

**Council Room Borough of Neptune City
FEBRUARY 12, 2018**

The Regular Council Meeting of the Mayor and Council was called to order by Mayor Brown at 7:00 p.m.

Borough Clerk Brown took roll call.

PRESENT: Councilmembers Pryor, Zajack, Renee, Wardell, Tallman, Kocsis, and Mayor Brown.

Mayor Brown 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 Brown asked everyone to join in on the Flag Salute. Mayor Brown requested everyone remain standing for a moment of silence for the Henry family.

APPROVAL OF MINUTES

January 22, 2018

Mayor Brown noted all Councilmembers, except Councilmembers Zajack and Tallman had been in attendance.

Motion by C/Renee to receive and file; seconded by C/Pryor.

Voice Vote - AYES: Councilmembers Pryor, Renee, Wardell, and Kocsis.

ABSTAIN: Councilmembers Zajack and Tallman.

COMMUNICATIONS

Police Report January

Borough Clerk Brown read the summary report into the record for January 2018.

Motion by C/Zajack to receive and file; seconded by C/Kocsis.

Voice Vote - AYES: Councilmembers Pryor, Zajack, Renee, Wardell, Tallman and Kocsis.

PRESENTATIONS – there were no presentations before Council.

IN MAYORS AND COUNCIL REPORTS

MAYOR'S REPORT

Mayor Brown thanked C/Wardell for standing in at the last meeting. Mayor Brown also thanked C/Wardell for presenting the proclamation from Council to Mr. Folk at the School Board Meeting. Mayor Brown reported on the great meetings held with the Governor's Office and Senator Gopal who came to Neptune City to see the concerns and needs of the Borough. Mayor Brown noted it was a pleasure meeting with them. Mayor Brown reported all Committee heads should have met with their departments to begin the budget cycle process; Mayor Brown further shared his hope that the State would have their software functioning soon to avoid delay in the budget process. Redevelopment Committee is moving forward, as is the process for East Coast Ice. Mayor Brown recognized lifetime resident Jack Henry who was a seventy plus year member of the Fire Department and forty plus year member of the First Aid Squad who continued to answer calls into his seventies. Mayor Brown reminded everyone the Mayor's Ball will be on April 7th at Jumping Brook Country Club; the event will raise funds for Colton and Friends. Lastly, Mayor Brown wished Mr. Albert Jardine a Happy Birthday.

LAW & ORDINANCE – Councilmember Renee

C/Renee reported the Law & Ordinance Committee met on the 24th to discuss the budget and will be making recommendations next week. C/Renee shared she attended the School Board Meeting where Bill Folk was honored, noting the cheerleaders did an outstanding job. C/Renee thanked Mr. Folk for his work.

ADMINISTRATION & FINANCE – Councilmember Tallman

C/Tallman offered condolences to the Henry Family, noting Mr. Henry will be missed. The Finance Committee met and reviewed the budget process and tentative budget timeline. C/Tallman noted he would like to move the next Finance

meeting to next week. C/Tallman thanked the Community Center, Volunteers and Bubbakoos for helping assist with the dance for the Neptune Family Foundation Dance.

ADMINISTRATION & JUSTICE – Councilmember Zajack

C/Zajack reported the Administration and Justice Committee met last week to review the budget, thanking C/Kocsis and C/Tallman for their input. The committee's recommendations have been submitted.

PUBLIC WORKS – Councilmember Pryor

C/Pryor reported the Public Works Committee met tonight and recommendations will be presented. C/Pryor spoke about the Neptune City Family Foundation Dance, noting it was a great event.

SPECIAL SERVICES – Councilmember Kocsis

C/Kocsis offered condolences to the Henry Family. A Special Services committee meeting was held, projects the committee would like to implement were discussed. The budget will remain the same. C/Kocsis announced the Rabies Clinic will be on March 15 at the Public Works Building.

HUMAN SERVICES – Councilmember Wardell

C/Wardell reported the Human Services Committee will meet on February 21 at 6:00 p.m. C/Wardell spoke about Mr. Folk's retirement meeting. C/Wardell spoke about the Neptune City Family Foundation Dance, complimenting the behavior of those who attended. The Monmouth County Board of Health will be offering flu shots for children on Thursday, 2/15.

Mayor Brown spoke about the Neptune City Family Foundation, noting it is a great organization. Mayor Brown shared asked about donating to the Foundation. C/Tallman explained donations could be made through the Foundation's website at <http://neptunecityfamilyfoundation.org/>.

