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## Council Room Borough of Neptune City

October 25, 2021

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The Regular Council Meeting of the Mayor and Council was held in Council Chambers at Borough Hall at 7:03.

Borough Clerk Brown took roll call.

**PRESENT:** Councilmembers Calhoun, Kocsis, Pappas, Pietrunti, Renee, Thomas, and Mayor Wardell

**ABSENT:** C/Pappas

Mayor Wardell announced that the Notice Requirements of Chapter 231 P.L. 1975 have been satisfied by the publication of said notice in the Asbury Park Press, and the Coaster and by filing a copy with the Municipal Clerk. Mayor Wardell also noted that the 48-hour notice was advertised and posted as required

### **FLAG SALUTE AND MOMENT OF SILENCE IN HONOR OF GENERAL COLIN POWELL**

### **APPROVAL OF MINUTES**

Motion to receive and file the Minutes August 23, 2021, September 13, 2021, September 27, 2021 offered by C/ Calhoun. Seconded by C/Thomas

Voice Vote: Councilmembers Calhoun, Kocsis, Pappas, Pietrunti, Renee, Thomas

### **COMMUNICATIONS**

None

### **PRESENTATIONS**

None

### **BOARD OF EDUCATION REPORT:**

President Susino reported at this time there signed contract with NCEA and state funding for COVID is in place.

### **MAYORS REPORT:** Mayor Andrew Wardell

#### **I.Covid-19**

A. Vaccines are available every Tuesday from 2 to 6 at BCC at the Montessori Children's Learning Center

1. Third doses are also available to those who qualify
2. No appointment is required for vaccines, but encouraged.

B. Monmouth County will offer free COVID-19 testing on Tuesday, Oct. 26 in Long Branch from 4 to 7 p.m. at the Bucky James Community Center located at 231 Wilbur Ray Ave.

1. Visitors should note the clinic has 200 tests and once those are administered, the clinic will close for the day. There will also be a limited number of vaccines available for those who wish to receive it.

C. Overall cases, hospitalization, and death rate has begun to decline over the last 2 weeks.

1. Hospitalization down 31%
2. Vaccination rates
  1. 80% of 65 and older
  2. 69% of 12 and up
  3. 60% of all ages

## II. Weather

1. NCPD issued a warning for potential dangerous weather this evening, 8pm, into Tuesday at 5pm
  1. Potential for 1" to 4" of raining
  2. Winds gust from 20 to 45 mph
  3. Please take caution

## III. NJ Cannabis Regulatory Commission

. On Oct 13, 2021 I attended a virtual forum of the NJCRC as the NJ sets to roll out guidelines for recreational cannabis sales.

1. Sadly, much of the forum was directed at those looking to open dispensaries and not much on the municipality's responsibilities .

## IV. Halloween

1. Thank you to Coral Harbour for hosting a Trunk or Treat event last week.
2. Also thank you to the Woodrow Wilson class of 2019 alumni, especially Emma Rivera, for hosting a lovely Fall Festival.
3. Today was the last chance to register for the Halloween Decorations contest

## V. Flu/Covid-19 Clinic

1. Neptune City Community Center will be hosting a Flu and Covid-19 vaccine clinic on November 1, 2021 from 9:30am to 11:30am

## VI. Early Voting

1. Early voting, which is new to NJ, began this Saturday
2. <https://www.monmouthcountyvotes.com/voter-information/polling-places/> is the link to find polling stations and times.
3. Polls are open from 10am to 6pm for each of the 9 days of early voting.

## VII. Bobby Oliver

1. The Borough would like to offer its condolences to the Oliver Family for the loss of longtime resident and employee, Bobby Oliver. Bobby worked for Borough for 38 years, and was a volunteer

#### **ADMINISTRATION & FINANCE- John Pietrunti**

C/Pietrunti reported he had a meeting and discussion took place and looked at the Budget and we are well within range. They spoke about procedures and policies and the codification of the same.

