

**MINUTES - REGULAR MEETING
SEPTEMBER 28, 2016**

The Regular Meeting of the Borough of Sea Girt Council was called to order by Mayor F. Ken Farrell at 7:30 PM on Wednesday, September 28, 2016, at the Sea Girt Elementary School, Bell Place, Sea Girt. Mayor Farrell asked for a moment of silence and then led those in attendance in the Pledge of Allegiance.

The Clerk read the Compliance Statement: this meeting is called pursuant to the provisions of the Open Public Meetings Act, Chapter 231, PL 1975, Section 5: adequate notice of this meeting has been given by posting the Notice on the Borough Bulletin Board and by transmitting the Notice to the Borough's two newspapers, *The Asbury Park Press* and *The Coast Star*, as required by law.

1. ROLL CALL:

	Present	Absent
Mayor Farrell	X	
Councilman Foley	X	
Councilman Buonocore	X	
Councilwoman Morris	X	
Council President Fetzer	X	
Councilman Mulroy	X	
Councilman Rotolo	X	

2. PRESENTATION – The Terrace Rehabilitation Project by Borough Engineer Peter R. Avakian

Mayor Farrell explained the Terrace Rehabilitation Project and noted important factors that were considered when developing the design for the proposed improvements: limiting the weight of vehicles, limiting the volume of traffic and reducing the speed of traffic on The Terrace. He then introduced Peter. Avakian, the Borough Engineer, who further discussed the matter and offered some background on the Committee's discussions, including possibly paving the road. Mr. Avakian identified drainage issues as a major contributing factor leading to deterioration of the road surface. Mr. Avakian also discussed permitting requirements and noted that there is currently no sub-base or drainage. The proposed rehabilitation will include a sixteen (16') foot wide travelway with curbing of either Belgian block or concrete; curbing is absolutely necessary to help retain the gravel on the road surface and stop it from migrating to adjacent areas. He noted Belgian block is more resilient and easier to replace than concrete curbing, however, it is also a more expensive alternative. Mr. Avakian explained the power point presentation (see a copy attached to the Minutes). For drainage improvements, the suggestions include the installation of underground recharge basins with inlets installed on either side of the road; soil borings would be necessary to determine how deep the basins have to be. Based on Chief Davenport's suggestions, the Borough would also reconfigure traffic flow to west to east and limit traffic to local traffic only, creating a local collector road. Mayor Farrell commented that the Committee discussed the option to close The Terrace between Second and Third Avenues, but eliminated that option from the final proposed plan. Councilperson Mulroy asked that another factor to consider is the possible use of The Terrace by people hoping to avoid backup's at Beacon Blvd. Mr. Avakian noted that much thought and consideration has gone into this project including improving sub grade, create stable roadway surface and install drainage. The cost of the project is estimated to be \$450,000 to \$500,000.

Councilperson Rotolo asked for an estimate of the annual maintenance cost for the paved surface as opposed to the unpaved surface: Mr. Avakian advised that in the year's following the rehabilitation, the cost should run approximately \$5,000 to \$10,000 annually; with \$10,000 to \$15,000 every five years or so. Paved roads do not generally require much maintenance.

Council President Fetzer asked if this design included gutters; Mr. Avakian advised that this is to be determined during preparation of final design.

Councilperson Rotolo asked why porous pavement is recommended. Mr. Avakian responded due that porous pavement would allow for greater absorption of runoff into the drainage system. Council President Fetzer noted that installation and maintenance of porous pavement is problematic if not done correctly and questioned life expectancy of the (gravel) surface, noting that every five years there is a greater expense to the Borough.

Councilperson Foley suggested closing the road completely at Ocean Avenue, thereby prohibiting through traffic.

The Administrator advised that the power point presentation will be posted on website and included with these Minutes.

Mayor Farrell thanked Mr. Avakian for his presentation and advised that the meeting would be opened to the public for comments on this matter only. The following persons commented:

Jerry Roberts, The Terrace, questioned with the roads expanding 16' would that involve removing trees? Mr. Avakian noted no trees would be removed; Mr. Robert asked how much of his property will be taken for this project? Mr. Avakian explains first 40' to the south of the road is Borough property; drainage basins will be installed at the low spot of each block.

Ms. Flynn, The Terrace, asked to consider the traffic flow; noted that cars are going wrong the way on the street. Mayor Farrell said we cannot avoid all traffic risks. Chief Davenport noted that a contributing factor to this is the closure of the road between Second and Third Avenues, and noted that this problem should diminish with the changed traffic flow and open road.

Bruce Johnson, The Terrace, commented that there are three or four trees that should be removed; he has no problem changing the flow of traffic; he suggested increasing the number of drainage structures; and noted that he is not in favor of bluestone.

John O'Grady, The Terrace, asked what color of stone; Mr. Avakian responded that it is bluestone; Mr. O'Grady said he doesn't want bluestone; he likes Belgian block; not in favor of changing traffic flow.

There being no further comments, the Council thanked Mr. Avakian for his presentation and noted that a final decision would be acted upon at the next Council meeting.

3. **CONSENT AGENDA - Resolution No. 186- 2016:** There were no comments from the public on the Consent Agenda:

A. Sea Girt PTO, Off-Premise Gift Raffle, November 20, 2016

UPON MOTION of Council President Fetzer, seconded by Councilperson Mulroy, carried, that the following Resolution be and the same is hereby adopted:

WHEREAS, the Sea Girt Elementary School Parent-Teacher Organization has made application to the Borough Council for a license to conduct a gift raffle for the benefit of the Sea Girt Elementary School, on November 20, 2016 at 4:00 PM.

WHEREAS, the above is being conducted in accordance with Findings and Determinations of the verifying officer.

B. Approve Membership in the NJ State Firemen's Association, Jason B. Castillo

WHEREAS, Jason B. Castillo has been admitted to membership in the Sea Girt Fire Company on September 6, 2016 and has submitted an application for membership in the New Jersey State Firemen's Association.

NOW, THEREFORE, BE IT RESOLVED that the application for membership in the New Jersey State Firemen's Association for Jason B. Castillo be and the same is hereby approved.

Recorded Vote:

	AYES	NAYS	ABSENT	ABSTAIN
Councilman Foley	X			
Councilman Buonocore	X			
Councilwoman Morris	X			
Council President Fetzer	X			
Councilman Mulroy	X			
Councilman Rotolo	X			

4. APPROVE MINUTES

A. Resolution No. 187-2016: Approve Minutes, Regular Meeting held September 14, 2016

UPON MOTION of Councilperson Morris, seconded by Councilperson Buonocore, carried, that the Minutes of the Regular Meeting held on September 14, 2016 be and the same are hereby approved as presented.

Recorded Vote:

	Aye	Nay	Absent	Abstain
Councilman Foley	X			
Councilman Buonocore	X			
Councilwoman Morris	X			
Council President Fetzer	X			
Councilman Mulroy	X			
Councilman Rotolo	X			

5. OPEN DISCUSSION (Council is invited to speak on any subject)

- Councilperson Mulroy suggested moving tennis registration to Borough Hall from the Police Department; the Borough Administrator advised that she would develop the procedure for registration and post the information on our website.

6. OLD BUSINESS – None

7. NEW BUSINESS

- A. **Resolution No. 188-2016:** Resolution determining the form and other details of not exceeding \$4,356,000 Bonds, Series 2016, of The Borough of Sea Girt in the County of Monmouth, New Jersey, and Providing for their Sale to the New Jersey Environmental Infrastructure Trust and the State of New Jersey Pursuant to the New Jersey Environmental Infrastructure Trust Financing Program.

