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**BOROUGH OF SPRING LAKE
MAYOR AND BOROUGH COUNCIL
REORGANIZATION MEETING
JANUARY 3, 2017**

Mayor Naughton called the Reorganization Meeting of the Mayor and Council of the Borough of Spring Lake to order at 7:07 P.M. with a moment of silent prayer. She then proceeded with the Pledge of Allegiance to the Flag. The Mayor announced that the meeting is being held in accordance with the Open Public Meetings.

PRESENT: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables, Mayor Naughton
ABSENT: None

ALSO PRESENT: Dina M. Zahorsky, Borough Clerk
W. Bryan Dempsey, Borough Administrator
Joseph Colao, Esq, Borough Attorney
Peter Avakian, Borough Engineer

Oaths of Office

Mayor Naughton administered the Oath of Office to Mr. Joseph Erbe and Mr. Frost, newly elected Council Members.

Organization of Mayor & Borough Council

The Mayor called for a nomination for Council President. Mr. Erbe nominated Mr. Brendan Judge, seconded by Mr. Frost.

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Frost, Mr. Sagui, Mrs. Venables

NAYS: NONE

ABSENT: NONE

ABSTAIN: Mr. Judge

Council Liaison Assignments

Mayor Naughton read through the 2017 Mayor and Council Assignments.

Mr. Judge offered a motion to approve the 2017 Council Liaison Assignments, seconded by Mrs. Venables.

Jennifer Naughton Mayor	COMMUNICATIONS, COUNTY RELATIONS, DPW, EMERGENCY MANAGEMENT, FINANCE, PERSONNEL, PUBLIC SAFETY, ROADS, TECHNOLOGY, WATER & SEWER, WRECK POND
Robert Drasheff Councilman	BOARD OF EDUCATION, DOWNTOWN PLANNING, INSURANCE, PLANNING BOARD, PUBLIC HEALTH, WATER & SEWER, WRECK POND
Joseph Erbe Councilman	DPW, FINANCE, HISTORIC PRESERVATION, PEOSHA, PERSONNEL, ROADS
David Frost Councilman	COUNTY RELATIONS, DPW, ENVIRONMENTAL AFFAIRS, PARKS & RECREATION, ROADS, TECHNOLOGY
Brendan Judge Council President	ANIMAL CONTROL, BEACH POLICY, CONSTRUCTION/ZONING/CODE ENFORCEMENT, COAH, FINANCE, PARKS & RECREATION, PERSONNEL, PUBLIC SAFETY
Matthew Sagui Councilman	BEACH POLICY, DOWNTOWN PLANNING, RECYCLING, STREET LIGHTING, WATER & SEWER
Janice Venables Councilwoman	BEACH POLICY, COAH, DOWNTOWN PLANNING, LAND USE, LEGISLATION, LIBRARY, MUNICIPAL COURT, PARKS & RECREATION, SHADE TREE, WRECK POND

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

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Resolutions

Mr. Judge offered a motion to approve the following resolution and moved its adoption, seconded by Mrs. Venables.

R-17-001- TEMPORARY MUNICIPAL BUDGET – 2017

WHEREAS, the Local Budget Law provides that (where any contracts, commitments, or payments are to be made prior to the final adoption of the 2017 Budget) temporary appropriations should be made for the purpose and amount required in the manner and time therein provided; and

WHEREAS, not exceeding 26.25 percent of the total operating appropriations in the 2016 budget may be temporarily appropriated less full debt service for 2017;

NOW, THEREFORE, BE IT RESOLVED that the following temporary appropriations be made and that a certified copy of the resolution be transmitted to the Chief Financial Officer for her records:

<u>GENERAL GOVERNMENT</u>	
ADMINISTRATION 0100	
Salaries and Wages (011)	27,650.00
Misc. Other Expenses (204)	7,500.00
MAYOR AND COUNCIL 0110	
Salaries and Wages (011)	6,642.25
Misc. Other Expenses (204)	150.00
MUNICIPAL CLERK 0120	
Salaries and Wages (011)	30,500.00
Misc. Other Expenses (204)	7,500.00
FINANCIAL ADMIN. TREASURY 0130	
Salaries and Wages (011)	10,000.00
Misc. Other Expenses (204)	5,000.00
AUDIT SERVICES 0135	
Other Prof. Services	10,000.00
REVENUE ADM. TAX COLLECTION 0145	
Salaries and Wages (011)	10,000.00
Misc. Other Expenses (204)	6,000.00
TAX ASSESSMENT ADMIN. 0150	
Salaries and Wages (011)	7,900.00
Misc. Other Expenses (204)	15,000.00
LEGAL SERVICES 0155	
Salaries and Wages (011)	0.00
Misc. Other Expenses (204)	30,000.00
PROFESSIONAL SERVICES & PLANNING SERVICES	
Engineering (272)	15,000.00
Zoning	0.00
<u>LAND USE ADMINISTRATION</u>	
PLANNING BOARD 0180	
Salaries and Wages (011)	0.00
Misc. Other Expenses (204)	10,000.00
CODE ENFORCEMENT	
Salaries and Wages (011)	6,000.00
Misc. Other Expenses (204)	250.00
INSURANCE	
GROUP INSURANCE (220)	250,000.00
INSURANCE OTHER (210)	70,000.00
WORKERS COMP. (215)	90,000.00
CELEBRATION OF PUBLIC EVENTS 0420	
Misc. Other Expenses (204)	1,000.00
ZONING OFFICIAL 205	
Salary and Wages (011)	7,600.00
Misc Other Expenses (204)	250.00

