

December 26, 2017

Regular Meeting Minutes  
December 26, 2017

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, December 26, 2017, 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.

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

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

Mark Pino, Administrator was present. Kathleen Flanagan, Chief Finance Officer, was absent.

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.

Councilman Hartman arrived at 6:32 pm.

During the Caucus Meeting, the following were addressed:

1. Henry Sodt, 140 N. Main St., Manahawkin, talked about his request to use Waterfront Park for a 5K on May 12<sup>th</sup>. This is under Raising Hands and Hopes.
2. The Mayor talked about the employees that are needed in specific meetings, are required to attend those meetings if they are in work at that time.
3. The Mayor also talked about the need to report accidents or liabilities as soon as possible to the Administrator or the Municipal Clerk in the Administrator's absence.

Mayor Huelsenbeck called the regular meeting to order at 6:38 p.m. and asked the Clerk to take attendance. The following were present:

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

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 November 28, 2017. On a motion by Councilman Tallon, seconded by Councilman Butkus, the minutes were approved.

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

Mayor Huelsenbeck called for the Proclamation for Martin Truex Jr.: On a motion by Councilman Rossi, seconded by Councilman Butkus, this was approved as follows:

**PROCLAMATION  
OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY  
IN RECOGNITION OF MARTIN TRUEX JR.**

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**WHEREAS**, Martin Truex Jr. was born in 1980 and spent his childhood in the Mayetta section of Stafford Township, graduating from Southern Regional High School in 1998; and

**WHEREAS**, the Truex family has been long-time natives of Ocean County where Martin's father and uncle owned Sea Watch International, employing Martin on their boats during the summer months. He played baseball and football as a youth, but soon realized competitive driving, whether it was go-carts or race cars, was what he would do with his life; and

**WHEREAS**, in 2000 Martin began racing in NASCAR competitions, finding increasing success and numerous championship victories cumulating on November 19, 2017 as he finished first at the 2017 Monster Energy NASCAR Cup Series Championship; and

**WHEREAS**, Martin Truex Jr. has maintained his Ocean County roots where many of his family members continue to reside. Success has not clouded Martin's commitment to his home community; donating truckloads of supplies in the wake of the devastation caused by Hurricane Sandy in 2012, as well as providing funding and support for the Martin Truex, Jr. Pediatric Care Center at Southern Ocean Medical Center in Stafford Township.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Ship Bottom does proudly recognize, celebrate and congratulate Martin Truex Jr. for his 2017 Monster Energy NASCAR Cup Series Championship win as well as for his generosity and many contributions to our community.

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

Mayor Huelsenbeck called for the Proclamation for Jennifer Bott: On a motion by Councilman Butkus, seconded by Councilman Rossi, this was approved as follows:

**PROCLAMATION  
OF THE BOROUGH OF SHIP BOTTOM  
COUNTY OF OCEAN, STATE OF NEW JERSEY  
IN RECOGNITION OF JENNIFER BOTT**

**WHEREAS**, Jennifer Bott has represented the residents of the Borough of Ship on the Long Beach Island Board of Education since December 2010 until the present; and

**WHEREAS**, Jennifer served as President of the Board in 2015 and 2016; and

**WHEREAS**, Jennifer served as Vice President during 2017; and

**WHEREAS**, Jennifer worked on the following projects:

1. Worked toward School Consolidation and completed a Referendum
2. The Choice Program
3. The Ethel Jacobsen School Garden
4. Superstorm Sandy Recovery/Restoration
5. Technology Initiatives
6. Superintendent/Principal/Business Administrator Searches

**WHEREAS**, Jennifer was Chairperson or a Member of the following Committees:

1. Building/Grounds/Transportation
2. Curriculum
3. Negotiations
4. Policy
5. Personnel
6. Public Relations
7. Referendum

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Ship Bottom do proudly recognize Jennifer Bott for her dedication to the Long Beach Island School District on behalf of the children and citizens of the Borough of Ship Bottom.

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

Mayor Huelsenbeck called for Resolution 2017-152: Payment of municipal bills. On a motion by Councilman Rossi, seconded by Councilman Valyo, this was approved as follows:

**RESOLUTION 2017-152  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING THE PAYMENT OF MUNICIPAL BILLS  
IN THE AMOUNT OF \$ 1,148,302.19**

**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

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in the amount of to \$ 1,148,302.19 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 and Tallon, all aye.

Check # Check Date Vendor Amount Paid Reconciled/Void Ref Num  
03PUBLIC DEF PUBLIC DEFENDER  
1282 12/29/17 STUAR010 STUART SNYDER 400.00 1129  
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

13CONSTRUCTION CONSTRUCTION ACCOUNT  
1104 12/29/17 LONGB040 LONG BEACH TWP. 9,098.50 1128  
Checking Account Totals Paid Void Amount Paid Amount Void  
Checks: 1 0 9,098.50 0.00  
Direct Deposit: 0 0 0.00 0.00  
Total: 1 0 9,098.50 0.00

CAPITAL CAPITAL FUND  
1725 12/29/17 FMHUB005 FMHUB LLC 285.72 1127  
Checking Account Totals Paid Void Amount Paid Amount Void  
Checks: 1 0 285.72 0.00  
Direct Deposit: 0 0 0.00 0.00  
Total: 1 0 285.72 0.00

