

**Regular Meeting Minutes  
October 22, 2019**

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, October 22, 2019, 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 6:30 p.m.

The Clerk read the Statement of Notice.

*Pursuant to the New Jersey Open Public Meetings Act adequate notice of this meeting has been provided by posting on the bulletin board in the Ship Bottom Municipal Building and mailing the same to the Beach Haven Times, The Asbury Park Press and the Press of Atlantic City.*

The Mayor asked the Clerk to take attendance. The Clerk made note that those in attendance were:

COUNCILMAN BUTKUS  
COUNCIL PRESIDENT ENGLISH  
COUNCILMAN HARTMAN  
COUNCILMAN TALLON  
COUNCILMAN VALYO  
MAYOR HEULSENBECK

Councilman Rossi was absent

Also present:

Kathleen Flanagan, CFO  
Kristy Davis, Municipal Clerk

**CAUCUS DISCUSSION**

**1. Knox Box**

The Mayor and Council discussed the proposed Knox Box Ordinance. Mrs. Flanagan explained that if the members in charge have their background check done, she had no problem with moving forward. Mr. Doug White from the fire department came to the microphone to discuss the advantages of installing the Knox boxes. All of council agreed that it would be beneficial to move forward with the ordinance.

**2. Bathrooms on the Beaches**

Councilman Tallon requested to move forward with research to install non-permanent, self-contained bathrooms on the beaches for beach goers. The Mayor and Council were in agreeance, the idea was worth looking into.

**3. Automatic Payment for water and tax**

Mrs. Flanagan explained to council the benefits of utilizing an automatic withdraw system for the taxpayers to pay their tax and water bills. It would work with our current program, Edmunds, and as such it would be easy to implement. She further explained that taxpayers could choose to have the deductions taken directly from their account quarterly or annually. She felt this would be helpful to the taxpayers as it would eliminate late payments.

**4. Amending the code book chapter 10.16.020, Ordinance 71-12, to include 10<sup>th</sup> street to "Exclusion of trucks from certain streets".**

Council discussed the proposed ordinance and wished to move forward. At the request of the Mayor and Council the clerk would look further into utilizing verbiage in the ordinance regarding commercial vehicles vs. a maximum tonnage and to take care that local trucks and commercial vehicles were permitted on the streets proposed to have restrictions.



The Caucus closed and the Mayor opened the regular Borough Council Meeting at 7:00 pm.

Salute to the Flag, followed by a Prayer.

The Clerk read the following statement

*Pursuant to the New Jersey Open Public Meetings Act adequate notice of this meeting has been provided by posting on the bulletin board in the Ship Bottom Municipal Building and mailing the same to the Beach Haven Times, The Asbury Park Press and the Press of Atlantic City.*

### **ROLL CALL**

COUCNILMAN BUTKUS  
COUNCIL PRESIDENT ENGLISH  
COUNCILMAN HARTMAN  
COUNCILMAN TALLON  
COUNCILMAN VALYO  
MAYOR HEULSENBECK

Councilman Rossi was absent

Also present:

Kathleen Flanagan, CFO  
Kristy Davis, Municipal Clerk

### **APPROVAL OF MINUTES** (as presented)

*Caucus and Regular Meeting September 24, 2019*

Mayor Huelsenbeck called for the approval of the minutes of the Caucus meeting and Regular Meeting held on September 24, 2019. Councilman Hartman made a motion to approve the minutes as presented, seconded by Councilman Tallon, A roll call vote was heard with five in the affirmative, Councilman Rossi was absent. None opposed, motion approved.

### **PROCLAMATION** *National Friends of Libraries*

Mr. English made a motion to approve the proclamation, seconded by Councilman Tallon. All who were present voted in the affirmative, motion granted.

The clerk read the proclamation. The Mayor invited Linda Fester, from the Ocean County Library, LBI, to accept the proclamation. Mrs. Fester took a moment to thank the Mayor and Council for their support. She went over the importance of keeping libraries alive as they truly do offer the community valuable services. The Mayor thanked Mrs. Fester for all the library does for the community and the Clerk handed her the proclamation.

### **ORDINANCES**

The Clerk read the following Ordinances for public hearing and final adoption by title only.

**#2019-20 BOND ORDINANCE PROVIDING FOR IMPROVEMENTS TO 6<sup>th</sup> STREET AND BAY TERRACE, APPROPRIATING \$400,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$101,703 BONDS AND NOTES TO FINANCE A PORTION OF THE COSTS THEREOF, AUTHORIZED IN AND BY THE BOROUGH OF SHIP BOTTOM, IN THE COUNTY OF OCEAN, NEW JERSEY**

BE IT ORDAINED by the BOROUGH COUNCIL OF THE BOROUGH OF SHIP BOTTOM, IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring), AS FOLLOWS:

Section 1. The improvements described in Section 3 of this bond ordinance are hereby authorized as general improvements to be undertaken in and by the Borough of Ship Bottom, in the County of Ocean, New Jersey (the "Borough"). For the improvements or purposes described in Section 3, there is hereby appropriated the sum of \$400,000, said sum being inclusive



of all appropriations heretofore made therefor, including \$292,897 grant funds expected to be received from the New Jersey Department of Transportation (NJDOT), and the sum of \$5,400 as the down payment for said purposes as required by the Local Bond Law, N.J.S.A. 40A:2-1 et seq. The down payment is now available by virtue of provision for down payment or for capital improvement purposes in the Capital Improvement Fund of one or more previously adopted budgets.

Section 2. In order to finance the costs of said improvements or purposes not provided for by the application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount not to exceed \$101,703, pursuant to the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvements hereby authorized and the purposes for which the obligations are to be issued consist of various improvements to 6th Street and Bay Terrace, together with all purposes necessary, incidental or appurtenant thereto, all as shown on and in accordance with contracts, plans, specifications or requisitions therefor on file with or through the Borough Clerk, as finally approved by the governing body of the Borough.

(b) The estimated maximum amount of bonds or notes to be issued for the improvements or purposes described in Section 3(a) hereof is \$101,703, as stated in Section 2 hereof.

(c) The estimated cost of the improvements or purposes described in Section 3(a) hereof is \$400,000, which is equal to the amount of the appropriation herein made therefor. The excess of the appropriation of \$400,000 over the estimated maximum amount of bonds or notes to be issued therefor being the amount of said \$5,400 down payment for said purposes, and the \$292,897 grant funds expected to be received from the NJDOT.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer of the Borough, provided that no note shall mature later than one (1) year from its date. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. 40A:2-8. The notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer, who shall determine all matters in connection with notes issued pursuant to this ordinance, and the chief financial officer's signature upon the notes shall be conclusive evidence as to all such determinations. The chief financial officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of such notes occurs, such report shall include the amount, the description, the interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

Section 5. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not a current expense and are improvements or purposes that the Borough may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of the improvements or purposes, within the limitations of the Local Bond Law and taking into consideration the amount of the obligations authorized for said purposes, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is ten (10) years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Borough Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such Statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$101,703 and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$40,000 for interest on said obligations, costs of issuing said obligations, engineering costs, legal fees and other items of expense listed in



October 22, 2019

and permitted under N.J.S.A. 40A:2-20 is included as part of the cost of said improvements and is included in the estimated cost indicated herein for said improvements.