UPON MOTION of Councilperson Foley, seconded by Council President Fetzer, carried, that the following Resolution be and the same is hereby adopted:

WHEREAS, the Borough of Sea Girt (the "Local Unit"), in the County of Monmouth, New Jersey, has determined that there exists a need within the Local Unit to construct the Project (the "Project") as defined in each of that certain Loan Agreement (the "Trust Loan Agreement") to be entered into by and between the Local Unit and the New Jersey Environmental Infrastructure Trust (the "Trust") and that certain Loan Agreement (the "Fund Loan Agreement", and together with the Trust Loan Agreement, the "Loan Agreements") to be entered into by and between the Local Unit and the State of New Jersey, acting by and through the New Jersey Department of Environmental Protection (the "State"), all pursuant to the New Jersey Environmental Infrastructure Trust Financing Program (the "Program");

WHEREAS, the Local Unit has determined to finance the acquisition, construction, renovation or installation of the Project with the proceeds of a loan to be made by each of the Trust (the "Trust Loan") and the State (the "Fund Loan", and together with the Trust Loan, the "Loans") pursuant to the Trust Loan Agreement and the Fund Loan Agreement, respectively;

WHEREAS, to evidence the Loans, each of the Trust and the State require the Local Unit to authorize, execute, attest and deliver the Local Unit's General Obligation Bonds, Series 2016-A, to the Trust, in an aggregate principal amount of approximately \$1,130,000 (the "Trust Loan Bond") and General Obligation Bonds, Series 2016-B, to the State, in an aggregate principal of approximately \$3,226,000 (the "Fund Loan Bond", and together with the Trust Loan Bond, the "Local Unit Bonds") in a total aggregate principal amount not to exceed \$4,356,000, pursuant to the terms of the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the Revised Statutes of the State of New Jersey (the "Local Bond Law"), other applicable law and the Loan Agreements; and

WHEREAS, N.J.S.A. 40A:2-27(a)(2) of the Local Bond Law allows for the sale of the Trust Loan Bond and the Fund Loan Bond to the Trust and the State, respectively, without any public offering, and N.J.S.A. 58:11B-9(a) allows for the sale of the Trust Loan Bond to the Trust without any public offering, all under the terms and conditions set forth herein.

NOW, THEREFORE, BE IT RESOLVED by a 2/3 vote of the full membership of the governing body of the Local Unit as follows:

Section 1. In accordance with N.J.S.A. 40A:2-27(a)(2) of the Local Bond Law and N.J.S.A. 58:11B-9(a), the Local Unit hereby sells and awards its Trust Loan Bond to the Trust and its Fund Loan Bond to the State, in a total aggregate principal amount not to exceed \$4,356,000, all in accordance with the provisions hereof. The Local Unit Bonds have been referred to and are described in bond ordinance #09-2015 of the Local Unit, which bond ordinance was finally adopted by the Local Unit at a meeting duly called and held on February 25, 2015, at which time a quorum was present and acted throughout, all pursuant to the terms of the Local Bond Law and other applicable law.

Section 2. The Chief Financial Officer of the Local Unit (the "Chief Financial Officer") is hereby authorized to determine, in accordance with the Local Bond Law and pursuant to the terms and conditions established by the Trust and the State under the Loan Agreements and the terms and conditions hereof, the following items with respect to the Trust Loan Bond and the Fund Loan Bond:

- (a) The aggregate principal amounts of the Trust Loan Bond and the Fund Loan Bond to be issued;
- (b) The maturity and annual principal installments of the Local Unit Bonds, which maturity shall not exceed 20 years;
- (c) The date of the Local Unit Bonds;
- (d) The interest rates of the Local Unit Bonds;
- (e) The purchase price for the Local Unit Bonds; and
- (f) The terms and conditions under which the Local Unit Bonds shall be subject to redemption prior to their stated maturities.

Section 3. Any determination made by the Chief Financial Officer pursuant to the terms hereof shall be conclusively evidenced by the execution and attestation of the Local Unit Bonds by the parties authorized under Section 4(c) hereof.

Section 4. The Local Unit hereby determines that certain terms of the Local Unit Bonds shall be as follows:

- (a) The Trust Loan Bond shall be issued in a single denomination and shall be numbered T-A1. The Fund Loan Bond shall be issued in a single denomination and shall be numbered F-B1;
- (b) The Local Unit Bonds shall be issued in fully registered form and shall be payable to the registered owners thereof as to both principal and interest in lawful money of the United States of America; and
- (c) The Local Unit Bonds shall be executed by the manual or facsimile signatures of the Mayor and the Chief Financial Officer under official seal or facsimile thereof affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Local Unit Clerk.

Section 5. The Trust Loan Bond and the Fund Loan Bond shall be substantially in the form set forth in the Trust Loan Agreement and the Fund Loan Agreement, respectively.

Section 6. The law firm of Davison, Eastman & Muñoz P.A. is hereby authorized to arrange for the printing of the Local Unit Bonds, which law firm may authorize McCarter & English, LLP, bond counsel to the Trust and the State for the Program, to arrange for same. The Local Unit auditor is hereby authorized to prepare the financial information necessary in connection with the issuance of the Local Unit Bonds. The Mayor, the Chief Financial Officer and the Local Unit Clerk are hereby authorized to execute any certificates necessary or desirable in connection with the financial and other information.

Section 7. The terms of the Local Unit Bonds authorized to be set forth by the Chief Financial Officer in accordance with Section 2 hereof shall be ratified by the affirmative vote of 2/3 of the full membership of the governing body of the Local Unit.

Section 8. The Mayor and the Chief Financial Officer are hereby severally authorized to execute any certificates or documents necessary or desirable in connection with the sale of the Local Unit Bonds, and are further authorized to deliver same to the Trust and the State upon delivery of the Local Unit Bonds and the receipt of payment therefor in accordance with the Loan Agreements.

Section 9. This resolution shall take effect immediately.

Section 10. Upon the adoption hereof, the Local Unit Clerk shall forward certified copies of this resolution to Davison, Eastman & Muñoz, bond counsel to the Local Unit, and Richard T. Nolan, Esq., McCarter & English, LLP, bond counsel to the Trust.

Recorded Vote:

	AYES	NAYS	ABSENT	ABSTAIN
Councilman Foley	X			
Councilman Buonocore	X			
Councilwoman Morris	X			
Council President Fetzer	X			
Councilman Mulroy	X			
Councilman Rotolo	X			

- B. **Resolution No. 189-2016:** Resolution of the Borough of Sea Girt in the County of Monmouth, New Jersey authorizing the execution and delivery of loan agreements to be executed by the Borough of Sea Girt and each of the New Jersey Environmental Infrastructure Trust and the State of New Jersey, acting by and through the Department of Environmental Protection, and further authorizing the execution and delivery of an Escrow Agreement, all pursuant to the New Jersey Environmental Infrastructure Trust Financing Program.

