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**Council Room Borough of Neptune City  
JANUARY 08, 2018**

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The Regular Meeting of the Mayor and Council of the Borough of Neptune City 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.

**MINUTES**

December 26, 2017

Mayor Brown noted all Councilmembers, except Councilmember Renee, and Kocsis had been in attendance. Mayor Brown noted if the Councilmembers had reviewed the minutes they could vote on them.

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

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

ABSTAIN: Councilmembers Renee and Kocsis.

January 1, 2018

Mayor Brown noted all Councilmembers had been in attendance.

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

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

**COMMUNICATIONS** – there were no communications before Council.

**PRESENTATIONS** – there were no presentations before Council.

**MAYOR AND COUNCIL REPORTS**

**MAYOR'S REPORT**

Mayor Brown thanked the Public Works Department who did a great job on the roads. Mayor Brown also thanked all Emergency Services – Fire, Police, First Aid and Office of Emergency Management. Everything went off without a hitch. Mayor Brown thanked Director Kirschenbaum and Mr. Reynolds for all they do. Mayor Brown spoke about the Election Locations; the Municipal Clerk contacted the County Clerk of Elections and with the County's approval, Neptune City will move all polling locations to the Community Center. Mayor Brown noted the Community Center is large enough and the move will eliminate the traffic issues. Mayor Brown reiterated all four districts will vote at the Neptune City Community Center. Mayor Brown shared he had the privilege of speaking with two fourth grade classes on January 2; the fourth grade is studying local government. Mayor Brown shared the Neptune City Mayor's Ball will be held on April 7 at the Jumping Brook Country Club; all proceeds will go to Colton and Friends, a Neptune City based foundation for Children with Autism.

**LAW & ORDINANCE** – Councilmember Renee

C/Renee wished all a Happy New Year, thanking all the voters for voting her back in, explaining it is an honor to serve.

C/Renee noted she looks forward to being back on the Law and Ordinance Committee.

**ADMINISTRATION & FINANCE** – Councilmember Tallman

C/Tallman called for a Finance Committee meeting next Tuesday at 7:00 p.m.

**PUBLIC WORKS – Councilmember Pryor**

C/Pryor attended a grand opening, and wishes Shore Good Eats luck. C/Pryor noted the great job Public Works did during the snowstorm.

**ADMINISTRATION & JUSTICE – Councilmember Zajack**

C/Zajack called an Administrative & Justice meeting for Wednesday or Thursday of next week, which will be confirmed with the Committee members.

**SPECIAL SERVICES – Councilmember Kocsis**

C/Kocsis had no report. C/Kocsis asked C/Pryor and C/Zajack to meet to set up a date for a Special Services Committee meeting.

**HUMAN SERVICES – Councilmember Wardell**

C/Wardell congratulated the new Fire Department Officers, including new Chief Reynolds, Assistant Chief Thomas, Captain Maher and Captain Pappas of the First Aid Squad. C/Wardell noted he looks forward to working with them. C/Wardell called for a tentative meeting for Human Services on January 22 at 6:00 p.m. C/Wardell noted tonight was the Reorganization Meeting for the Board of Education; and offered congratulations to both the re-elected and newly elected members.

**PUBLIC COMMENT ON AGENDA ITEMS –** there were no comments on agenda items.

**OLD BUSINESS –** there was no old business before Council.

**NEW BUSINESS**

C/Tallman made a motion to amend the agenda to add an Ad-Hoc Committee for the Community Center. Seconded by C/Zajack.

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

Mayor Brown appointed Borough Administrator Underhill, Administration & Finance Chair Tallman, Albert Jardine, and Mayor Brown to the Community Center Ad-Hoc Committee. The Committee will do a review and survey of the Neptune City Community Center.

C/Tallman made a motion to confirm Mayor Brown's appointments to the Community Center Ad-Hoc Committee. Seconded by C/Kocsis.

Roll Call - AYE: Councilmembers Pryor, Zajack, Renee, Wardell, Tallman, and Kocsis.  
Mayor Brown announced the Resolution carried.

