

September 25, 2018

Regular Meeting Minutes
September 25, 2018

The following are the minutes of the Regular Meeting of the Mayor and Council of the Borough of Ship Bottom, which was held on Tuesday, September 25, 2018, in the Borough Hall Council Chambers, located at 1621 Long Beach Boulevard, Ship Bottom, New Jersey.

Mayor Huelsenbeck called the Caucus Meeting to order at 6:31 p.m. and asked the Clerk to take attendance. The following were present:

Councilmen Valyo, Butkus, Rossi, Hartman, Tallon and English.

Mayor Huelsenbeck 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, Atlantic City Press and Asbury Park Press. It was also posted on the bulletin board in the Municipal Building, in accordance with the Open Public Meetings Act.

During the Caucus Meeting, there was discussion regarding the traffic light on 28th St. & Long Beach Blvd.

Mayor Huelsenbeck called the Regular Meeting to order at 6:44 p.m. and asked the Clerk to take attendance. The following were present:

Councilmen Valyo, Butkus, Rossi, Hartman, Tallon and English.

Mayor Huelsenbeck 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, Atlantic City Press and Asbury Park Press. It was also posted on the bulletin board in the Municipal Building, in accordance with the Open Public Meetings Act.

Salute to Flag, followed by a Prayer.

Mayor Huelsenbeck called for the approval of the minutes of the Regular Meeting held on August 28, 2018. On a motion by Councilman Rossi, seconded by Councilman English, the minutes were approved.

Roll Call: Valyo, Butkus, Rossi, Hartman, Tallon and English, all aye.

Mayor Huelsenbeck called for Resolution 2018-129: Authorizing payment of municipal bills. On a motion by Councilman Rossi, seconded by Councilman Hartman, this was approved as follows:

**RESOLUTION 2018-129
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING THE PAYMENT OF MUNICIPAL BILLS
IN THE AMOUNT OF \$ 1,154,946.45**

WHEREAS, the Finance Committee of the Borough of Ship Bottom has examined the vouchers presented for payment.

NOW, THEREFORE BE IT RESOLVED that the approved vouchers in the amount of \$ 1,154,946.45 to be authorized to be paid upon verification of the Chief Financial Officer that there is sufficient money in the appropriated accounts, subject to adequate signatures and funding.

Roll Call: Valyo, Butkus, Rossi, Hartman, Tallon and English, all aye.

Check # Check Date Vendor Amount Paid Reconciled/Void Ref Num
03PUBLIC DEF PUBLIC DEFENDER
1285 09/26/18 STUAR010 STUART SNYDER 400.00 1342
Checking Account Totals Paid Void Amount Paid Amount Void
Checks: 1 0 400.00 0.00
Direct Deposit: 0 0 0.00 0.00
Total: 1 0 400.00 0.00

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13CONSTRUCTION CONSTRUCTION ACCOUNT

1117 09/26/18 LONGB040 LONG BEACH TWP. 12,438.15 1344
Checking Account Totals Paid Void Amount Paid Amount Void
Checks: 1 0 12,438.15 0.00
Direct Deposit: 0 0 0.00 0.00
Total: 1 0 12,438.15 0.00

CAPITAL CAPITAL FUND

1729 09/26/18 POSC010 POSCH CONCRETE CO. 3,200.00 1340
Checking Account Totals Paid Void Amount Paid Amount Void
Checks: 1 0 3,200.00 0.00
Direct Deposit: 0 0 0.00 0.00
Total: 1 0 3,200.00 0.00