UPON MOTION of Councilperson Foley, seconded by Councilperson Mulroy, carried, that the following Resolution be adopted:

WHEREAS, the Borough of Sea Girt (the "Local Unit"), in the County of Monmouth, New Jersey, has determined that there exists a need within the Local Unit to construct the Project (the "Project") as defined in each of that certain Loan Agreement (the "Trust Loan Agreement") to be entered into by and between the Local Unit and the New Jersey Environmental Infrastructure Trust (the "Trust") and that certain Loan Agreement (the "Fund Loan Agreement", and together with the Trust Loan Agreement, the "Loan Agreements") to be entered into by and between the Local Unit and the State of New Jersey, acting by and through the New Jersey Department of Environmental Protection (the "State"), all pursuant to the New Jersey Environmental Infrastructure Trust Financing Program (the "Program");

WHEREAS, the Local Unit has determined to finance the acquisition, construction, renovation or installation of the Project with the proceeds of a loan to be made by each of the Trust (the "Trust Loan") and the State (the "Fund Loan", and together with the Trust Loan, the "Loans") pursuant to the Trust Loan Agreement and the Fund Loan Agreement, respectively;

WHEREAS, to evidence the Loans, each of the Trust and the State require the Local Unit to authorize, execute, attest and deliver the Local Unit's General Obligation Bonds, Series 2016-A, to the (the "Trust Loan Bond") and General Obligation Bonds, Series 2016-B, to the State (the "Fund Loan Bond", and together with the Trust Loan Bond, the "Local Unit Bonds") in an aggregate principal amount not to exceed \$4,356,000 pursuant to the terms of the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the Revised Statutes of the State of New Jersey (the "Local Bond Law"), other applicable law and the Loan Agreements; and

WHEREAS, the Trust and the State have expressed their desire to close in escrow the making of the Loans, the issuance of the Local Unit Bonds and the execution and delivery of the Loan Agreements, all pursuant to the terms of an Escrow Agreement (the "Escrow Agreement") to be entered into by and among the Trust, the State, the Local Unit and the escrow agent named therein.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Local Unit as follows:

Section 1. The Trust Loan Agreement, the Fund Loan Agreement and the Escrow Agreement (collectively, the "Financing Documents") are hereby authorized to be executed and delivered on behalf of the Local Unit by either the Mayor or the Chief Financial Officer in substantially the forms attached hereto as Exhibits A, B and C, respectively, with such changes as the Mayor or the Chief Financial Officer (each an "Authorized Officer"), in their respective sole discretion, after consultation with counsel and any advisors to the Local Unit (collectively, the "Local Unit Consultants") and after further consultation with the Trust, the State and their representatives, agents, counsel and advisors (collectively, the "Program Consultants", and together with the Local Unit Consultants, the "Consultants"), shall determine, such determination to be conclusively evidenced by the execution of such Financing Documents by an Authorized Officer as determined hereunder. The Local Unit Clerk is hereby authorized to attest to the execution of the Financing Documents by an Authorized Officer of the Local Unit as determined hereunder and to affix the corporate seal of the Local Unit to such Financing Documents.

Section 2. The Authorized Officers of the Local Unit are hereby further severally authorized to (i) execute and deliver, and the Local Unit Clerk is hereby further authorized to attest to such execution and to affix the corporate seal of the Local Unit to, any document, instrument or closing certificate deemed necessary, desirable or convenient by the Authorized Officers or the Local Unit Clerk, as applicable, in their respective sole discretion, after consultation with the Consultants, to be executed in connection with the execution and delivery of the Financing Documents and the consummation of the transactions contemplated thereby, which determination shall be conclusively evidenced by the execution of each such certificate or other document by the party authorized hereunder to execute such certificate or other document, and (ii) perform such other actions as the Authorized Officers deem necessary, desirable or convenient in relation to the execution and delivery thereof.

Section 3. This resolution shall take effect immediately.

Section 4. Upon the adoption hereof, the Local Unit Clerk shall forward certified copies of this resolution to Davison, Eastman & Munoz, bond counsel to the Local Unit, and Richard T. Nolan, Esq., McCarter & English, LLP, bond counsel to the Trust

Recorded Vote:

	AYES	NAYS	ABSENT	ABSTAIN
Councilman Foley	X			
Councilman Buonocore	X			
Councilwoman Morris	X			
Council President Fetzer	X			
Councilman Mulroy	X			
Councilman Rotolo	X			

- C. **Resolution No. 190-2016** - Outfall Extension and Infrastructure Improvement Project – Authorize Mayor and Clerk to execute Agreement with Department of Environmental Protection for reimbursement not to exceed \$1,500,000

UPON MOTION of Council President Fetzer, seconded by Councilperson Foley, carried, that the following Resolution be and the same is hereby adopted:

WHEREAS, the Borough of Sea Girt and the New Jersey Department of Environmental Protection, Division of Coastal Engineering, agreed to share the cost of construction of the Outfall Extensions in the Borough at 75% of the actual costs not to exceed \$1,500,000; and,

WHEREAS, the Borough of Sea Girt has requested \$1,477,590 of construction costs to be reimbursed to the Borough, said funds to be utilized to offset the amount of the interim loan issued to the Borough by the New Jersey Environmental Infrastructure Trust.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Sea Girt, in the County of Monmouth and State of New Jersey that the Mayor and Municipal Clerk be and they are hereby authorized to execute the Agreement with the New Jersey Department of Environmental Protection, Division of Coastal Engineering.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be supplied to William Dixon, Director, Division of Coastal Engineering.

Recorded Vote:

	Ayes	Nays	Absent	Abstain
Councilman Foley	X			
Councilman Buonocore	X			
Councilwoman Morris	X			
Council President Fetzer	X			
Councilman Mulroy	X			
Councilman Rotolo	X			

- D. **Resolution No. 191-2016:** Verizon Wireless Request for Consent to jointly use facilities located in the public right-of-way for the installation of small network nodes (*follow-up received on September 26; matter has been rescheduled for October 12*) Mayor noted at this time Mrs. Carafa requested that we table the said Resolution until October 12, 2016 meeting. **UPON MOTION** of Council President Fetzer, seconded by Councilperson Mulroy, carried, that the following resolution be tabled until next Council Meeting.

- E. **Resolution No. 192-2016:** Approve Interlocal Service Agreement between the Borough of Brielle and Boroughs of Sea Girt and Manasquan for the Provision of Gasoline and Diesel Fuel in Compliance with the Provisions of *N.J.S.A. 40:8A*.

UPON MOTION of Councilperson Buonocore, seconded by Councilperson Mulroy, carried, that the following Resolution be and the same is hereby adopted:

WHEREAS, the Uniform Shared Services and Consolidation Act, *N.J.S.A:40A:65-1*, et seq., authorizes local units as defined in said Act to enter into joint Agreements for the provision government services; and,

WHEREAS, the Borough of Sea Girt wishes to enter into a shared services agreement with the Boroughs of Brielle and Manasquan for the provision of gasoline and diesel fuel.

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

1. **INTERLOCAL SERVICES AGREEMENT:** Pursuant to the provisions of *N.J.S.A: 40A:65-1*, the Borough of Sea Girt is hereby authorized and empowered to enter into a Shared Services Agreement with the Boroughs of Brielle and Manasquan for the purposes identified above.
2. The Mayor and Municipal Clerk are hereby authorized to execute the said Interlocal Services Agreement.
3. **CONTRACT TERM:** The term of this Agreement shall be for a period of five (5) years, commencing January 1, 2017 through December 31, 2021, inclusive, and may cancel the agreement upon sixty (60) days written notice.

Recorded Vote:

	Ayes	Nays	Absent	Abstain
Councilman Foley	X			
Councilman Buonocore	X			
Councilwoman Morris	X			
Council President Fetzer	X			
Councilman Mulroy	X			
Councilman Rotolo	x			

- F. **Resolution No. 193-2016:** Approve 2017-2018 Employment Practices Risk Control Plan and Changes to Borough Personnel Policies and Procedures Manual; approve revised Supervisory Procedures and Policies Manual

UPON MOTION of Councilperson Buonocore, seconded by Councilperson Morris, carried, that the following Resolution be and the same is hereby adopted:

WHEREAS, the Borough of Sea Girt adopted Ordinance No. 11-2010 adopting a revised Personnel Policies and Procedures Manual dated May 12, 2010 and said Ordinance authorizes the Borough Council to amend, revise, replace and supplement the Personnel Policies and Procedures Manual by duly adopted Resolution; and,

WHEREAS, the Borough Council of the Borough of Sea Girt, pursuant to guidance issued by the Municipal Excess Liability Fund (MEL), wishes to revise the existing Personnel Policies and Procedures Manual by including, but not limited to, the following section revisions:

1. Modification to the Anti-Discrimination/Americans with Disabilities Act Policy to comply with the New Jersey Pregnant Worker's Fairness Act;
2. Changes were made to the Employee Dating Policy;
3. Changes were made to the Ethics Guidelines;
4. Changes were made to the Alcohol and Drug-Free Workplace Policy;
5. Changes were made to the Alcohol and Drug-Free Workplace Policy – Employees with CDL;
6. Changes were made to the Computer Internet and E-Mail Policy;
7. Changes were made to the Open Public Meetings Act – Procedure concerning Personnel Matters.