CURRENT CURRENT FUND  
67236 12/29/17 AMERIO20 AMERICAN EAGLE FLAG 487.10 1126  
67237 12/29/17 AMERIO55 AMERICAN WEAR 156.00 1126  
67238 12/29/17 AMP-C010 AMP-CO AUTO 209.90 1126  
67239 12/29/17 ANIMA010 ANIMAL CAPTURE & CONTROL 1,005.00 1126  
67240 12/29/17 APPRIO05 APPRIVER, LLC 271.00 1126  
67241 12/29/17 ATLAN050 ATLANTIC CITY ELECTRIC 10,154.02 1126  
67242 12/29/17 BEACH020 BEACH HAVEN AUTOMOTIVE, INC. 513.85 1126  
67243 12/29/17 BEACHBUB beachBUB USA 733.38 1126  
67244 12/29/17 BONNIO10 BONNIE R. PETERSON 1,100.00 1126  
67245 12/29/17 BROAD001 Broadview Networks 526.35 1126  
67246 12/29/17 CAMCO010 CAM CO 36.04 1126  
67247 12/29/17 CENTRO10 CENTRAL JERSEY HEALTH INS. FUN 5,660.00 1126  
67248 12/29/17 CLEAR010 CLEARY, GIACOBBE, ALFIERI & JA 1,472.50 1126  
67249 12/29/17 COAST020 COASTAL SIGN & DESIGN 1,083.85 1126  
67250 12/29/17 COMCA010 COMCAST CABLE 805.99 1126  
67251 12/29/17 COMCA015 COMCAST CABLE 713.68 1126  
67252 12/29/17 DASTIO10 DASTI MURPHY MCGUCKIN 2,325.00 1126  
67253 12/29/17 DAWNA010 DAWN ANNARUMMA 117.29 1126  
67254 12/29/17 DELAW010 DELAWARE VALLEY PAYROLL 857.00 1126  
67255 12/29/17 DOWNS010 DOWN'S FORD 78.62 1126  
67256 12/29/17 EDWAR030 EDWARDS TIRE CO. INC. 3,004.59 1126  
67257 12/29/17 FMHUB005 FMHUB LLC 285.72 1126  
67258 12/29/17 GALLS010 GALLS, LLC 666.04 1126 Prenote  
67259 12/29/17 GTBMO10 G.T.B.M. INC. 600.00 1126  
67260 12/29/17 HOMED010 HOME DEPOT CREDIT SERVICES 251.47 1126  
67261 12/29/17 INSTIO10 INSTITUTE FOR PROFESSIONAL DE 99.00 1126  
67262 12/29/17 JESCO010 JESCO INC. 1,267.28 1126  
67263 12/29/17 KAREN010 KAREN GARCIA 697.25 1126  
67264 12/29/17 LONGB010 LONG BEACH ISLAND B.O.E. 145,853.75 1126  
67265 12/29/17 LOWES010 LOWES 246.36 1126  
67266 12/29/17 MARYANN Maryann Carricarte 75.00 1126  
67267 12/29/17 NEVRO010 NEVRON ELECTRICAL CONTRACTORS 1,270.25 1126  
67268 12/29/17 NJNAT010 N.J. NATURAL GAS 1,344.44 1126  
67269 12/29/17 NJPRE010 N.J. PRESS MEDIA SOLUTIONS 30.07 1126  
67270 12/29/17 NJSTA010 N.J. STATE ASSOC. OF CHIEF'S O 275.00 1126  
67271 12/29/17 OFFIC010 OFFICE BASICS 796.52 1126  
67272 12/29/17 OWENL010 OWEN LITTLE AND ASSOCIATES 6,726.16 1126  
67273 12/29/17 OXYGE010 OXYGEN SUPPLY CO., INC. 20.00 1126  
67274 12/29/17 PEDRO010 PEDRONI FUEL 2,499.98 1126  
67275 12/29/17 PETTY010 PETTY CASH 97.47 1126  
67276 12/29/17 SCOJO010 SCOJO'S RESTAURANT 360.00 1126  
67277 12/29/17 SEASPO10 SEA SPRAY CLEANERS 391.90 1126

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67278 12/29/17 SERVPRO 150.00 1126  
67279 12/29/17 SHOOTER'S SPORTING CENTER 109.99 1126  
67280 12/29/17 SHORE PROMOTIONS 445.50 1126  
67281 12/29/17 SOUTHERN REGIONAL SCHOOL DISTR 226,594.10 1126  
67282 12/29/17 STANDARD INSURANCE CO. 596.83 1126  
67283 12/29/17 STUART SNYDER 610.00 1126  
67284 12/29/17 SUBURBAN DISPOSAL INC. 19,600.17 1126  
67285 12/29/17 TENNANT MAGEE LAW 1,661.50 1126  
67286 12/29/17 TUCKERTON LUMBER COMPANY 240.86 1126  
67287 12/29/17 VERIZON 103.42 1126  
67288 12/29/17 VERIZON WIRELESS 780.89 1126  
67289 12/29/17 Vital Communications Inc. 154.00 1126  
67290 12/29/17 WATCHUNG SPRING WATER 4.99 1126  
67291 12/29/17 W.B. MASON 10.25 1126  
Checking Account Totals Paid Void Amount Paid Amount Void  
Checks: 56 0 446,227.32 0.00  
Direct Deposit: 0 0 0.00 0.00  
Total: 56 0 446,227.32 0.00

ESCROW ESCROW ACCOUNT  
5034 12/29/17 STUART SNYDER 150.00 1130  
5035 12/29/17 STUART SNYDER 150.00 1130  
Checking Account Totals Paid Void Amount Paid Amount Void  
Checks: 2 0 300.00 0.00  
Direct Deposit: 0 0 0.00 0.00  
Total: 2 0 300.00 0.00

PR-CURRENT PAYROLL ACCT. TRANSFERS  
175700 12/08/17 BORO OF SHIP BOTTOM-PAYROLL 104,362.65 1118  
445600 12/22/17 BORO OF SHIP BOTTOM-PAYROLL 93,102.13 1132  
Checking Account Totals Paid Void Amount Paid Amount Void  
Checks: 2 0 197,464.78 0.00  
Direct Deposit: 0 0 0.00 0.00  
Total: 2 0 197,464.78 0.00

PR-UTILITY PAYROLL ACCT. TRANSFERS  
175701 12/08/17 BORO OF SHIP BOTTOM-PAYROLL 4,793.38 1119  
445601 12/22/17 BORO OF SHIP BOTTOM-PAYROLL 4,793.13 1133  
Checking Account Totals Paid Void Amount Paid Amount Void  
Checks: 2 0 9,586.51 0.00  
Direct Deposit: 0 0 0.00 0.00  
Total: 2 0 9,586.51 0.00

TRUST GENERAL TRUST  
10174 12/29/17 COASTAL SIGN & DESIGN 350.00 1125  
Checking Account Totals Paid Void Amount Paid Amount Void  
Checks: 1 0 350.00 0.00  
Direct Deposit: 0 0 0.00 0.00  
Total: 1 0 350.00 0.00

UTILITY UTILITY FUND  
17832 12/13/17 O.C. UTILITY AUTHORITY 126,205.00 1120  
17833 12/29/17 ATLANTIC CITY ELECTRIC 630.65 1124  
17834 12/29/17 CLAYTON BLOCK COMPANY, INC. 736.72 1124  
17835 12/29/17 MAIN POOL & CHEMICAL CO 266.40 1124  
17836 12/29/17 ONE CALL CONCEPTS 117.50 1124  
17837 12/29/17 TOWNSHIP OF STAFFORD 8,645.15 1124  
17838 12/29/17 WATER WORKS SUPPLY CO. 5,535.04 1124  
Checking Account Totals Paid Void Amount Paid Amount Void  
Checks: 7 0 142,136.46 0.00  
Direct Deposit: 0 0 0.00 0.00  
Total: 7 0 142,136.46 0.00