(e) To the extent that moneys of the Borough are used to finance, on an interim basis, costs of said improvements or purposes, the Borough reasonably expects such costs to be paid or reimbursed with the proceeds of obligations issued pursuant hereto.

Section 6. The capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Borough Clerk and is available there for public inspection.

Section 7. Any grant or similar moneys from time to time received by the Borough for the improvements or purposes described in Section 3 hereof, shall be applied either to direct payment of the cost of the improvements within the appropriation herein authorized or to payment of the obligations issued pursuant to this ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are received and so used.

Section 8. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and, unless paid from other sources, the Borough shall be obligated to levy ad valorem taxes upon all the taxable property within the Borough for the payment of the obligations and the interest thereon without limitation as to rate or amount.

Section 9. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by the Local Bond Law.

CERTIFICATE AS TO BOND ORDINANCE

I, KRISTY DAVIS, Municipal Clerk of the Borough of Ship Bottom, in the County of Ocean, New Jersey, HEREBY CERTIFY that annexed hereto is a true and complete copy of Bond Ordinance No. 2019-22 which was introduced at a duly convened meeting of the Borough Council on September 24, 2019, and finally adopted at a duly convened meeting of the Borough Council on October 22, 2019.

IN WITNESS WHEREOF, I hereby set my hand and the seal of the Borough this 22<sup>nd</sup> day of October, 2019.

BOROUGH OF SHIP BOTTOM, IN THE  
COUNTY OF OCEAN, NEW JERSEY

KRISTY DAVIS, MUNICIPAL CLERK

(SEAL)

*First Reading:* September 24, 2019  
*Publication:* October 3, 2019  
*Passage:* **October 22, 2019**  
*Final Publication:* October 23, 2019  
*Effective:* November 12, 2019

The Mayor opened the floor for public comment on the ordinance. Seeing and hearing no comment the floor was closed for public hearing. Mayor Huelsenbeck called for a motion to approve Bond Ordinance 2019-20 for final adoption. Councilman Hartman made a motion introduce the ordinance, seconded by Councilman Tallon. A roll call vote was heard with five in the affirmative, Councilman Rossi was absent. None opposed, motion approved.



**#2019-21 BOND ORDINANCE PROVIDING FOR UTILITY INFRASTRUCTURE IMPROVEMENTS TO BAY TERRACE AND 6<sup>th</sup>, 14<sup>th</sup> AND 16<sup>th</sup> STREETS, APPROPRIATING \$900,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$900,000 BONDS AND NOTES TO FINANCE A PORTION OF THE COSTS THEREOF, AUTHORIZED IN AND BY THE BOROUGH OF SHIP BOTTOM, IN THE COUNTY OF OCEAN, NEW JERSEY**

BE IT ORDAINED by the BOROUGH COUNCIL OF THE BOROUGH OF SHIP BOTTOM, IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring), AS FOLLOWS:

Section 1. The improvements described in Section 3 of this bond ordinance are hereby authorized as Water/Sewer Utility improvements to be undertaken in and by the Borough of Ship Bottom, in the County of Ocean, New Jersey (the "Borough"). For the improvements or purposes described in Section 3, there is hereby appropriated the sum of \$900,000, said sum being inclusive of all appropriations heretofore made therefor. No down payment is required or appropriated herein, in accordance with N.J.S.A. 40A:2-11c of the Local Bond Law, as this bond ordinance authorizes obligations solely for purposes which are self-liquidating and deductible from the gross debt of the Borough as set forth in N.J.S.A. 40A:2-7h. Additionally, this bond ordinance authorizes a project intended to be funded through the New Jersey Infrastructure Bank Financing Program.

Section 2. In order to finance the costs of said improvements or purposes not provided for by the application of a down payment, negotiable bonds are hereby authorized to be issued in the principal amount not to exceed \$900,000, pursuant to the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvements hereby authorized to be undertaken consist of utility infrastructure improvements to Bay Terrace and 6<sup>th</sup>, 14<sup>th</sup> and 16<sup>th</sup> Streets, including the replacement of water and sewer lines, together with all purposes necessary, incidental or appurtenant thereto, all as shown on and in accordance with plans, specifications or requisitions therefor on file with or through the Borough Chief Financial Officer, as finally approved by the governing body of the Borough.

(b) The estimated maximum amount of bonds or notes to be issued for the improvements or purposes described in Section 3(a) hereof is \$900,000, as stated in Section 2 hereof.

(c) The estimated cost of the improvements or purposes described in Section 3(a) hereof is \$900,000, which is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer of the Borough, provided that no note shall mature later than one (1) year from its date. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. 40A:2-8. The notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer, who shall determine all matters in connection with notes issued pursuant to this ordinance, and the chief financial officer's signature upon the notes shall be conclusive evidence as to all such determinations. The chief financial officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of such notes occurs, such report shall include the amount, the description, the interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

Section 5. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not a current expense and are improvements or purposes that the Borough may lawfully undertake as Water/Sewer Utility improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of the improvements or purposes, within the limitations of the Local Bond Law and taking into consideration the amount of the obligations



authorized for said purposes, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is forty (40) years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Municipal Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such Statement shows that the gross debt of the Borough as defined in the Local Bond Law is not increased by the authorization of the \$900,000 bonds and notes provided in this bond ordinance because the purposes authorized herein are self-liquidating and are deductible from the Borough's gross debt in accordance with N.J.S.A. 40A:2-44c and the obligations authorized herein will be within all debt limitations prescribed by said Law.

(d) An aggregate amount not exceeding \$90,000 for interest on said obligations, costs of issuing said obligations, engineering costs, legal fees and other items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included as part of the cost of said improvements and is included in the estimated cost indicated herein for said improvements.

(e) The Borough reconfirms its declaration of intent to reimburse made on August 25, 2014 for this project, wherein it stated that to the extent that moneys of the Borough are used to finance, on an interim basis, costs of said improvements or purposes, the Borough reasonably expects such costs to be paid or reimbursed with the proceeds of obligations issued pursuant hereto.