PUBLIC PARTICIPATION (FOR AGENDA ITEMS ONLY)

Ms. Kelly Strazdas, 3 Overbrook Place, asked about the resolution returning the performance bond to TFH. Mayor Brown explained about posting and returning bonds for projects in the Borough which are used to cover the Borough's professional fees. Ms. Strazdas asked about the payment for the Community Center Parking Lot. Mayor Brown explained the Borough leases the property, but owns the building. Ms. Strazdas asked about the CDBG grant and the Borough's payment. Mayor Brown explained about the Borough's contribution toward the grant and the costs the Borough is required to cover including legal and engineering fees. Ms. Strazdas then asked about the Section 20 Funds. Attorney Aikins and Mayor Brown explained the costs are for legal fees for the Bond Anticipation notes for the financing of specific projects. Administrator Underhill further explained the line items for the project. Discussion followed on the CDBG project details; the project will included updates and ADA compliance for sidewalks.

OLD BUSINESS - there was no Old Business before Council.

NEW BUSINESS

Resolution 18-25 - Payment of Bills

Resolution 18-26 - Proclamation for Bill Folk Retirement

Resolution 18-27 - Authorization for Veterans Deduction

Resolution 18-28 - Authorization to return Performance Bond TFH

C/Tallman offered the following resolution and moved its adoption. Seconded by C/Wardell.

**RESOLUTION 2018-25
PAYMENT OF PAYROLL AND BILLS
Payment of Payroll and Bills**

Be It Resolved by the Mayor and Council of the Borough of Neptune City that the bills on the attached list in the amount of \$826,195.13 be paid as presented.

On Roll Call the following vote was recorded:

Aye: Councilmembers Pryor, Zajack, Renee, Wardell, Tallman and Kocsis.

Mayor Brown declared the resolution adopted.

Councilman Wardell read the resolution into the record.

C/Zajack offered the following resolution and moved its adoption. Seconded by C/Kocsis.

**RESOLUTION 2018-26
PROCLAMATION**



WHEREAS, William L Folk is a lifelong resident of Neptune City having graduated from the Neptune City School system, and

WHEREAS, William L. Folk attained various certifications and licenses including, Certified Public Accountant, Registered Municipal Accountant, Licensed Public School Accountant, Certified Municipal Finance Officer, and Qualified Purchasing Agent, and

WHEREAS, William L. Folk's professional appointments include Business Administrator for the Neptune City School District a post he has held for 25 years, and

WHEREAS, William L. Folk also served as the Borough of Neptune City's Chief Financial Officer from 1996 through 2014 during which time he provided guidance and assistance with the Borough's financial affairs.

NOW THEREFORE BE IT PROCLAIMED by the Mayor and Council of the Borough of Neptune City that William L. Folk be recognized for his years of service to the Borough, and that the Mayor and Council wish him continued success and happiness in his retirement from public service.

On Roll Call the following vote was recorded:

Aye: Councilmembers Pryor, Zajack, Renee, Wardell, Tallman and Kocsis.

Mayor Brown declared the resolution adopted.

Borough Clerk Brown read the resolution into the record.

C/Tallman offered the following resolution and moved its adoption. Seconded by C/Renee.

**RESOLUTION 2018-27
AUTHORIZATION FOR VETERAN'S TAX DEDUCTION**

WHEREAS, in accordance with NJSA 54-4-8 a veteran who had active service in time of war is entitled to a property tax deduction of \$250, and

WHEREAS, during statutory time frames, the Borough Tax Assessor can approve these deductions, and

WHEREAS, the following taxpayer has applied for this deduction:

Block 118 Lot 22 Michael A. Sciarappa, Jr.

On Roll Call the following vote was recorded:

Aye: Councilmembers Pryor, Zajack, Renee, Wardell, Tallman and Kocsis.

Mayor Brown declared the resolution adopted.

Borough Clerk Brown read the resolution into the record.

C/Kocsis offered the following resolution and moved its adoption. Seconded by C/Tallman.

**RESOLUTION 2018-28
RETURN OF PERFORMANCE GUARANTEE TFH PUBLICATIONS, INC.**

WHEREAS TFH Publications, Inc. posted a performance bond and a cash deposit in conjunction with the construction of the TFH Publications Inc., 75 W. Sylvania Avenue, Block 67 Lot 16.01, and

WHEREAS Leon S. Avakian, Inc. the Borough Engineer has certified that the improvements necessitating by the performance bond and cash deposit are complete, and

WHEREAS TFH Publications, Inc. has requested that the performance bond be returned, and

NOW THEREFOR BE IT RESOLVED, by the Borough Council of the Borough of Neptune City that the performance bond supplied by TFH Publications, Inc. be returned.