UTILITY CAPITAL UTILITY CAPITAL  
2597 12/29/17 FMHUB LLC 428.56 1123  
2598 12/29/17 OWEN LITTLE AND ASSOCIATES 13,284.00 1123  
2599 12/29/17 P&A CONSTRUCTION, INC. 328,549.06 1123  
2600 12/29/17 WATER WORKS SUPPLY CO. 191.28 1131  
Checking Account Totals Paid Void Amount Paid Amount Void  
Checks: 4 0 342,452.90 0.00  
Direct Deposit: 0 0 0.00 0.00  
Total: 4 0 342,452.90 0.00

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Report Totals Paid Void Amount Paid Amount Void  
Checks: 77 0 1,148,302.19 0.00  
Direct Deposit: 0 0 0.00 0.00  
Total: 77 0 1,148,302.19 0.00

Totals by Year-Fund

Fund Description Fund Budget Total Revenue Total G/L Total Total  
CURRENT FUND 6-01 68.74 0.00 0.00 68.74  
CURRENT FUND 7-01 643,623.36 0.00 0.00 643,623.36  
WATER/SEWER FUND 7-06 151,722.97 0.00 0.00 151,722.97  
Year Total: 795,346.33 0.00 0.00 795,346.33  
CAPITAL FUND C-04 285.72 0.00 0.00 285.72  
UTILITY CAPITAL FUND C-07 342,452.90 0.00 0.00 342,452.90  
Year Total: 342,738.62 0.00 0.00 342,738.62  
TRUST-OTHER T-03 750.00 0.00 0.00 750.00  
CONSTRUCTION TRUST T-13 9,098.50 0.00 0.00 9,098.50  
Year Total: 9,848.50 0.00 0.00 9,848.50  
Total Of All Funds: 1,148,002.19 0.00 0.00 1,148,002.19  
Project Description Project No. Project Total  
PLATT, III, DANIEL DKT 17-17 150.00  
604 CENTRAL AVENUE, LLC DKT 17-18 150.00  
Total Of All Projects: 300.00

Mayor Huelsenbeck called for Resolution 2017-153: Cancellation, Capital Improvement Appropriations. On a motion by Councilman Hartman, seconded by Councilman Tallon, this was approved as follows:

**RESOLUTION 2017-153  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING THE CANCELLATION OF  
VARIOUS CAPITAL IMPROVEMENT APPROPRIATION**

**WHEREAS**, certain General Capital Improvement Appropriation balances remain dedicated to projects now completed; and  
**WHEREAS**, it is necessary to formally cancel said balances so that the unexpended balances may be returned to each respective Capital Improvement Fund or credited to Surplus, and unused debt authorizations may be canceled;  
**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Ship Bottom, that the following unexpended and dedicated balances of General Capital Appropriations be cancelled:

<u>ORD NO.</u>	<u>PROJECT DESCRIPTION</u>	<u>AMOUNT CANCELLED</u>
08-02 _	Street end bulkhead	\$ 3,398.24
08-09	Water system improvements	\$126,664.64
08-10	Sanitary sewer improvements	\$ 44,533.77
		\$174,596.65

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

Mayor Huelsenbeck called for Resolution 2017-154: Refund, marriage application fee. On a motion by Councilman Rossi, seconded by Councilman Tallon, this was approved as follows:

**RESOLUTION 2017-154  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY  
AUTHORIZING A REFUND OF A MARRIAGE LICENSE APPLICATION FEE**

**WHEREAS**, an application for a marriage license was taken in error; and  
**WHEREAS**, the fee needs to be refunded to the applicant.  
**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Ship Bottom, County of Ocean, that the Chief Finance Officer is authorized to refund \$28.00 to Molly McBride, 16 Oak Street, Manahawkin, NJ 08050.

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

Mayor Huelsenbeck called for Resolution 2017-155: Access to LBI School CCTV feeds. On a motion by Councilman Tallon, seconded by Councilman Rossi, this was approved as follows:

**RESOLUTION 2017-155  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING THE EXECUTION OF A  
MEMORANDUM OF UNDERSTANDING**

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Ship Bottom, that Mayor Huelsenbeck and Police Chief Sharkey are hereby authorized to sign the Memorandum of Understanding between LBI Consolidated School District Superintendent, LBI School Board President, Mayor of Ship Bottom, Ship Bottom Police Department, Mayor of Long Beach Township, Long Beach Township Police Department and the Ocean County Prosecutor's Office authorizing the access to the Long Beach Island Consolidated School District's CCTV feeds only when necessary in an emergency situation.

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

Mayor Huelsenbeck called for Resolution 2017-156: Cops in Shops, grant. On a motion by Councilman Tallon, seconded by Councilman Rossi, this was approved as follows:

**RESOLUTION 2017-156  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING PARTICIPATION IN THE "COPS IN SHOPS"  
GRANT PROGRAM ADMINISTERED BY THE  
STATE OF NEW JERSEY  
DEPARTMENT OF PUBLIC SAFETY**

**WHEREAS**, the Governing Body of the Borough of Ship Bottom would like to participate in the "Cops in Shops" Grant Program administered by the State of New Jersey, Department of Law and Public Safety; and

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

1. The Borough of Ship Bottom is hereby authorized to accept the "Cops in Shops" Grant award as follows:
  - a. #AL-18-45-05-01, in the amount of \$3,600.00, to be used from May 23, 2018 until September 15, 2018.
  - b. #AL-18-45-05-01, in the amount of \$880.00, to be used for two (2) critical dates on November 22, 2017 and November 24, 2017.
2. The Borough of Ship Bottom is accepting this grant of funds for the purpose as described within the grant application.

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

Mayor Huelsenbeck called for Resolution 2017-157: Shared Services Agreement, Tax Collector. On a motion by Councilman Rossi, seconded by Councilman Valyo, this was approved as follows:

**RESOLUTION 2017-157  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY  
AUTHORIZING THE APPROVAL OF A SHARED SERVICES AGREEMENT  
FOR TAX COLLECTOR SERVICES**

**WHEREAS**, State law requires each municipality to engage a tax collector and, pursuant to N.J.S.A. 40A:65-1, et. seq., a municipality can meet that requirement through a shared services agreement; and

**WHEREAS**, representatives of the Township of Long Beach ("Township") and the Borough of Ship Bottom ("Borough") conferred regarding the possibility and terms of a Shared Services Agreement for tax collector services which resulted in the proposed Shared Services Agreement attached as Exhibit A to this Resolution, the terms of which are incorporated herein by reference; and

**WHEREAS**, the Township's Governing Body held a public hearing on December 18, 2017, in connection with the proposed agreement. Among other things, at that time, the public was provided the opportunity to comment or object concerning the content or effect of the proposed agreement in accordance with N.J.S.A. 40A:65-1, et seq.; and

**WHEREAS**, pursuant to N.J.S.A. § 40A:65-11(d), the Borough, a non-civil service jurisdiction, shall provide tax collector services to the Township through the Borough's Tax Collector.