(f) This bond ordinance authorizes obligations of the Borough solely for purposes described in subparagraph (h) of §40A:2-7 of the Local Bond Law, and the obligations authorized herein are to be issued for purposes which are self-liquidating within the meaning and limitation of N.J.S.A. 40A:2-45 of said Law and are deductible from the gross debt of the Borough pursuant to N.J.S.A. 40A:2-44c and N.J.S.A. 40A:2-46 of said Law.

Section 6. The capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Borough Clerk and is available there for public inspection.

Section 7. Any grant or similar moneys from time to time received by the Borough for the improvements or purposes described in Section 3 hereof, shall be applied either to direct payment of the cost of the improvements within the appropriation herein authorized or to payment of the obligations issued pursuant to this ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are received and so used.

Section 8. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and, unless paid from other sources, the Borough shall be obligated to levy ad valorem taxes upon all the taxable property within the Borough for the payment of the obligations and the interest thereon without limitation as to rate or amount.

Section 9. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by the Local Bond Law.

#### CERTIFICATE AS TO BOND ORDINANCE

I, KRISTY DAVIS, Municipal Clerk of the Borough of Ship Bottom, in the County of Ocean, New Jersey, HEREBY CERTIFY that annexed hereto is a true and complete copy of Bond Ordinance No. 2019-22 which was introduced at a duly convened meeting of the Borough Council on September 24, 2019, and finally adopted at a duly convened meeting of the Borough Council on October 22, 2019.

IN WITNESS WHEREOF, I hereby set my hand and the seal of the Borough this 22<sup>nd</sup> day of October, 2019.

BOROUGH OF SHIP BOTTOM, IN THE  
COUNTY OF OCEAN, NEW JERSEY

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KRISTY DAVIS, MUNICIPAL CLERK

(SEAL)



<i>First Reading:</i>	<i>September 24, 2019</i>
<i>Publication:</i>	<i>October 3, 2019</i>
<i>Passage:</i>	<i>October 22, 2019</i>
<i>Final Publication:</i>	<i>October 23, 2019</i>
<i>Effective:</i>	<i>November 12, 2019</i>

The Mayor opened the floor for public comment on the ordinance. Seeing and hearing no comment the floor was closed for public hearing. Mayor Huelsenbeck called for a motion to approve Bond Ordinance 2019-21 for final adoption. Councilman Butkus made a motion introduce the ordinance, seconded by Councilman English. A roll call vote was heard with five in the affirmative, Councilman Rossi was absent. None opposed, motion approved.

**2019-22      BOND ORDINANCE PROVIDING FOR THE WATER METER PROJECT, APPROPRIATING \$2,400,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$2,400,000 BONDS AND NOTES TO FINANCE A PORTION OF THE COSTS THEREOF, AUTHORIZED IN AND BY THE BOROUGH OF SHIP BOTTOM, IN THE COUNTY OF OCEAN, NEW JERSEY**

BE IT ORDAINED by the BOROUGH COUNCIL OF THE BOROUGH OF SHIP BOTTOM, IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring), AS FOLLOWS:

Section 1.      The improvements described in Section 3 of this bond ordinance are hereby authorized as Water Utility improvements to be undertaken in and by the Borough of Ship Bottom, in the County of Ocean, New Jersey (the "Borough"). For the improvements or purposes described in Section 3, there is hereby appropriated the sum of \$2,400,000, said sum being inclusive of all appropriations heretofore made therefor. No down payment is required or appropriated herein, in accordance with N.J.S.A. 40A:2-11c of the Local Bond Law, as this bond ordinance authorizes obligations solely for purposes which are self-liquidating and deductible from the gross debt of the Borough as set forth in N.J.S.A. 40A:2-7h. Additionally, this bond ordinance authorizes a project intended to be funded through the New Jersey Infrastructure Bank Financing Program.

Section 2.      In order to finance the costs of said improvements or purposes not provided for by the application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount not to exceed \$2,400,000, pursuant to the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3.      (a) The improvements hereby authorized and the purposes for which the obligations are to be issued consist of the Water Meter Project, which includes the installation of water meters throughout the Borough, together with all purposes necessary, incidental or appurtenant thereto, all as shown on and in accordance with contracts, plans, specifications or requisitions therefor on file with or through the Borough Clerk, as finally approved by the governing body of the Borough.

(b) The estimated maximum amount of bonds or notes to be issued for the improvements or purposes described in Section 3(a) hereof is \$2,400,000, as stated in Section 2 hereof.

(c) The estimated cost of the improvements or purposes described in Section 3(a) hereof is \$2,400,000, which is equal to the amount of the appropriation herein made therefor.

Section 4.      All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer of the Borough, provided that no note shall mature later than one (1) year from its date. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. 40A:2-8. The notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer, who shall determine all matters in connection with notes issued pursuant to this ordinance, and the chief financial officer's signature upon the notes shall be conclusive evidence as to all such determinations. The chief financial officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of such notes occurs, such report shall include the amount, the description, the



interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

Section 5. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not a current expense and are improvements or purposes that the Borough may lawfully undertake as Water Utility improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of the improvements or purposes, within the limitations of the Local Bond Law and taking into consideration the amount of the obligations authorized for said purposes, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is forty (40) years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Municipal Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such Statement shows that the gross debt of the Borough as defined in the Local Bond Law is not increased by the authorization of the \$2,400,000 bonds and notes provided in this bond ordinance because the purposes authorized herein are self-liquidating and are deductible from the Borough's gross debt in accordance with N.J.S.A. 40A:2-44c and the obligations authorized herein will be within all debt limitations prescribed by said Law.

(d) An aggregate amount not exceeding \$100,000 for interest on said obligations, costs of issuing said obligations, engineering costs, legal fees and other items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included as part of the cost of said improvements and is included in the estimated cost indicated herein for said improvements.

(e) To the extent that moneys of the Borough are used to finance, on an interim basis, costs of said improvements or purposes, the Borough reasonably expects such costs to be paid or reimbursed with the proceeds of obligations issued pursuant hereto. This ordinance shall constitute a declaration of official intent for the purposes and within the meaning of Section 1.150-2(e) of the United States Treasury Regulations.

(f) This bond ordinance authorizes obligations of the Borough solely for purposes described in subparagraph (h) of §40A:2-7 of the Local Bond Law, and the obligations authorized herein are to be issued for purposes which are self-liquidating within the meaning and limitation of N.J.S.A. 40A:2-45 of said Law and are deductible from the gross debt of the Borough pursuant to N.J.S.A. 40A:2-44c and N.J.S.A. 40A:2-46 of said Law.

Section 6. The capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Borough Clerk and is available there for public inspection.