#### **PUBLIC WORKS- Pamela Renee**

C/Renee expressed her condolences to the Oliver family. He worked for DPW from 1957-1997. DPW position available for full time. Budget meeting on Friday and looks like everything is motion. Unfortunately, we have a vehicle out of commission. Reminder last day for brush pick up is 11/30 and leaves 12/15. Please keep brush and leaves in separate piles and leave enough space between from curb so the front loader can get to the leaves and rain can pass. The DPW will be doing a repair to a pipe on Steiner Ave. C/Renee also stated she would like a workshop for Short Term Rentals on November 8. M/Wardell stated we have already had a workshop on the subject. C/Renee would still like to have a second meeting. The discussion continued regarding when we want to move forward on the issue.

#### **LAW & ORDINANCE – Brian Thomas**

C/Thomas reported there was a committee meeting last week to discuss short term rentals and environmental commission/committee. Hocus Pocus will be playing on Saturday evening. Weather permitting. Thank you to Carol and Tony for putting on Trunk or Treat.

#### **ADMINISTRATION & JUSTICE-Glen Kocsis**

C/Kocsis reported that there is Halloween Curfew for Halloween weekend. The NCPD will be conducting their annual food drive on November 13 from 8am-noon. C/Kocsis offered his condolences to the Oliver and Freda families.

#### **SPECIAL SERVICES-Danielle Pappas**

C/Pappas was absent

#### **HUMAN SERVICES- Dave Calhoun**

C/Calhoun reported that he spoke to the Chief at the FD and reported the stats. He reminded everyone of the Halloween open house for Halloween. The Fire Truck contract is close to being completed and signed. C/Calhoun reported that the First Aid has one recruit in training and two that will be attending in the future. He will schedule a meeting for the FD and FA for their budget needs. C/Calhoun also reported he received a copy of a letter from Senator Gopal to the Governor regarding the TFH issue. Environmental commission/committee has brought up additional questions. He reached out to an organization that helps municipalities with forming environmental committees. C/Calhoun offered his condolences to the Oliver Family.

#### **ADMINISTRATORS REPORT: Kevin Kane**

Administrator Kane reported:

### NJMVC Mobile Unit

The New Jersey Motor Vehicle Commission mobile unit was back in Neptune City on Saturday, October 16<sup>th</sup> from 10am to 2pm at the Community Center. They are fully booked through Thanksgiving, but if they continue through the winter, they will notify us to schedule additional dates.

#### 1. New Commission/Committee

The framework for the Environmental Commission and the Veterans Advisory Committee is complete and will be discussed at upcoming meetings.

#### 2. New Fire Truck

The truck committee has been working hard on finalizing the contract with Seagrave. We received it today and it will be reviewed by our attorney and CFO, and if acceptable will be signed and then authorized for purchase at the next meeting,

#### 3. New Jersey Best Practices Inventory

Bill Antonides and I have been reviewing the Best Practices checklist which must be filed with the Department of Community Affairs by November 3, 2021. There are 27 questions this year and you must have at least 15 points (yes answers).

#### 4. Grant Applications

I've asked our engineer, Ben Matlack, to attend the meeting tonight (at no charge) to give us an important update on one of our grant applications.

Just to put this into context, 67 municipalities applied throughout the state for this grant program and only 13 grants were awarded. Also, we were the only town in Monmouth County out of the 7 that applied to receive this grant.

A/Kane asked Ben from CME to come up and make a statement. Ben announced that the Borough of Neptune City has been awarded the Urban Parks Grant in the amount of \$500,000.00 for the acquisition of the Knights of Columbus property. The property is currently under contract. A/Kane explained the process and that Neptune City is the only town that was awarded the grant.

### **PUBLIC PARTICIPATION (FOR AGENDA ITEMS ONLY) -**

### **UNFINISHED BUSINESS- NONE**

### **NEW BUSINESS**

#### **Resolution 21-141 Corrective Action Plan 2020 Audit**

C/Pietrunti offered the following resolution and moved their adoption. Seconded by C/Calhoun

**Resolution 2021-141  
Corrective Action Plan**

**WHEREAS**, the 2020 audit was received by the Mayor and Council of the Borough of Neptune City, and

**WHEREAS**, certain comments and recommendations were made in the 2020 audit and are attached hereto and made part hereof as schedule “A”, and

**WHEREAS**, a corrective action plan has been submitted by the Chief Financial Officer of the Borough of Neptune City and is attached hereto and made part hereof as schedule “B”, and

**WHEREAS**, it is the desire of the Mayor and Council of the Borough of Neptune City to implement the corrective action plan in response to comments and recommendations contained in the 2020 Audit Report.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Neptune City, County of Monmouth and State of New Jersey as follows:

1. That the Mayor and Council have implemented the corrective action plan filed by the Chief Financial Officer in order to comply with the comments and recommendations as set forth in the 2020 Audit.
2. That a certified copy of this resolution shall be forwarded to the Division of Local Government Services, the Borough Administrator, Chief Financial Officer and Borough Auditor.