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POLICE DEPARTMENT 0240	
Salaries and Wages (011)	430,000.00
Misc. Other Expenses (204)	25,000.00
DISPATCHING (0380)	
Salaries and Wages (011)	40,000.00
Misc. Other Expenses (204)	4,000.00
INTERLOCAL/CONSTRUCTION OFFICIAL (0610)	
Salaries & Wages (011)	59,000.00
Misc. Other Expenses (204)	2,000.00
OFFICE OF EMERGENCY MANAGEMENT (0252)	
Salaries and Wages (011)	950.00
FIRST AID ORGANIZATION 0262	
Misc. Other Expenses (204)	6,500.00
FIRE DEPARTMENT 0265	
Misc. Other Expenses (204)	10,000.00
<u>PUBLIC WORKS</u>	
STREETS AND ROADS 0290	
Misc. Other Expenses (204)	10,000.00
OTHER PUBLIC WORKS FUNCTIONS (0300)	
Salaries and Wages (011)	400,000.00
Misc. Other Expenses (204)	9,000.00
<u>SANITATION</u>	
SOLID WASTE COLLECTION 0305	
Misc. Other Expenses (204)	200.00
PUBLIC BUILDINGS 0310	
Misc. Other Expenses (204)	12,000.00
VEHICLE MAINTENANCE 0315	
Misc. Other Expenses (204)	22,000.00
<u>HEALTH AND HUMAN SERVICES</u>	
BOARD OF HEALTH 0330	
Salaries and Wages (011)	900.00
Misc. Other Expenses (204)	100.00
Contractual Services (0412.020)	13,000.00
DOG REGULATION 0340	
Misc. Other Expenses (204)	0.00
<u>PARKS AND RECREATION</u>	
RECREATION DEPARTMENT 0370	
Salaries and Wages (011)	1,000.00
Misc. Other Expenses (204)	0.00
MAINTENANCE OF PARKS 0375	
Misc. Other Expenses (204)	12,000.00
LIBRARY 0390	
Salaries (011) and Misc. Other Expenses (204)	60,900.00
ACCUM LEAVE COMPENSATION	0.00
<u>UTILITY EXPENSES AND BULK PURCHASES</u>	
ELECTRICITY 0430	
Misc. Other Expenses (204)	20,000.00
STREET LIGHTING 0435	
Misc. Other Expenses (204)	25,000.00
TELEPHONE 0440	
Misc. Other Expenses (204)	10,000.00
GAS (Natural or Propane) 0446	
Misc. Other Expenses (204)	20,000.00
GASOLINE 0460	
Misc. Other Expenses (204)	15,000.00
LANDFILL/SOLID WASTE DISPOSAL 0465	
Contractual – County of Monmouth	30,000.00

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<u>STATUTORY EXPENDITURES</u>	
PERS 0471	254,887.50
POLICE FIREMEN'S RETIREMENT SYST.	305,735.39
SOCIAL SECURITY 0472	74,000.00
Municipal Court 0490	
Salaries and Wages (011)	6,800.00
CAPITAL IMPROVEMENTS 0900	
Capital Improvement Fund (207)	30,000.00
<u>MUNICIPAL DEBT SERVICE</u>	
INTEREST ON B.A.N.	9,756.57
PAYMENT B.A.N.	327,250.00
TOTAL GENERAL APPROPRIATIONS	

FOR 2017 TEMPORARY BUDGET \$2,870,921.71

TEMPORARY BUDGET – WATER/SEWER UTILITY 2017

WATER/SEWER UTILITY 6001	
Salaries and Wages (011)	60,000.00
Misc. Other Expenses (204)	54,000.00
W/S CPATIAL IMPROVEMENT FUND 6002	
Capital Outlay (227)	-0-
Capital Improvement Fund (207)	-0-
W/S DEBT SERVICE 6003	
Interest on Bonds (116)	0.00
Interest on BAN	0.00
FIN. ADMINISTRATION S&W (6004)	10,000.00
FIN. ADMINISTRATION AUDIT 6004	8,000.00
W/S STATUTORY EXPENDITURES 6005	
Contrib. To P.E.R.S. (107)	33,985.00
Social Security (108)	6,000.00
PAYMENTS TO S.M.R.S.A. 6009	215,400.00
N.J. WATER SUPPLY AUTHORITY 6010	27,736.00
SEMMUA 6011	130,000.00
ENGINEERING SERVICES 6014	-0-
UTILITY EXPENSES 6015	18,570.00
GROUP INSURANCE 6016	14,000.00
WORKERS COMPENSATION 6017	7,000.00
OTHER INSURANCE 6018	10,000.00