Section 7. Any grant or similar moneys from time to time received by the Borough for the improvements or purposes described in Section 3 hereof, shall be applied either to direct payment of the cost of the improvements within the appropriation herein authorized or to payment of the obligations issued pursuant to this ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are received and so used.

Section 8. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and, unless paid from other sources, the Borough shall be obligated to levy ad valorem taxes upon all the taxable property within the Borough for the payment of the obligations and the interest thereon without limitation as to rate or amount.

Section 9. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by the Local Bond Law.



CERTIFICATE AS TO BOND ORDINANCE

I, KRISTY DAVIS, Municipal Clerk of the Borough of Ship Bottom, in the County of Ocean, New Jersey, HEREBY CERTIFY that annexed hereto is a true and complete copy of Bond Ordinance No. 2019-22 which was introduced at a duly convened meeting of the Borough Council on September 24, 2019, and finally adopted at a duly convened meeting of the Borough Council on October 22, 2019.

IN WITNESS WHEREOF, I hereby set my hand and the seal of the Borough this 22<sup>nd</sup> day of October, 2019.

BOROUGH OF SHIP BOTTOM, IN THE  
COUNTY OF OCEAN, NEW JERSEY

KRISTY DAVIS, MUNICIPAL CLERK

(SEAL)

*First Reading:* September 24, 2019  
*Publication:* October 3, 2019  
*Passage:* October 22, 2019  
*Final Publication:* October 23, 2019  
*Effective:* November 12, 2019

The Mayor opened the floor for public comment on the ordinance. Seeing and hearing no comment, the floor was closed for public hearing. Mayor Huelsenbeck called for a motion to approve Bond Ordinance 2019-22 for final adoption. Councilman Butkus made a motion introduce the ordinance, seconded by Councilman Valyo. A roll call vote was heard with five in the affirmative, Councilman Rossi was absent. None opposed, motion approved.

**ORDINANCES** (for introduction)

The clerk read the following ordinances for title only.

**2019-23      ORDINANCE OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AMENDING AND SUPPLEMENTING CHAPTER 13.04  
OF TITLE 13 OF THE BOROUGH CODE OF THE  
BOROUGH OF SHIP BOTTOM ENTITLED "WATER  
SERVICE SYSTEM" SO AS TO ESTABLISH THE  
MANNER OF PAYMENT OF WATER SERVICE  
CONNECTION FEES FOR MULTI-FAMILY AND NON-  
RESIDENTIAL PROPERTIES**

**BE IT ORDAINED**, by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

**SECTION 1.** Section 13.04.030 of the Borough Code of the Borough of Ship Bottom entitled "Rates" is hereby amended and supplemented so as to delete Subparagraph 3 of Subsection 13.04.030(A) in its entirety and to replace it with the following:

3. The amount of the connection fee for multi-family and non-residential properties shall be based upon an estimate as calculated in accordance with this chapter and, after receiving a recommendation from the Borough Engineer, the connection fee shall be paid before the issuance of a certificate of occupancy. Payment shall be made by certified check, cashier's check or bank check.

**SECTION 2.** All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

**SECTION 3.** If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid of unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions.

**SECTION 4.** This ordinance shall take effect after public reading and publication as required by law.



**NOTICE**

Public Notice is hereby given that the foregoing Ordinance was introduced and passed on the first reading at a public meeting of the Borough Council of the Borough of Ship Bottom, County of Ocean, State of New Jersey, held on October 22, 2019 at 6:30 p.m. A copy of the ordinance can be obtained, without cost, by any member of the general public at the Office of the Municipal Clerk, 1621 Long Beach Boulevard, NJ 08008 Monday through Friday, 9:00 a.m. to 4:30 p.m.

Further public notice is hereby given that said ordinance shall be considered for final passage and adoption at a public meeting of the Borough Council to be held on November 26, 2019 at 6:30 p.m. at the Ship Bottom Municipal Building, 1621 Long Beach Boulevard, Ship Bottom, New Jersey 08008.

**CERTIFICATION**

I, Kristy Davis, RMC, Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing Ordinance was duly adopted on first reading by the Municipal Council of the Borough of Ship Bottom at a regular meeting held on the 22<sup>nd</sup> day of October, 2019, a quorum being present and voting in the majority.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 22<sup>nd</sup> day of October, 2019.

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Kristy Davis, RMC  
Municipal Clerk

*First Reading:*            *October 22, 2019*  
*Publication:*           *October 31, 2019*  
*Passage:*                *November 26, 2019*  
*Final Publication:*     *December 5, 2019*

The Mayor called for a motion to introduce ordinance 2019-23. Councilman Butkus made a motion introduce the ordinance, seconded by Councilman Valyo. A roll call vote was heard with five in the affirmative, Councilman Rossi was absent. None opposed, motion approved

**2019-24        AN ORDINANCE ESTABLISHING SECTION 2.68.220, ENTITLED  
"PROMOTIONS," WITHIN THE CODE OF THE BOROUGH OF  
SHIP BOTTOM ESTABLISHING A PROMOTIONAL  
PROCEDURE FOR THE POSITION OF CHIEF OF POLICE**

**WHEREAS**, within its general powers as a municipality, the Borough of Ship Bottom may make and enforce ordinances, rules and regulations not contrary to federal or state law as it deems necessary and to protect the public safety and welfare of its residents; and

**WHEREAS**, the Mayor and Council of the Borough of Ship Bottom support and encourage efficiency within the Ship Bottom Police Department; and

**WHEREAS**, the Mayor and Council of the Borough of Ship Bottom have determined that it would be in the best interest of the citizens of the Borough to establish a promotional practice based upon merit for the position of Police Chief when there is a vacancy in that position; and

**WHEREAS**, the Borough of Ship Bottom desires to have a promotional practice for the position of Police Chief based upon merit, experience, education, demonstrated ability, competitive examinations and competitive written submissions within the Ship Bottom Police Department in the interest of better serving the residents of the Borough of Ship Bottom.

**NOW, THEREFORE, BE IT ORDAINED** as follows:

**SECTION I.** There is hereby established within the Code of the Borough of Ship Bottom, a Section 2.68.220, entitled "Promotions," establishing a promotional procedure for the Chief of Police, which shall read as follows:



**§ 2.68.220 Promotions**

A. The Borough of Ship Bottom Governing Body desires to promote the most qualified candidate to the position of Police Chief. This ordinance establishes the eligibility requirements and the process for promotion to Police Chief. The promotion process shall be on the basis of merit, experience, education, demonstrated ability, competitive examinations and competitive written submissions. In accordance with N.J.S.A. 40A:14-129, the promotion of any officer shall be made from the membership of the Ship Bottom Police department. Where two (2) or more candidates are ranked equally pursuant to the promotional procedure set forth herein, preference shall be given to the candidate with the most seniority in service pursuant to N.J.S.A. 40A:14-129, or a resident over a non-resident pursuant to N.J.S.A. 40A:14-122.6. Seniority shall prevail over residency in the case of candidates that are ranked equally.