CURRENT CURRENT FUND

67837 09/11/18 ANJR0010 ANJR 80.00 1331
67838 09/14/18 VERIZ025 VERIZON 91.89 1335
67839 09/26/18 ACCES005 ACCSES NEW JERSEY, INC. 2,345.37 1337
67840 09/26/18 ACTUN010 ACTION UNIFORM 1,360.00 1337
67841 09/26/18 AMERIO55 AMERICAN WEAR 156.00 1337
67842 09/26/18 APPRI005 APPRIVER, LLC 270.00 1337
67843 09/26/18 ATLAN050 ATLANTIC CITY ELECTRIC 10,984.13 09/26/18 VOID 1337 (Reason: cardboard)
67844 09/26/18 ATLAN060 ATLANTIC SWITCH AND GENERATOR, 400.00 1337
67845 09/26/18 BARBA010 BARBARA COURTS 75.00 1337
67846 09/26/18 BARLO010 BARLOW BUICK/GMC 137.68 1337
67847 09/26/18 BEACH020 BEACH HAVEN AUTOMOTIVE, INC. 1,013.02 1337
67848 09/26/18 BLUE3005 BLUE 360 MEDIA, LLC 149.00 1337
67849 09/26/18 BONNI010 BONNIE R. PETERSON 1,100.00 1337
67850 09/26/18 CENTR010 CENTRAL JERSEY HEALTH INS FUND 129.00 1337
67851 09/26/18 CLEAR010 CLEARY, GIACOBBE, ALFIERI & JA 372.00 1337
67852 09/26/18 COMCA010 COMCAST CABLE 770.40 1337
67853 09/26/18 COMCA015 COMCAST CABLE 373.01 1337
67854 09/26/18 CRITT005 CRITTER MAN PEST CONTROL 375.00 1337
67855 09/26/18 DASTI010 DASTI MURPHY MCGUCKIN 2,979.13 1337
67856 09/26/18 DELAW010 DELAWARE VALLEY PAYROLL 1,287.50 1337
67857 09/26/18 DOWNS010 DOWN'S FORD 94.03 1337
67858 09/26/18 EDMUN010 EDMUNDS & ASSOCIATES 591.82 1337
67859 09/26/18 EDWAR030 EDWARDS TIRE CO. INC. 831.74 1337
67860 09/26/18 ELAIN005 ELAINE CHURCHILL 2,461.22 1337
67861 09/26/18 FARIA010 FARIAS SHIP BOTTOM 200.00 1337
67862 09/26/18 FERGU010 FERGUSON ENTERPRISES INC 116.80 1337
67863 09/26/18 GALLS010 GALLS, LLC 1,764.33 1337 Prenote
67864 09/26/18 GFOA010 G.F.O.A. OF NEW JERSEY 640.00 1337
67865 09/26/18 GTBMI010 G.T.B.M. INC. 268.80 1337
67866 09/26/18 HOMED010 HOME DEPOT CREDIT SERVICES 391.98 1337
67867 09/26/18 IDEMI005 IDEMIA IDENTITY & SECURITY 2,633.69 1337
67868 09/26/18 JPMON005 JP MONZO MUNICIPAL CONSULTING 50.00 1337
67869 09/26/18 KATHL030 KATHLEEN WELLS 59.41 1337
67870 09/26/18 LANGU010 LANGUAGE SERVICES ASSOCIATES 96.60 1337
67871 09/26/18 LONGB010 LONG BEACH ISLAND B.O.E. 160,288.58 1337
67872 09/26/18 MANAH040 MANAHAWKIN MAGIC WASH 13.50 1337
67873 09/26/18 MARYANN Maryann Carricarte 75.00 1337
67874 09/26/18 NJNAT010 N.J. NATURAL GAS 85.26 1337
67875 09/26/18 NJPRE010 N.J. PRESS MEDIA SOLUTIONS 15.50 1337
67876 09/26/18 NJSTA020 N.J. STATE LEAGUE OF MUNICIPAL 14.00 1337
67877 09/26/18 OCBOA010 O.C. BOARD OF ELECTIONS 164.89 1337
67878 09/26/18 OCBOA020 O.C. BOARD OF HEALTH 170.00 1337
67879 09/26/18 OFFIC010 OFFICE BASICS 84.92 1337
67880 09/26/18 OWENL010 OWEN LITTLE AND ASSOCIATES 5,078.05 1337
67881 09/26/18 OXYGE010 OXYGEN SUPPLY CO., INC. 28.00 1337
67882 09/26/18 PAULF010 PAUL F. SHARKEY 39.99 1337
67883 09/26/18 PEDRO010 PEDRONI FUEL 5,750.97 1337
67884 09/26/18 SAFEL010 SAFELIGHT FULFILLMENT, INC. 667.93 1337
67885 09/26/18 SOUTH060 SOUTHERN REGIONAL SCHOOL DISTR 278,741.00 1337
67886 09/26/18 STAND010 STANDARD INSURANCE CO. 670.56 1337
67887 09/26/18 STAPL010 Staples Advantage 122.48 1337
67888 09/26/18 SUBUR010 SUBURBAN DISPOSAL INC. 41,871.15 1337
67889 09/26/18 TENNA010 TENNANT MAGEE LAW 2,809.13 1337
67890 09/26/18 THESA010 THE SANDPAPER 2,152.00 1337
67891 09/26/18 TUCKE010 TUCKERTON LUMBER COMPANY 522.94 1337
67892 09/26/18 VERIZ010 VERIZON 120.58 1337
67893 09/26/18 VERIZ020 VERIZON WIRELESS 788.90 1337

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67894 09/26/18 WATCH020 WATCHUNG SPRING WATER 40.88 1337
67895 09/26/18 WBMAS010 W.B. MASON 93.10 1337
67896 09/26/18 ATLAN050 ATLANTIC CITY ELECTRIC 10,984.13 1338
Checking Account Totals Paid Void Amount Paid Amount Void
Checks: 59 1 535,057.86 10,984.13
Direct Deposit: 0 0 0.00 0.00
Total: 59 1 535,057.86 10,984.13

CURRENT-WIRES CURRENT FUND WIRES
302977 09/11/18 NJSHBP01 NJSHBP-Div of Pensions/Benefit 47,345.90 1332
302992 09/11/18 NJSHBP01 NJSHBP-Div of Pensions/Benefit 3,773.48 1332
Checking Account Totals Paid Void Amount Paid Amount Void
Checks: 2 0 51,119.38 0.00
Direct Deposit: 0 0 0.00 0.00
Total: 2 0 51,119.38 0.00

ESCROW ESCROW ACCOUNT
5098 09/26/18 OWENL010 OWEN LITTLE AND ASSOCIATES 4,906.00 1345
5099 09/26/18 STUAR010 STUART SNYDER 225.00 1346
5100 09/26/18 OWENL010 OWEN LITTLE AND ASSOCIATES 500.00 1347
5101 09/26/18 OWENL010 OWEN LITTLE AND ASSOCIATES 928.00 1348
5102 09/26/18 OWENL010 OWEN LITTLE AND ASSOCIATES 360.47 1349
5103 09/26/18 OWENL010 OWEN LITTLE AND ASSOCIATES 70.94 1350
5104 09/26/18 OWENL010 OWEN LITTLE AND ASSOCIATES 1,195.47 1351
5105 09/26/18 OWENL010 OWEN LITTLE AND ASSOCIATES 385.47 1352
5106 09/26/18 OWENL010 OWEN LITTLE AND ASSOCIATES 430.47 1353
Checking Account Totals Paid Void Amount Paid Amount Void
Checks: 9 0 9,001.82 0.00
Direct Deposit: 0 0 0.00 0.00
Total: 9 0 9,001.82 0.00