WATER/SEWER 2017 TEMPORARY BUDGET \$594,691.00

TEMPORARY BUDGET – BEACH UTILITY – 2017

BEACH UTILITY MAINTENANCE 8001	
Salaries and Wages (011)	75,000.00
Misc. Other Expenses (204)	15,000.00
BEACHFRONT OPERATION 8002	
Salaries and Wages (011)	26,000.00
Misc. Other Expenses (204)	20,000.00
POLICE 8003	
Salaries and Wages (011)	40,000.00
Misc. Other Expenses (204)	10,000.00
FINANCIAL ADMINISTRATION AUDIT 8004	
Misc. Other Expenses (204)	4,000.00
LEGAL 8005	
Misc. Other Expenses (204)	2,000.00
INSURANCE 8006	
Misc. Other Expenses (204)	65,000.00

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Group Ins. (220)	20,000.00
VEHICLE MAINTENANCE 8007	
Misc. Other Expenses	10,000.00
CONT. TO W/S UTILITY 8008	
SANITARY LANDFILL 8009	
BEACH UTILITY DEBT SERVICE 8010	
Pmt. Of Bond Principal (114)	-0-
Interest on Bonds (116)	-0-
Interest on BAN (117)	0.00
Pmt. BAN	0.00
STATUTORY EXPEND. CONT. TOP.E.R.S. (107)	33,985.00
SOCIAL SECURITY (108)	7,000.00
POLICE & FIRE RETIREMENT SYST. (110)	33,970.60
CONTRIBUTION TO FIRST AID 8012	
Misc. Other Expenses (204)	
BEACH UTILITY CAPITAL IMPROVEMENT FUND 8013	
Capital Improvement Fund (228)	10,000.00
ENGINEERING SERVICES 8014	
Other Prof. Cons. Spec. Service	6,000.00
BULK UTILITY EXPENSES 8015	16,000.00
BEACH UTILITY 2017 TEMPORARY BUDGET APPROP.	\$393,955.60

TEMPORARY BUDGET – POOL UTILITY – 2017

POOL OPERATION 9001	
Salary and Wages (011)	\$20,000.00
Misc. Other Expenses (204)	15,000.00
ADMINISTRATION 9006	
Salary and Wages (011)	3,500.00
AUDIT SERVICES 9010	
Misc. Other Expenses (204)	3,000.00
PERS	16,992.50
INSURANCE 9012	
Medical (092)	5,500.00
Liability (209)	15,000.00
Workers Comp (271)	10,100.00
PUBLIC WORKS 9016	
Salary and Wages (011)	50,000.00
Misc. Other Expenses (204)	20,000.00
UTILITY EXPENSES	
Electricity (071)	3,875.00
Telephone Chg. (076)	375.00
CAPITAL IMPROVEMENTS (908)	
Capital Improvement Fund (207)	2,000.00
STATUTORY EXPENDITURES 9100	
Social Security (108)	2,950.00

TOTAL POOL UTILITY 2017 TEMPORARY BUDGET \$168,292.50

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

Mr. Judge offered a motion to approve the following resolution and moved its adoption, seconded by Mrs. Venables.

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R-17-002- RESOLUTION – 2017 Appointments

Be It Resolved, By the Mayor & Council of the Borough of Spring Lake, New Jersey, that the following staff appointments are hereby made effective 1/01/17.

W. Bryan Dempsey	Borough Administrator, Stormwater Management Coordinator, Municipal Housing Liaison, Monmouth Municipal JIF & MEL Fund Commissioner, Southeast Monmouth Municipal Utilities Authority, Representative, Central Jersey HIF Alternate, Liaison to Water Authority, LOSAP Program Administrator, Grant Manager, Monmouth County Community Development Block Grant Representative, Deputy Borough Clerk		
Dina M. Zahorsky	Borough Clerk, Municipal Registrar, Human Resources, Alternate to Municipal JIF & MEL, Central Jersey HIF Alternate Commissioner, LOSAP Program Administrator, Recreation Assistant, Deputy Stormwater Coordinator, Alternate Monmouth County Community Block Grant Representative		
Frances Florentine	Purchasing Agent, Assistant Treasurer, Public Agency Compliance Officer		
Angelina Domena	Assistant to Administrator, Borough Clerk and Chief Financial Officer, Deputy Municipal Registrar		
Lindsay Walker	Assistant to Administrator, Borough Clerk and Chief Financial Officer, Alternate Municipal Registrar		
Margaret McElynn	Planning Board Secretary		
Frank Phillips	Superintendent of Public Works, Safety Coordinator, Asst. Recycling Coordinator, Asst. Clean Communities Coordinator		
Harold McCormick	Foreman – Public Works		
Don Brahn, Sr.	Foreman – Public Works		
Don Brahn, Jr.	Clean Communities Coordinator, Recycling Coordinator		
M. Kevin Gerrity	Water/Sewer Plant Operator		
Randy Bruton	Asst. Water/Sewer Plant Operator		
Stephen K. Roe	Code Enforcement Officer		
Matthew Zahorsky	Zoning Review Agent		
Kathy Farr-Heine	Recreation Supervisor		
Chief Edward Kerr	Emergency Management Coordinator		
Peter Meade	Deputy Emergency Management Coordinator		
Jack Gramlich	Fire Chief	2 Year Term	1/01/17-12/31/18
Dennis Brown	Senior Deputy Fire Chief	1 Year Term	1/01/17-12/31/17
Donald Brahn, Jr.	Deputy Fire Chief	1 Year Term	1/01/17-12/31/17
Michael Giblin	Fire Inspector	1 Year Term	1/01/17-12/31/17
Dick Mercora	Asst. Fire Inspector	1 Year Term	1/01/17-12/31/17

