL VEH.	O/E	315.00
INTERLOCAL - 911	O/E	22,141.35
INTERLOCAL - MUNICIPAL COURT	O/E	20,475.00
MUNICIPAL COURT	S&W	6,825.00
MUNICIPAL COURT	O/E	3,005.63
PUBLIC DEFENDER	O/E	262.50
CAPITAL IMPROVEMENT FUND	O/E	10,000.00
TOTAL CURRENT FUND		\$ <u>1,334,156.39</u>

**BOROUGH OF SEA BRIGHT
SEWER OPERATING FUND - TEMPORARY BUDGET
JANUARY 2, 2021**

			TEMPORARY BUDGET
SEWER	S&W	\$	40,687.50
SEWER	O/E		48,450.00
TWO RIVER WATER RECLAMATION	O/E		129,937.50
CAPITAL OUTLAY	O/E		3,000.00
FICA	O/E		1,968.75
PERS	O/E		5,000.00
TOTAL SEWER OPERATING		\$	<u>229,043.75</u>

BOROUGH OF SEA BRIGHT
BEACH OPERATING FUND - TEMPORARY BUDGET
JANUARY 2, 2021

			TEMPORARY BUDGET
BEACH	S&W	\$	58,143.75
BEACH	O/E		60,262.50
DUNE MAINTENANCE	O/E		2,625.00
JUNIOR LIFEGUARD	O/E		1,837.50
CAPITAL IMPROVEMENT FUND	O/E		5,000.00
CAPITAL OUTLAY	O/E		5,000.00
PERS	O/E		5,000.00
FICA	O/E		3,000.00
			<hr/>
TOTAL BEACH OPERATING		\$	<u><u>140,868.75</u></u>

RESOLUTION No. 33-2021
(Carried from 2020 - Res. No. 190-2020)
**Authorize Issuance of a "New" Liquor License
For the 2019/2020 License Term
S. Kelly Corporation – The Mad Hatter**

Councilmember introduced and offered the following resolution for its adoption;
seconded by Councilmember :

WHEREAS, pursuant to N.J.S.A. 33:1-12.18, a Verified Petition was submitted to the Division of Alcoholic Beverage Control of the State of New Jersey by S. Kelly Corporation (License No.1343-33-011-007), for a special ruling to authorize the issuance of a "new" license based upon failure to renew due to circumstances beyond licensee's control or other extraordinary circumstances; and

WHEREAS, in connection therewith, the owner of said license filed the 12-page application, received tax clearance and has paid all the required Plenary Retail Consumption License fees for the 2019-2020 license term; and

WHEREAS, this licensee has also requested relief pursuant to N.J.S.A. 33:1-12.39 to allow for the renewal of an inactive license for the 2019-2020, 2020-2021 and 2021-2022 license term(s); and

WHEREAS, on November 6, 2020, the Borough of Sea Bright received a copy of the ruling from the Acting Director, Department of Law and Public Safety, Division of Alcoholic Beverage Control granting the relief sought in the Verified Petition allowing the 2019-2020 license term to be considered for a new license and granting relief for inactive status for the license terms 2019-2020, 2020-2021 and 2021-2022; and

WHEREAS, it is within the purview of the local issuing authority to either grant or deny said application for a "new" license in the reasonable exercise of its discretion; and

WHEREAS, the Governing Body has considered the foregoing.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Sea Bright in the County of Monmouth, State of New Jersey, that the following Class C Plenary Retail Consumption License be issued for the 2019-2020 license term pursuant to the special rulings granted by the Acting Director, Department of Law and Public Safety, Division of Alcoholic Beverage Control:

License No. 1343-33-011-007
Licensee: S. Kelly Corporation t/a The Mad Hatter
 Borough of Sea Bright, Monmouth County, New Jersey
Status: Inactive

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

1. Division of Alcoholic Beverage Control
2. Department of Police
3. S. Kelly Corporation

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, do hereby certify that this is a true copy of a resolution approved by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council Meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk

RESOLUTION No. 34-2021
(Carried from 2020 - Res. No. 191-2020)
2020/2021 Annual Renewal Liquor License
S. Kelly Corporation

Councilmember _____ introduced and offered the following resolution for its adoption;
seconded by Councilmember _____ :

WHEREAS, pursuant to N.J.S.A. 33:1-12.39, an application was made to the Division of Alcoholic Beverage Control of the State of New Jersey by S. Kelly Corporation d/b/a/ The Mad Hatter for a special ruling to permit the renewal of inactive license No.1343-33-011-007; and

WHEREAS, in connection therewith, the owner of said license filed the necessary annual renewal application for a Class C License, received tax clearance and has paid all the required fees to renew their 2020-2021 Plenary Retail Consumption License; and

WHEREAS, on November 6, 2020, the Borough of Sea Bright received a copy of a letter from the Division of Alcoholic Beverage Control signed by James B. Graziano, Acting Director of the Department of Law and Public Safety, enclosing a Special Ruling permitting the filing and consideration of a annual renewal application for the above referenced inactive license for the 2019-2020, 2020-2021 and 2021-2022 license terms. This Ruling merely determined that good cause exists for the issuing authority to consider the application for renewal; and

WHEREAS, it is within the purview of the local issuing authority to either grant or deny an application for renewal in the reasonable exercise of its discretion; and

WHEREAS, the Governing Body has considered the foregoing.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Sea Bright in the County of Monmouth, State of New Jersey, that the following Class C Plenary Retail Consumption License be renewed for a one-year license term, 2020-2021 as follows:

License No. 1343-33-011-007
Licensee: S. Kelly Corporation
Borough of Sea Bright, Monmouth County, New Jersey
Status: Inactive

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

1. Division of Alcoholic Beverage Control
2. Department of Police
3. S. Kelly Corporation

Roll Call: Birdsall, Booker, Catalano, Keeler, Lamia, Leckstein

January 2, 2021

CERTIFICATION

I, Christine Pfeiffer, do hereby certify that this is a true copy of a resolution approved by the Borough Council of the Borough of Sea Bright, County of Monmouth, State of New Jersey, at a Council Meeting held on January 2, 2021.

Christine Pfeiffer, Borough Clerk