C/Tallman made a motion to adopt the resolution. Seconded by C/Pryor.

Roll Call - AYE: Councilmembers Pryor, Zajack, Renee, Wardell, Tallman, and Kocsis.  
Mayor Brown declared the resolution adopted.

**Resolution 18-12  
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 \$11,884.51 be paid as presented.

Borough Clerk Brown read the following resolution into the record.

C/Kocsis made a motion to adopt the resolution. Seconded by C/Renee.

Roll Call - AYE: Councilmembers Pryor, Zajack, Renee, Wardell, Tallman, and Kocsis.  
Mayor Brown declared the resolution adopted.

**Resolution 18-13**

**GRANT AGREEMENT BETWEEN NEPTUNE CITY AND THE STATE OF NEW JERSEY BY AND FOR THE DEPARTMENT OF ENVIRONMENTAL PROTECTION**

**WHEREAS**, the governing body of the Borough of Neptune City desires to further the public interest by obtaining a grant from the State of New Jersey in the amount of approximately \$3,000 to fund the following project: NJFS Urban and Community Forestry Program green Communities Grant, and

**WHEREAS**, the governing body resolves that Henry M. Underhill or the successor to the office of Administrator is authorized to execute a grant agreement with the State for a grant in an amount not less than \$.00 and not more than \$3,000.00

**NOW THEREFORE BE IT RESOLVED** that the Borough of Neptune City authorizes and hereby agrees to match 50% of the Total Project Amount, in compliance with the match requirements of the agreement. The availability of the match for such purposes, whether cash, services, or property, is hereby certified. 100% of the match will be made up of in-kind services.

**BE IT FURTHER RESOLVED**, that the grantee agrees to comply with all applicable Federal, State, and Municipal laws, rules, and regulations in its performance pursuant to the agreement.

Borough Clerk Brown read the following resolution into the record.

C/Kocsis made a motion to adopt the resolution. Seconded by C/Zajack.

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

Mayor Brown declared the resolution adopted.

**Resolution 18-14**

**AWARD OF CONTRACT FOR PEDESTRIAN AND ADA IMPROVEMENTS**

**WHEREAS**, the Borough of Neptune City has been awarded a grant from the Monmouth County Community Block Grant Program for the amount up to \$142,714.00, and

**WHEREAS**, requests for bids were requested for Pedestrian and ADA Improvements and thirteen bids were received on December 15, 2017, as per attached Borough Engineer’s December 15, 2017 award recommendations and bid tabulations, and

**WHEREAS**, Fernandes Construction, Inc. is deemed to be the lowest, responsible bidder at in the amount of \$109,700.00 for the Pedestrian and ADA Improvements, and

**NOW THEREFORE BE IT RESOLVED**, that the Mayor and Council of the Borough of Neptune City hereby awards a contract to Fernandes Construction, Inc. in the amount of \$109,700.00 for the Pedestrian and Pedestrian and ADA Improvements.

**BE IF FURTHER RESOLVED**, that the Mayor and Borough Administrator be authorized to sign a contract for the above contract.

Borough Clerk Brown read the following resolution into the record.

C/Pryor made a motion to adopt the resolution. Seconded by C/Renee.

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

Mayor Brown declared the resolution adopted.

**Resolution 18-15  
Resolution Authorizing Cancellation of Miscellaneous Charges and Outstanding Checks**

**WHEREAS**, there exists miscellaneous debits and credits older than six months in the Borough’s bank accounts; and

**WHEREAS**, cancellation of these miscellaneous debits and credits would provide for a more accurate and efficient means of maintaining the Borough’s records; and

**WHEREAS**, the Borough’s Chief Financial Officer recommends that these items be canceled from the Borough records.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Neptune City that the Chief Financial Officer cancel any miscellaneous debits and credits older than six months from the Borough’s bank accounts to Operations.

Borough Clerk Brown read the following resolution by title into the record. Attorney Aikins clarified the resolution noting hourly vs. salary rates.