B. The Public Safety Committee shall announce the promotional process to members of the department at least thirty (30) days before any written examination is to be given. The announcement shall be posted in common areas of the department accessible to all members. The announcement shall contain, at a minimum, the rank to be filled, the dates of the exams, source materials or reading lists from which exam questions will be taken or topics from which questions will be formulated. Candidates shall be responsible to obtaining their own study guides. Candidates, who qualify, shall notify the Public Safety Committee of his or her interest in taking the examination by submitting a letter of interest no later than seven (7) calendar days prior the start of the promotion process. Failure to do so shall render the officer ineligible to participate in the process.

C. **Promotional Testing Procedure for the Position of Chief of Police:** The promotional testing procedure for Chief of Police of the Borough of Ship Bottom Police Department may consist of the following: (1) a written examination, (2) an oral examination, (3) a psychological examination, (4) a record review and (5) an interview with the Mayor and Public Safety Committee. The Mayor and Council reserve the right to waive the written and/or oral examination by the outside entity and shall so notify any applicant when the initial announcement for the promotional process is posted.

1. **Eligibility:** No person shall be eligible for promotion to Police Chief unless he or she shall have served as a full-time police officer in the Borough of Ship Bottom Police Department for a period of ten (10) years or more and obtained a four-year college degree or 128 credits equivalent. Full-time police officers who commenced employment before January 1, 2019 are exempt from college degree or 128 credits equivalent requirement.

2. **Written Examination:** The written examination shall be supplied by a professional testing company/professional law enforcement organization (e.g. State Chiefs of Police Association, International Chiefs of Police Association, etc.) To proceed to the oral examination of the promotional procedure, a candidate must achieve a minimum score of seventy (70%) percent on the written examination. Officers not obtaining a passing score shall be notified in writing, confidentially, by the Chief of Police within 7 days of the receipt of the results.

3. **Oral Examination:** The oral examination shall take place at least fourteen (14) days after the receipt of the written examination results. A standardized interview will be conducted by an outside agency (e.g. Chiefs of Police Association, International Chiefs of Police Association, etc.) by a Board of the same three (3) examiners, unless unusual or emergent circumstances exist, at least one of which shall be a Personnel Evaluator from the outside testing agency. None of the evaluators shall be an officer, employee, resident or relative thereof, of the Borough of Ship Bottom. All candidates shall be asked the same questions. To proceed to the psychological examination, record review, and interview portion of the promotional process, a candidate must achieve a minimum score of seventy (70%) percent on the oral examination. Officers not obtaining a passing score shall be notified in writing, confidentially, by the Chief of Police within 7 days of the receipt of the results. Officers obtaining a passing score shall be notified of their score and the next phase of the promotional procedure.

4. **Psychological Examination:** Candidates successfully completing the Written and Oral Examination portion of the promotional procedure shall obtain, at his or her own expense, a psychological examination with a police psychological testing agency determined by the Public Safety Committee. All candidates shall be evaluated by the same agency. Candidates that successfully achieve a minimum score of



seventy percent (70%) on the written examination and a minimum score of seventy (70%) percent on the oral examination and receive a satisfactory psychological examination shall proceed to the next steps in the promotional process. All candidates shall be permitted to submit paperwork to be reimbursed for the full amount of the expense of the psychological examination.

5. **Record Review:** The Mayor, Public Safety Committee and Chief of Police will evaluate each candidate that has satisfactorily completed the written, oral, and psychological examination phases of the promotional process. Each candidate's service record will be evaluated utilizing the following areas of concern and factors to be considered:

- a. Leadership:
  - i. Cooperation
  - ii. Loyalty and integrity
  - iii. Initiative, organization, and planning
  - iv. Attitude towards others
  - v. Use and delegation of authority
  - vi. Judgment
  - vii. Training and utilization of subordinates (if applicable)
- b. Personal Aggressiveness:
  - i. Enthusiasm and creativity
  - ii. Sustained effort
  - iii. Assumption of responsibility
  - iv. Initiative
  - v. Self-development
  - vi. Personal appearance
  - vii. Community program participation
- c. Qualifications and job performance:
  - i. Volume of work
  - ii. Quality of work
  - iii. Ability to understand instructions
  - iv. Work habits
  - v. Attitude and loyalty toward the department
  - vi. Judgment and ability to appraise situations
  - vii. Attendance and punctuality
  - viii. Job knowledge
  - ix. Self-reliance
  - x. Safety practice
  - xi. Ability to plan, organize, schedule, and complete
  - xii. Performance Evaluations
- d. Other areas that maybe included but not limited to:
  - i. Level of effort in job performance
  - ii. Firearms qualification
  - iii. Quality of reports or written material
  - iv. In-service training effort
  - v. Formal education
  - vi. Awards and Commendations on file.

The Chief of Police shall make his recommendation(s) for promotion to the Mayor and Public Safety Committee based on the service record review. The correspondence may include justification to support the recommendation.

6. **Mayor and Public Safety Committee Interview:** The interview shall be conducted by the Mayor and Public Safety Committee. The interview with the Mayor and Public Safety Committee shall focus on, but not be limited to, leadership and management skills, knowledge of the Borough of Ship Bottom's form of government, knowledge of the Police Department Ordinance, familiarity with the municipal budget process, the police department budget in particular, manpower allocations, Attorney General Guidelines and knowledge of N.J.S.A. 40A:14-118. The Mayor and Public Safety Committee shall ask identical questions to each candidate and the Borough Clerk will keep written records of each candidate's responses to same.



7. **Selection of Candidate for Promotion to Chief:** The Mayor and Council shall appoint the best qualified candidate to Chief of Police based on qualifications, the promotional process/criteria ((1) written examination, (2) oral examination, (3) psychological examination, (4) record review and (5) interview with the Mayor and Public Safety Committee, and the recommendation of the Chief of Police. An officer promoted to the rank of Chief of Police shall serve a probationary period of one (1) year from the date of appointment.

**D. Recommendation for Promotion.** For promotions other than to the rank of Chief, the Chief of Police will make his recommendation(s) for promotion to the Mayor and Council based on the overall promotion process. The correspondence may include justification to support the recommendation. Any personnel promoted shall serve a one (1) year probationary period.

**E. Review and Appeal.** Review of test scores, interview results and/or Chief's recommendation must occur within five (5) days of the announcement of the promotion of the candidate(s). The candidates may only review their own results.