PR-CURRENT PAYROLL ACCT. TRANSFERS
145700 08/31/18 BOROO040 BORO. OF SHIP BOTTOM-PAYROLL 165,639.45 1329
45800 09/14/18 BOROO040 BORO. OF SHIP BOTTOM-PAYROLL 120,728.30 1333
Checking Account Totals Paid Void Amount Paid Amount Void
Checks: 2 0 286,367.75 0.00
Direct Deposit: 0 0 0.00 0.00
Total: 2 0 286,367.75 0.00

PR-UTILITY PAYROLL ACCT. TRANSFERS
145600 08/31/18 BOROO040 BORO. OF SHIP BOTTOM-PAYROLL 5,457.55 1330
45801 09/14/18 BOROO040 BORO. OF SHIP BOTTOM-PAYROLL 5,430.91 1334
Checking Account Totals Paid Void Amount Paid Amount Void
Checks: 2 0 10,888.46 0.00
Direct Deposit: 0 0 0.00 0.00
Total: 2 0 10,888.46 0.00

TRUST GENERAL TRUST
10202 09/26/18 TUCKE010 TUCKERTON LUMBER COMPANY 45.72 1343
Checking Account Totals Paid Void Amount Paid Amount Void
Checks: 1 0 45.72 0.00
Direct Deposit: 0 0 0.00 0.00
Total: 1 0 45.72 0.00

UTILITY UTILITY FUND
17909 08/30/18 TOWNS010 TOWNSHIP OF STAFFORD 500.00 1328
17910 09/26/18 ATLAN050 ATLANTIC CITY ELECTRIC 4,270.07 1339
17911 09/26/18 JRHEN010 J.R. HENDERSON LABS, INC. 660.00 1339
17912 09/26/18 MAINP005 MAIN POOL & CHEMICAL CO 331.20 1339
17913 09/26/18 ONECA010 ONE CALL CONCEPTS 45.00 1339
17914 09/26/18 OWENL010 OWEN LITTLE AND ASSOCIATES 8,959.89 1339
17915 09/26/18 TOWNS010 TOWNSHIP OF STAFFORD 8,947.73 1339
Checking Account Totals Paid Void Amount Paid Amount Void
Checks: 7 0 23,713.89 0.00
Direct Deposit: 0 0 0.00 0.00
Total: 7 0 23,713.89 0.00

UTILITY CAPITAL UTILITY CAPITAL
2615 09/26/18 OWENL010 OWEN LITTLE AND ASSOCIATES 350.86 1341
2616 09/26/18 POSC010 POSCH CONCRETE CO. 12,000.00 1341
Checking Account Totals Paid Void Amount Paid Amount Void
Checks: 2 0 12,350.86 0.00
Direct Deposit: 0 0 0.00 0.00

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Total: 2 0 12,350.86 0.00

UTILITY-WIRE UTILITY OPERATING WIRES
26776 09/10/18 CHASE010 CHASE BANK 69,364.38 1336
27306 09/10/18 CHASE010 CHASE BANK 150,000.00 1336
Checking Account Totals Paid Void Amount Paid Amount Void
Checks: 2 0 219,364.38 0.00
Direct Deposit: 0 0 0.00 0.00
Total: 2 0 219,364.38 0.00
Report Totals Paid Void Amount Paid Amount Void
Checks: 89 1 1,163,948.27 10,984.13
Direct Deposit: 0 0 0.00 0.00
Total: 89 1 1,163,948.27 10,984.13
01:25 PM Check Register By Check Date

Totals by Year-Fund
Fund Description Fund Budget Total Revenue Total G/L Total Total
CURRENT FUND 8-01 872,544.99 0.00 0.00 872,544.99
WATER/SEWER FUND 8-06 253,966.73 0.00 0.00 253,966.73
Year Total: 1,126,511.72 0.00 0.00 1,126,511.72
CAPITAL FUND C-04 3,200.00 0.00 0.00 3,200.00
UTILITY CAPITAL FUND C-07 12,350.86 0.00 0.00 12,350.86
Year Total: 15,550.86 0.00 0.00 15,550.86
TRUST-OTHER T-03 445.72 0.00 0.00 445.72
CONSTRUCTION TRUST T-13 12,438.15 0.00 0.00 12,438.15
Year Total: 12,883.87 0.00 0.00 12,883.87
Total Of All Funds: 1,154,946.45 0.00 0.00 1,154,946.45

Project Description Project No. Project Total
THOMAS, JOHN C 16-47 125.00
JONES, JOSEPH C 17-44 125.00
VINCENTI, JOHN & NICOLE C 18-21 125.00
DI LORENZO, JOHN & MARY C 18-23 125.00
SHORE PROSPECTS DKT 16-07 928.00
BALDWIN RESIDENCE LLC DKT 17-01 4,906.00
701 CENTRAL AVENUE, LLC DKT 18-05 360.47
LAYNE, BARRY DKT 18-06 385.47
BOWE, MICHAEL & KATHLEEN DKT 18-09 70.94
LBI PARTNERS INC. DKT 18-12 655.47
THE BALDWIN RESIDENCE DKT 18-13 1,195.47
Total Of All Projects: 9,001.82