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Alex Burke 1 Year Term	Asst. Fire Inspector 1/01/17-12/31/17		
Joseph Beliveau	Asst. Fire Inspector	1 Year Term	1/01/17-12/31/17
Katherine Garrecht	Municipal Court Administrator		
Barbara Lynch	Deputy Court Administrator		
James D. Carton, Esq.	Municipal Prosecutor		
Ronald Sage, Esq.	Alt. Municipal Prosecutor		
Charles Shaw, Esq.	Public Defender		
Donald K. Greer, Jr., Esq.	Alt. Public Defender		

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables
 NAYS: NONE
 ABSENT: NONE
 ABSTAIN: NONE

Mr. Judge offered a motion to approve the following resolution and moved its adoption, seconded by Mrs. Venables.

**R-17-003- RESOLUTION - VARIOUS APPOINTMENTS TO BOARDS,
COMMITTEES, COMMISSIONS, ETC.**

Be It Resolved, by the Mayor and Council of the Borough of Spring Lake, that the following list of appointments are hereby approved:

I. Citizen Representatives (all 1 year terms, 1/1/17-12/31/17)

Drug Prevention Alliance Chair	1 Year Term	Ray Dubois	01/01/2017-12/31/2017
Alt. Rep.-Monmouth CDBG Program	1 Year Term	John Fitzgerald	01/01/2017-12/31/2017

II. Boards and Commissions

Board of Health

Peter Meade	4 Year Term	01/01/17-12/31/20
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Environmental Commission

Michael Burke	3 Year Term	01/01/17-12/31/19
John Jamieson	3 Year Term	01/01/17-12/31/19
Margaret McElynn	3 Year Term	01/01/17-12/31/19
Judy Cheche	3 Year Term	01/01/17-12/31/19
John Fudge	3 Year Term	01/01/17-12/31/19
Ben Sisti	3 Year Term	01/01/17-12/31/19

Planning Board

Michael Burke	Class II – 3 Year Term	01/01/17-12/31/19
Melissa Smith Goldstein	Class I – Mayor’s Designee	01/01/17-12/31/17
Walter Judge	Class IV – 4 Year Term	01/01/17-12/31/20
Joseph Rizzo	Class IV – 4 Year Term	01/01/17-12/31/20
W. Stuart Patterson	Class IV Alternate #1 – 2 Year Term	01/01/17-12/31/18
Tom Burrus	Class IV Alternate #2 – 2 Year Term	01/01/17-12/31/18
Robert Drasheff	Class III – Council Member	01/01/17-12/31/17

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Library Board of Trustees

Meghan Rigney	5 Year Term	01/01/17-12/31/21
Harry Zarb	5 Year Term	01/01/17-12/31/21
Christine Mawn	5 Year Term	01/01/17-12/31/21
Jennifer Winn	5 Year Term	01/01/17-12/31/21

Housing Code Appeal Board

Bruce Wilt	3 Year Term	01/01/17-12/31/19
John Sisti	3 Year Term	01/01/17-12/31/19

Board of Recreation Commissioners

Brendan Judge	3 Year Term	01/01/17-12/31/19
David Frost	3 Year Term	01/01/17-12/31/19
Janice Venables	3 Year Term	01/01/17-12/31/19

III. Committees

Shade Tree Advisory Committee

All members: 1 Year Term 1/01/17-12/31/17

Gary Ciliberto	Jane Haulenbeek	Donald Brahn, Jr.
Janice Venables	Gina Sapnar	Dawn McDonough
Rob Slifer	Linda Drasheff	Jessie Pazos
Cindy Napp	Thomas Burrus	Dana Denton
Sydnee Whalley	Melissa Ix	

Mt. Laurel Housing Element & Fair Share Plan Committee

Janice Venables	1 Year Term	1/01/17-12/31/17
John Haulenbeek	1 Year Term	1/01/17-12/31/17
Walter Judge	1 Year Term	1/01/17-12/31/17
Brendan Judge	1 Year Term	1/01/17-12/31/17
Michael Tuzzio	1 Year Term	1/01/17-12/31/17

Stormwater Management – Regional Watershed Committee

Representative	Jennifer Naughton	1-year term	1/01/17-12/31/17
Representative	W. Bryan Dempsey	1-year term	1/01/17-12/31/17
Representative	Frank Phillips	1-year term	1/01/17-12/31/17

IV. Advisory Group

Coastal Regional Strategic Development Plan (Monmouth County)

Planning Board Representative	Michael Burke	1 Year Term	1/01/17-12/31/17
Community Stakeholder	Bud Charles Benz	1 Year Term	1/01/17-12/31/17
Community Stakeholder	Joseph Rizzo	1 Year Term	1/01/17-12/31/17

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

Mr. Judge offered a motion to approve the following resolution and moved its adoption, seconded by Mrs. Venables.