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**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the Borough of Ship Bottom approve and authorize the Mayor to execute the Shared Services Agreement attached as Exhibit A. Upon execution by the Borough of Ship Bottom, the Borough's administration shall take all reasonably necessary steps to implement and administer the terms of the shared services agreement.

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

Mayor Huelsenbeck called for Resolution 2017-158: Renewal, Central Jersey Health Insurance Fund. On a motion by Councilman Hartman, seconded by Councilman Tallon, this was approved as follows:

**RESOLUTION 2017-158  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY  
AUTHORIZING THE RENEWAL WITH THE  
CENTRAL JERSEY HEALTH INSURANCE FUND**

**WHEREAS**, a number of public entities in the State of New Jersey have joined together to form the CENTRAL JERSEY HEALTH INSURANCE FUND, hereafter referred to as "the FUND", as permitted by N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 et seq., and;

**WHEREAS**, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date, and;

**WHEREAS**, the statutes and regulations governing the creation and operation of a joint health insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such the FUND;

**WHEREAS**, the governing body of the Borough of Ship Bottom, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the Borough of Ship Bottom hereby agrees as follows:

- i. Renew membership with the FUND for the period outlined in the LOCAL UNIT's Indemnity and Trust Agreements.
- ii. Will participate in the following type (s) of coverage (s):
  - a.) Health Insurance and/or Dental Insurance as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management.
- iii. Adopts and approves the FUND's Bylaws.
- iv. Execute an application for membership and any accompanying certifications.

**BE IT FURTHER RESOLVED** that the governing body of the LOCAL UNIT is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Insurance and Department of Community Affairs.

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

Mayor Huelsenbeck called for Resolution 2017-159: NJ Environmental Infrastructure Trust. On a motion by Councilman Hartman, seconded by Councilman Butkus, this was approved as follows:

**RESOLUTION 2017-159  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY,  
DETERMINING THE FORM AND OTHER DETAILS OF ITS "NOTE  
RELATING TO THE CONSTRUCTION FINANCING PROGRAM OF  
THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST",  
TO BE ISSUED IN THE PRINCIPAL AMOUNT OF UP TO \$3,500,000,  
AND PROVIDING FOR THE ISSUANCE AND SALE OF SUCH NOTE  
TO THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE  
TRUST, AND AUTHORIZING THE EXECUTION AND DELIVERY OF  
SUCH NOTE BY THE BOROUGH OF SHIP BOTTOM IN FAVOR OF  
THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST,  
ALL PURSUANT TO THE NEW JERSEY ENVIRONMENTAL**

**INFRASTRUCTURE TRUST CONSTRUCTION FINANCING  
PROGRAM**

**WHEREAS**, the Borough of Ship Bottom (the “Local Unit”), in the County of Ocean, New Jersey, has determined that there exists a need within the Local Unit to acquire, construct, renovate or install a project consisting of various Water Utility improvements (the “Project”), and it is the desire of the Local Unit to obtain financing for such Project through participation in the environmental infrastructure financing program (the “Environmental Infrastructure Financing Program”) of the New Jersey Environmental Infrastructure Trust (the “Trust”);

**WHEREAS**, the Local Unit has determined to temporarily finance the acquisition, construction, renovation or installation of the Project prior to the closing with respect to the Environmental Infrastructure Financing Program, and to undertake such temporary financing with the proceeds of a short-term loan to be made by the Trust (the “Construction Loan”) to the Local Unit, pursuant to the Construction Financing Program of the Trust (the “Construction Financing Program”);

**WHEREAS**, in order to (i) evidence and secure the repayment obligation of the Local Unit to the Trust with respect to the Construction Loan and (ii) satisfy the requirements of the Construction Financing Program, it is the desire of the Local Unit to issue and sell to the Trust the “Note Relating to the Construction Financing Program of the New Jersey Environmental Infrastructure Trust” in an aggregate principal amount of up to \$3,500,000 (the “Note”);

**WHEREAS**, it is the desire of the Local Unit to authorize, execute, attest and deliver the Note to the Trust pursuant to the terms of the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the Revised Statutes of the State of New Jersey (the “Local Bond Law”), and other applicable law; and

**WHEREAS**, Section 28 of the Local Bond Law allows for the sale of the Note to the Trust, without any public offering, and N.J.S.A. 58:11B-9 allows for the sale of the Note to the Trust without any public offering, all under the terms and conditions set forth therein.

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

**Section 1.** In accordance with Section 28 of the Local Bond Law and N.J.S.A. 58:11B-9, the Local Unit hereby authorizes the issuance, sale and award the Note in accordance with the provisions hereof. The obligation represented by the Note has been appropriated and authorized by bond ordinance #2016-20 of the Local Unit, which bond ordinance is entitled “AN ORDINANCE OF THE BOROUGH OF SHIP BOTTOM, IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY, PROVIDING FOR VARIOUS WATER UTILITY IMPROVEMENTS AND OTHER RELATED EXPENSES IN AND FOR THE BOROUGH OF SHIP BOTTOM AND APPROPRIATING \$3,500,000 THEREFOR, AND PROVIDING FOR THE ISSUANCE OF \$3,500,000 IN BONDS OR NOTES OF THE BOROUGH OF SHIP BOTTOM TO FINANCE THE SAME” and was finally adopted by the Local Unit at a meeting duly called and held on September 27, 2016, at which time a quorum was present and acted throughout, all pursuant to the terms of the Local Bond Law and other applicable law.

**Section 2.** The Chief Financial Officer of the Local Unit (the “Chief Financial Officer”) is hereby authorized to determine, in accordance with the Local Bond Law and pursuant to the terms and conditions hereof, (i) the final principal amount of the Note (subject to the maximum limitation set forth in Section 4(a) hereof), and (ii) the dated date of the Note.

**Section 3.** Any determination made by the Chief Financial Officer pursuant to the terms hereof shall be conclusively evidenced by the execution and attestation of the Note by the parties authorized pursuant to Section 4(h) hereof.

