

Reorganization Meeting
January 2, 2013

The following are the minutes of the Annual Reorganization Meeting of the Mayor and Council of the Borough of Ship Bottom, which was held on Wednesday, January 2, 2013, in the Public Safety Building Courtroom, located at 6805 Long Beach Boulevard, Brant Beach, New Jersey. The Borough of Ship Bottom is using this facility in Long Beach Township until our municipal building, located at 1621 Long Beach Boulevard, Ship bottom, New Jersey, becomes usable again. Our municipal building was damaged during Superstorm Sandy.

Mayor Huelsenbeck called the Reorganization Meeting to order at 6:33 p.m. and asked the Clerk to read the Statement of Notice. It is as follows:

The time, date and location of this meeting was advertised in the Beach Haven Times. It was sent to the Atlantic City Press and the Asbury Park Press and also posted on the bulletin board in the Municipal Building, in accordance with the Open Public Meetings Act.

Christopher J. Connors, Esq., administered the Oath of Office to the newly elected officials, Councilmen Dr. Robert Gleason, Peter Rossi and David Hartman.

The Mayor asked the Clerk to take attendance. The following were present:

Councilmen Tallon, English, Sinopoli, Gleason, Rossi and Hartman.

The Mayor called for nominations for Council President. On a motion by Councilman Rossi, seconded by Councilman Tallon, Councilman English was nominated as Council President.

Seeing no other nominations, the Mayor closed the nominations and asked for a roll call vote for Councilman Edward English to serve in the capacity of Council President.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-01: Adoption of Annual Meeting Notice. On a motion by Councilman English, seconded by Councilman Rossi, this was approved as follows:

**RESOLUTION 2013-01
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
ANNUAL MEETING NOTICE OF 2013
ANNUAL MEETING NOTICE**

WHEREAS, the Open Public Meetings Act requires municipalities to provide annual notice of the schedule of regular meetings for the coming year within seven days of the annual reorganization meeting; and

WHEREAS, it is the desire of the Mayor and Council to adhere to the provisions of said act.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Ship Bottom, that pursuant to the provisions of N.J.S.A. 10:4-1 et seq. all regular meetings of the Governing Body will be held in the Municipal Building, 1621 Long Beach Blvd., Ship Bottom, New Jersey. The meetings of the Mayor and Borough Council will be temporarily held in the Long Beach Township Public Safety Courtroom, located at 6805 Long Beach Blvd., Brant Beach, NJ, until our Municipal Building becomes habitable. There will be signs posted at our municipal offices indicating the location. Formal action will be taken and closed sessions may be held. Such meetings shall commence with a Caucus Meeting at 6:30 p.m. and the Regular Meeting at 7:00 p.m. on the fourth Tuesday of each month, except the month of December will be the third Tuesday, according to the following schedule:

January 22; February 26; March 26; April 23; May 28; June 25; July 23; August 27; September 24; October 22; November 26 and December 17, 2013. The Reorganization Meeting for 2014 will be held on January 2, 2014 at 6:30 p.m.

The agenda of the regular meetings, to the extent known, shall be as follows:

1. Call the meeting to order.
2. Approval of minutes of prior meeting.
3. Consideration and approval of vouchers.
4. Disposition of new business.

- 5. Disposition of unfinished business.
- 6. Attend to correspondence.
- 7. Committee reports.
- 8. Public discussion.
- 9. Adjournment

BE IT FURTHER RESOLVED, that a copy of this Resolution containing the notice of the regularly scheduled meetings shall be posted and maintained throughout the year on the bulletin board in the municipal building.

BE IT FURTHER RESOLVED, that the following newspapers are hereby designated as official newspapers of the Borough of Ship Bottom and a copy of this Resolution shall be sent to the following:

- I. Beach Haven Times
- II. Asbury Park Press
- III. Atlantic City Press

The public is invited to attend each and every meeting.

Notice of any special meetings shall be so posted and at least two newspapers shall be notified at least forty-eight (48) hours prior to such meeting.

Pursuant to Section 17 of the Open Public Meetings Act, anyone may request that advance written notice of any public meeting be mailed to them, upon prepayment of the sum of \$10.00 per year paid to the Borough Clerk to cover the reasonable cost of handling and mailing. Such requests for notices shall terminate December 31, 2013 and a new request must be made for 2014.

In accordance with the American Disabilities Act, Special Assistance Accommodations are available. Please contact the Borough Clerk at 494-2171, ext. 116 for further information.

This notice shall be published once in the Beach Haven Times and the Atlantic City Press. No further publication of the regular meetings shall appear again until January, 2014.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-02: Committee Appointments. On a motion by Councilman Rossi, seconded by Councilman Sinopoli, this was approved as follows:

**RESOLUTION 2013-02
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
RATIFYING THE COMMITTEE APPOINTMENTS FOR 2013**

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Ship Bottom, County of Ocean, that the following committee appointments are ratified for 2013:

REVENUE AND FINANCE

- CHAIRMAN: DAVID HARTMAN
- MEMBER: TOM TALLON
- MEMBER: EDWARD ENGLISH

PUBLIC WORKS

- CHAIRMAN: PETER ROSSI
- MEMBER: TOM TALLON
- MEMBER: DAVID HARTMAN

PARKS AND RECREATION

- CHAIRMAN: EDWARD ENGLISH
- MEMBER: RICHARD SINOPOLI
- MEMBER: PETER ROSSI

PUBLIC SAFETY

- CHAIRMAN: TOM TALLON
- MEMBER: EDWARD ENGLISH

ENGINEERING, PUBLIC BUILDINGS AND GROUNDS

- CHAIRMAN: DR. ROBERT GLEASON
- MEMBER: RICHARD SINOPOLI
- MEMBER: PETER ROSSI

WATER/SEWER

- CHAIRMAN: RICHARD SINOPOLI
- MEMBER: DR. ROBERT GLEASON
- MEMBER: DAVID HARTMAN

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-03: Appointment of Borough Solicitor. On a motion by Councilman English, seconded by Councilman Sinopoli, this was approved as follows:

**RESOLUTION 2013-03
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPOINTING CHRISTOPHER J. CONNORS, ESQ.,
OF THE FIRM OF DASTI, MURPHY, MCGUCKIN,
ULAKY, CHERKOS & CONNORS AS MUNICIPAL
ATTORNEY FOR THE BOROUGH OF SHIP BOTTOM.**

WHEREAS, the Borough of Ship Bottom is in need of the services of a municipal attorney as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Christopher J. Connors, Esq. of the firm of Dasti, Murphy, McGuckin, Ulaky, Cherkos & Connors is duly qualified to serve as the municipal attorney for the Borough of Ship Bottom; and

WHEREAS, it is the desire of the governing body to appoint Christopher J. Connors, Esq. of the firm of Dasti, Murphy, McGuckin, Ulaky, Cherkos & Connors as municipal attorney; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract to be awarded under this Resolution may exceed \$17,500 in the 2013 municipal budget; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, the firm of Dasti, Murphy, McGuckin, Ulaky, Cherkos & Connors has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Dasti, Murphy, McGuckin, Ulaky, Cherkos & Connors has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit the firm of Dasti, Murphy, McGuckin, Ulaky, Cherkos & Connors from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial officer has certified that there are funds available for this contract, which certification is annexed hereto; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. authorizes the award of contracts for "Professional Services" without competitive bids and requires that the Resolution and contract be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

- A. That Christopher J. Connors, Esq., of the firm of Dasti, Murphy, McGuckin, Ulaky, Cherkos & Connors is hereby appointed as municipal attorney for the Borough of Ship Bottom for a term of one (1) year, commencing January 1, 2013 and ending December 31, 2013, or upon 30 days written notice by either party.
- B. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to the agreement with Christopher J. Connors, Esq., of the firm of Dasti, Murphy, McGuckin, Ulaky, Cherkos & Connors.
- C. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
- D. A notice of this action shall be printed once in an official newspaper of the Borough of Ship Bottom.
- E. This Resolution takes effect January 1, 2013.
- F. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to Christopher J. Connors, Esq., of the firm of Dasti, Murphy, McGuckin, Ulaky, Cherkos & Connors.
- G. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances which constitute the availability of funds for this contract: Legal Services O/E.
- H. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contact Agreement.
- I. A copy of this Resolution, as well as Contract Agreement is on file with the Municipal Clerk.
- J. The Business Disclosure Entity Certification and the Determination of Value will be attached to the agreement.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-04: Appointment of Borough Engineer. On a motion by Councilman English, seconded by Councilman Sinopoli, this was approved as follows:

**RESOLUTION 2013-04
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPOINTING FRANK J. LITTLE, JR., P.E. OF
OWEN, LITTLE AND ASSOCIATES AS
MUNICIPAL ENGINEER FOR
THE BOROUGH OF SHIP BOTTOM**

WHEREAS, the Borough of Ship Bottom is in need of the services of a municipal engineer as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Frank J. Little, Jr., P.E. is duly qualified to serve as the municipal engineer for the Borough of Ship Bottom; and

WHEREAS, it is the desire of the governing body to appoint Frank J. Little, Jr., P.E., of the firm of Owen, Little and Associates as municipal engineer; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract to be awarded under this Resolution may exceed \$17,500 in the 2013 municipal budget; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, the maximum amount of the contract to be awarded under this Resolution is set forth in the 2013 municipal budget; and

WHEREAS, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

WHEREAS, the firm of Owen Little & Associates, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Owen Little & Associates, Inc. has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit the firm of Owen Little & Associates, Inc. from making any reportable contributions through the term of the contract; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. authorizes the award of contract for "Professional Services" without competitive bids and requires that the Resolution and contract be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

- A. That Frank J. Little, Jr., P.E., of the firm of Owen, Little and Associates is hereby appointed as municipal engineer for the Borough of Ship Bottom for a term of one (1) year, commencing January 1, 2013 and ending December 31, 2013, or upon 30 days written notice by either party. .
- B. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to the agreement with Frank J. Little, Jr., P.E., of the firm of Owen, Little and Associates.
- C. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
- D. A notice of this action shall be printed once in an official newspaper of the Borough of Ship Bottom.
- E. This Resolution takes effect January 1, 2013.
- F. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to Frank J. Little, Jr., P.E., of the firm of Owen, Little and Associates.
- G. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances which constitute the availability of funds for this contract: Engineering O/E.
- H. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contract Agreement.
- I. A copy of this Resolution, as well as the Contract Agreement is on file with the Municipal Clerk.
- J. The Business Disclosure Entity Certification and the Determination of Value will be attached to the contract.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-05: Appointment of Borough Auditor. On a motion by Councilman English, seconded by Councilman Sinopoli, this was approved as follows:

**RESOLUTION 2013-05
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPOINTING MICHAEL P. GROSS, RMA
OF THE FIRM OF GROSS AND COMPANY, LLC
AS MUNICIPAL AUDITOR FOR
THE BOROUGH OF SHIP BOTTOM**

WHEREAS, the Borough of Ship Bottom is in need of the services of a municipal auditor as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Michael P. Gross, RMA of the firm of Gross and Company, LLC is duly qualified to serve as the municipal auditor for the Borough of Ship Bottom; and

WHEREAS, it is the desire of the governing body to appoint Michael P. Gross, RMA of the firm of Gross and Company, LLC as municipal auditor; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract to be awarded under this Resolution may exceed \$17,500 in the 2013 municipal budget; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, Michael P. Gross, RMA of the firm Gross and Company, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Gross and Company, LLC, has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit the firm of Gross and Company, LLC from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract to be awarded under this Resolution is set forth in the 2013 municipal budget; and