WHEREAS, the revised and supplemented sections of the Personnel Policies and Procedures have been reviewed by the Borough's Labor Counsel and the required Risk Control Update Checklist has been executed by the Borough's Labor Counsel.

NOW, THEREFORE, BE IT RESOLVED that the Borough of Sea Girt Personnel Policies and Procedures Manual, as revised and dated September 28, 2016, is hereby approved by the Borough Council.

BE IT FURTHER RESOLVED that a certified copy of this Resolution, along with the required Checklist be and the same shall be supplied to the Municipal Excess Liability Fund, Parsippany, NJ and copies of the revised Personnel Policies and Procedures Manual shall be provided to all Borough employees.

BE IT FURTHER RESOLVED that these personnel policies and procedures shall apply to all Borough officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.

BE IT FURTHER RESOLVED that this manual is intended to provide guidelines covering public service by Borough employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the Borough Council

BE IT FURTHER RESOLVED that to the maximum extent permitted by law, employment practices for the Borough of Sea Girt shall operate under the legal doctrine known as "employment at will."

BE IT FURTHER RESOLVED that the Administrator and all managerial/supervisory personnel are responsible for these employment practices. The Administrator and the Labor Attorney shall assist the Administrator in the implementation of the policies and procedures in this manual.

Recorded Vote:

	AYES	NAYS	ABSENT	ABSTAIN
Councilman Foley	X			
Councilman Buonocore	X			
Councilwoman Morris	X			
Council President Fetzer	X			
Councilman Mulroy	X			
Councilman Rotolo	X			

- G. **Resolution No. 194-2016:** Approve hourly rate increase for Librarian Lisa Luke (to \$21.00/hour for hours worked)

UPON MOTION of Councilperson Morris, seconded by Councilperson Mulroy, carried, that the following Resolution be and the same is hereby adopted:

WHEREAS, Lisa Luke was appointed to the position of Sea Girt Librarian on February 21, 2016 and given several goals for improving the operation of the Library to be met within six (6) months of the date of appointment, including increasing participation by both adult and child patrons in the Library at which time her hourly rate would be reviewed; and,

WHEREAS, Mrs. Luke's performance has been reviewed by the Personnel Committee and they have determined that she has met or exceeded all goals set for her to date; and,

WHEREAS, the Chief Financial Officer has certified that funds are available in the 2016 Appropriation entitled Library Salary and Wages to cover said hourly rate increase.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Sea Girt that Mrs. Luke be granted an hourly rate increase to \$21.00 per hour for hours worked effective as of September 21, 2016.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be supplied to the Chief Financial Officer for his information and action and Mrs. Luke for her information.

Recorded Vote:

	Ayes	Nays	Absent	Abstain
Councilman Foley	X			
Councilman Buonocore	X			
Councilwoman Morris	X			
Council President Fetzer	X			
Councilman Mulroy	X			
Councilman Rotolo	X			

8. ADMINISTRATOR REPORTS/DISCUSSION

- A. **The Crescent Park Rehabilitation Project** – matter is pending;
- B. **Neptune and Seaside, Morven Infrastructure Improvement Project:** Neptune Place storm drain has been replaced from First Avenue west to Sea Girt Avenue; the section from First Avenue east to the Ocean will be completed within two weeks; bid specifications have been issued for the road repaving phase of the project to be completed this fall.

- C. **Crescent Park Work Project** – Clark Lydic is planning a clean-up day at Crescent Park on Saturday, October 15, weather permitting; he will provide the tools; please wear hard-soled shoes and bring gloves. Meet at the Cornelius Monument at 9:00 AM.
- D. **Clean Ocean Action Fall Beach Sweeps**, Saturday, October 22, 2016; meet at 9:00 AM at the Pavilion on Beacon Blvd.
- E. **Dune Grass Planting Project, 2016**: scheduled for October 29, 2016; volunteers are needed. Contact Lynn Drury at drury7@verizon.net.

9. **QPA REPORTS** (of activity since previous Council Meeting): None

10. **COUNCIL REPORTS**

Councilpersons Foley, Buonocore and Rotolo had no reports

Councilperson Morris reported as follows:

- Police activity at and around the Parker House total is 564 summons; 68 arrests; reduction in violations of drinking in public; increase of urinating in public; congratulations to the Police Department for their vigilance and to the Parker House for their cooperation;
- Thanked the Police Department for their efforts on September 17 when an explosive device went off in Seaside Park while the Irish Festival was occurring at the camp. Chief Davenport and Captain Macko immediately contacted Colonel Perrone at the NGTC to advise of incident and they were able to obtain resources from the County and Department of Corrections to assist our staff in patrolling the area. She noted that the Council is proud of the Chief and Captain and the entire Department for keeping us safe. Mayor Farrell affirmed her comments.

Councilperson Mulroy advised that at the next council meeting (October 12), the Borough will be honoring our Fire Department Volunteers with 25 years or more of service.

Council President Fetzer reported as follows:

- First labor negotiating session was this week; good communication; next meeting is October 24;
- Water/sewer Utility: we are working towards preparation of an asset management plan.

Mayor Farrell reported as follows:

- DPW purchased snow fencing for dunes; planting dune grass on October 29; October 1 – hydrant flushing begins for 2 weeks, commercial district will be done at night

11. Resolution No. 195-2016: Payment of bills

BE IT RESOLVED, by the Borough Council of the Borough of Sea Girt that the bills be paid as appearing on the attached Bill List date September 23, 2016 in the totals as follows:

CURRENT FUND	\$ 405,851.41
WATER/SEWER OPERATING FUND	\$ 9,112.54
BEACH OPERATING FUND	\$ 5,292.65
TRUST FUND	\$ 250.00
RECREATION TRUST FUND	\$ 3,595.08
GENERAL CAPITAL FUND	\$ 820.36

Recorded Vote:

	Ayes	Nays	Absent	Abstain
Councilman Foley	X			
Councilman Buonocore	X			
Councilwoman Morris	X			
Councilman Fetzer	X			
Councilman Mulroy	X			
Councilman Rotolo	X			

12. PUBLIC PARTICIPATION ON ANY SUBJECT (Comments limited to 7 minutes)

John O'Grady, The Terrace, asked for an update on the status of auto meter reading project; Council President Fetzer replied in progress now, with additional equipment to be purchased and installed shortly; porta-john still in front yard of home on Beacon Blvd., bicycles should have bell or warning device.