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

- (a) the principal amount of the Note to be issued shall be an amount up to \$3,500,000;
- (b) the maturity of the Note shall be as determined by the Trust;
- (c) the interest rate of the Note shall be as determined by the Trust;
- (d) the purchase price for the Note shall be par;
- (e) the Note shall be subject to prepayment prior to its stated maturity in accordance with the terms and conditions of the Note;
- (f) the Note shall be issued in a single denomination and shall be numbered “CFP-18”;
- (g) the Note shall be issued in fully registered form and shall be payable to the registered owner thereof as to both principal and interest in lawful money of the United States of America; and
- (h) the Note shall be executed by the manual or facsimile signatures of the Mayor and the Chief Financial Officer under official seal or facsimile thereof affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Local Unit Clerk.

**Section 5.** The Note shall be substantially in the form attached hereto as Exhibit A.



**Section 6.** The law firm of GluckWalrath LLP is hereby authorized to arrange for the printing of the Note, which law firm may authorize McCarter & English, LLP, bond counsel to the Trust for the Construction Financing Program, to arrange for same.

**Section 7.** The Authorized Officers of the Local Unit are hereby further severally authorized to (i) execute and deliver, and the Local Unit Clerk is hereby further authorized to attest to such execution and to affix the corporate seal of the Local Unit to, any document, instrument or closing certificate deemed necessary, desirable or convenient by the Authorized Officers or the Secretary of the Local Unit, as applicable, in their respective sole discretion, after consultation with counsel and any advisors to the Local Unit and after further consultation with the Trust and its representatives, agents, counsel and advisors, to be executed in connection with the issuance and sale of the Note and the participation of the Local Unit in the Construction Financing Program, which determination shall be conclusively evidenced by the execution of each such certificate or other document by the party authorized hereunder to execute such certificate or other document, and (ii) perform such other actions as the Authorized Officers deem necessary, desirable or convenient in relation to the execution and delivery of the Note and the participation of the Local Unit in the Construction Financing Program.

**Section 8.** This resolution shall take effect immediately.

**Section 9.** Upon the adoption hereof, the Local Unit Clerk shall forward certified copies of this resolution to GluckWalrath LLP, bond counsel to the Local Unit, David Zimmer, Executive Director of the Trust, and Richard T. Nolan, Esq., McCarter & English, LLP, bond counsel to the Trust.

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

Mayor Huelsenbeck called for Resolution 2017-160: NJ Environmental Infrastructure Trust. On a motion by Councilman Hartman, seconded by Councilman Butkus, this was approved as follows:

**RESOLUTION 2017-160  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY,  
DETERMINING THE FORM AND OTHER DETAILS OF ITS “NOTE  
RELATING TO THE CONSTRUCTION FINANCING PROGRAM OF  
THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST”,  
TO BE ISSUED IN THE PRINCIPAL AMOUNT OF UP TO \$4,400,000,  
AND PROVIDING FOR THE ISSUANCE AND SALE OF SUCH NOTE  
TO THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE  
TRUST, AND AUTHORIZING THE EXECUTION AND DELIVERY OF  
SUCH NOTE BY THE BOROUGH OF SHIP BOTTOM IN FAVOR OF  
THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST,  
ALL PURSUANT TO THE NEW JERSEY ENVIRONMENTAL  
INFRASTRUCTURE TRUST CONSTRUCTION FINANCING  
PROGRAM**

**WHEREAS**, the Borough of Ship Bottom (the “Local Unit”), in the County of Ocean, New Jersey, has determined that there exists a need within the Local Unit to acquire, construct, renovate or install a project consisting of various Sewer Utility improvements (the “Project”), and it is the desire of the Local Unit to obtain financing for such Project through participation in the environmental infrastructure financing program (the “Environmental Infrastructure Financing Program”) of the New Jersey Environmental Infrastructure Trust (the “Trust”);

**WHEREAS**, the Local Unit has determined to temporarily finance the acquisition, construction, renovation or installation of the Project prior to the closing with respect to the Environmental Infrastructure Financing Program, and to undertake such temporary financing with the proceeds of a short-term loan to be made by the Trust (the “Construction Loan”) to the Local Unit, pursuant to the Construction Financing Program of the Trust (the “Construction Financing Program”);

**WHEREAS**, in order to (i) evidence and secure the repayment obligation of the Local Unit to the Trust with respect to the Construction Loan and (ii) satisfy the requirements of the Construction Financing Program, it is the desire of the Local Unit to issue and sell to the Trust the “Note Relating to the Construction Financing Program of the New Jersey Environmental Infrastructure Trust” in an aggregate principal amount of up to \$4,400,000 (the “Note”);

**WHEREAS**, it is the desire of the Local Unit to authorize, execute, attest and deliver the Note to the Trust pursuant to the terms of the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the Revised Statutes of the State of New Jersey (the “Local Bond Law”), and other applicable law; and

**WHEREAS**, Section 28 of the Local Bond Law allows for the sale of the Note to the Trust, without any public offering, and N.J.S.A. 58:11B-9 allows for the sale of the Note to the Trust without any public offering, all under the terms and conditions set forth therein.

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

**Section 1.** In accordance with Section 28 of the Local Bond Law and N.J.S.A. 58:11B-9, the Local Unit hereby authorizes the issuance, sale and award the Note in accordance with the provisions hereof. The obligation represented by the Note has been appropriated and authorized by bond ordinance #2016-21 of the Local Unit, which bond ordinance is entitled “AN ORDINANCE OF THE BOROUGH OF SHIP BOTTOM, IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY PROVIDING FOR VARIOUS SEWER UTILITY IMPROVEMENTS AND OTHER RELATED EXPENSES IN AND FOR THE BOROUGH OF SHIP BOTTOM AND APPROPRIATING \$4,400,000 THEREFOR, AND PROVIDING FOR THE ISSUANCE OF \$4,400,000 IN BONDS OR NOTES OF THE BOROUGH OF SHIP BOTTOM TO FINANCE THE SAME” and was finally adopted by the Local Unit at a meeting duly called and held on September 27, 2016, at which time a quorum was present and acted throughout, all pursuant to the terms of the Local Bond Law and other applicable law.

**Section 2.** The Chief Financial Officer of the Local Unit (the “Chief Financial Officer”) is hereby authorized to determine, in accordance with the Local Bond Law and pursuant to the terms and conditions hereof, (i) the final principal amount of the Note (subject to the maximum limitation set forth in Section 4(a) hereof), and (ii) the dated date of the Note.

**Section 3.** Any determination made by the Chief Financial Officer pursuant to the terms hereof shall be conclusively evidenced by the execution and attestation of the Note by the parties authorized pursuant to Section 4(h) hereof.