WHEREAS, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. authorizes the award of contracts for "Professional Services" without competitive bids and requires that the Resolution and contract be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

1. That Michael P. Gross, RMA of the firm of Gross and Company, LLC is hereby appointed as municipal auditor for the Borough of Ship Bottom for a term of one (1) year, commencing January 1, 2013 and ending December 31, 2013 or upon 30 days written notice by either party .
2. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to the agreement with Michael P. Gross, RMA of the firm of Gross and Company, LLC.
3. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
4. A notice of this action shall be printed once in an official newspaper of the Borough of Ship Bottom.
5. This Resolution takes effect January 1, 2013.
6. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to Michael P. Gross, RMA of the firm of Gross and Company, LLC.
7. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances which constitute the availability of funds for this contract: Financial Admin. O/E; Audit Services O/E; and Water/Sewer Audit O/E.
8. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contact Agreement.
9. A copy of this Resolution, as well as the Contract Agreement is on file with the Municipal Clerk.
10. Business Disclosure Entity Certification and the Determination of Value will be attached to the agreement.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-06: Appointment of Borough Labor Counsel. On a motion by Councilman English, seconded by Councilman Sinopoli, this was approved as follows:

**RESOLUTION 2013-06
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPOINTING BRUCE W. PADULA, ESQ. OF THE FIRM OF
CLEARY GIACOBBE ALFIERI JACOBS, LLC
AS LABOR COUNSEL FOR
THE BOROUGH OF SHIP BOTTOM.**

WHEREAS, the Borough of Ship Bottom is in need of the services of labor counsel; as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Bruce W. Padula, Esq. of the firm of Cleary Giacobbe Alfieri Jacobs, LLC is duly qualified to serve as the labor counsel for the Borough of Ship Bottom; and

WHEREAS, it is the desire of the governing body to appoint Bruce W. Padula, Esq. of the firm of Cleary Giacobbe Alfieri Jacobs, LLC as labor counsel; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, the firm of Cleary Giacobbe Alfieri Jacobs, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Cleary Giacobbe Alfieri Jacobs, LLC, has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit the firm of Cleary Giacobbe Alfieri Jacobs, LLC from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract to be awarded under this Resolution is set forth in the 2013 municipal budget; and

WHEREAS, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. authorizes the award of contracts for "Professional Services" without competitive bids and requires that the Resolution and contract be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

- a. That Bruce W. Padula, Esq. of the firm of Cleary Giacobbe Alfieri Jacobs, LLC is hereby appointed as labor counsel for the Borough of Ship Bottom for a term of one (1) year, commencing January 1, 2013 and ending December 31, 2013 or upon 30 days written notice by either party.
- b. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to the agreement with Bruce W. Padula, Esq. of the firm of Cleary Giacobbe Alfieri Jacobs, LLC.
- c. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
- d. A notice of this action shall be printed once in the official newspaper of the Borough of Ship Bottom.
- e. This Resolution takes effect January 1, 2013.
- f. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to Bruce W. Padula, Esq. of the firm of Cleary Giacobbe Alfieri Jacobs, LLC.
- g. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances which constitute the availability of funds for this contract: Human Resources O/E.
- h. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contact Agreement.
- i. A copy of this Resolution, as well as the Contract Agreement is on file with the Municipal Clerk.
- j. The Business Disclosure Entity Certification will be placed on file with the agreement.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-07: Appointment of Borough Bond Counsel. On a motion by Councilman English, seconded by Councilman Sinopoli, this was approved as follows:

**RESOLUTION 2013-07
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPOINTING THE FIRM OF GLUCKWALRATH LLP
AS BOND COUNSEL FOR
THE BOROUGH OF SHIP BOTTOM**

WHEREAS, the Borough of Ship Bottom is in need of the services of bond counsel as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the firm of GluckWalrath LLP, is duly qualified to serve as bond counsel for the Borough of Ship Bottom; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, the firm GluckWalrath LLP has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of GluckWalrath LLP, has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit the firm of GluckWalrath LLP from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract to be awarded under this resolution is set forth in the 2013 municipal budget; and

WHEREAS, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., authorizes the award of contracts for the "Professional Services" without competitive bids and requires that the resolution and contract be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Ship Bottom, County of Ocean, and State of New Jersey, as follows:

- a. That the firm of GluckWalrath LLP is hereby appointed as bond counsel for the Borough of Ship Bottom for a term of one (1) year, commencing January 1, 2013 and ending December 31, 2013 or upon 30 days written notice by either party.
- b. That the Mayor is hereby authorized to execute and the Borough Clerk to attest the agreement with GluckWalrath LLP.
- c. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
- d. A notice of this action shall be printed once in the official newspaper of the Borough of Ship Bottom.
- e. This Resolution shall take effect January 1, 2013.
- f. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to GluckWalrath LLP.
- g. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following is the line item appropriation which constitutes the availability of funds for this contract: Bond Sales and Legal Expense O/E not to exceed \$5,000.
- h. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contact Agreement.
- i. A copy of this Resolution, as well as the Contract Agreement is on file with the Municipal Clerk.
- j. The Business Disclosure Entity Certification will be placed on file with the agreement.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-08: Appointment of Borough Special Counsel. On a motion by Councilman English, seconded by Councilman Sinopoli, this was approved as follows:

**RESOLUTION 2013-08
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPOINTING BRUCE W. PADULA, ESQ. OF THE
FIRM OF CLEARY GIACOBBE ALFIERI JACOBS, LLC
AS SPECIAL COUNSEL FOR
THE BOROUGH OF SHIP BOTTOM.**

WHEREAS, from time to time because of a conflict of interest or other reasons, the need for special counsel as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the governing body desires to appoint Bruce W. Padula, Esq. of the firm of Cleary Giacobbe Alfieri Jacobs, LLC as special counsel; and