Mayor Huelsenbeck called for Resolution 2018-130: Shared Services, third party construction inspection services. On a motion by Councilman Rossi, seconded by Councilman English, this was approved as follows:

**RESOLUTION 2018-130
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY
AUTHORIZING THE EXTENSION OF A SHARED SERVICE
AGREEMENT WITH THE TOWNSHIP OF LONG BEACH AS LEAD AGENCY FOR
THIRD-PARTY CONSTRUCTION INSPECTION SERVICES
BETWEEN THE TOWNSHIP OF LONG BEACH AND THE
BOROUGH OF SHIP BOTTOM AND BARNEGAT LIGHT**

WHEREAS, pursuant to Resolution 18-0829.06 dated August 29, 2018, the Township of Long Beach (“Township”) approved the extension of a contract (“Shared Services Agreement”) for the final one-year option for third-party construction inspection services with the following vendor: Trinity Code Inspection, LLC, 735 Shunpike Road, Cape May, New Jersey 08204 (“Vendor”); and

WHEREAS, the one-year option shall be effective and begin upon October 1, 2018, and extend through September 30, 2019; and

WHEREAS, Vendor has agreed to provide third-party construction inspection services for electric, plumbing, and fire sub-codes for the Township pursuant to the rates and terms specified in their bid received on August 31, 2016; and

WHEREAS, pursuant to Long Beach Township Resolution 14-0912.10 dated September 12, 2014, and Borough of Ship Bottom Resolution 2014-147 dated September 23, 2014 authorizing the Shared Services Agreement, the Township and the Boroughs of Barnegat Light and Ship Bottom (collectively “Boroughs”) agreed to share the construction inspection services Vendor effective October 1, 2014, through September 30, 2018; and

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WHEREAS, all participating parties (i.e., Township, Boroughs, and Vendor) have elected to extend the Shared Service Agreement for one-year in order to continue said services through September 30, 2019, at which time third-party construction inspection services shall be again procured by competitive bid and a new shared service agreement by and between the Township and Boroughs shall be negotiated; and

WHEREAS, this Resolution shall be deemed to be the extension of the Shared Services Agreement, shall be incorporated hereby, and, along with similar resolutions adopted by the Township and the Borough of Barnegat Light, shall serve as the written Shared Services extension.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Ship Bottom, that the aforesaid Shared Service Agreement shall be and is hereby extended for a period of one-year pursuant to the terms and conditions stated herein.

Roll Call: Valyo, Butkus, Rossi, Hartman, Tallon and English, all aye.

Mayor Huelsenbeck called for Resolution 2018-131: Refund, tax overpayment. On a motion by Councilman Hartman, seconded by Councilman Valyo, this was approved as follows:

**RESOLUTION 2018-131
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING THE TREASURER TO REFUND MONEY
FOR A TAX OVERPAYMENT**

WHEREAS, an overpayment of property taxes in the amount of \$2,461.22 has occurred on the property known as Block 67, Lot 21, assessed to Elaine Churchill and

WHEREAS, the overpayment occurred due to payment being made by both the homeowner & the bank.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Ship Bottom, County of Ocean, that the Treasurer is hereby authorized to refund the amount of \$2,461.22 to Elaine Churchill, 344 North Route 73, Suite A, Berlin, NJ, 08009

Roll Call: Valyo, Butkus, Rossi, Hartman, Tallon and English, all aye.

Mayor Huelsenbeck called for Resolution 2018-132: Authorizing Houston-Galveston Area Council Cooperative Pricing System, Resolution 2018-133: Authorizing US Communities Government Purchasing Alliance Cooperative Pricing System and Resolution 2018-134: Authorizing National Joint Powers Alliance (NJPA) Cooperative Pricing System. On a motion by Councilman Rossi, seconded by Councilman Tallon, these were approved as follows:

**RESOLUTION 2018-132
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING MEMBER PARTICIPATION IN THE HOUSTON-
GALVESTON AREA COUNCIL COOPERATIVE PRICING SYSTEM**

WHEREAS, N.J.S.A. 52:34-6.2 authorizes contracting units to purchase goods or to contract for services, through the use of a nationally-recognized and accepted cooperative purchasing agreement that has been developed utilizing a competitive bidding process by another contracting unit within the State of New Jersey or within any other state, when available; and

WHEREAS, the nationally-recognized Houston-Galveston Area Council Cooperative Pricing System, hereafter referred to as HGAC-BUY Cooperative Purchasing System has offered voluntary participation in the national cooperative purchasing agreement for the purchase of goods and services; and

WHEREAS, it is the desire of the Borough of Ship Bottom to join the HGSV-BUY Cooperative Purchasing System to purchase goods and services, to make the procurement process more efficient and to provide cost saving to the Borough.