C/Tallman made a motion to adopt the resolution. Seconded by C/Wardell.

AYE: Councilmembers Pryor, Zajack, Wardell, and Tallman.

NAY: Councilmember Renee.

ABSTAIN: Councilmember Kocsis.

Mayor Brown declared the resolution adopted.

**Resolution 18-16  
SALARY RESOLUTION**

Be it further resolved that the following salaries become effective January 1, 2018

Administrator	\$92,500.00
Borough Clerk	\$62,250.00
Tax Collector	\$41,210.00
Deputy Tax Collector	\$50.00 per hour
Tax Assessor	\$23,817.00
Emergency Management	\$1,500.00
Director of Public Works	\$97,813.00
Superintendent of Public Works	\$79,277.00
Judge	\$34,208.00
Prosecutor	\$34,637.00
Public Defender	\$11,674.00
Construction Officer	\$21,483.00
Zoning Officer	\$2,934.00
Sub-Code Building Inspector	\$8,618.00
Sub-Code Plumbing Inspector	\$6,842.00
Sub Code Fire Inspector	\$9,456.00
Electrical Inspector	\$6,950.00
Code Enforcement	\$15,911.00
Land Use Board Secretary	\$11,185.00
Librarian	\$18,656.00
Library Aid 1	\$15.31
Library Aid 2	\$14.07
Library Aid 3	\$10.62
Library Aid 4	\$10.62

Library Aid 5	\$10.41
Fire Prevention Official	\$10,730.00
Fire Prevention Inspector	\$1,600.00
Sewer Operator	\$16,314.00
Asst Sewer Operator	\$10,426.00
Recycling Coordinator	\$4,200.00
Assistant Recycling Coordinator	\$814.00
Secretary 1	\$36,210.00
Office Manager	\$5,100.00
Court Administrator	\$71,400.00
Deputy Court Administrator	\$45,567.00
Assistant to Finance Director	\$2,000.00
Police Administrative Clerk	\$62,060.00
Police Records Clerk	\$17,038.00
Hourly/Seasonal/Casual	\$8.25-\$18.00
Mayor	\$6,279.00
Council	\$5,508.00
Public Works Employee 1	\$37,500.00
Public Works Employee 2	\$54,025.00
Public Works Employee 3	\$55,421.00
Public Works Employee 4	\$56,211.00
Public Works Employee 5	\$58,189.00
Mechanic	\$59,401.00
Captain of Police	\$125,000.00
Lieutenant	\$118,000.00
Sergeant	\$112,257.00
Patrolman Top Pay	\$105,501.00
Patrolman Eighth Year	\$99,000.00
Patrolman Seventh Year	\$95,000.00
Patrolman Sixth Year	\$86,000.00
Patrolman Fifth Year	\$81,000.00
Patrolman Fourth year	\$75,000.00
Patrolman Third year	\$68,000.00
Patrolman Second year	\$61,000.00
Patrolman First Year	\$56,000.00
Probationary Patrolman	\$50,000.00
Academy Pay	\$40,000.00
Public Safety Director	\$119,444.00
Community Center Director	\$69,542.00
Assistant Community Center Director	\$17,038.00
Housing Officer	\$6,079.20
OPRA Clerk	\$5,000.00
Crossing Guards	\$16.50

#### **PUBLIC PARTICIPATION**

Director Kirschenbaum questioned Councilmember Renee if she was referencing his raise as the more than 2% increase, which was why she voted no. Councilmember Renee confirmed she was not.

Councilmember Tallman commented when Council discusses things like employees' salaries and giving the employees the raises they deserve; when it starts to be politicized the Council is setting itself on a slippery slope. Councilmember Tallman explained the Borough has an immensely talented Office Staff, and if Council refuses to recognize that and worth three one thousandths % of the budget he believes the Council is being reckless in their decision making.

**ADJOURN 7:20 p.m.**

Motion to adjourn by C/Tallman . Seconded by C/Zajack.