WHEREAS, the anticipated term of this contract is from January 1, 2013 until December 31, 2013; and

WHEREAS, Bruce W. Padula, Esq., completed and submitted a Business Entity Disclosure Certification which certifies that Bruce W. Padula, Esq., has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit Bruce W. Padula, Esq., from making any reportable contributions through the term of the contract; and

WHEREAS, Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. requires that a Resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

- a. That Bruce W. Padula, Esq., is hereby appointed as special counsel to represent the Borough.
- b. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to the agreement with Bruce W. Padula, Esq., in accordance with the provisions of this Resolution.
- c. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
- d. That the agreement shall be an open-ended contract with funds being encumbered contingent upon the availability of funds in the budget year. The terms of the contract shall be from January 1, 2013 to December 31, 2013 or upon 30 days written notice by either party. No services shall be rendered under the contract until the Chief Financial Officer has certified the availability of funds for such services.
- e. That a certified copy of this Resolution shall be forwarded to the Chief Financial Officer and to Bruce W. Padula, Esq..
- f. A notice of this action shall be printed once in the official newspaper of the Borough of Ship Bottom.
- g. This Resolution takes effect January 1, 2013.
- h. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contract Agreement.
- i. A copy of this Resolution, as well as the Contract Agreement is on file with the Municipal Clerk.
- j. The Business Disclosure Entity Certification will be attached to the agreement.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-09: Appointment of Borough Appraiser. On a motion by Councilman English, seconded by Councilman Sinopoli, this was approved as follows:

**RESOLUTION 2013-09
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPOINTING WALTER R. HIGGINS, JR. SCGRE, IFA
FOR APPRAISAL SERVICES**

WHEREAS, it is the desire of the governing body to appoint Walter R. Higgins, Jr. SCGRE, IFA for expert appraisal services; and

WHEREAS, Walter R. Higgins, Jr. SCGRE, IFA is duly qualified to serve as an expert appraiser; and

WHEREAS, the local public contracts law, N.J.S.A. 40A:11-1 *et. seq.*, authorizes the award of contracts for "professional services" without competitive bids and requires that the resolution and contract be made available for public inspection; and

WHEREAS, the contract is to be awarded as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

1. That Walter R. Higgins, Jr. SCGRE, IFA is hereby awarded a contract to serve as an expert appraiser for the Borough of Ship Bottom.

2. That the Mayor is authorized to execute and the Municipal Clerk to attest to the agreement with Walter R. Higgins, Jr. SCGREA, IFA in accordance with the provisions of this resolution.
3. That the contract shall be an open-ended contract with funds being encumbered contingent upon the availability of funds in the budget year. The term of the contract shall be for a term of one (1) year commencing January 1, 2013 and expiring December 31, 2013. No services shall be rendered under the contract until the Chief Financial Officer has certified the availability of funds for such services.
4. This contract is awarded without competitive bidding as a "professional service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by person(s) authorized by law to practice a recognized profession.
5. A notice of this action shall be printed once in the official newspaper of the Borough of Ship Bottom.
6. This resolution shall take effect immediately.
7. A certified copy of this resolution, together with the contract attached hereto, shall be provided by the Borough Clerk to the Chief Financial Officer and to Walter R. Higgins, Jr. of SCGREA, IFA.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-10: Appointment of Borough Prosecutor. On a motion by Councilman English, seconded by Councilman Sinopoli, this was approved as follows:

**RESOLUTION 2013-10
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPOINTING JOSEPH D. CORONATO, ESQ.
OF THE FIRM OF CORONATO, BRADY & KUNZ
AS MUNICIPAL PROSECUTOR
FOR THE BOROUGH OF SHIP BOTTOM.**

WHEREAS, the Borough of Ship Bottom is in need of the services of a municipal prosecutor; as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Section 14 of P.L. 1996, c. 95 provides that a municipality may employ an attorney-at-law as a prosecutor, under the supervision of the Attorney General or County Prosecutor, who may represent the State, County or municipality in any matter within the jurisdiction of a certain municipal court or any other municipal court; and

WHEREAS, Joseph D. Coronato, Esq. of the firm of Coronato, Brady & Kunz, is duly qualified to serve as a municipal prosecutor for the Borough of Ship Bottom; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, it is the desire of the governing body of the Borough of Ship Bottom to appoint Joseph D. Coronato, Esq. of the firm of Coronato, Brady & Kunz, as Municipal Prosecutor in accordance with Section 14 of P.L. 1996, c. 95; and

WHEREAS, the firm of Coronato, Brady & Kunz has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Coronato, Brady & Kunz has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit the firm of Coronato, Brady & Kunz from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract to be awarded under this Resolution is set forth in the 2013 municipal budget; and

WHEREAS, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. authorizes the award of contracts for "Professional Services" without competitive bids and requires that the Resolution and contract be made available for public inspection in the office of the Municipal Clerk

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

1. Joseph D. Coronato, Esq. of the firm of Coronato, Brady & Kunz is hereby appointed as Municipal Prosecutor for the Borough of Ship Bottom in accordance with Section 14 of P.L. 1996, c. 95, for a term of one (1) year, commencing January 1, 2013 and ending December 31, 2013 or upon 30 days written notice by either party.

2. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to the agreement with Joseph D. Coronato, Esq. of the firm of Coronato, Brady & Kunz as Prosecutor for the Borough of Ship Bottom.
3. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
4. A notice of this action shall be printed once in the official newspaper of the Borough of Ship Bottom.
5. This Resolution takes effect January 1, 2013.
6. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to Joseph D. Coronato, Esq. of the firm of Coronato, Brady & Kunz.
7. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances which constitute the availability of funds for this contract: Prosecutor's Office O/E.
8. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contact Agreement.
9. A copy of this Resolution, as well as the Contract Agreement is on file with the Municipal Clerk.
10. The Business Disclosure Entity Certification will be attached to the agreement.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-11: Appointment of Borough Alternate Prosecutor. On a motion by Councilman English, seconded by Councilman Sinopoli, this was approved as follows:

**RESOLUTION 2013-11
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPOINTING KIM A. PASCARELLA, ESQ.
OF THE FIRM OF KIM A. PASCARELLA, ESQ., LLC
AS ALTERNATE MUNICIPAL PROSECUTOR
FOR THE BOROUGH OF SHIP BOTTOM.**

WHEREAS, the Borough of Ship Bottom is in need of the services of an alternate municipal prosecutor; as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Section 14 of P.L. 1996, c. 95 provides that a municipality may employ an attorney-at-law as an alternate prosecutor, under the supervision of the Attorney General or County Prosecutor, who may represent the State, County or municipality in any matter within the jurisdiction of a certain municipal court or any other municipal court; and

WHEREAS, Kim A. Pascarella, Esq. of the firm of Kim A. Pascarella, Esq., LLC, is duly qualified to serve as Alternate Municipal Prosecutor for the Borough of Ship Bottom; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, it is the desire of the governing body of the Borough of Ship Bottom to appoint Kim A. Pascarella, Esq. of the firm of Kim A. Pascarella, Esq., LLC, as Alternate Municipal Prosecutor in accordance with Section 14 of P.L. 1996, c. 95; and

WHEREAS, the firm of Kim A. Pascarella, Esq., LLC has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Kim A. Pascarella, Esq., LLC has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit the firm of Kim A. Pascarella, Esq., LLC from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount to be awarded under this Resolution is set forth in the 2013 municipal budget; and

WHEREAS, the Chief Financial Officer has certified that there are funds available for this position, which certification is annexed hereto; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. authorizes the award of contracts for "Professional Services" without competitive bids and requires that the Resolution be made available for public inspection in the office of the Municipal Clerk

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

1. Kim A. Pascarella, Esq. of the firm of Kim A. Pascarella, Esq., LLC, is hereby appointed as Alternate Municipal Prosecutor for the Borough of Ship Bottom in accordance with Section 14 of P.L. 1996, c. 95, for a term of one (1) year, commencing January 1, 2013 and ending December 31, 2013 or upon 30 days written notice by either party.

2. This appointment is made without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
3. A notice of this action shall be printed once in the official newspaper of the Borough of Ship Bottom.
4. This Resolution takes effect January 1, 2013.
5. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to Kim A. Pascarella, Esq. of the firm of Kim A. Pascarella, Esq., LLC.
6. When the services of Kim A. Pascarella, Esq. are needed as an Alternate Prosecutor, the compensation will be provided by Joseph D. Coronato, Esq., Prosecutor for the Borough of Ship Bottom.
7. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to this resolution.
8. A copy of this Resolution is on file with the Municipal Clerk.
9. The Business Disclosure Entity Certification will be attached to the agreement.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-12: Appointment of Borough Public Defender. On a motion by Councilman English, seconded by Councilman Sinopoli, this was approved as follows:

**RESOLUTION 2013-12
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPOINTING STUART SNYDER, ESQ.
AS PUBLIC DEFENDER FOR
THE BOROUGH OF SHIP BOTTOM.**

WHEREAS, the Borough of Ship Bottom is in need of the services of a public defender as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Stuart Snyder, Esq., is duly qualified to serve as the public defender for the Borough of Ship Bottom; and

WHEREAS, it is the desire of the governing body to appoint Stuart Snyder, Esq., as public defender; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, Stuart Snyder, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that Stuart Snyder, Esq., has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit Stuart Snyder, Esq. from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract to be awarded under this Resolution is set forth in the 2013 municipal budget; and

WHEREAS, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. authorizes the award of contracts for "Professional Services" without competitive bids and requires that the Resolution and contract be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

- a. That Stuart Snyder, Esq. is hereby appointed as public defender for the Borough of Ship Bottom for a term of one (1) year, commencing January 1, 2013 and ending December 31, 2013 or upon 30 days written notice by either party.
- b. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to the agreement with Stuart Snyder, Esq.
- c. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
- d. A notice of this action shall be printed once in the official newspaper of the Borough of Ship Bottom.
- e. This Resolution takes effect January 1, 2013.
- f. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to Stuart Snyder, Esq.

- g. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances which constitute the availability of funds for this contract: Legal Assistance for Indigent O/E.
- h. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contact Agreement.
- i. A copy of this Resolution, as well as the Contract Agreement is on file with the Municipal Clerk.
- j. The Business Disclosure Entity Certification will be attached to the agreement.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-13: Appointment of Borough Alternate Public Defender. On a motion by Councilman English, seconded by Councilman Sinopoli, this was approved as follows:

**RESOLUTION 2013-13
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPOINTING CURTIS DOWELL, ESQ. AS ALTERNATE PUBLIC
DEFENDER FOR THE BOROUGH OF SHIP BOTTOM.**

WHEREAS, the Borough of Ship Bottom is in need of the services of an alternate public defender as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Curtis Dowell, Esq., is duly qualified to serve as the alternate public defender for the Borough of Ship Bottom; and

WHEREAS, it is the desire of the governing body to appoint Curtis Dowell, Esq., as alternate public defender; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, Curtis Dowell, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that, Curtis Dowell, Esq. has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit Curtis Dowell, Esq. from making any reportable contributions through the term of the contract; and

WHEREAS, the maximum amount of the contract to be awarded under this Resolution is set forth in the 2013 municipal budget; and

WHEREAS, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. authorizes the award of contracts for "Professional Services" without competitive bids and requires that the Resolution and contract be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