There being no further business, and **UPON MOTION** of Councilperson Foley, seconded by Councilperson Buonocore, carried, that the meeting be finally and immediately adjourned at 9:30 PM

Lorraine P. Carafa

LORRAINE P. CARAFA, RMC
Municipal Clerk

September 23, 2016
11:49 AM

BOROUGH OF SEA GIRT
Bill List By P.O. Number

Page No: 1

P.O. Type: All

Range: First to Last

Format: Condensed

Open: N

Paid: N

Void: N

Rcvd: Y

Held: Y

Aprv: N

Bid: Y

State: Y

Other: Y

Exempt: Y

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
16-00023	01/05/16	00964	A'S GARDEN & HOME CENTER	2016 Misc Supplies	Open	82.42	0.00 B
16-00024	01/05/16	00575	JASPAN HARDWARE	2016 Misc Supplies	Open	58.70	0.00 B
16-00025	01/05/16	00053	VAN WICKLE AUTO SUPPLY	2016 Auto Parts	Open	248.02	0.00 B
16-00028	01/05/16	00295	ASBURY PARK PRESS	2016 Legal Advertising	Open	129.50	0.00 B
16-00067	01/15/16	00099	ASSOCIATED HUMANE SOCIETY	2016 Animal Control services	Open	463.00	0.00 B
16-00069	01/15/16	01635	SWIFTREACH NETWORKS, INC.	2016 notification subscription	Open	525.84	0.00 B
16-00071	01/15/16	01230	KEPWEL SPRING WATER CO., INC.	2016 Bottled water	Open	84.50	0.00 B
16-00072	01/15/16	01230	KEPWEL SPRING WATER CO., INC.	2016 Bottle water	Open	14.90	0.00 B
16-00075	01/15/16	00614	Optimum	2016 Service	Open	159.55	0.00 B
16-00076	01/15/16	00614	Optimum	2016 Srv.	Open	208.85	0.00 B
16-00077	01/15/16	00614	Optimum	2016 Service	Open	130.68	0.00 B
16-00078	01/15/16	00203	Ruderman, Horn & Esmerado PC	2016 Services	Open	4,901.10	0.00 B
16-00095	01/21/16	01142	STANDARD INSURANCE COMPANY	2016 Insurance	Open	282.90	0.00 B
16-00096	01/21/16	00019	GUARDIAN LIFE INSURANCE	2016 life Insurance	Open	291.23	0.00 B
16-00097	01/21/16	01688	HORIZON BC/BS OF NJ DENTAL	2016 dental Insurance	Open	2,241.05	0.00 B
16-00099	01/21/16	CLF01	Carton Law Firm	Prosecutor services	Open	953.75	0.00 B
16-00106	01/25/16	GREER	Greer Law Firm	Public Defender services	Open	250.00	0.00 B
16-00135	02/02/16	00016	JERSEY CENTRAL POWER & LIGHT	Service 2016	Open	979.01	0.00 B
16-00161	02/04/16	00051	NJ NATURAL GAS CO.	2016 Services	Open	345.75	0.00 B
16-00162	02/04/16	00051	NJ NATURAL GAS CO.	2016 Services	Open	27.43	0.00 B
16-00163	02/04/16	00051	NJ NATURAL GAS CO.	2016 Services	Open	25.00	0.00 B
16-00168	02/08/16	MAZZA	Mazza Mulch, Inc.	2016 Brush disposal	Open	260.00	0.00 B
16-00188	02/19/16	00349	VERIZON WIRELESS	2016 Services	Open	678.45	0.00 B
16-00189	02/19/16	00349	VERIZON WIRELESS	2016 Services	Open	155.94	0.00 B
16-00190	02/19/16	DEB01	Direct Energy Business	2016 Services, paddle tennis	Open	2.65	0.00 B
16-00191	02/19/16	DEB01	Direct Energy Business	2016 Service, Library	Open	0.00	0.00 B
16-00192	02/19/16	DEB01	Direct Energy Business	2016 Service	Open	17.41	0.00 B
16-00194	02/22/16	00016	JERSEY CENTRAL POWER & LIGHT	2016 Street lighting	Open	1,582.42	0.00 B
16-00227	02/29/16	00068	OLD TOWNE CAR WASH	Car wassh services 2016	Open	60.00	0.00 B
16-00238	03/04/16	00643	FEDERAL EXPRESS CORP.	2016 Shipping Services	Open	145.60	0.00 B
16-00288	03/17/16	00602	NJ WATER SUPPLY AUTHORITY	2016 Raw water	Open	4,031.73	0.00 B
16-00291	03/21/16	MTG01	Material Transport Group LLC	Recycle Brush	Open	300.00	0.00 B
16-00293	03/21/16	WILENTZ	Wilentz Attorneys at Law	Legal Services Walker/Farrell	Open	13,098.40	0.00 B
16-00405	04/21/16	00633	TAYLOR HARDWARE	Blanket 2016	Open	23.96	0.00 B
16-00422	04/28/16	RECOM	ReCommunity Recycling	Recycling	Open	376.14	0.00 B
16-00493	05/18/16	00096	A.T. THORN & SON	Services 2016	Open	98.58	0.00 B
16-00537	06/07/16	00045	SEA GIRT BOARD OF ED	School Tax 2nd 1/2 2016	Open	368,735.00	0.00 B
16-00648	07/05/16	01886	RUTGERS THE STATE UNIV OF NJ	Registration, D. Harriman	Open	535.00	0.00
16-00708	07/26/16	00803	STUMPY'S SALES & SERVICE	Service yamaha ATVs & PWC	Open	1,511.88	0.00
16-00730	07/28/16	FIDELITY	Wright National Flood	Flood Insurance(Beach)	Open	2,842.00	0.00
16-00759	08/08/16	EMI01	Electro Maintenance, Inc.	Repair well 7	Open	1,320.00	0.00
16-00771	08/15/16	SHI	SHI International Corp.	PC & Monitor	Open	820.36	0.00
16-00775	08/16/16	ASS01	All Season Service Farrell's	Repair Ice Machine	Open	357.50	0.00
16-00792	08/18/16	FF001	Firefighter One	Rescue 44/88 testing	Open	1,195.00	0.00
16-00821	08/29/16	00550	MARINE RESCUE PRODUCTS	Soft top recue boards	Open	3,565.00	0.00
16-00827	08/30/16	C1967	Country Clean Paper Supplies	janitorial supplies	Open	225.55	0.00
16-00828	08/30/16	01912	STAPLES ADVANTAGE	office supplies	Open	105.07	0.00
16-00830	09/01/16	SI01	Specter Instruments, Inc.	Renew annual software support	Open	495.00	0.00
16-00843	09/07/16	MWCRI01	Monmouth Wire and Computer	Electronic Recycling 2016	Open	500.00	0.00 B
16-00848	09/08/16	01155	NJ WATER ASSOCIATION	Conference registration	Open	530.00	0.00

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BOROUGH OF SEA GIRT
Bill List By P.O. Number

Page No: 2

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
16-00849	09/08/16	GN 01	Golden Nugget	Room Reservations NJWA Confere	Open	158.00	0.00
16-00850	09/08/16	GN 01	Golden Nugget	Room Reservation NJWA Conferen	Open	79.00	0.00
16-00851	09/09/16	SUAREZ	Suarez & Suarez Attorneys at	Walker v SG, Services	Open	3,525.00	0.00
16-00853	09/09/16	DEMCO01	Demco, Inc.	Label Spines	Open	57.94	0.00
16-00857	09/12/16	00552	EDWARDS TIRE CO.	Remove and Replace tires	Open	1,704.68	0.00
16-00859	09/12/16	00696	HERBERT ELECTRIC INC.	Electrical services	Open	102.50	0.00 B
16-00872	09/14/16	00503	MARK WOSZCZAK MECH.CONTS. INC.	Water taps	Open	2,500.00	0.00 B
16-00877	09/15/16	01625	GRAINGER	Supplies	Open	202.10	0.00
16-00878	09/15/16	00469	MONMOUTH CTY. TREASURER	Waiver basic course, Bolchune	Open	200.00	0.00
16-00879	09/19/16	00198	POLAR AIR OF NJ, INC.	Service call 9.19.16	Open	105.00	0.00
16-00880	09/19/16	00057	NJ TRANSIT CORP.	Occupancy Permit 10/1/16-9/30/	Open	216.00	0.00
16-00899	09/22/16	00297	PETTY CASH	Reimburse Petty Cash	Open	100.00	0.00
Total Purchase Orders:		62	Total P.O. Line Items:	0	Total List Amount:	424,922.04	Total Void Amount: 0.00

September 23, 2016
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BOROUGH OF SEA GIRT
Bill List By P.O. Number