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 of the Borough of Ship Bottom authorizes the Mayor and Municipal Clerk to enter into a member participation agreement and to participate in the HGAC-BUY Cooperative Pricing System.
2. The Borough shall be responsible to ensure that the goods and/or services procured through the HGAC-BUY Cooperative Purchasing System comply with all applicable laws of the State of New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

3. A certified copy of this Resolution shall be forwarded by the Borough Clerk to Kathleen Flanagan, Chief Financial Officer/Qualified Purchasing Agent.

**RESOLUTION NO 2018 -133
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING MEMBER PARTICIPATION IN THE
US COMMUNITIES GOVERNMENT PURCHASING ALLIANCE
COOPERATIVE PRICING SYSTEM**

WHEREAS, N.J.S.A. 52:34-6.2 authorizes contracting units to purchase goods, or to contract for services, through the use of a nationally-recognized and accepted cooperative purchasing agreement that has been developed utilizing a competitive bidding process by another contracting unit within the State of New Jersey, or within any other state, when available; and

WHEREAS, the nationally-recognized US Communities Government Purchasing Alliance Cooperative pricing System, hereafter referred to as "US Communities", has offered voluntary participation in the national cooperative purchasing agreement for the purchase of goods and services; and

WHEREAS, it is the desire of the Borough of Ship Bottom to join "US Communities", to purchase goods and services, to make the procurement process more efficient and to provide cost savings to the Borough.

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 of the Borough of Ship Bottom hereby authorizes the Mayor and Municipal Clerk to enter into a member participation agreement and to participate in "US Communities".
2. The Borough shall be responsible to ensure that the goods and or services procured through "US Communities" comply with all applicable laws of the State of New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.
3. A certified copy of this Resolution shall be forwarded by the Borough Clerk to Kathleen Flanagan, Chief Financial Officer/Qualified Purchasing Agent

**RESOLUTION NO 2018 - 134
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING MEMBER PARTICIPATION IN THE NATIONAL
JOINT POWERS ALLIANCE (NJPA)
COOPERATIVE PRICING SYSTEM**

WHEREAS, N.J.S.A. 52:34-6.2 authorizes contracting units to purchase goods, or to contract for services, through the use of a nationally-recognized and accepted cooperative purchasing agreement that has been developed utilizing a competitive bidding process by another contracting unit within the State of New Jersey, or within any other state, when available; and

WHEREAS, the nationally-recognized National Joint Powers Alliance Cooperative Pricing System, hereafter referred to as NJPA Cooperative Purchasing System, has offered voluntary participation in the national cooperative purchasing agreement for the purchase of goods and services; and

WHEREAS, it is the desire of the Borough of Ship Bottom to join the NJPA Cooperative Purchasing System to purchase goods and services, to make the procurement process more efficient and to provide cost savings to the Borough.

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 of the Borough of Ship Bottom hereby authorizes the Mayor and Municipal Clerk to enter into a member participation agreement and to participate in the NJPA Cooperative Pricing System.
2. The Borough shall be responsible to ensure that the goods and or services procured through the NJPA Cooperative Purchasing System comply with all applicable laws of the State of New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.
3. A certified copy of this Resolution shall be forwarded by the Borough Clerk to Kathleen Flanagan, Chief Financial Officer/Qualified Purchasing Agent.

Roll Call: Valyo, Butkus, Rossi, Hartman, Tallon and English, all aye.

Mayor Huelsenbeck called for Resolution 2018-135: Authorizing Family Leave. On a motion by Councilman Tallon, seconded by Councilman English, this was approved as follows:

**RESOLUTION 2018 –135
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY
AUTHORIZING FAMILY LEAVE**

NOW, THEREFORE BE IT RESOLVED that the governing body of the Borough of Ship Bottom authorizes family leave for employee #483 from approximately October 16, 2018 for 30 days, under the New Jersey Family Medical Leave Act.

Roll Call: Valyo, Butkus, Rossi, Hartman, Tallon and English all aye.

Mayor Huelsenbeck called for Resolution 2018-136: Authorizing GovDeals. On a motion by Councilman Hartman, seconded by Councilman English, this was approved as follows:

**RESOLUTION 2018 -136
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING DISPOSAL OF SURPLUS PROPERTY**

WHEREAS, the Borough of Ship Bottom is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Governing Body are desirous of selling said surplus property in an “as is” condition without express or implied warranties.

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

- (1) The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available in the office of the municipal clerk
- (2) The sale will be conducted online and the address of the auction site is www.govdeals.com/shipbottom
- (3) The sale is being conducted pursuant to Local Finance Notice 2008-9.
- (4) A list of the surplus property to be sold is attached is as follows:
 1. Blue Huffy Cranbrook Beach Cruiser
 2. Gray Skylark Beach Cruiser
 3. Teal Green Firm Strong Beach Cruiser, Women’s
 4. Black Schwinn Beach Cruiser Men’s
 5. Gray Schwinn Beach Cruiser Women’s
 6. Brown Raleigh 3 Speed Women’s
 7. Black BMX Zephyr Children’s bike
 8. Blue Electra Sparker Beach Cruiser Boy’s bike
 9. Gray 3G Beach Cruiser Men’s
 10. Red Hoffman BMX Girl’s bike
 11. Charcoal Planet Green Beach Cruiser Men’s
 12. Silver Electra Townie Beach Cruiser
 13. Black Fuji Barnebey Beach Cruiser
 14. Blue Magna 18 Speed Mountain bike
 15. Black Schwinn Beach Cruiser with basket
 16. Blue Haro BMX
 17. Purple Windstream 3 speed
 18. Blue LaJolla Beach Cruiser Women’s
 19. White Greenling Beach Cruiser Women’s
 20. Black Huffy 10 Speed Mountain Bike
 21. Blue Huffy Beach Cruiser Women’s
 22. Purple Schwinn High Plains 21 Speed Women’s Bike
 23. Purple Sassy Kent BMX Girl’s bike
 24. Minn Kota Power Drive Electric Trolling Motor
 25. Shakespeare Sigma 30 Trolling Motor
 26. Honda Air Compressor
 27. Windsurfing Board
 28. 1035’ 12/7 Stranded IMS
 29. Miscellaneous Office Furniture
 30. Miscellaneous Office Equipment
 31. File Cabinets
 32. Radar Unit