Aye: Councilmembers Calhoun, Kocsis, Pietrunti, Renee, Thomas

Absent: Councilmember Pappas

Mayor Wardell declared the resolution adopted

**Resolution 21-142** Certification of the 2020 Audit

*C/Thomas* offered the following resolutions and moved their adoption. Seconded by *C/Kocsis*

**RESOLUTION 2021-142  
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

**WHEREAS**, the Annual Report of Audit for the year 2020 has been filed by a Registered Municipal Accountant with the *Borough of Neptune City Municipal Clerk* pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

**WHEREAS**, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34, and,

**WHEREAS**, the Local Finance Board has promulgated a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled:

General Comments  
Schedule of Findings and Responses  
Auditor's Opinions

and,

**WHEREAS**, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

General Comments  
Schedule of Findings and Responses  
Auditor's Opinions

as evidenced by the group affidavit form of the governing body, and,

**WHEREAS**, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit as per the regulations of the Local Finance Board, and,

**WHEREAS**, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

**WHEREAS**, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

**NOW, THEREFORE BE IT RESOLVED**, That the Mayor and Council of the *Borough of Neptune City* hereby states that it has complied with the promulgation of the Local

Finance Board of the State of New Jersey dated July 30, 1968 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Aye: Councilmembers Calhoun, Kocsis, Pietrunti, Renee, Thomas

Absent: Councilmember Pappas

Mayor Wardell declared the resolution adopted

## **CONSENT AGENDA**

*All items listed are considered to be routine and non-controversial by the Mayor and Council and will be approved by one motion. There will be no separate discussion on these items unless a Council member (s) so request it, in which case the item (s) will be removed from the Consent Agenda and considered in its normal sequence on the agenda. The one motion signifies and adoption of all resolutions received and file letters, correspondence, reports and approval of applications and minutes.*

C/Calhoun offered the following resolutions and moved their adoption. Seconded by C/Thomas

### **Resolution 21-143 Authorizing payment of bills**

#### **RESOLUTION 21-143 AUTHORIZING PAYMENT OF THE BILLS**

**BE IT RESOLVED** that the bills as presented, all have been certified and approved as complete as to form, goods having been delivered, and/or services performed and sufficient funds being available for payment for said bills, be paid in the amount of **\$31,018.46**

### **Resolution 21-144 Temporary Curfew**

#### **RESOLUTION 2021-144 TEMPORARY CURFEW**

**WHEREAS**, in the interest of safety and well being in the Borough of Neptune City, it is desired of the Mayor and Council to establish a temporary curfew, and

**NOW THEREFORE BE IT RESOLVED**, that the Mayor and Council of the Borough of Neptune City hereby adopt a curfew to be enforced by the Neptune City Police Department, between the hours of 8:00 P.M. to 6:00 A.M. prevailing time for the dates starting October 29<sup>th</sup> through October 31<sup>st</sup> for those under the age of 17, and

**BE IT FURTHER RESOLVED**, that this curfew restricts and prohibits the wearing of masks by any person during the times and dates set forth above.

**Resolution 21-145 Appointment of SLEO Class II**

**Resolution 21-145  
ANNUAL APPOINTMENT SPECIAL LAW ENFORCEMENT CLASS II OFFICER**

**WHEREAS**, the Borough is in need of a Special Law Enforcement Class II Police Officer, and

**WHEREAS**, it is the recommendations of the Chief of Police to reappoint William Hanson as a Special Law Enforcement Class II Police Officer and be assigned as the School Resource Officer, and

**NOW THEREFORE BE IT RESOLVED**, that the Mayor and Council of the Borough of Neptune City appoint William Hanson as a Special Law Enforcement Class II Police Officer effective January 1, 2021.