**R-17-004- RESOLUTION AUTHORIZING THE EXECUTION OF A
PROFESSIONAL SERVICES CONTRACT WITH THE BOROUGH OF SPRING
LAKE FOR THE PROVISION OF PROFESSIONAL SERVICES**

WHEREAS, there exists a need for professional services to be provided to the Borough of Spring Lake, County of Monmouth, New Jersey (the "Borough") and the Borough Council desires to authorize the execution of a

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professional services contract between following listed persons/firms and the Borough for the provision of said services; and

					Amount not to exceed
PS#01-2017	Engineering Services	Peter Avakian	Leon S. Avakian, Inc.	788 Wayside Road Neptune, NJ 07753	\$64,500.00
PS#02-2017	Auditor	Robert A. Hulsart	Robert A. Hulsart & Company	2807 Hurley Pond Road, PO Box 1409 Wall, NJ 07719	\$45,500.00
PS#03-2017	Labor Relations Counsel	Matthew J. Giacobbe, Esq.	Cleary Giacobbe Alfieri Jacobs, LLC	5 Ravine Drive, PO Box 533 Matawan, NJ 07747	\$10,000.00
PS#04-2017	Bond Counsel	Joseph P. Baumann, Jr., Esq.	McManimon & Scotland, LLC	1037 Raymond Boulevard, Suite 400 Newark, NJ 07102-5408	\$10,000.00
PS#05-2017	COAH Counsel	Andrew Bayer, Esq.	Gluck Walrath, LLP	11 Wharf Avenue, Suite 4 Red Bank, NJ 07701	\$10,000.00

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the anticipated term of this contract is 1 year or until a successor is appointed; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding therefore, provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

WHEREAS, they are required to complete and submit a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political candidate or candidate committee in the Borough of Spring Lake in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, sufficient funds are available for the services and will be certified on each voucher submitted for payment in accordance with their fee schedule, a copy of which is attached to their contract.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Borough Clerk are hereby authorized to execute a contract between the above named persons/firms and the Borough to provide professional services to the Borough of Spring Lake; and

BE IT FURTHER RESOLVED, that a copy of this Resolution, the Business Entity Disclosure Certification and the Contract shall be placed on file with the Clerk of the Borough; and

BE IT FURTHER RESOLVED, that a notice in accordance with the Local Public Contracts Law of New Jersey in the form attached hereto shall be published in accordance with law; and

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

Mr. Judge offered a motion to approve the following resolution and moved its adoption, seconded by Mrs. Venables.

R-17-005- RESOLUTION – AUTHORIZING EXECUTION OF INTERLOCAL SERVICES AGREEMENT WITH THE BOROUGH OF BELMAR FOR THE PROVISION OF CHIEF FINANCIAL OFFICER AND TAX/WATER SEWER COLLECTOR SERVICES

BE IT RESOLVED by the Mayor and Council of the Borough of Spring Lake that the Mayor and Borough Clerk be and hereby are authorized to execute an Interlocal Services Agreement with the Borough of Belmar for the provision of Chief Financial Officer and Tax/Water Sewer Collector Services for the Borough of Spring Lake in the form annexed hereto and made a part hereof as if set forth at length herein.

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables

NAYS: NONE

ABSENT: NONE

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ABSTAIN: NONE

Mr. Judge offered a motion to approve the following resolution and moved its adoption, seconded by Mrs. Venables.

**R-17-006-RESOLUTION – APPOINTMENT OF CHIEF FINANCIAL
OFFICER ROBBIN D. KIRK**

BE IT RESOLVED by the Mayor and Council of the Borough of Spring Lake that Robbin D. Kirk be and hereby is appointed the Chief Financial Officer for the Borough of Spring Lake in accordance with the Interlocal Services Agreement entered into with the Borough of Belmar. Said term to expire: December 31, 2017.

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

Mr. Judge offered a motion to approve the following resolution and moved its adoption, seconded by Mrs. Venables.

**R-17-007- RESOLUTION – APPOINTMENT OF TAX COLLECTOR/
WATER SEWER COLLECTOR - ROBBIN D. KIRK**

BE IT RESOLVED by the Mayor and Council of the Borough of Spring Lake that Robbin D. Kirk be and hereby is appointed the Tax Collector/Water Sewer Collector for the Borough of Spring Lake in accordance with the Interlocal Services Agreement entered into with the Borough of Belmar. Said term to expire: December 31, 2017.

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

Mr. Judge offered a motion to approve the following resolution and moved its adoption, seconded by Mrs. Venables.