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- (5) The surplus property as identified shall be sold in an “as-is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
- (6) The Borough of Ship Bottom reserves the right to accept or reject any bid submitted.

Roll Call: Valyo, Butkus, Rossi, Hartman, Tallon and English, all aye.

Mayor Huelsenbeck called for Resolution 2018-137: Termination of Employment. On a motion by Councilman Rossi, seconded by Councilman Valyo, this was approved as follows:

**RESOLUTION 2018 –137
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY
AUTHORIZING TERMINATION OF EMPLOYMENT**

NOW, THEREFORE BE IT RESOLVED that the governing body of the Borough of Ship Bottom authorizes the termination of Joshua Andrew Rauter, effective September 12, 2018.

Roll Call: Valyo, Butkus, Rossi, Hartman, Tallon and English all aye.

Mayor Huelsenbeck called for Resolution 2018-138: Ocean County JIF, Fund Commissioner/Alternate and Resolution 2018-139: Central Jersey Health Insurance, Fund Commissioner/Alternate. On a motion by Councilman Hartman, seconded by Councilman Rossi, these were approved as follows:

**RESOLUTION 2018 –138
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY
APPOINTING FUND COMMISSIONER AND
ALTERNATE FUND COMMISSIONER**

WHEREAS, the Borough of Ship Bottom is a member of the Ocean County Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

WHEREAS, the Bylaws of the FUND require that each Municipality appoint a member of the governing body or a municipal employee to serve as Fund Commissioner; and

WHEREAS, the Borough of Ship Bottom recommends the appointment of Kathleen Flanagan to serve as Fund Commissioner and Tom Tallon to serve as Alternate Fund Commissioner in accordance with the FUND Bylaws.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Ship Bottom that it does hereby appoint Kathleen Flanagan as Fund Commissioner and Tom Tallon as Alternate Fund Commissioner to the Ocean County Municipal Joint Insurance Fund.

**RESOLUTION 2018-139
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPOINTING A FUND COMMISSIONER AND ALTERNATE
FOR THE CENTRAL JERSEY HEALTH INSURANCE FUND**

NOW, THEREFORE BE IT RESOLVED that the following are appointed for the Central Jersey Health Insurance Fund:

Fund Commissioner: Kathleen Flanagan

Alternate Fund Commissioner: Paula Bastian

BE IT FURTHER RESOLVED that these appointments are retroactive to May 1, 2018.

Roll Call: Valyo, Butkus, Rossi, Hartman, Tallon and English, all aye.

Mayor Huelsenbeck called for Resolution 2018-140 and Resolution 2018-141: Authorizing employment, borough offices. On a motion by Councilman Tallon, seconded by Councilman English, these were approved as follows:

**RESOLUTION 2018-140
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING EMPLOYMENT**

WHEREAS, there is a need in the borough offices for an Assistant; and

WHEREAS, Regina Ehrline has applied for the position and was accepted to fill this position; and

WHEREAS, the Borough and Regina Ehrline understand and agree that the hours of work for the position will fluctuate depending on the seasonal needs of the Borough and that the Borough shall establish those hours; and

WHEREAS, despite this fluctuation, it is anticipated that Regina Ehrline will work an annual average of 25 hours per week; however, the specific hours of work shall be “as-needed” and shall not be guaranteed.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Ship Bottom, County of Ocean, that Regina Ehrline will be employed within the borough offices as an Assistant.

BE IT FURTHER RESOLVED, that Regina Ehrline will be paid \$13.50 per hour.

BE IT FURTHER RESOLVED, that this Resolution is effective as of September 26, 2018.

**RESOLUTION 2018-141
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING EMPLOYMENT**

WHEREAS, there is a need in the borough offices for an Assistant; and

WHEREAS, Lora Wozniak has applied for the position and was accepted to fill this position; and

WHEREAS, the Borough and Lora Wozniak understand and agree that the hours of work for the position will fluctuate depending on the seasonal needs of the Borough and that the Borough shall establish those hours; and

WHEREAS, despite this fluctuation, it is anticipated that Lora Wozniak will work an annual average of 24 hours per week; however, the specific hours of work shall be “as-needed” and shall not be guaranteed.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Ship Bottom, County of Ocean, that Lora Wozniak will be employed within the borough offices as an Assistant.

BE IT FURTHER RESOLVED, that Lora Wozniak will be paid \$17.50 per hour.

BE IT FURTHER RESOLVED, that this Resolution is effective as of September 26, 2018.

Roll Call: Valyo, Butkus, Rossi, Hartman, Tallon and English, all aye. Councilman Valyo wanted it on the record that if we are providing benefits to an employee, he would like the employee to be full-time. This pertains to the position for Regina Ehrline.