On Roll Call the following vote was recorded:

Aye: Councilmembers Pryor, Zajack, Renee, Wardell, Tallman and Kocsis.

Mayor Brown declared the resolution adopted.

PUBLIC PARTICIPATION – there was no comment from the public.

ADJOURN 7:23 p.m.

Motion to adjourn by C/Kocsis . Seconded by C/Wardell.

Voice Vote - Aye: Councilmembers Pryor, Zajack, Renee, Wardell, Tallman, and Kocsis.

Mayor Robert Brown

Tamara Brown, Municipal Clerk

Budget Account	Description	Amount	Void Amount
Department: SOLID WASTE COLLECTION			
7-01-26-770-275	RECYCLING CONTRACT	105.64	0.00
7-01-26-770-281	Recycling - Brush/Bulk waste	117.11	0.00
Department Total: SOLID WASTE COLLECTION		222.75	
Department: BUILDING AND GROUNDS			
7-01-26-772-231	BUILDING REPAIR	63.00	0.00
7-01-26-772-232	BUILDING IMPROVEMENTS	2,720.68	0.00
Department Total: BUILDING AND GROUNDS		2,783.68	
CAFR Total:		6,235.79	
Department: COMMUNITY CENTER			
7-01-28-375-292	PARKING LOT LEASE	2,750.00	0.00
7-01-28-375-299	MISC.	53.00	0.00
Department Total: COMMUNITY CENTER		2,803.00	
CAFR Total:		2,803.00	
Department: CELEBRATION OF PUBLIC EVENTS			
7-01-30-810-299	MISC.	127.95	0.00
Department Total: CELEBRATION OF PUBLIC EVENTS		127.95	
CAFR Total:		127.95	
Fund Total:		14,873.69	
Department: SEWER UTILITY			
7-07-55-501-208	EQUIPMENT - REPAIR	285.60	0.00
7-07-55-501-221	ENGINEERING	2,560.00	0.00
Department Total: SEWER UTILITY		2,845.60	
CAFR Total:		2,845.60	
Fund Total:		2,845.60	
Year Total:		17,719.29	
Department: GENERAL ADMINISTRATION			
8-01-20-701-204	PRINTING/FORMS	51.16	0.00
8-01-20-701-205	MAINTENANCE CONTRACTS	1,569.79	0.00
Department Total: GENERAL ADMINISTRATION		1,620.95	

Budget Account	Description	Amount	Void Amount
Department: FINANCIAL ADMINISTRATION			
8-01-20-705-205	Finance - Maintenance Contracts	3,308.00	0.00
Department Total: FINANCIAL ADMINISTRATION		3,308.00	
Department: TAX COLLECTION			
8-01-20-708-205	Tax Collection - Maintenance Contracts	2,505.00	0.00
Department Total: TAX COLLECTION		2,505.00	
Department: TAX ASSESSMENT ADMINISTRATION			
8-01-20-710-240	TAX APPEALS	105.00	0.00
Department Total: TAX ASSESSMENT ADMINISTRATION		105.00	
Department: LEGAL SERVICES			
8-01-20-712-280	LEGAL - REGULAR	870.00	0.00
8-01-20-712-281	LEGAL - LABOR/NEGOTIATIONS	115.50	0.00
Department Total: LEGAL SERVICES		985.50	
Department: ENGINEERING SERVICES			
8-01-20-715-299	MISC.	820.00	0.00
Department Total: ENGINEERING SERVICES		820.00	
CAFR Total:		9,344.45	
Department: LAND USE BOARD			
8-01-21-720-211	ADVERTISING	323.70	0.00
Department Total: LAND USE BOARD		323.70	
CAFR Total:		323.70	
Department: LIABILITY INSURANCE/OTHER			
8-01-23-730-299		40,000.00	0.00
Department Total: LIABILITY INSURANCE/OTHER		40,000.00	
Department: WORKERS COMPENSATION INSURANCE			
8-01-23-732-299	MISC.	45,000.00	0.00
Department Total: WORKERS COMPENSATION INSURANCE		45,000.00	