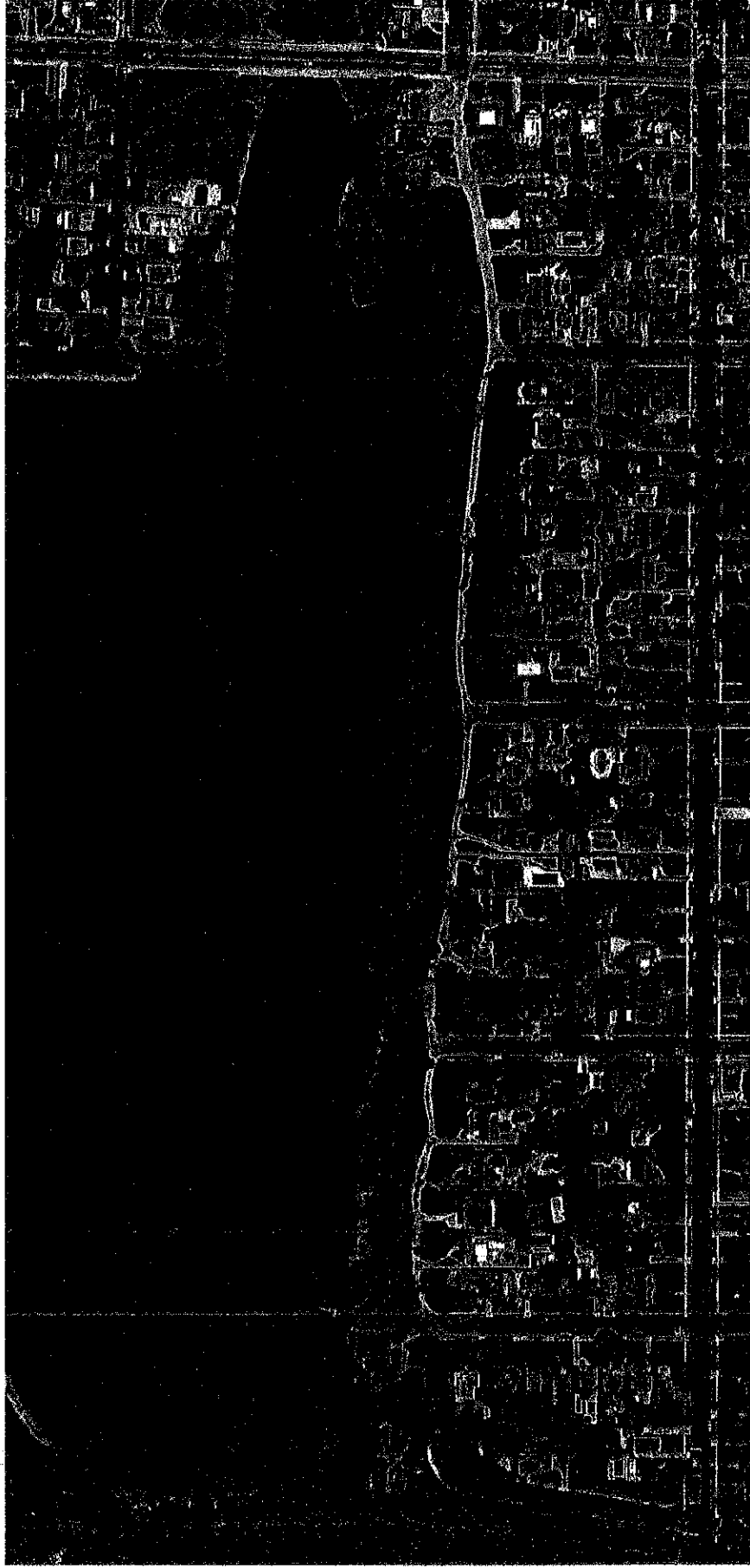
Page No: 3

Totals by Year-Fund		Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
CURRENT FUND	6-01	405,851.41	0.00	405,851.41	0.00	0.00	405,851.41
WATER OPERATING	6-05	9,112.54	0.00	9,112.54	0.00	0.00	9,112.54
BEACH OPERATING	6-09	5,292.65	0.00	5,292.65	0.00	0.00	5,292.65
TRUST OTHER	6-25	250.00	0.00	250.00	0.00	0.00	250.00
BOARD OF RECREATI	6-26	3,595.08	0.00	3,595.08	0.00	0.00	3,595.08
Year Total:		424,101.68	0.00	424,101.68	0.00	0.00	424,101.68
GENERAL CAPITAL	C-04	820.36	0.00	820.36	0.00	0.00	820.36
Total of All Funds:		424,922.04	0.00	424,922.04	0.00	0.00	424,922.04