- a. That Curtis Dowell, Esq. is hereby appointed as alternate public defender for the Borough of Ship Bottom for a term of one (1) year, commencing January 1, 2013 and ending December 31, 2013 or upon 30 days written notice by either party.
- b. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to the agreement with Curtis Dowell, Esq.
- c. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
- d. A notice of this action shall be printed once in the official newspaper of the Borough of Ship Bottom.
- e. This Resolution takes effect January 1, 2013.
- f. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to Curtis Dowell, Esq.
- g. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances which constitute the availability of funds for this contract: Legal Assistance for Indigent O/E.
- h. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contact Agreement.
- i. A copy of this Resolution, as well as the Contract Agreement is on file with the Municipal Clerk.

j. The Business Disclosure Entity Certification and the will be placed with the agreement.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-14: Awarding contract for Animal Control Services. On a motion by Councilman Tallon, seconded by Councilman English, this was approved as follows:

**RESOLUTION 2013-14
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AWARDING A CONTRACT TO ANIMAL CAPTURE
AND CONTROL SERVICES.**

WHEREAS, in accordance with the requirements of N.J.S.A. 40A:11-6.1, the Borough of Ship Bottom solicited quotations for animal control services; and

WHEREAS, in response to the invitation for solicitations, two quotations were received; and

WHEREAS, the quotations have been reviewed by the Borough Administrator and it has been determined that Animal Capture Control Services submitted the lowest responsible quotation in accordance with bid specifications; and

WHEREAS, it is the desire of the governing body to award a contract for animal control services to Animal Capture and Control Services, the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

1. That the governing body does hereby award a contract for animal control services to Animal Capture and Control Services in accordance with the bid submitted by Animal Capture and Control Services.
2. That the Mayor and Municipal Clerk are hereby authorized to execute a contract with Animal Capture and Control Services in accordance with the quotation submitted by Animal Capture and Control Services and the bid specifications.
3. That the contract term shall be for period of one year, commencing January 1, 2013 and expiring on December 31, 2013 or upon 30 days written notice by either party, for the annual sum of \$5,100.00 per year.
4. That a certified copy of this resolution, together with a copy of the contract between the parties, be forwarded to the Chief Financial Officer and to Animal Capture and Control Services.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-15: Appointments to Land Use Review Board. On a motion by Councilman Rossi, seconded by Councilman Hartman, this was approved as follows:

**RESOLUTION 2013-15
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
RATIFYING APPOINTMENTS TO THE
LAND USE REVIEW BOARD**

NOW, THEREFORE, BE IT RESOLVED, that the following appointments to the Land Use Review Board have been made by the Mayor and are hereby ratified by the Borough Council:

<u>Class I Member</u> (1-year term) expiration 12/31/13	William Huelsenbeck
<u>Class II Member</u> (1-year term) expiration 12/31/13	Stacey Stockton
<u>Class III Member</u> (1-year term) expiration 12/31/13	Edward English
<u>Class IV Member</u> (4-year term) expiration 12/31/16	Walter Arosemowicz
<u>Alternate #1</u> (2-year term) Expiration 12/31/2014	Ede Wilk

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-16: Appointment to the Joint Environmental Commission. On a motion by Councilman Tallon, seconded by Councilman Rossi, this was approved as follows:

**RESOLUTION 2013-16
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPOINTING A MEMBER TO THE JOINT
ENVIRONMENTAL COMMISSION.**

WHEREAS, the Mayor and Borough Council adopted Ordinance No. 2005-24 on September 27, 2005, establishing a Joint Environmental Commission.

NOW, THEREFORE BE IT RESOLVED, that the following appointment to the Joint Environmental Commission has been made by the Mayor and is hereby ratified by the Borough Council.

1. Stacy Stockton

BE IT FURTHER RESOLVED, that the term of appointment is from January 1, 2013 to December 31, 2013.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-17: Agreement for Tax Assessing Services. On a motion by Councilman Rossi, seconded by Councilman Hartman, this was approved as follows:

**RESOLUTION 2013-17
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT
WITH THE BOROUGH OF SURF CITY
FOR TAX ASSESSING SERVICES**

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. authorizes the Borough of Ship Bottom to enter into a contract for the provision of certain governmental services with the Borough of Surf City; and

WHEREAS, it is the desire of the governing body to authorize the execution of a Shared Services Agreement with the Borough of Surf City for Tax Assessing Services.

NOW, THEREFORE, BIT IT RESOLVED by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey as follows:

1. That the Mayor and Municipal Clerk are hereby authorized to execute a Shared Services Agreement with the Borough of Surf City for Tax Assessing Services in accordance with the provisions of law. A copy of this resolution and the Agreement referenced herein shall be kept on file and made available for public inspection at the Municipal Clerk's Office during normal business hours.
2. This agreement is in effect from January 1, 2013 until December 31, 2013.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-18: Authorization of Depositories. On a motion by Councilman Rossi, seconded by Councilman Tallon, this was approved as follows:

**RESOLUTION 2013-18
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING DEPOSITORIES FOR THE YEAR 2013**

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Ship Bottom, County of Ocean, that the following listed depositories are hereby authorized for the year 2013:

- A. Bank of America
- B. Fulton Bank
- C. Ocean First Bank
- D. Sun Bank
- E. TD Bank
- F. Wells Fargo

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-19: Authorization of Facsimile Signatures. On a motion by Councilman Tallon, seconded by Councilman English, this was approved as follows:

**RESOLUTION 2013-19
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY
AUTHORIZING FACSIMILE SIGNATURES
OF BOROUGH OFFICIALS**

WHEREAS, the undersigned hereby certifies to the Bank of America, Fulton Bank, Ocean First Bank, Sun Bank, TD Bank, and Wells Fargo, that Kathleen Wells, Secretary and Municipal Clerk of the Borough of Ship Bottom, New Jersey, a Corporation duly organized under the existing laws of the State of New Jersey, and that the following is a Resolution duly adopted by the Mayor and Council of said Corporation at a meeting held January 2, 2013, at which time a quorum was present, and that such Resolution has not been rescinded or modified.