**F. Promotional Process Results.** Passing test results will be valid for a specific time to be determined by Mayor and Council, not to exceed three (3) years from the date of promotion/appointment. Officers may reapply for any open positions when they become available. All promotional materials, records, correspondence, and any other paperwork will be kept in the Administrator's office. Candidates will be required to reapply for any subsequent promotional process.

**SECTION II.** Section 2.68.220 shall completely preempt and replace any contrary standard operating procedure (SOP) established within the Police Department.

**SECTION III.** All Ordinances or parts of Ordinances inconsistent herewith are repealed to the extent of such inconsistency. The Clerk of the Borough is authorized to renumber and/or recodify any sections affected by such repeal to the extent consistent with this Ordinance.

**SECTION IV.** If any word, phrase, clause, sections, or provision of this Ordinance shall be found by any Court of competent jurisdiction to be unenforceable, illegal, or unconstitutional, such word, phrase, clause, section, or provision shall be severable from the balance of the Ordinance and the remainder of the Ordinance shall remain in full force and effect.

**SECTION V.** This Ordinance shall take effect upon publication thereof after final passage according to law.

### NOTICE

Public Notice is hereby given that the foregoing Ordinance was introduced and passed on the first reading at a public meeting of the Borough Council of the Borough of Ship Bottom, County of Ocean, State of New Jersey, held on October 22, 2019 at 7:00 p.m. A copy of the ordinance can be obtained, without cost, by any member of the general public at the Office of the Municipal Clerk, 1621 Long Beach Boulevard, NJ 08008 Monday through Friday, 9:00 a.m. to 4:30 p.m.

Further public notice is hereby given that said ordinance shall be considered for final passage and adoption at a public meeting of the Borough Council to be held on November 26, 2019 at 7:00 p.m. at the Ship Bottom Municipal Building, 1621 Long Beach Boulevard, Ship Bottom, New Jersey 08008.

### CERTIFICATION

I, Kristy Davis, RMC, Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing Ordinance was duly adopted on first reading by the Municipal Council of the Borough of Ship Bottom at a regular meeting held on the 22<sup>nd</sup> day of October, 2019, a quorum being present and voting in the majority.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 22<sup>nd</sup> day of October, 2019.

---

Kristy Davis, RMC  
Municipal Clerk



<i>First Reading:</i>	<i>October 22, 2019</i>
<i>Publication:</i>	<i>October 31, 2019</i>
<i>Passage:</i>	<i>November 26, 2019</i>
<i>Final Publication:</i>	<i>December 5, 2019</i>

The Mayor called for a motion to introduce ordinance 2019-24. Councilman Tallon made a motion to introduce the ordinance, seconded by Councilman English. A roll call vote was heard with five in the affirmative, Councilman Rossi was absent. None opposed, motion approved.

## **RESOLUTIONS**

The Clerk read the following resolutions by title.

### **RESOLUTION 2019-132**

#### **RESOLUTION IN SUPPORT OF ASSEMBLY BILL 826 AND SENATE BILL 1614, INCREASING FUNDING FOR THE DEDICATED NEW JERSEY SHORE PROTECTION FUND TO ALLOW FOR FUTURE COASTAL PROTECTION PROJECTS AND PROVIDE A FURTHER INCENTIVE FOR FEDERAL MATCHING DOLLARS.**

**WHEREAS**, the dedicated \$25 million annual allocation for the New Jersey Shore Protection Fund has supported a unique and successful cost-sharing partnership with the federal government in replenishing eroded beaches along the 137 mile Jersey coast from Middlesex to Cape May County and provides needed matching funds for the NJ DEP's numerous other municipal coastal projects; and

**WHEREAS**, Ocean County Board of Chosen Freeholders ("the Board") has consistently made shore protection a priority through its continuance of its annual beach grass and dune fencing distribution program; and

**WHEREAS**, Superstorm Sandy demonstrated the value of well-nourished wide beaches with dune systems in protecting life and property along the coast and preventing more extensive damage to critical infrastructure; and

**WHEREAS**, healthy beaches, coastal ocean front, and bayside shorelines contribute to our State's economy, bringing in over \$20.1 billion annually of one half of the State's total \$44.7 billion tourism revenue; and

**WHEREAS**, the State of New Jersey must work with the U.S. Army Corps of Engineers to develop comprehensive adaptation plans for coastline communities that include improving navigable waters, erosion control, and increasing flood protection; and

**WHEREAS**, the \$25 million allocated from the Shore Protection Fund will not be enough to meet current and anticipated future matching costs of Army Corps of Engineers and State replenishment projects and other needed coastal protection projects by the numerous coastal municipalities in New Jersey; and

**WHEREAS**, Assembly Bill 826 and Senate Bill 1614 currently being reviewed by the State Legislature would increase the amount annually credited to the Shore Protection Fund to be \$50 million.

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

1. It encourages the New Jersey Legislature to pass legislation to increase funding for the dedicated New Jersey Protection Fund to be used for future coastal protection projects and provide a further incentive for federal matching funds.
2. The Clerk is hereby directed and authorized to forward copies of this Resolution to the members of the New Jersey Legislature.

**BE IT FURTHER RESOLVED** that copies of this Resolution shall also be forwarded to Hon. Phil Murphy, Governor, New Jersey, Ocean County Municipal Mayors and Jersey Shore Partnership.



**CERTIFICATION**

I, Kristy Davis, RMC, Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing resolution was duly adopted by the Municipal Council of the Borough of Ship Bottom at a regular meeting held on the 22<sup>nd</sup> day of October, 2019, a quorum being present and voting in the majority.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 22<sup>nd</sup> day of October 2019.

\_\_\_\_\_  
Kristy Davis, RMC, Municipal Clerk

Mayor Huelsenbeck called for the approval of Resolution 2019-132. Councilman Hartman made a motion to approve Resolution 2019-132, seconded by Councilman Butkus. A roll call vote was heard with five in the affirmative, Councilman Rossi was absent. None opposed, motion approved.

**RESOLUTION #2019-133**

**APPROVING AMENDMENT TO THE 2019 OCEAN COUNTY SCHEDULE C AGREEMENT**

**WHEREAS**, Resolution #2019-28 *Authorizing the 2019 Ocean County Schedule C Agreement* was duly adopted by the Borough of Ship Bottom Municipal Council on; and

**WHEREAS**, it has come to the attention of the Municipal Clerk that the allocated budget amount for the Engineering and Road Department is insufficient to cover additional expenditures by the Borough.

**WHEREAS**, The Chief Financial Officer for the Borough of Ship Bottom, does hereby certify that adequate funds are available for an AMENDMENT to the service agreement with the County of Ocean for the 2019 Schedule C for an amount not to exceed \$2,500.00.