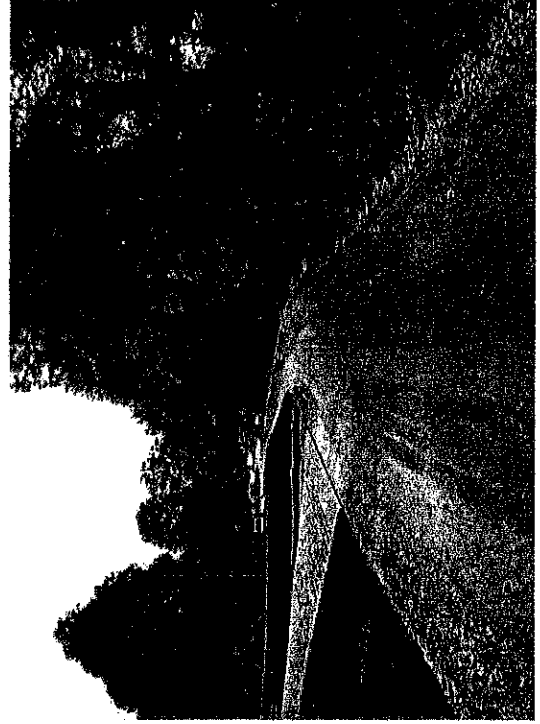
The Terrace Roadway Improvements



The Terrace – Aerial View

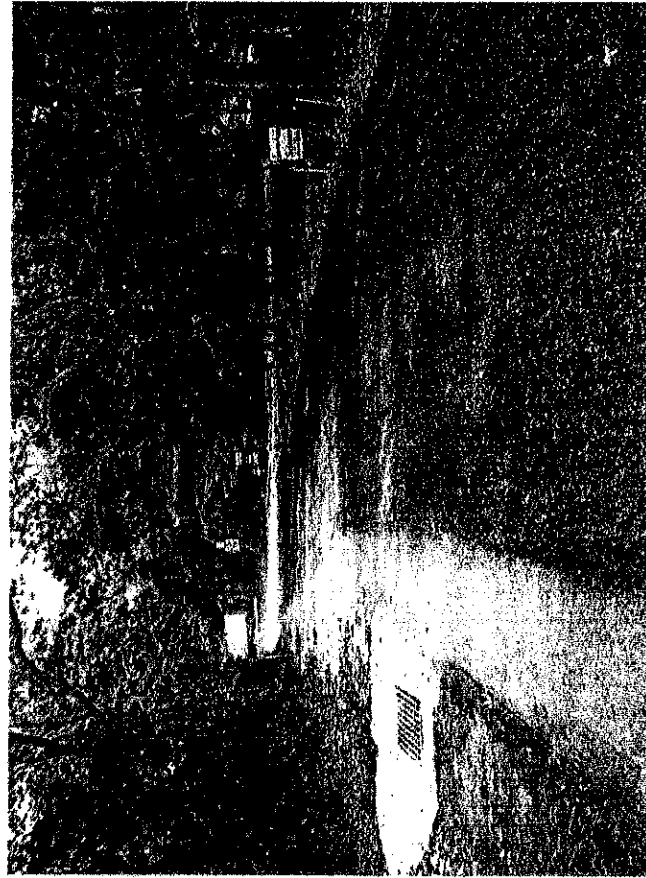
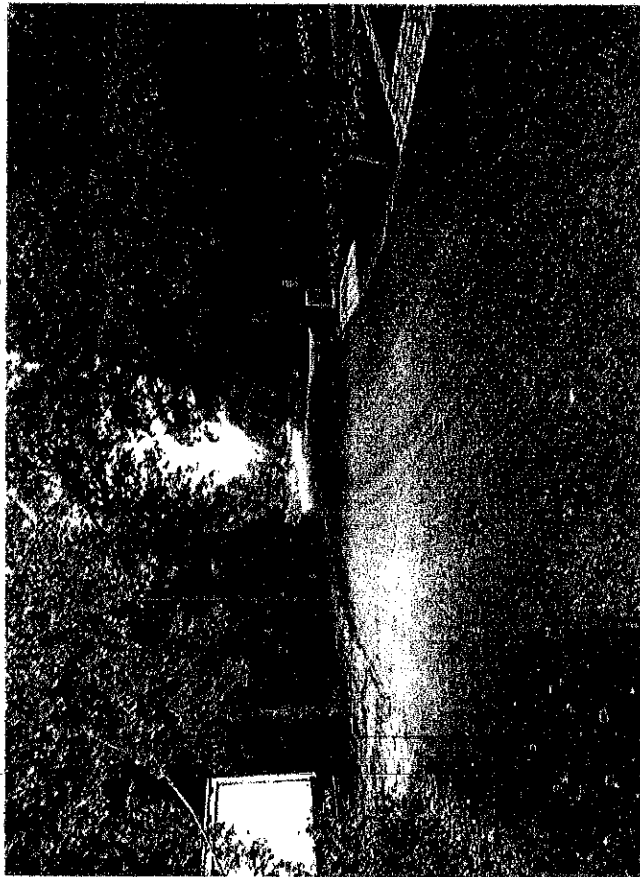


Existing Road Surface



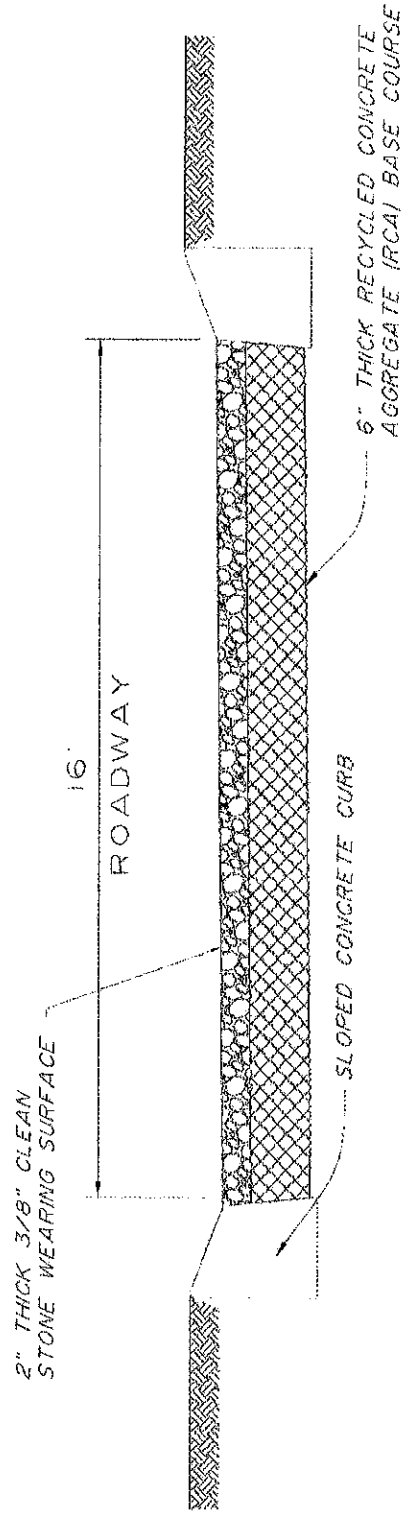


Proposed Road Surface



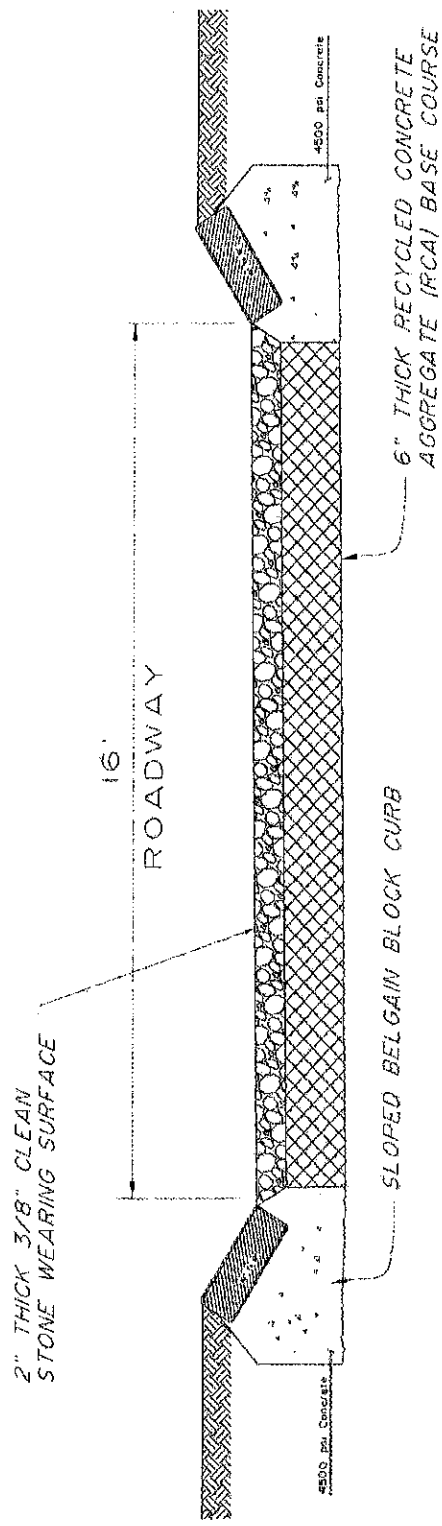
2" Thick - 3/8" Clean Stone Wearing Surface
6" Thick Recycled Concrete Aggregate (RCA) Base Course

Roadway Cross Section Detail



SLOPED CONCRETE CURB

Not to Scale



SLOPED BELGIAN BLOCK CURB DETAIL

Not to Scale



Sloped Belgian Block Curb

- Cost of Belgian block curb is approximately \$10 per linear foot more expensive than concrete curb.
- Although Belgian Block Curb is more resistant to cracking and chipping and can easily be replaced, block by block if damaged.
- More visually appealing than concrete curb.

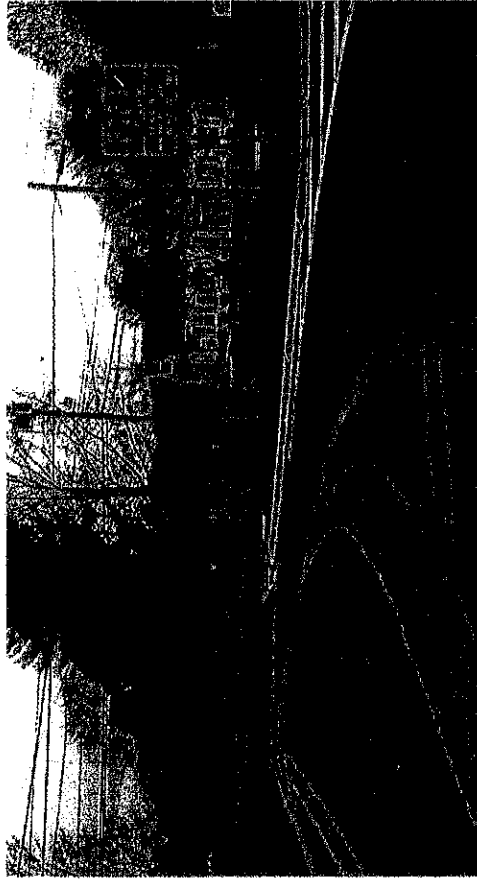


Sloped Belgian Block Curb
With Stone Road Surface



Sloped Concrete Curb

- Cost of concrete curb is approximately \$10 per linear foot less than Belgian block curb.
- However, concrete curb is more susceptible to damage from plows and more costly to repair.
- Not visually appealing .