**R-17-008- A RESOLUTION SETTING THE 2017 SALARY AND HOURLY
WAGES FOR VARIOUS OFFICIALS AND EMPLOYEES OF THE BOROUGH OF
SPRING LAKE, MONMOUTH COUNTY, NEW JERSEY**

Whereas, the Borough Code provides for the establishment of salaries for various officials and employees of the Borough to be set forth in a Salary Ordinance; and

Whereas, in order to permit flexibility in the hiring, transfer, and/or promotion of new or current employees, the Mayor and Council have adopted Ordinance No. 2008-006 establishing ranges for salaries and hourly wages;

Whereas, the specific salaries for officers and employees for 2017 are to be set by Resolution;

Now Therefore, Be It Resolved, by the Mayor and Council of the Borough of Spring Lake in the County of Monmouth, New Jersey, as follows:

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REORGANIZATION MEETING
JANUARY 3, 2017**

1. Unless otherwise specified, all salaries and wages of Borough Officials and Employees shall be payable biweekly. Further, the salaries and wages payable herein shall be in lieu of all fees.

2. All ordinances in conflict with this ordinance, or any part thereof, are hereby repealed as to conflicting part or parts.

3. In addition to the compensation provided for the Borough Officials and Employees enumerated in Article IV of this Ordinance, certain qualified employees may be entitled to an annual longevity payment, uniform allowance, overtime payment, and other supplemental stipends, as may be specified in the Borough's Personnel Policy Handbook/Manual, a current labor contract, or a current individual employment agreement.

4. The following list shall represent the hourly wages and annual base salaries ranges for Officials and Employees of the Borough of Spring Lake not covered by a Collective Bargaining Agreement.

<u>Position Title</u>	<u>Base Salary 2017</u>	<u>Hourly Wage</u>
Administration		
Borough Business Administrator	\$161,160.00	
Borough Clerk/Municipal Registrar	\$67,626.00	
Purchasing Agent	\$60,558.45	
Administrative Assistant	\$35,700.00	
Administrative Assistant	\$35,700.00	
Tax Assessor	\$30,869.71	
Secretary to Board of Health	\$3,308.00	
Code Enforcement Officer		\$25.00 - \$30.00
Zoning Review Agent	\$27,050.40	
Clerical Part-Time		\$10.00 - \$18.00
Regional Construction Office		
Construction Official	\$138,863.41	
Construction Administrative Clerk/Board Secretary	\$44,221.21	
Electrical Sub-Code Official/Inspectors	27,359.40	(p/t) \$25.00 - \$30.00
Plumbing Sub-Code Official/Inspectors	27,359.40	(p/t) \$25.00 - \$30.00
Library		
Library Director	\$60,343.20	
Library Page (p/t)		\$7.25 - \$8.50
Library Staff (f/t)	\$46,818.00	
Library Staff (p/t)		\$16.00 - \$18.00
Emergency Services		
Police Dept. - Chief of Police	\$160,140.00	
Police Dept. - Lieutenant	\$143,263.00	
Police Dept. - Special Officer Class II		\$15.00 - \$20.00
Police Dept. - Special Officer Class I		\$9.50 - \$18.00
Police Dept. - Secretary/Records Personnel		\$16.20 - \$17.00
Police Dept. - Dispatcher (p/t)		\$15.00 - \$21.00
School Crossing Guard		\$14.00 - \$15.00
Matron		\$25.00
Emergency Management Deputy Coordinator	\$3,121.34	
Fire - Asst. Inspector		\$15.00 - \$20.00
Fire Official/Inspector		\$20.00 - \$25.00
Public Works		
Public Works Dept. - Superintendent/CPWM	\$121,870.42	
Public Works Dept. - Foreman	\$111,025.89	
Public Works Dept. - Asst. Foreman	\$107,133.85	
Public Works Dept. - p/t Laborer		Min. Wage- \$19.00
Public Works Dept. - Seasonal Laborer		Min. Wage- \$19.00

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Recycling Attendants (p/t)		Min. Wage- \$16.00
Recycling Coordinator (p/t)	\$1,500.00	
Assistant Water Operator (p/t)	\$1,500.00	
Recreation		
Recreation Dept. – Supervisor	\$30,667.86	
Elected Officials		
Mayor	\$4,429.00	
Councilmember	\$3,690.00	
Municipal Court		
Municipal Court Judge	\$14,864.19	
Municipal Prosecutor	\$13,156.90	

5. The salaries and wages of those employees in the Borough Police Department, Department of Public Works, and Beach Lifeguards covered by the provisions of Collective Bargaining Agreement shall be as provided in those Agreements as approved by the Mayor and Borough Council.

6. In the event any employee is specifically appointed by name to a position in a Resolution setting for a specific salary or wage, which salary or wage is different than provided herein, the specific individual Resolution shall be controlling.

7. This Resolution and the wages and salaries set forth herein shall be retroactive to January 1, 2017.

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

Mr. Judge offered a motion to approve the following resolution and moved its adoption, seconded by Mr. Erbe.