**Resolution 21-146 Approval of shared Service with Monmouth County for ITAX Map/Collaboration enter System**

**RESOLUTION 21-146  
RESOLUTION TO APPROVE THE BOROUGH OF NEPTUNE CITY TO ENTER INTO A  
SHARED SERVICES AGREEMENT WITH THE COUNTY OF MONMOUTH TO  
PROVIDE THE ITAX MAP/COLLABORATION CENTER SYSTEM  
(tax map conversion and maintenance services)**

**WHEREAS**, the Uniform Shared Services and Consolidation Act (C.40A:565-1, et seq.) authorizes local units of this State to enter into a contract with any other local unit(s) for the joint provision within their several jurisdictions of any service, which any party to the agreement is empowered to render within its own jurisdiction, and

**WHEREAS**, each municipality is to provide for the preparation of yearly revisions to the tax map under New Jersey State law N.J.A.C. 18:23A-1.1, and this legal requirement is not followed by all municipalities based on limited financial, technical and professional resources, and

**WHEREAS**, each physical description of a parcel of land drives the mass-appraisal calculation of the land portion of its property tax assessment, and land data inaccuracies and errors lead to poor distribution of the annual tax levy, potentially resulting in years of tax bill overpayments and underpayments, and

**WHEREAS**, a County-to-Municipality shared services program would provide map conversion and maintenance services, ushering in the transition from analog to a Countywide standard of state-certified digital tax maps for all 53 municipalities, and

**WHEREAS**, the intent of the digital tax map shared services program is to reduce municipal costs in complying with the law and provide for the most up-to-date GIS parcel layer and tax map data for public and government stakeholders, and

**WHEREAS**, this service provides participating municipalities with numerous benefits, including: anticipated cost-savings through economies-of-scale; reduce cost to comply with state regulations



and standards; transition from analog to state-certified digital maps; streamlined editing and ongoing maintenance procedures; more consistent and accurate municipal and County-wide information; unprecedented assemblage of data made available to taxpayers, municipalities and the County; and seamless flow of tax information into GIS and additional information systems.

**WHEREAS** it is in the best interest of the Borough of Neptune City to enter into such an agreement, and

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Neptune City hereby approves entry in the Agreement with the County of Monmouth consistent with the foregoing.

**BE IT FURTHER RESOLVED**, that the Mayor, Borough Administrator and Municipal Clerk are each hereby authorized and directed to execute the attached Shared Services Agreement, for the provision of the iTax Map/Collaboration Center System on behalf of the Borough

**Resolution 21-147 Authorizing the cancellation of other trust fund balances**

**RESOLUTION NO. 2021-147**

**RESOLUTION OF THE BOROUGH OF NEPTUNE CITY,  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY,  
AUTHORIZING THE CANCELLATION OF OTHER TRUST  
FUND BALANCES**

**WHEREAS**, there currently exists reserve balances in the Other Trust Fund that have been reflected in the ledgers as unidentified from 2015 and prior; and

**WHEREAS**, the Chief Financial Officer has attempted to identify the balances to the extent practical based upon the available records; and

**WHEREAS**, the Chief Financial Officer has requested that the Borough Council authorize that said reserves be cancelled to the Current Fund – Fund Balance.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Neptune City, County of Monmouth, State of New Jersey, that the Chief Financial Officer is hereby authorized to cancel the unidentified reserve balances to the Current Fund – Fund Balance

Aye: Councilmembers Calhoun, Kocsis, Pietruni, Renee, Thomas  
Absent: Councilmember Pappas  
Mayor Wardell declared the resolutions adopted

## **PUBLIC PARTICIPATION:**

### **PUBLIC PARTICIPATION:**

John Malanka 2000 6<sup>th</sup> Avenue states the tenants need help regarding how the building is being operated. Explains the executive director has been involved in months. Mayor reassures he will look into the matter. Lisa Cottrell 29 Windsor Court expresses her satisfaction with the Mobile Motor Vehicle Unit. Then asks the B/A Mr. Kane about a street light outage on Windsor which has been acknowledged and set to be fixed. Mentioned dirt holes that are alongside the boardwalk near Memorial Park. Also, Noise complaints from the industrial trucks belonging to Nylabone.

Motion to adjourn at 7:42 offered by *C/Renee*. Seconded by *C/Calhoun*.

Voice Vote: Councilmembers Calhoun, Pappas, Renee, Thomas

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Tamara Brown, Municipal Clerk