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

- (a) the principal amount of the Note to be issued shall be an amount up to \$4,400,000;
- (b) the maturity of the Note shall be as determined by the Trust;
- (c) the interest rate of the Note shall be as determined by the Trust;
- (d) the purchase price for the Note shall be par;
- (e) the Note shall be subject to prepayment prior to its stated maturity in accordance with the terms and conditions of the Note;
- (f) the Note shall be issued in a single denomination and shall be numbered “CFP-18”;
- (g) the Note shall be issued in fully registered form and shall be payable to the registered owner thereof as to both principal and interest in lawful money of the United States of America; and
- (h) the Note shall be executed by the manual or facsimile signatures of the Mayor and the Chief Financial Officer under official seal or facsimile thereof affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Local Unit Clerk.

**Section 5.** The Note shall be substantially in the form attached hereto as Exhibit A.

**Section 6.** The law firm of GluckWalrath LLP is hereby authorized to arrange for the printing of the Note, which law firm may authorize McCarter & English, LLP, bond counsel to the Trust for the Construction Financing Program, to arrange for same.

**Section 7.** The Authorized Officers of the Local Unit are hereby further severally authorized to (i) execute and deliver, and the Local Unit Clerk is hereby further authorized to attest to such execution and to affix the corporate seal of the Local Unit to, any document, instrument or closing certificate deemed necessary, desirable or convenient by the Authorized Officers or the Secretary of the Local Unit, as applicable, in their respective sole discretion, after consultation with counsel and any advisors to the Local Unit and after further consultation with the Trust and its representatives, agents, counsel and advisors, to be executed in connection with the issuance and sale of the Note and the participation of the Local Unit in the Construction Financing Program, which determination shall be conclusively evidenced by the execution of each such certificate or other document by the party authorized hereunder to execute such certificate or other document, and (ii) perform such other actions as the Authorized Officers deem necessary, desirable or convenient in relation to the execution and delivery of the Note and the participation of the Local Unit in the Construction Financing Program.

**Section 8.** This resolution shall take effect immediately.

**Section 9.** Upon the adoption hereof, the Local Unit Clerk shall forward certified copies of this resolution to GluckWalrath LLP, bond counsel to the Local Unit, David Zimmer, Executive Director of the Trust, and Richard T. Nolan, Esq., McCarter & English, LLP, bond counsel to the Trust.

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

Mayor Huelsenbeck called for Resolution 2017-161: NJ Environmental Infrastructure Trust. On a motion by Councilman Hartman, seconded by Councilman Butkus, this was approved as follows:

**RESOLUTION 2017-161  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
DECLARING ITS OFFICIAL INTENT TO REIMBURSE  
EXPENDITURES FOR PROJECT COSTS FROM THE PROCEEDS OF  
DEBT OBLIGATIONS IN CONNECTION WITH ITS PARTICIPATION  
IN THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE  
TRUST FINANCING PROGRAM**

**WHEREAS**, the Borough Of Ship Bottom (the "Borrower") intends to acquire, construct, renovate and/or install the environmental infrastructure project more fully described in **Exhibit A** attached hereto (the "Project");

**WHEREAS**, the Borrower intends to finance the Project with debt obligations of the Borrower (the "Project Debt Obligations") but may pay for certain costs of the Project (the "Project Costs") prior to the issuance of the Project Debt Obligations with funds of the Borrower that are not borrowed funds;

**WHEREAS**, the Borrower reasonably anticipates that obligations, the interest on which is excluded from gross income under Section 103 of the Internal Revenue Code of 1986, as amended (the "Code"), will be issued by the New Jersey Environmental Infrastructure Trust (the "Issuer") to finance the Project on a long-term basis by making a loan to the Borrower with the proceeds of the Issuer's obligations (the "Project Bonds"); and

**WHEREAS**, the Borrower desires to preserve its right to treat an allocation of proceeds of the Project Debt Obligations to the reimbursement of Project Costs paid prior to the issuance of the Project Debt Obligations as an expenditure for such Project Costs to be reimbursed for purposes of Sections 103 and 141 through 150, inclusive, of the Code.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borrower as follows:

**Section 1.** The Borrower reasonably expects to reimburse its expenditure of Project Costs paid prior to the issuance of the Project Debt Obligations with proceeds of its Project Debt Obligations.

**Section 2.** This resolution is intended to be and hereby is a declaration of the Borrower's official intent to reimburse the expenditure of Project Costs paid prior to the issuance of the Project Debt Obligations with the proceeds of a borrowing to be incurred by the Borrower, in accordance with Treasury Regulations §1.150-2.

**Section 3.** The maximum principal amount of the Project Debt Obligations expected to be issued to finance the Project is \$3,500,000.

**Section 4.** The Project Costs to be reimbursed with the proceeds of the Project Debt Obligations will be "capital expenditures" in accordance with the meaning of Section 150 of the Code.

**Section 5.** No reimbursement allocation will employ an "abusive arbitrage device" under Treasury Regulations §1.148-10 to avoid the arbitrage restrictions or to avoid the restrictions under Sections 142 through 147, inclusive, of the Code. The proceeds of the Project Bonds used to reimburse the Borrower for Project Costs, or funds corresponding to such amounts, will not be used in a manner that results in the creation of "replacement proceeds", including "sinking funds", "pledged funds" or funds subject to a "negative pledge" (as such terms are defined in Treasury Regulations §1.148-1), of the Project Debt Obligations or another issue of debt obligations of the Borrower, other than amounts deposited into a "bona fide debt service fund" (as defined in Treasury Regulations §1.148-1).

**Section 6.** All reimbursement allocations will occur not later than 18 months after the later of (i) the date the expenditure from a source other than the Project Debt Obligations is paid, or (ii) the date the Project is "placed in service" (within the meaning of Treasury Regulations §1.150-2) or abandoned, but in no event more than 3 years after the expenditure is paid.

**Section 7.** This resolution shall take effect immediately.

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

Mayor Huelsenbeck called for Resolution 2017-162: NJ Environmental Infrastructure Trust. On a motion by Councilman Hartman, seconded by Councilman Butkus, this was approved as follows:

**RESOLUTION 2017-162  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
DECLARING ITS OFFICIAL INTENT TO REIMBURSE  
EXPENDITURES FOR PROJECT COSTS FROM THE PROCEEDS OF  
DEBT OBLIGATIONS IN CONNECTION WITH ITS PARTICIPATION  
IN THE NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE  
TRUST FINANCING PROGRAM**

**WHEREAS**, the Borough Of Ship Bottom (the "Borrower") intends to acquire, construct, renovate and/or install the environmental infrastructure project more fully described in **Exhibit A** attached hereto (the "Project");

**WHEREAS**, the Borrower intends to finance the Project with debt obligations of the Borrower (the "Project Debt Obligations") but may pay for certain costs of the Project (the "Project Costs") prior to the issuance of the Project Debt Obligations with funds of the Borrower that are not borrowed funds;

**WHEREAS**, the Borrower reasonably anticipates that obligations, the interest on which is excluded from gross income under Section 103 of the Internal Revenue Code of 1986, as amended (the "Code"), will be issued by the New Jersey Environmental Infrastructure Trust (the "Issuer") to finance the Project on a long-term basis by making a loan to the Borrower with the proceeds of the Issuer's obligations (the "Project Bonds"); and

**WHEREAS**, the Borrower desires to preserve its right to treat an allocation of proceeds of the Project Debt Obligations to the reimbursement of Project Costs paid prior to the issuance of the Project Debt Obligations as an expenditure for such Project Costs to be reimbursed for purposes of Sections 103 and 141 through 150, inclusive, of the Code.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borrower as follows:

**Section 1.** The Borrower reasonably expects to reimburse its expenditure of Project Costs paid prior to the issuance of the Project Debt Obligations with proceeds of its Project Debt Obligations.