Budget Account	Description	Amount	Void Amount
Department: EMPLOYEE GROUP INSURANCE			
8-01-23-733-299	MISC.	229.62	0.00
Department Total: EMPLOYEE GROUP INSURANCE		229.62	
CAFR Total:		85,229.62	
Department: POLICE DEPT			
8-01-25-745-201	OFFICE SUPPLIES	200.46	0.00
8-01-25-745-205	MAINTENANCE CONTRACT	2,798.05	0.00
8-01-25-745-207	EQUIPMENT-NEW	175.00	0.00
8-01-25-745-212	DUES	1,225.00	0.00
8-01-25-745-214	TRAINING/SCHOOL	60.00	0.00
8-01-25-745-251	PHOTO COPIER	199.88	0.00
Department Total: POLICE DEPT		4,658.39	
Department: EMERGENCY MANAGEMENT			
8-01-25-747-299	MISC.	135.00	0.00
Department Total: EMERGENCY MANAGEMENT		135.00	
CAFR Total:		4,793.39	
Department: VEHICLE MAINTENANCE			
8-01-26-767-260	STREETS AND ROADS	1,818.54	0.00
Department Total: VEHICLE MAINTENANCE		1,818.54	
Department: SOLID WASTE COLLECTION			
8-01-26-770-270	SOLID WASTE CONTRACT	19,944.36	0.00
Department Total: SOLID WASTE COLLECTION		19,944.36	
Department: BUILDING AND GROUNDS			
8-01-26-772-205	MAINTENANCE CONTRACTS	235.02	0.00
8-01-26-772-208	EQUIPMENT REPAIR	375.14	0.00
8-01-26-772-231	BUILDING REPAIR	63.00	0.00
Department Total: BUILDING AND GROUNDS		673.16	

Budget Account	Description	Amount	Void Amount
Department: OTHER DPW FUNCTIONS - TRAFFIC LIGHTS			
8-01-26-775-299	MISC.	160.00	0.00
Department Total: OTHER DPW FUNCTIONS - TRAFFIC LIGHTS		160.00	
CAFR Total:		22,596.06	
Department: ANIMAL CONTROL SERVICES			
8-01-27-788-205	Animal Control - Maintenance Contracts	645.50	0.00
Department Total: ANIMAL CONTROL SERVICES		645.50	
CAFR Total:		645.50	
Department: COMMUNITY CENTER			
8-01-28-375-291	FREE PROGRAMS	691.00	0.00
Department Total: COMMUNITY CENTER		691.00	
CAFR Total:		691.00	
Department: ELECTRIC			
8-01-31-825-299	MISC.	529.43	0.00
Department Total: ELECTRIC		529.43	
Department: TELEPHONE			
8-01-31-827-250	GENERAL ADMIN.	328.17	0.00
8-01-31-827-256	POLICE	280.29	0.00
8-01-31-827-258	MUNICIPAL COURT	210.84	0.00
8-01-31-827-299	Miscellaneous	1,248.86	0.00
Department Total: TELEPHONE		2,068.16	
Department: WATER			
8-01-31-828-299	MISC.	147.39	0.00
Department Total: WATER		147.39	
Department: GAS (HEATING)			
8-01-31-829-299	MISC.	4,668.43	0.00
Department Total: GAS (HEATING)		4,668.43	
Department: Internet Service			
8-01-31-831-250	Internet - Administration	23.26	0.00

Budget Account	Description	Amount	Void Amount
8-01-31-831-256	Internet - Police	186.10	0.00
8-01-31-831-263	Internet - Library	109.00	0.00
	Department Total: Internet Service	318.36	
Department: GASOLINE			
8-01-31-833-256	POLICE	203.94	0.00
	Department Total: GASOLINE	203.94	
Department: FIRE HYDRANTS			
8-01-31-834-299	MISC.	4,997.95	0.00
	Department Total: FIRE HYDRANTS	4,997.95	
	CAFR Total:	12,933.66	
Department: MUNICIPAL COURT			
8-01-42-855-212	DUES	160.00	0.00
	Department Total: MUNICIPAL COURT	160.00	
	CAFR Total:	160.00	
Department: Shared Service - Monmouth Cty 911			
8-01-43-215-299	Mon Cty 911 - Miscellaneous	140,799.83	0.00
	Department Total: Shared Service - Monmouth Cty 911	140,799.83	
Department: Shared Service - Neptune Twp Reverse 911			
8-01-43-220-299	Miscellaneous	5,600.00	0.00
	Department Total: Shared Service - Neptune Twp Reverse 911	5,600.00	
Department: Shared Service - Neptune Twp Prisoner			
8-01-43-225-299	Other Expenses	24,000.00	0.00
	Department Total: Shared Service - Neptune Twp Prisoner	24,000.00	
	CAFR Total:	170,399.83	
Department: GENERAL LEDGER PAYABLES			
8-01-55-900-901	COUNTY TAX - REGULAR	367,112.25	0.00
8-01-55-900-902	COUNTY TAX - LIBRARY	25,719.76	0.00
8-01-55-900-903	COUNTY TAX - HEALTH	7,398.92	0.00