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

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Mayor Robert Brown

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Tamara Brown, Municipal Clerk



Budget Account	Description	Amount	Void Amount
Department: SOLID WASTE COLLECTION			
7-01-26-770-275	RECYCLING CONTRACT	104.69	0.00
Department Total: SOLID WASTE COLLECTION		104.69	
Department: BUILDING AND GROUNDS			
7-01-26-772-208	EQUIPMENT REPAIR	11.60	0.00
7-01-26-772-230	JANITORIAL SUPPLIES	341.22	0.00
7-01-26-772-232	BUILDING IMPROVEMENTS	19.53	0.00
Department Total: BUILDING AND GROUNDS		372.35	
CAFR Total:		1,766.96	
Department: COMMUNITY CENTER			
7-01-28-375-290	VENDING	450.00	0.00
7-01-28-375-291	FREE PROGRAMS	72.02	0.00
7-01-28-375-299	MISC.	53.00	0.00
Department Total: COMMUNITY CENTER		575.02	
Department: MAINTENANCE OF PARKS			
7-01-28-796-299	MISC.	200.85	0.00
Department Total: MAINTENANCE OF PARKS		200.85	
CAFR Total:		775.87	
Department: CELEBRATION OF PUBLIC EVENTS			
7-01-30-810-299	MISC.	40.08	0.00
Department Total: CELEBRATION OF PUBLIC EVENTS		40.08	
CAFR Total:		40.08	
Department: ELECTRIC			
7-01-31-825-299	MISC.	506.55	0.00
Department Total: ELECTRIC		506.55	
Department: GAS (HEATING)			
7-01-31-829-299	MISC.	2,270.32	0.00
Department Total: GAS (HEATING)		2,270.32	
CAFR Total:		2,776.87	



Budget Account	Description	Amount	Void Amount
Department: MUNICIPAL COURT			
7-01-42-855-299	MISC.	102.00	0.00
	Department Total: MUNICIPAL COURT	102.00	
	CAFR Total:	102.00	
	Fund Total:	7,502.75	
Department: SEWER UTILITY			
7-07-55-501-207	EQUIPMENT - NEW	367.37	0.00
7-07-55-501-208	EQUIPMENT - REPAIR	2,482.55	0.00
7-07-55-501-210	TELEPHONE/FAX	332.87	0.00
7-07-55-501-232	BUILDING IMPROVEMENTS	225.00	0.00
7-07-55-501-233	HEATING GAS/OIL	298.97	0.00
7-07-55-501-263	TOOLS AND SUPPLIES	180.00	0.00
7-07-55-501-299	MISC.	145.00	0.00
	Department Total: SEWER UTILITY	4,031.76	
	CAFR Total:	4,031.76	
	Fund Total:	4,031.76	
	Year Total:	11,534.51	
Department: SPECIAL TRUST OTHER EXPENSES			
T-13-56-850-802	HAZARDOUS MATERIALS	200.00	0.00
	Department Total: SPECIAL TRUST OTHER EXPENSES	200.00	
	CAFR Total:	200.00	
	Fund Total:	200.00	
T-16-56-850-806	COMMUNITY CENTRE RENTALS	150.00	0.00
	Department Total:	150.00	
	CAFR Total:	150.00	
	Fund Total:	150.00	
	Year Total:	350.00	
Total Charged Lines: 40		Total List Amount: 11,884.51	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	7,502.75	0.00	7,502.75	0.00	0.00	7,502.75
	7-07	4,031.76	0.00	4,031.76	0.00	0.00	4,031.76
Year Total:		11,534.51	0.00	11,534.51	0.00	0.00	11,534.51
	T-13	200.00	0.00	200.00	0.00	0.00	200.00
	T-16	150.00	0.00	150.00	0.00	0.00	150.00
Year Total:		350.00	0.00	350.00	0.00	0.00	350.00
Total of All Funds:		11,884.51	0.00	11,884.51	0.00	0.00	11,884.51