**Section 2.** This resolution is intended to be and hereby is a declaration of the Borrower's official intent to reimburse the expenditure of Project Costs paid prior to the issuance of the Project Debt Obligations with the proceeds of a borrowing to be incurred by the Borrower, in accordance with Treasury Regulations §1.150-2.

**Section 3.** The maximum principal amount of the Project Debt Obligations expected to be issued to finance the Project is \$4,400,000.

**Section 4.** The Project Costs to be reimbursed with the proceeds of the Project Debt Obligations will be "capital expenditures" in accordance with the meaning of Section 150 of the Code.

**Section 5.** No reimbursement allocation will employ an "abusive arbitrage device" under Treasury Regulations §1.148-10 to avoid the arbitrage restrictions or to avoid the restrictions under Sections 142 through 147, inclusive, of the Code. The proceeds of the Project Bonds used to reimburse the Borrower for Project Costs, or funds corresponding to such amounts, will not be used in a manner that results in the creation of "replacement proceeds", including "sinking funds", "pledged funds" or funds subject to a "negative pledge" (as such terms are defined in Treasury Regulations §1.148-1), of the Project Debt Obligations or another issue of debt obligations of the Borrower, other than amounts deposited into a "bona fide debt service fund" (as defined in Treasury Regulations §1.148-1).

**Section 6.** All reimbursement allocations will occur not later than 18 months after the later of (i) the date the expenditure from a source other than the Project Debt Obligations is paid, or (ii) the date the Project is "placed in service" (within the meaning of Treasury Regulations §1.150-2) or abandoned, but in no event more than 3 years after the expenditure is paid.

**Section 7.** This resolution shall take effect immediately.

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

Mayor Huelsenbeck called for Resolution 2017-163: Southern Ocean County Chamber, downtown Driven Pilot Program. On a motion by Councilman Rossi, seconded by Councilman Valyo, this was approved as follows:

**RESOLUTION 2017-163  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING A PARTNERSHIP WITH THE  
SOUTHERN OCEAN COUNTY CHAMBER OF COMMERCE  
FOR THE DOWNTOWN DRIVEN PILOT PROGRAM**

**WHEREAS**, the Borough of Ship Bottom wishes to restore a vibrant business district that will enhance its reputation as a great family place to live and relax; and

**WHEREAS**, Southern Ocean County Chamber of Commerce (hereinafter "The Chamber"), a globally accredited destination management organization, has created the "Downtown Driven-Pilot Program"; and

December 26, 2017

**WHEREAS**, the Chamber agrees to serve in an advisory capacity to the Borough to further advance the sustainability to commerce and quality of life through business development and education; and

**WHEREAS**, the Chamber agrees to perform these services at no cost to the Borough of Ship Bottom.

**NOW, THEREFORE BE IT RESOLVED** that the Governing Body of the Borough of Ship Bottom authorize a partnership with the Chamber and authorize the commencement of the “Downtown Driven-Pilot Program”.

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

Mayor Huelsenbeck called for Resolution 2017-164: Transfers between Budget Appropriations. On a motion by Councilman Tallon, seconded by Councilman Rossi, this was approved as follows:

**RESOLUTION 2017-164  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING TRANSFERS BETWEEN  
BUDGET APPROPRIATIONS**

**WHEREAS**, N.J.S.A. 40A:4-58 permits appropriation transfers to be made during the last two months of the calendar year; and

**WHEREAS**, said transfers shall occur in the last two months of the calendar year 2016.

**NOW, THEREFORE BE IT RESOLVED** (not less than two-thirds (2/3) of the governing body affirmatively confirming) that the following transfers be and are hereby made between budget appropriations in the 2017 budget:

TO: Police O/E		<u>\$5,000.00</u>
	<b>TOTAL</b>	\$5,000.00
FROM: Police Salary and Wages		<u>\$5,000.00</u>
	<b>TOTAL</b>	\$5,000.00

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

Mayor Huelsenbeck called for the correspondence. The first item from Raising Hands & Hope, requesting the use of the Waterfront Park on May 12<sup>th</sup>, for a 5K run fundraiser. On a motion by Councilman Rossi, seconded by Councilman Valyo this request was approved.

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

Ship Bottom Republican Club requested to use the Council Chambers for their meetings on the following dates at 7:00 pm: January 11, March 8, May 10, October 11 and December 13, 2018. On a motion by Councilman Butkus, seconded by Councilman Valyo, this was approved.

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

The Kiwanis Club of Long Beach Island is requesting the use of the Waterfront Park to hold two (2) Flea Markets on July 12 and August 16 from 6:00 am until 5:00 pm. The Market will be open from 8:00 am until 4:00 pm. The rain dates would be July 13 and August 17. On a motion by Councilman Valyo, seconded by Councilman Hartman, this was approved.

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

George Lambert and Danielle Ansert requested to use the beach at 20<sup>th</sup> St. on April 14<sup>th</sup>, 2018 at 3:00 pm, for their wedding ceremony. They are expecting approximately 150 guests. On a motion by Councilman Tallon, seconded by Councilman Hartman, this was approved.

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

Mayor Huelsenbeck called for the note from Megan Lange to be spread in the minutes. On a motion by Councilman Rossi, seconded by Councilman Butkus, and all in favor vote, all aye, it is as follows:

December 26, 2017

Dear Kathy (Flanagan), Bob, Mayor Huelsenbeck and all of the members of the Borough of Ship Bottom:

On behalf of the Cub Scouts of Pack 61, we cannot thank you enough for your kindness and generosity.

We are so grateful to you all for your benevolence and for thinking of the Scouts.

We plan to put the money towards paying the fees to join scouts for the local boys who cannot afford the membership otherwise, as well as their uniform expenses, etc.