**R-17-016-RESOLUTION AUTHORIZING THE EXECUTION OF A
PROFESSIONAL SERVICES CONTRACT WITH THE BOROUGH OF SPRING
LAKE FOR THE PROVISION OF PROFESSIONAL SERVICES**

WHEREAS, there exists a need for professional services to be provided to the Borough of Spring Lake, County of Monmouth, New Jersey (the "Borough") and the Borough Council desires to authorize the execution of a professional services contract between following listed persons/firms and the Borough for the provision of said services; and

					Amount not to exceed
PS#06-2017	Legal Services	Joseph Colao, Esq	Lindabury, McCormick Estabrook & Cooper, PC	331 Newman Springs Rd. Suite 133 Red Bank, NJ 07701-6766	\$81,000.00

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the anticipated term of this contract is 1 year or until a successor is appointed; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding therefore, provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

WHEREAS, they are required to complete and submit a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political candidate or candidate committee in the Borough of Spring Lake in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

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WHEREAS, sufficient funds are available for the services and will be certified on each voucher submitted for payment in accordance with their fee schedule, a copy of which is attached to their contract.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Borough Clerk are hereby authorized to execute a contract between the above named persons/firms and the Borough to provide professional services to the Borough of Spring Lake; and

BE IT FURTHER RESOLVED, that a copy of this Resolution, the Business Entity Disclosure Certification and the Contract shall be placed on file with the Clerk of the Borough; and

BE IT FURTHER RESOLVED, that a notice in accordance with the Local Public Contracts Law of New Jersey in the form attached hereto shall be published in accordance with law; and

ROLL CALL:

AYES: Mr. Drasheff, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables

NAYS: NONE

ABSENT: NONE

ABSTAIN: Mr. Erbe

Consent Agenda

Mr. Judge offered a motion to approve the following resolution and moved its adoption, seconded by Mrs. Venables.

R-17-009- RESOLUTION – DESIGNATING DEPOSITORIES FOR 2017

BE IT RESOLVED by the Mayor and Council of the Borough of Spring Lake that Bank of America, Ocean First Bank and PNC Bank be and here hereby designated as depositories for the Borough of Spring Lake serving as follows:

Spring Lake Recreation, Spring Lake Trust and NJ State Unemployment Trust Account in Ocean First Bank, Spring Lake Heights;

Tax Account, Tax Capital, Payroll Account, Marriage License Trust Account, Dog License Account, and Spring Lake Police Law Enforcement Trust Account, Monmouth Avenue

Trust Account, Water-Sewer, Water-Sewer Capital, Developer Escrow Account, Spring Lake COAH Account, Unemployment Trust Account, Clearing Account, Pool Utility and Pool Capital, Beach Utility, Junior Lifeguards and Beach Capital in the Ocean First Bank, Spring Lake Heights;

Beach Utility in TD Bank, Spring Lake Heights;

BE IT FURTHER RESOLVED that the Mayor and Council reserve the right to change the location of said accounts as a result of the intent to consolidate all banking services into one or more institutions.

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

Mr. Judge offered a motion to approve the following resolution and moved its adoption, seconded by Mrs. Venables.

R-17-010- RESOLUTION APPROVING CASH MANAGEMENT PLAN FOR 2017

BE IT RESOLVED by the Mayor and Council of the Borough of Spring Lake, County of Monmouth, that for the year 2017, the following shall serve as the cash management plan of the Borough of Spring Lake.

The Chief Financial Officer is directed to use this Cash Management Plan as the guide in depositing and investing the Borough of Spring Lake's funds.

The following are suitable and authorized investments:

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- Interest-bearing bank accounts and certificates of deposit in authorized banks, listed below, for deposit of local unit funds.
- Government money market mutual funds as comply with N.J.S.A. 40A:5-15.1(e).
- Local government investment pools which comply with N.J.S.A. 40A:5-15.1(e) and conditions set by the Division of Local Government Services.
- New Jersey State Cash Management Fund.
- Repurchase agreements (repos) or fully collateralized securities that comply with N.J.S.A. 40A:5-15.1(a).

Each month, the Chief Financial Officer shall prepare a schedule of investments purchased and redeemed, investment earnings, fees incurred and market value of all investments.

The following Government Unit Depository Protection Act approved banks are authorized depositories for the deposit of funds:

Bank of America, Wall Township	Capital One Bank, Sea Girt
Manasquan Savings Bank, Manasquan	Kearny Federal Savings Bank, Spring Lake Heights
Provident Savings Bank, Manasquan	Ocean First Bank, Spring Lake Heights
Wells Fargo Bank, Spring Lake	TD Bank, Wall Township

The CFO shall report to the Governing Body any account that does not earn interest.

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

Mr. Judge offered a motion to approve the following resolution and moved its adoption, seconded by Mrs. Venables.

R-17-011- RESOLUTION ESTABLISHING INTEREST RATES ON DELINQUENT TAXES

BE IT RESOLVED by the Mayor and Council of the Borough of Spring Lake that the eight percent (8%) and eighteen percent (18%) over \$1,500.00 be established as the legal percentage rates on all delinquent taxes.

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

Mr. Judge offered a motion to approve the following resolution and moved its adoption, seconded by Mrs. Venables.