**WHEREAS**, sufficient funds are appropriated and available in the municipal budget in the total contract amount of \$50,000.00,

**NOW, THEREFORE, BE IT RESOLVED** by the Municipal Council of the Borough of Ship Bottom that the 2019 Ocean County Schedule C agreement is hereby amended as follows:

	<u>Original Amount</u>	<u>Amount of Increase</u>	<u>Not to Exceed</u>
Engineering	<u>\$ 10,000.00</u>	<u>\$2,500.00</u>	<u>\$12,500.00</u>
<b>TOTAL</b>	<b>\$ 10,000.00</b>	<b>\$2,500.00</b>	<b>\$12,500.00</b>

**BE IT FURTHER RESOLVED**, by the Mayor and Municipal Clerk are authorized to execute any amendatory agreement that may be necessary. A certified copy of this resolution shall be forwarded to:

1. Clerk of Ocean County Board of Chosen Freeholders
2. Ocean County Road Department
3. Ocean County Department of Finance
4. Ocean County Department of Engineering

**CERTIFICATION**



October 22, 2019

I, Kristy Davis, RMC, Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing resolution was duly adopted by the Municipal Council of the Borough of Ship Bottom at a regular meeting held on the 22<sup>nd</sup> day of October, 2019, a quorum being present and voting in the majority.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 22<sup>nd</sup> day of October, 2019.

---

Kristy Davis, RMC, Municipal Clerk

Mayor Huelsenbeck called for the approval of Resolution 2019-133. Councilman Hartman made a motion to approve Resolution 2019-133, seconded by Councilman Tallon. A roll call vote was heard with five in the affirmative, Councilman Rossi was absent. None opposed, motion approved.

#### **RESOLUTION #2019-134**

#### **ADOPTING THE RECOMMENDATIONS OF THE BOROUGH AUDITOR AND ESTABLISHING A CORRECTIVE ACTION PLAN**

**WHEREAS**, the Municipal Council of the Borough of Ship Bottom has reviewed the 2018 audit prepared by the Borough Auditor; and

**WHEREAS**, the Borough Auditor has made two (2) recommendations and requests adoption of a resolution implementing the remedial actions set forth in the audit; and

**WHEREAS**, the Municipal Council of the Borough of Ship Bottom has reviewed the recommendations and has determined that the implementation of said recommendations are in the best interest of the Borough of Ship Bottom.

**NOW, THEREFORE, BE IT RESOLVED** by the Municipal Council of the Borough of Ship Bottom that the recommendations set forth in the 2018 audit be and are hereby adopted and are to be implemented per the attached plan set by the Borough Administrator pursuant to the recommendations of the Borough Auditor.

**BE IT FURTHER RESOLVED** that a copy of this resolution will be forwarded to:

- 1) Division of Local Government Services
- 2) Chief Financial Officer
- 3) Borough Auditor

#### **CERTIFICATION**

I, Kristy Davis, RMC, Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing resolution was duly adopted by the Municipal Mayor and Council of the Borough of Ship Bottom at a regular meeting held on the 22<sup>nd</sup> day of October, 2019, a quorum being present and voting in the majority.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 22<sup>nd</sup> day of October, 2019.

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Kristy Davis, RMC, Municipal Clerk

Mayor Huelsenbeck called for the approval of Resolution 2019-134. Councilman Tallon made a motion to approve Resolution 2019-134, seconded by Councilman Hartman. A roll call vote was heard with five in the affirmative, Councilman Rossi was absent. None opposed, motion approved.



**RESOLUTION #2019-135**

**ESTABLISHING A HIRING COMMITTEE**

**WHEREAS**, it is desirous of the mayor and council of the Borough of Ship Bottom to create a hiring committee; and

**WHEREAS**, per Chapter 2, 2.40.020 “powers and duties of department committees”, Section I., “the Borough may create such permanent or temporary advisory committees as it may choose by resolution”; and

**WHEREAS**, the Hiring Committee shall consist of three (3) council members, two (2) from the finance committee and one (1) from the department of which is hiring; and

**NOW, THEREFORE BE IT RESOLVED**, by the Municipal Council of the Borough of Ship Bottom that the Hiring Committee is hereby formed for 2019.

**CERTIFICATION**

I, Kristy Davis, Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing resolution was duly adopted by the Municipal Council of the Borough of Ship Bottom at a public meeting held on the 22<sup>nd</sup> day of October, 2019 a quorum being present and voting in the majority.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 22<sup>nd</sup> day of October, 2019.

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Kristy Davis, RMC, Municipal Clerk

Mayor Huelsenbeck called for the approval of Resolution 2019-135. Councilman Tallon made a motion to approve Resolution 2019-135, seconded by Councilman Valyo. A roll call vote was heard with five in the affirmative, Councilman Rossi was absent. None opposed, motion approved.

**RESOLUTION #136-2019**

**ACKNOWLEDGING THE HIRING OF FULL-TIME EMPLOYEES FOR THE PUBLIC WORKS DEPARTMENT IN THE BOROUGH OF SHIP BOTTOM**

**WHEREAS**, the Borough Mayor and Council has authorized the hiring of the following employee to the Borough of Ship Bottom for full-time employment effective October 23, 2019:

**MACKENZIE N. PUZZELLO**

**WHEREAS**, these individuals shall be compensated in accordance with the Salary Ordinance of The Borough of Ship Bottom and applicable collective bargaining agreement; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Ship Bottom that the individuals listed above be and is hereby appointed, effective October 23, 2019.

**CERTIFICATION**

I, Kristy Davis, Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing Resolution was duly adopted by the Municipal Council of the Borough of Ship Haven at a public meeting held on the 22<sup>nd</sup> day of October, 2019, a quorum being present and voting in the majority.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 22<sup>nd</sup> day of October, 2019.

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Kristy Davis, RMC, CMR  
Municipal Clerk



Mayor Huelsenbeck called for the approval of Resolution 2019-136. Councilman Butkus made a motion to approve Resolution 2019-136, seconded by Councilman Valyo. A roll call vote was heard with five in the affirmative, Councilman Rossi was absent. None opposed, motion approved.

**RESOLUTION 2019-137  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
RATIFYING MEMBERSHIP IN THE SHIP BOTTOM  
VOLUNTEER FIRE COMPANY NO. 1  
RICHARD R. WEIR III.**

**WHEREAS**, Richard R. Weir III. Has applied to become a member within the Ship Bottom Volunteer Fire Company No 1; and

**NOW, THEREFORE, BE IT RESOLVED**, that the application of Richard R. Weir III. Has been received and reviewed by the Mayor and Council of the Borough of Ship Bottom, County of Ocean, State of New Jersey,

**BE IT FURTHER RESOLVED**, that the Governing Body of the Borough of Ship bottom hereby ratifies the membership of Richard R. Weir III. in the Ship Bottom Volunteer Fire Company No. 1.