Mayor Huelsenbeck called for Ordinance 2018-11: First reading and introduction by Title, Bond Ordinance, 14th, 15th and 16th Streets. On a motion by Councilman Tallon, seconded by Councilman Tallon, this was approved by Title as follows:

**ORDINANCE 2018-11
AN ORDINANCE OF THE BOROUGH OF SHIP BOTTOM,
IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY,
PROVIDING FOR THE RECONSTRUCTION OF
14th, 15th AND 16th STREETS LOCATED IN THE BOROUGH AND
APPROPRIATING \$450,000 (INCLUDING AN EXPECTED GRANT IN THE
AMOUNT OF \$350,000 FROM THE STATE OF NEW JERSEY
DEPARTMENT OF TRANSPORTATION) AND PROVIDING FOR THE
ISSUANCE OF \$95,000 IN BONDS OR NOTES OF THE
BOROUGH OF SHIP BOTTOM TO FINANCE THE SAME**

Roll Call: Valyo, Butkus, Rossi, Hartman, Tallon and English, all aye.

Mayor Huelsenbeck added the 28th St. & Long Beach Blvd. traffic light issue and there was discussion amongst the Council. Mayor Huelsenbeck opened the meeting to the public:

1. Barbara Bishop, 1301 Ocean Ave., stated that turning the traffic light to flashing for the winter will cause a lot of problems. She feels the light should stay on.
2. Bill Fenimore, 5 Robert Drive, believes we should follow the Ocean County Feasibility Study recommendation of turning the lights to flashing. He has liability concerns for the Borough.
3. Bill Neighbor, Bay Terrace, stated that the light should be blinking.

September 25, 2018

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

On a motion by Councilman English and seconded by Councilman Tallon, to send a letter of No Confidence in the Feasibility Study to Ocean County Engineering and leave the traffic light on.

Roll Call: Valyo, Butkus and Rossi voted no. Hartman, Tallon and English voted yes. Mayor Huelsenbeck voted for the first time in his career as Mayor, a no vote.

Mayor Huelsenbeck called for the correspondence from the American Angler Fishing Club requesting permission to hold a surf fishing tournament on November 3rd from 5:00 am until 3:00 pm. There will be approximately 200 anglers and 30 volunteers. We will also waive the beach buggy permit for this event. On a motion by Councilman Rossi, seconded by Councilman Tallon, this was approved.

Roll Call: Valyo, Butkus, Rossi, Hartman, Tallon and English, all aye.

The Warm Springs Productions/HGTV series “Beach Hunters” requested permission to film in the borough from October 11th through October 13th. On a motion by Councilman Tallon, seconded by Councilman Valyo, this was approved.

Roll Call: Valyo, Butkus, Rossi, Hartman, Tallon and English, all aye.

Kristin Spatz requested the use of the 26th St. beach on September 29, 2018 for a Memorial Service at 6:00 pm for approximately 35 people. On a motion by Councilman Tallon, seconded by Councilman Butkus, this was approved.

Roll Call: Valyo, Butkus, Rossi, Hartman, Tallon and English, all aye.

Mayor Huelsenbeck called for Reports of Committees:

Revenue and Finance/Treasurer’s Report Councilman David Hartman
Tax revenue for September month to date is \$2,147,906.32 and of that \$2,145,609.48 is for 2018, \$2296.84 is for interest. Currently we have 146 accounts that are of delinquent status. Delinquent tax notices have been mailed out. Taxes are due again on November 1, 2018. Notable among miscellaneous revenue for September: beach buggy licenses for \$700., post office rent for \$4,370., court fines and costs for \$18,899.36.

Treasurer’s Report, Bank of America, August 2018

<u>ACCT TITLE/ ACCOUNT #</u>	<u>BEGINNING BALANCE</u>	<u>DEPOSITS</u>	<u>DISBURSEMENTS</u>	<u>ENDING BALANCE</u>
GENERAL OPERATING	3,958,908.46	2,790,344.23	2,756,281.70	3,992,970.99
GENERAL CAPITAL	1,486,473.71	174,493.38	4,400.00	1,656,567.09
UTILITY OPERATING	522,861.30	44,691.61	475,782.37	91,770.54
UTILITY CAPITAL	62,787.32	715,059.00	451,413.60	326,432.72
GENERAL TRUST	258,064.69	24,766.11	6,113.22	276,717.58
CONSTRUCTION TRUST	85,917.52	35,342.00	1,769.26	119,490.27
DOG TRUST	932.34	-	233.14	699.20
PUBLIC DEFENDER	792.63	250.00	-	1,042.63
TAX SALE PREMIUMS	19,400.00	-	-	19,400.00
FORFEITURE OF FUNDS	21,335.20	-	-	21,335.20
PAYROLL	95,642.70	540,911.54	505,308.14	131,246.10
ALCOHOL EDUCATION	6,613.05	-	-	6,613.05

Public Safety: Councilman Tom Tallon

There were 765 reported activities. There were 4819 patrol vehicle miles. There were 107 beach, building and business checks. There were also 350 traffic stops, eighteen motor vehicle accidents without injuries, four motor vehicle accidents with injuries and three DUI's.