Budget Account	Description	Amount	Void Amount
8-01-55-900-904	COUNTY TAX - OPEN SPACE	21,560.11	0.00
	Department Total: GENERAL LEDGER PAYABLES	421,791.04	
	CAFR Total:	421,791.04	
	Fund Total:	728,908.25	
Department: SEWER UTILITY			
8-07-55-501-205	MAINTENANCE CONTRACT	2,736.50	0.00
8-07-55-501-233	HEATING GAS/OIL	959.24	0.00
8-07-55-501-240	INSURANCE - WORKERS COMP.	22,500.00	0.00
8-07-55-501-241	INSURANCE - OTHER	16,500.00	0.00
8-07-55-501-271	NEPTUNE TWP. SEWER BILLING	20,000.00	0.00
	Department Total: SEWER UTILITY	62,695.74	
	CAFR Total:	62,695.74	
	Fund Total:	62,695.74	
	Year Total:	791,603.99	
Department: IMPROVEMENT AUTHORIZATIONS			
C-04-55-901-953	Memorial Park Bulkheading	2,165.00	0.00
	Department Total: IMPROVEMENT AUTHORIZATIONS	2,165.00	
	CAFR Total:	2,165.00	
C-04-56-015-073	Section 20 Funds	3,257.50	0.00
	Department Total:	3,257.50	
C-04-56-017-021	CDBG Grant	2,040.00	0.00
C-04-56-017-102	Borough Share	2,085.00	0.00
	Department Total:	4,125.00	
	CAFR Total:	7,382.50	
	Fund Total:	9,547.50	
	Year Total:	9,547.50	
Department: SPECIAL TRUST OTHER EXPENSES			
T-13-56-850-299	DO NOT USE **SPECIAL TRUST MISC**	3,580.00	0.00
T-13-56-850-802	HAZARDOUS MATERIALS	89.70	0.00
T-13-56-850-808	RECREATION COMM 1	986.50	0.00
	Department Total: SPECIAL TRUST OTHER EXPENSES	4,656.20	
	CAFR Total:	4,656.20	
	Fund Total:	4,656.20	

Budget Account	Description	Amount	Void Amount
T-16-56-850-806	COMMUNITY CENTRE RENTALS	300.00	0.00
T-16-56-850-811	INTERLOCAL: ACTIVE SHOOTER	1,565.65	0.00
	Department Total:	1,865.65	
	CAFR Total:	1,865.65	
T-16-60-850-804	LUB FIL 17-02 B 26 L 2 (TFH)	802.50	0.00
	Department Total:	802.50	
	CAFR Total:	802.50	
	Fund Total:	2,668.15	
	Year Total:	7,324.35	
Total Charged Lines: 119		Total List Amount: 826,195.13	Total Void Amount: 0.00

Totals by Year-Fund		Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
	7-01	14,873.69	0.00	14,873.69	0.00	0.00	14,873.69
	7-07	<u>2,845.60</u>	<u>0.00</u>	<u>2,845.60</u>	<u>0.00</u>	<u>0.00</u>	<u>2,845.60</u>
Year Total:		17,719.29	0.00	17,719.29	0.00	0.00	17,719.29
	8-01	728,908.25	0.00	728,908.25	0.00	0.00	728,908.25
	8-07	<u>62,695.74</u>	<u>0.00</u>	<u>62,695.74</u>	<u>0.00</u>	<u>0.00</u>	<u>62,695.74</u>
Year Total:		791,603.99	0.00	791,603.99	0.00	0.00	791,603.99
	C-04	9,547.50	0.00	9,547.50	0.00	0.00	9,547.50
	T-13	4,656.20	0.00	4,656.20	0.00	0.00	4,656.20
	T-16	<u>2,668.15</u>	<u>0.00</u>	<u>2,668.15</u>	<u>0.00</u>	<u>0.00</u>	<u>2,668.15</u>
Year Total:		7,324.35	0.00	7,324.35	0.00	0.00	7,324.35
Total of All Funds:		<u>826,195.13</u>	<u>0.00</u>	<u>826,195.13</u>	<u>0.00</u>	<u>0.00</u>	<u>826,195.13</u>