**CERTIFICATION**

I, Kristy Davis, RMC, Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing resolution was duly adopted by the Municipal Council of the Borough of Ship Bottom at a regular meeting held on the 22<sup>nd</sup> day of October, 2019, a quorum being present and voting in the majority.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 22<sup>nd</sup> day of October, 2019.

\_\_\_\_\_  
Kristy Davis, RMC Municipal Clerk

Mayor Huelsenbeck called for the approval of Resolution 2019-137. Councilman Tallon made a motion to approve Resolution 2019-137, seconded by Councilman Hartman. A roll call vote was heard with five in the affirmative, Councilman Rossi was absent. None opposed, motion approved.

**APPROVAL OF THE BILLS**

The Mayor called for a motion to approve the bills. Councilman Hartman made a motion to approve the bills, seconded by Councilman Tallon. A roll call vote was heard with five in the affirmative, Councilman Rossi was absent. None opposed, motion approved.

**CORRESPONDENCE**

1. Approval of Wedding Wood/Guzman-09/19/2020 19<sup>th</sup> Street Beach  
The Mayor called for a motion to approve the use of Borough property for a wedding. Councilman Tallon made a motion, seconded by Councilman Valyo. A roll call vote was heard with five in the affirmative, Councilman Rossi was absent. None opposed, motion approved.

**COMMITTEE REPORTS**

**Revenue and Finance/Treasurer's Report Councilman David Hartman**

Councilman Hartman reported that the 4<sup>th</sup> quarter tax installments were due November 1, 2019. There were fifty-seven (57) properties which received added assessment bills within the month, they have a due date of November 1<sup>st</sup> as well.

He further reported that there were fifty-nine (59) properties who were delinquent with their property taxes. Those property owners were notified that they were subject to tax sale in early 2020.

The total



**Public Safety:**

**Councilman Tom Tallon**

Councilman Tallon read the public safety report for October. There were six hundred and ninety-five (695) reported activities. There were 4,473 patrol vehicle miles, one hundred and fifty-five (155) beach, building and business checks. There were also three hundred and two (302) traffic stops, one (1) motor vehicle accident without injury and one (1) motor vehicle accident with injury.

**Parks and Recreation:**

**Council President Edward English**

Council President English read the Beach Report from Keith Stokes, Beach Operations Supervisor. The report stated that the beach operations was closed for the winter and that the extended presence of the lifeguards during Chowder Festival and the Kite Festival was very much appreciated by the public.

**Public Property & Community Affairs: Councilman Joseph Valyo**

Councilman Valyo reported that there were seventeen permits processed and five permit updates. Of those numbers, twelve were alterations or renovations, two were minor work, one was a rehab. There were two new buildings, two additions and three demolitions. Lastly, he reported that the total revenue in the building department was \$11,404.00

Councilman Valyo read the report for Zoning and Code enforcement. There were verbal warnings for three illegal signs, six trash violations, two trailers on the street, two over-grown grass warnings and one warning for construction material on the street. The report also informed that animal control dealt with one raccoon and one opossum. Lastly, he reported that an oceanfront homeowner replanted new dune grass after being fined for removing plants on the dune.

**Water/Sewer:**

**Councilman Robert Butkus**

Councilman Butkus reported that there were four hundred and fifty-six properties delinquent in their water/sewer obligations and that delinquent notices were to be mailed out at the end of the month. Furthermore, he reported eight homes on 3<sup>rd</sup> Street received meters, three homes on 4<sup>th</sup> street, ten homes on 5<sup>th</sup> Street and two homes on Ocean Blvd., all received meters. Councilman Butkus read the total revenue for the water and sewer department for the month.

Water Payments for the month:	\$169,558.90
Cut and Cap	\$200.00
Water Payments Total	\$210,257.36
Sewer Payments for the month:	\$210,257.36
Payments total for W/S:	\$379,016.26

Councilman Butkus got word from town engineer, Frank Little, that the DOT project for the causeway would not be advertised until June of 2020 and the state funding would not be available until fall of 2020, not as quick as he would have liked to hear but he said, "at least we know it's going in the right direction". He added that they were proposing to work at night instead of during the day once the project began.

**Public Works:**

**Councilman Peter Rossi**

In the absence of Councilman Rossi, Councilman Valyo read the report for public works. Monthly maintenance on all borough vehicles and equipment.

Metals and TV's were picked up.

Third and 6<sup>th</sup> Street yards were cleaned, and an area was cleared for storage of the water meters.

Grass cutting and weeding throughout the borough was completed.

The beach and bay entrances were swept. Between 9<sup>th</sup> and 10<sup>th</sup> Street, the beach was prepared for the sandcastle competition.

The restrooms were opened and closed daily.

A Joint Insurance Find (JIF)s representative was driven around for inspections.

They assisted the code enforcement officer to remove signs and poles to the access road to LBI Hotel and they repaired signage throughout the borough.

Restrooms were drained and air filters cleaned at the tennis courts.

Sprinklers also repaired and reset, someone pulled out the plug.



October 22, 2019

Solar lights put up on beach entrances for vehicles. Lights were donated by a local resident.

Lifeguard stands, storage boxes, trash containers, mats and volleyball nets were removed and stored for the winter.

They picked up dune grass from county

Replaced bollard drain on 8<sup>th</sup> Street and Barnegat.

The Mayor invited Michael Essig from the Ship Bottom Fire Co. to speak on behalf of the fire company. Mr. Essig reported 35 calls since last month. Two hundred and eighty-five so far this year.

#### **PUBLIC COMMENT**

The Mayor opened the floor for public comment.

RON CRAFT                      328 WEST 15<sup>TH</sup> STREET


Mr. Craft had donated solar lights to the borough for a few beach entrances. He took a moment to thank the borough for installing them. He felt that the lights were an asset to the town and was certain it made it safer for trucks and pedestrians to navigate the beach entrances where they were installed. The Mayor thanked Mr. Craft for his generosity.

Seeing and hearing no further public comment, the Mayor asked for a motion to close the floor. Councilman Valyo made a motion to close the floor for public comment, seconded by Councilman Tallon. A rollcall vote was heard with five in the affirmative, Councilman Rossi was absent. None opposed, the floor was closed for public comment.

#### **ADJOURN THE MEETING**

Mr. Hartman made a motion to adjourn, seconded by Councilman Tallon, all who were present voted in the affirmative, the meeting adjourned at 8:00.

  
\_\_\_\_\_  
Kristy Davis, RMC, Municipal Clerk

  
\_\_\_\_\_  
William Huelsenbeck, Mayor