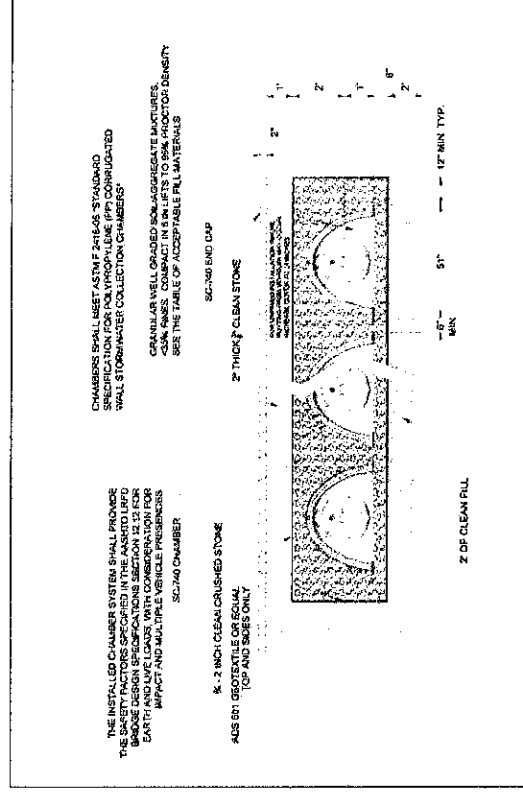


Sloped Concrete Curb

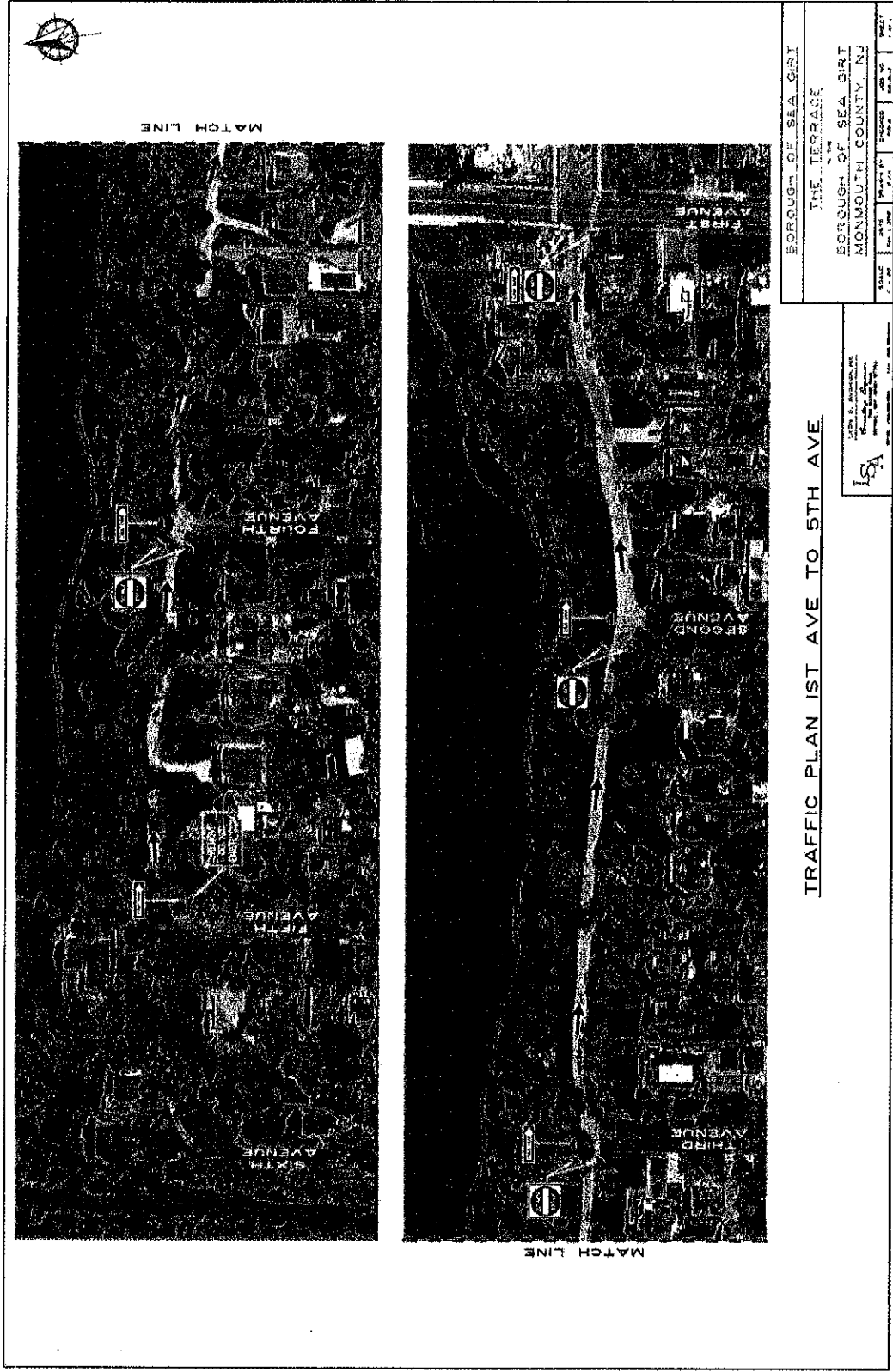


Underground Recharge Basin

-



Redirection of Traffic Along The Terrace from Fifth Avenue to First Avenue



PRELIMINARY ENGINEER'S ESTIMATE
THE TERRACE RECONSTRUCTION (Stone Surface & Concrete Sloped Curb)
IN THE
BOROUGH OF SEA GIRT
MONMOUTH COUNTY, NEW JERSEY

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	PRICE	AMOUNT
1	Gravel Road Milling, Variable Depth	5,000	SY	\$5.00	\$25,000.00
2	3/8" Clean Stone Surface Course, 2" Thick	300	CY	\$50.00	\$15,000.00
3	Recycled Concrete Aggregate (RCA) Grade A, 6" Thick	900	CY	\$50.00	\$45,000.00
4	Mountable Concrete Sloped Curb	4,500	LF	\$25.00	\$112,500.00
5	Type A Inlets and Underground Recharge System	5	EA	\$20,000.00	\$100,000.00
CONSTRUCTION COST					\$297,500.00
ENGINEERING DESIGN AND ADMINISTRATION					\$25,000.00
CONSTRUCTION INSPECTION					\$32,500.00
TOTAL PROJECT COST					\$355,000.00

PRELIMINARY ENGINEER'S ESTIMATE
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4	Mountable Belgian Block Sloped Curb	4,500	LF	\$35.00	\$157,500.00
5	Type A Inlets and Underground Recharge System	5	EA	\$20,000.00	\$100,000.00
CONSTRUCTION COST					\$342,500.00
ENGINEERING DESIGN AND ADMINISTRATION					\$25,000.00
CONSTRUCTION INSPECTION					\$32,500.00
TOTAL PROJECT COST					\$400,000.00