NOW, THEREFORE, BE IT RESOLVED, that the aforementioned banks as designated depositories of this Corporation be, and it is hereby requested, authorized and directed to honor checks, drafts, or other orders for payment of money drawn in this Corporation name, including those payable to the individual order of any person or persons whose name or names appear thereon as signed or signers thereof, when bearing or purporting to bear the facsimile of anyone of the following:

WILLIAM HUELSENBECK, MAYOR

**T. RICHARD BETHEA, EDWARD ENGLISH, DR. ROBERT GLEASON,
TOM TALLON AND DAVID HARTMAN** will use true signatures on all checks.

And the said Banks shall be entitled to honor and charge this Corporation for such checks, drafts, or other orders regardless of by whom or by what means for actual purported facsimile signature or signatures resemble the facsimile specimens duly certified to or filed with the said Banks by the Secretary or other officer of this Corporation. I further certify that there is no provision in the Charter-by-laws of said Corporation limiting the power of the Mayor and Council to pass the foregoing Resolution and that the same is in conformity with the provisions of said Charter-by-law.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-20: Interest rates on delinquent tax and water/sewer charges. On a motion by Councilman Tallon, seconded by Councilman Sinopoli, this was approved as follows:

**RESOLUTION 2013-20
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
DESIGNATING INTEREST RATES ON DELINQUENT
TAXES AND WATER/ SEWER CHARGES FOR 2013**

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Ship Bottom, County of Ocean, that an interest charge of eight per cent (8%) per annum on the first \$1,500.00 delinquency and eighteen per cent (18%) per annum on any amount in excess of \$1,500.00 is to be calculated from the date the tax was payable, until the date of actual payment. No interest shall be charged if payment of any installment is made within the tenth (10th) day following the date on which same became payable.

Delinquency means the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years.

BE IT FURTHER RESOLVED, that a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year, shall be charged a penalty of six percent (6%) on the amount of the delinquency.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-21: Ratifying positions for tenured officials and personnel. On a motion by Councilman English, seconded by Councilman Rossi, this was approved as follows:

**RESOLUTION 2013-21
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
RATIFYING POSITIONS OF TENURED OFFICIALS,
PERSONNEL AND APPOINTMENTS FOR 2013**

WHEREAS, the following officials are tenured within the Borough of Ship Bottom:

Tax Collector:	T. Richard Bethea
Chief Financial Officer:	T. Richard Bethea
Municipal Clerk	Kathleen Wells
Construction Code Official	Susan Kilcheski

NOW, THEREFORE, BE IT RESOLVED, that the following personnel are hereby employed within the Borough of Ship Bottom in 2013:

Administrator	T. Richard Bethea
Deputy Tax Collector	Linda Eliason-Ash
Tax Search Officer	Linda Eliason-Ash
Deputy Tax Search Officer	T. Richard Bethea
Mun. Assessment Search Officer	Kathleen Wells
Registrar	Kathleen Wells
Deputy Municipal Clerk	Danielle Mezzina
Deputy Registrar	Kathleen Flanagan
Assistant to Finance Officer	Kathleen Flanagan
Administrative Clerk	Patricia Gresko
Assistant to Assessor	Patricia Gresko
Court Administrator	Jennifer Ingenito
Water/Sewer Clerk	Carol Potter
Zoning Official	Susan Kilcheski
Deputy Zoning Officer	Robert Rossi
Code Enforcement Officer	Robert Rossi
Recycling Coordinator	Robert Rossi
Clean Communities Coordinator	Robert Rossi
Superintendent of Public Works	Stephen Sulecki

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Ship Bottom, that the following are hereby appointed to special committees:

American Disabilities Coordinator	T. Richard Bethea
American Disabilities Committee	Tom Tallon
Public Agency Compliance Officer	T. Richard Bethea (P.A.C.O.)
Fund Commissioner	T. Richard Bethea
Alternate Fund Commissioner	Tom Tallon
Member of Emergency Management	Fire Chief Wade Bradley

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-22: Adoption of a temporary budget for the first quarter of 2013. On a motion by Councilman Rossi, seconded by Dr. Gleason, this was approved as follows:

RESOLUTION 2013-22

**RESOLUTION OF THE BOROUGH OF SHIP BOTTOM
COUNTY OF OCEAN, STATE OF NEW JERSEY,
ADOPTION OF A TEMPORARY BUDGET
FOR THE FIRST QUARTER OF 2013**

WHEREAS, N.J.S. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2013 CY budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first 30 days of the fiscal year, and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the

Borough of Ship Bottom, County of Ocean, State of New Jersey, that the following hereby constitutes the temporary budget for the first quarter of 2013 or until the municipal budget is adopted:

<u>General Government:</u>	<u>Appropriation:</u>
Mayor & Council	
Salaries & Wages	\$ 9,000.00
Administrative & Executive	
Salaries & Wages	\$18,000.00
Other Expenses	\$ 8,000.00
Clerk's Office	
Salaries & Wages	\$28,000.00
Financial Administration	
Salaries & Wages	\$28,000.00
Other Expenses	\$10,000.00
Audit Services	
Other Expenses	\$14,000.00
Tax Assessment Administration	
Salaries & Wages	\$10,000.00
Other Expenses	\$ 2,000.00
Revenue Administration (Tax Collection)	
Salaries & Wages	\$25,000.00
Other Expenses	\$ 3,000.00
Publicity	
Other Expenses	\$ 300.00
Legal Services	
Other Expenses	\$ 7,500.00
Human Resources (Personnel)	
Other Expenses	\$ 6,000.00
Prosecutor's Office	
Other Expense	\$ 5,000.00
Municipal Court	
Salaries & Wages	\$22,000.00
Other Expenses	\$ 3,500.00
Engineering Services	
Other Expenses	\$ 10,000.00
Public Buildings & Grounds	
Salaries & Wages	\$ 3,000.00
Other Expenses	\$18,000.00
Telephone Service	
Other Expenses	\$ 6,500.00
Land Use Review Board	
Salaries & Wages	\$ 1,000.00
Other Expenses	\$ 5,000.00
Zoning Enforcement	
Salaries & Wages	\$ 6,500.00