**R-17-012- RESOLUTION ESTABLISHING END OF YEAR PENALTY ON DELINQUENT TAXES
IN EXCESS OF \$10,000**

WHEREAS, N.J.S.A.54:4-67 has been amended to allow a year-end penalty of 6% on a delinquency in excess of \$10,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Spring Lake that the Tax Collector is hereby authorized to charge a 6% penalty if a delinquency is in excess of \$10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year.

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables

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NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Mr. Judge offered a motion to approve the following resolution and moved its adoption, seconded by Mrs. Venables.

R-17-013- RESOLUTION – DESIGNATING OFFICIAL NEWSPAPERS

BE IT RESOLVED by the Mayor and Council of the Borough of Spring Lake that the Asbury Park Press, The Coast Star and The Star Ledger be and are hereby designated as the official newspapers of the Borough of Spring Lake.

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables

NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Mr. Judge offered a motion to approve the following resolution and moved its adoption, seconded by Mrs. Venables.

R-17-014-RESOLUTION - RESOLUTION SUPPORTING S-2663 AND A-4234

Whereas, Almost all local units of government and Boards of Education in New Jersey including the Borough of Spring Lake secure insurance through governmental entities known as joint insurance funds (hereinafter JIFs),

Whereas, Existing law limits JIFs to investments otherwise authorized for local governmental entities and Boards of Education,

Whereas, Insurance mechanisms such as JIFs have different cash flow needs than local government and Boards of Education,

Whereas, Existing law greatly limits the potential investment earnings, currently less than 1% on investments of approximately \$1 billion,

Whereas, S-2663 and A-4234 would permit JIFs to invest in debt obligations of any governmental entity established under the laws of the State of New Jersey and federal agencies or governmental corporations,

Whereas, While the range of investments permitted by S02663 and A-4234 is still very conservative, it would save the taxpayers at least \$10 million per year,

Whereas, S-2663 and A-4234 would also reduce interest expense for local units of government and Boards of Education by creating an additional purchaser of their bonds, and

Whereas, S-2663 and A-4234 would also permit JIFs to join together and create a joint investment and cash management program further increasing investment income.

NOW THEREFORE BE IT RESOLVED by the Borough of Spring Lake that:

1. Legislature is urged to adopt S-2663 and A-4234 and
2. A copy of this resolution shall be sent to all area legislators as well as the Governor, Commissioner of the Department of Banking and Insurance and the Commissioner of the (Department of Community Affairs or Department of Education as appropriate.).

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables

NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

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Mr. Judge offered a motion to approve the following resolution and moved its adoption, seconded by Mrs. Venables.

**R-17-015-RESOLUTION – APPOINTMENT OF CLASS II
OFFICERS SPRING LAKE POLICE**

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Spring Lake that the Matthew Merklinger and Tyler Vadas be hereby appointed as Class II Special Officers EFFECTIVE immediately at the hourly rate of \$15.24 as recommended by the Chief of Police, Edward Kerr.

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

Council Comments & Staff Reports

Mayor Naughton thanked all of the Borough Employees for their work along with volunteers who serve on Borough boards and committees.

Mayor Naughton recognized and acknowledged the passing of Mr. Marucci, who served as Borough Clerk for twenty years before retiring.

Mayor Naughton received a letter from the Estate of Eleanor Twomey stating it will be funding scholarships again in 2017.

Mayor Naughton then congratulated Lieutenant Timothy Giblin for his completion of the FBI National Academy.

Chief Kerr added that Mr. Giblin was away from his family and friends for eleven weeks; only twenty people get accepted a year from New Jersey. He added that this is a great thing for our police department and town.

Mr. Drasheff congratulated Mr. Erbe and Mr. Frost.

Mr. Erbe expressed his gratitude towards the fantastic work force in town. He also explained he abstained from Joseph Colao's appointment since his wife is employed by him.

Mr. Judge thanked all the volunteers who serve on the boards and committees in town.

Mr. Frost had nothing to report but he is excited for the next three years.

Mrs. Venables congratulated Mr. Erbe and Mr. Frost.

Mrs. Venables asked for a workshop at the next meeting, January 24th, to discuss recommended Shade Tree Ordinances amendments. Mr. Dempsey confirmed.

Borough Engineer's Report

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Mr. Avakian thanked the Mayor and Council for his continued appointment, stating it is a pleasure to work for the Borough.

Borough Attorney's Report

Mr. Colao thanked for the support, he feels privileged to work for the Borough.

Borough Administrator's Report

Mr. Dempsey thanked the Mayor and Council for the open communication between council and borough employees.

Mr. Dempsey reported that the dredging is complete at Wreck Pond.

Mr. Dempsey then reported that there will soon be a meeting regarding the Open Space Grant and Devine Park to plan the project.

Public Comments- NONE

Adjournment

Mr. Judge offered a motion to adjourn the meeting, seconded by Mrs. Venables.

ROLL CALL:

AYES: Mr. Drasheff, Mr. Erbe, Mr. Judge, Mr. Frost, Mr. Sagui, Mrs. Venables

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

Time of Adjournment: 7:30 PM

Respectfully submitted,



DINA M. ZAHORSKY
Borough Clerk

Approved at a meeting held on: January 24, 2017