Parks and Recreation: Councilman Edward English

7th, 15th, & 20th Street beaches have been guarded daily from 10 AM to 5 PM since September 4 and lifeguards will remain on duty up to and including September 30. These off-season lifeguards have performed countless preventative actions, assists, rescues, and first aids while protecting and patrolling the beaches.

Lifeguard HQ has been staffed as well and very busy answering questions about daily ocean conditions, advising beach goers on the safest place to swim, and assisting beach patrons with our Beach Wheels Program. Our beach chairs provide the handicapped and those needing assistance access to the beach. The people that borrow our beach chairs are extremely appreciative.

It has been an active season for tropical storms and hurricanes. The lifeguards on duty in the post-season have made a huge difference in keeping people safe, promoting beach safety, and have saved lives.

Thanks to all departments for supporting the Ship Bottom Beach Patrol and making this another safe and successful summer!

Beach badge fees for 2017; \$727,267.00, for 2018; 712,610.00, which means we were down \$14,657.00. The boat ramp fees for 2017; \$33,850.00, 2018; \$36,625.00, which means we were up \$2,775.00.

We have the 39th Annual Christmas Parade coming up.

Public Property & Community Affairs: Councilman Joseph Valyo

Long Beach Island Health Department: Monthly blood pressure screenings, adult and child vaccinations available and flu shots available.

There will be a Flu Clinic, Women's Health Night and Annual Harvest Hayride. Check the LBI Health website or a link from our website.

Code Enforcement: Verbal warnings were: 2 for unleashed dogs, 10 for illegal signs, 7 for trash, 2 for trailer on street, 2 for overgrown grass and 2 for construction materials on street. There were 10 written warnings for overgrown grass. Recycling total for the month of August, we finished 14th out of 33 municipalities. In 2017 recycling, we finished 12th out of 33 municipalities for the year. For Zoning: 7 resale inspections and 1 review. Under animal control there were 2 raccoons trapped.

Zoning: 8 resale inspections done and 17 zoning permits issued.

There will be a CRS outreach this Saturday at the Beach Haven Merchant Mart. Literature and brochures will be available to the public. The Borough gains CRS points for this outreach done by the Coordinator.

Atlantic City Press ran our Annual outreach ad for flood insurance for additional CRS points. This was a coordinated effort throughout the Island.

Construction: 11 permits and 5 permit updates were done. The type of permits: 12 alteration/renovations, 2 addition/rehabs and 2 new buildings.

The total revenue was \$18,780.00.

The Ship Bottom Fire Co. will hold an Open House on October 13th from 12-3 pm.

Water/Sewer: Councilman Robert Butkus

We pumped 21,341,000 gallons of water for the month of August and did 37 mark-outs.

Water payments were \$36,336.86, sewer payments were \$49,020.23 for a total of \$85,357.09 with \$54.09 in interest.

P&A Construction is back in town to continue their project. They will be on 15th St. and then move on to Central Ave.

Residential non-metered accounts are due October 1, 2018, which represents their final payment for the year.

Metered properties will receive their 3rd quarter bills by the end of the week, with a due date of 10-15-18.

Public Works: Councilman Peter Rossi

1. Monthly maintenance done on all borough vehicles and equipment. Grass cutting, weeding on borough property. Bushes trimmed on walkways 14th and 25th streets. Shoveled and swept handicap beach entrances. Repaired screen on 23rd. walkway.
 2. Ocean beach raked, bay beach backed bladed. Trash and recycle containers emptied daily.
 3. Brush, metal, cardboard and tv's picked up.
 4. JIF safety attended by Mr. Sulecki and all reports complete.
 5. Monthly fire extinguisher inspection done.
 6. Weeds under bridge and bike path cleaned.
 7. Sea weed picked up at the boat ramp and ocean beach.
 8. Shells raked at the boat ramp.
 9. Repaired washout at 28th St. beach entrance.
 10. Filled pot holes throughout the borough.
 11. Public restrooms repaired at borough hall and boat ramp.
 12. Tires taken to recycle center.
 13. Barricades picked up from resident on 17th st. after block party.
 14. Playground cleaned and filled in washout at 16th St. playground.
 15. Flags put at half-staff and put back after Senator McCain's funeral.
 16. Sprayed Hornet's nest at the 5th St. gazebo. (reported by PD)
 17. Began removing lifeguard stands from beach. Signs put up for unprotected beaches.
 18. Cones taken to boat ramp for hazardous waste pick up (as per Bob Rossi)
 19. Air Filters changed at borough hall.
 20. Cleared clogged toilets at the borough hall.
 21. Worked cleaning 3rd. St. garage and marking items for GOV deals
- Note: Grass cutting will be done at the Jacobson School only went school is not in session due to student allergies. (Requested by school nurse)
Vandalism: Life Guard stand taken from 15th St. beach and put in street.
Signage knocked over on 11th St. and beach entrance sign missing. Beach Post also taken.

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

1. Barbara Bishop, 1301 Ocean Avenue, would like the information on the signs on the beach entrances to be consolidated and more welcoming.

On a motion by Councilman Rossi, seconded by Councilman Butkus and all in favor vote, all aye, Mayor Huelsenbeck closed the meeting to the public.

On a motion by Councilman Rossi, seconded by Councilman Butkus and all in favor vote, all aye, Mayor Huelsenbeck adjourned the meeting at 7:49 pm.

Kathleen Wells, RMC, Municipal Clerk

William Huelsenbeck, Mayor