Equipment Maintenance & Repairs		
	Salaries & Wages	\$30,000.00
	Other Expenses	\$ 8,000.00
Gasoline		
	Other Expenses	\$ 16,000.00
Public Defender		
	Other Expenses	\$ 2,500.00
Police		
	Salaries & Wages	\$280,000.00
	Other Expenses	\$ 18,000.00
Police Dispatching		
	Other Expenses	\$ 15,000.00
Uniform Const. Code Enforcement		
	Salaries & Wages	\$ 17,000.00
	Other Expenses	\$ 3,500.00
Office of Emergency Management		
	Salaries & Wages	\$ 1,000.00
	Other Expenses	\$ 1,500.00
Code Enforcement		
	Salaries & Wages	\$ 8,000.00
	Other Expenses	\$ 1,000.00
<u>Streets and Roads:</u>		
Streets and Roads Maintenance		
	Salaries & Wages	\$26,000.00
	Other Expenses	\$18,000.00
Street Lighting		
	Other Expenses	\$25,000.00
Beach Front Maintenance		
	Salaries & Wages	\$25,000.00
	Other Expenses	\$ 6,000.00
Natural Gas		
	Other Expenses	\$ 4,000.00
Electric		
	Other Expenses	\$ 8,000.00
<u>Sanitation:</u>		
Solid Waste Collection		
	Other Expenses	\$60,000.00
Sanitary Landfill		
	Other Expenses	\$40,000.00
Recycling		
	Salaries & Wages	\$ 2,000.00
	Other Expenses	\$ 1,500.00
<u>Health & Welfare</u>		
Board of Health		
	Other expenses	\$12,000.00
Dog Regulation		
	Other Expenses	\$ 2,500.00
<u>Shared Service Agreement</u>		
Assessment Services		

	Salaries & Wages	\$ 2,000.00
	Other Expenses	\$ 3,000.00
<u>Parks & Recreation:</u>		
Wharves, Docks and Bulkheads		
	Salaries & Wages	\$ 3,500.00
	Other Expenses	\$ 2,000.00
Beach Operations		
	Salaries & Wages	\$ 5,000.00
	Other Expenses	\$15,000.00
Celebration of Public Events		
	Other Expenses	\$ 10,000.00
Recreation Services and Programs		
	Salaries & Wages	\$ 2,500.00
	Other Expenses	\$ 2,000.00
<u>Insurance:</u>		
	Group Insurance Plan for Employees	\$180,000.00
	Worker's Compensation	\$ 80,000.00
	Other Insurance	\$ 50,000.00
<u>Debt Service:</u>		
Payment of Bond Principal		
	Other Expense	\$120,000.00
Payment of Bond Interest		
	Other Expenses	\$ 55,000.00
Green Trust Loan P & I		
	Other Expenses	\$ 23,000.00
<u>Capital Improvement:</u>		
 <u>State and Federal Programs</u>		
 <u>Statutory Expenditures:</u>		
Contributions to:		
	Social Security	\$60,000.00
	Unemployment Compensation	\$ 2,000.00
<u>TOTAL CURRENT BUDGET:</u>		\$1,495,800.00
 <u>Water Utility</u>		
Operating		
	Salaries & Wages	\$ 40,000.00
	Other Expenses	\$300,000.00
Capital Improvements		
	Capital Outlay	\$ 30,000.00
Contributions to:		
	Social Security	\$ 4,000.00
	Unemployment Compensation	\$ 500.00
Debt Service		
	Interest on Bonds	\$ 85,000.00
	Bond Principal	\$100,000.00

TOTAL WATER UTILITY BUDGET:

\$559,500.00

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2013-23: Ratifying a Separation Agreement with David White. On a motion by Councilman Rossi, seconded by Councilman English, this was approved as follows:

**RESOLUTION 2013-23
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
RATIFYING A CONFIDENTIAL SEPARATION
AGREEMENT AND RELEASE**

WHEREAS, David White is no longer employed by the Borough of Ship Bottom;
and

WHEREAS, the Borough and David White desire to resolve any and all outstanding issues with respect to David White's employment and separation.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Borough Council of the Borough of Ship Bottom hereby ratify the execution of the separation agreement between the Borough of Ship Bottom and David White which was signed by T. Richard Bethea, Administrator, on behalf of the Borough of Ship Bottom.

Roll Call: Tallon, English, Sinopoli, Gleason, Rossi and Hartman, all aye.

There was discussion between Christopher Conners, Esq. and the governing body regarding issues of FEMA and Superstorm Sandy effects, including zoning issues.

On a motion by Councilman Sinopoli, seconded by Councilman English and an all in favor vote, all aye, Mayor Huelsenbeck opened the meeting to the public.

On a motion by Councilman English, seconded by Dr. Gleason and an all in favor vote, all aye, Mayor Huelsenbeck closed the meeting to the public.

Mayor Huelsenbeck thanked the Council for the great job that everyone did in the past year. This will be a trying year with a lot of unknowns and said he is sure that everyone will jump in and get it done.

On a motion by Councilman Sinopoli, seconded by Dr. Gleason and an all in favor vote, all aye, Mayor Huelsenbeck adjourned the meeting at 7:00 p.m..

Kathleen Wells, RMC
Municipal Clerk

William Huelsenbeck, Mayor