Best wishes and Happy Holidays to you and your loved ones,

Sincerely,

Megan Lange

Mayor Huelsenbeck called for the letter from Robert Potter to be spread in the minutes. On a motion by Councilman Rossi, seconded by Councilman Butkus, and all in favor vote, all aye, it is as follows:

Robert J. Potter Sr.  
279 W. 15<sup>th</sup> Street  
Ship Bottom, N.J. 08008-4452

January 26, 2018

To: Mayor, Council and Parade Committee

Reference: Christmas Parade 2017

Dear Editor;

First of all, I want to thank Ed English for inviting me to be the Grand-marshal in this year's Christmas Parade. A lot of planning and hard work goes into the Christmas Parade each year. Starting with the Mayor and Council support, organized by Councilman Ed English with Kathy Wells with, her team of elves, and volunteer members of the Parade Committee with Southern Regional High School Communications Department who all brought Christmas alive to our community.

A very special Thank you to our own Ship Bottom Vol. Fire Company for the use of the 1937 Fire truck, which they so lovingly, have brought back to shape after "Super-storm Sandy". Joining me on the fire truck Mayor Bill Huelsenbeck, Driver Past Chief Rick Traut, assisted by Past Pres. Danny English watching over the children on the back of the truck.

Thank you to the Ship Bottom Police & Public Works Department; Long Beach Township Police & Beach Patrol, Surf City Police, Harvey Cedar Police, Beach Haven and Stafford Police Departments with the Ocean County Sheriff Officers, and Ocean County workers keeping the parade safe.

To All I wish a Very Merry Christmas and Happy New Year.

Sincerely,

Robert Potter

Phone: 609 494-0802

Cc: Sandpaper

Mayor Huelsenbeck called for Reports of Committees

Revenue and Finance: Councilman David Hartman

Tax revenue December 2017 month to date is \$293,995.48

\$153,762.83 is for 2017, \$3,378.65 is for interest, \$136,767.57 is for 2018

Notable Misc. Revenue for Dec. 2017 was:

Beach Buggy Permits \$5,560 and Holiday Badges \$12,768

Public Safety: Councilman Tom Tallon

The public safety report for December 2017

There were 412 reported activities.

There were 2,659 patrol vehicle miles.

There were 198 beach, building and business checks.

There were also 90 traffic stops, one motor vehicle accident with injuries, four one motor vehicle accidents without injuries and two DUI's.

I asked the Clerk to include in your packet a synopsis of the 2017 visitation from the municipal court. I would ask the clerk to spread it upon the minutes.

To: Tom Tallon

From: Karen M. Garcia

Date: December 21, 2017

Re: Annual Visitation for the Municipal Court

A representative from the vicinage Municipal Division is required to meet annually with representatives from each Municipal Court to conduct a thorough review of the court's administrative procedures and office practices. This meeting, known as a visitation, takes two business days to conduct and results in the completion and submission of the Municipal Court Visitation Report.

There are six major areas of court practices and procedures that are reviewed during the visitation.

Section I identifies general information about the court, including staffing levels and possible staffing deficiencies. This section focuses on the court's hours of operation, maintenance of reference materials and equipment used by the court. A review of the court facilities and conformity to State minimum standards as well as issues involving physical access to court areas are also part of this section.

Section II encompasses several administrative areas within the court. Information about the annual municipal court's budget and municipality's financial audit report are gathered. The status of any recommendations made in previous visitation reports is also noted. Funds and programs under the purview of the municipal court are detailed. Public access to court records and proceedings are included in this section as well.

Section III focuses on the practices and procedures followed by the court with regard to case management. A large sampling of cases is examined, giving specific attention to filing, docketing and bail processing. Complaints and tickets that have been deleted, voided or dismissed are also examined. Vital court functions performed such as ticket control, assignment of public defenders, sound recordings and filings of municipal court appeals are reviewed. As part of case management, maintenance and destruction of records is noted.

Section IV centers around the proper collection, disbursement and general handling of monies collected by the court. Specifically, this section focuses on the court's procedures with regard to daily financial practices, monthly disbursements, bank reconciliations and installment payments.

Section V reviews the court's ability to manage and dispose cases in an effective manner. Special attention is given to identifying existing backlog.

The purpose of Section VI is to examine security measures in all areas of the court including implementation of a court security plan. The Municipal Court Schedule of Protection is reviewed in addition to security within the courtroom, the court offices and the violations bureau. This section also examines security measures taken when prisoners are present for court sessions.

The visitation report, once completed, is emailed along with a summary cover letter to the Municipal Court Judge, with a copy going to the Assignment Judge, Trial Court Administrator and the Municipal Court Administrator/Director. In the cover letter, the judge is asked to review the visitation report with staff and provide the Municipal Division with a written response, as appropriate, to the comments and recommendations offered in the report. Annually, at the end of each court year, the vicinage Municipal Division will submit a summary report of the municipalities visited during that court year to the Assistant Director of Municipal Court Services.

Finally, the visitation report is designed to serve as a tool to help identify not only areas of concern but, equally important, areas where the court excels. This information is administratively beneficial to court staff in the development of its operational goals and practices.

I am pleased to announce that this year Ship Bottom's visitation went exceedingly well. There were no areas of concern nor was any follow up required. As stated by Lia C. Grasso, AS3 from the Administrative Office of the Courts "Karen and her staff work hard to maintain their level of excellence every day. They are dedicated to their assigned tasks and complete them effortlessly and timely. The files are organized and kept that way from the time they receive the case to its completion. . . This office works in an efficient and professional manner at all times."

Upon receiving the official visitation report, the Honorable James A. Ligouri JMC responded "Excellent job, thank you for your great efforts."

#### **Parks and Recreation: Councilman Edward English**

The Christmas Parade was a huge success. We are starting to plan the events and concerts for the upcoming year.

#### **Public Property and Community Affairs: Councilman Joseph Valyo**

Code Enforcement: Verbal warnings, 2 illegal signs, 3 trash and 2 trailer on street, for a total of 7 verbal warnings.

Construction: 25 permits and 4 permit updates for a total of 29. The type of work was 19 alteration/renovations, 5 addition/rehabs, 1 new building, 3 additions and 1 demolitions. The total revenue was \$15,543.00.

Zoning: There were 3 resale inspections and 15 zoning permits issued.

December 26, 2017

Long Beach Island Health Department: Adult vaccinations are still available. Upcoming events are Healthy Choices, Men's Health Night, Annual Health and Safety Fair, Rabies Clinic and Choose Your Cover.

Water/Sewer: Councilman Robert Butkus

For the month of November, we pumped 5,735,000 gallons of water.

Public Works: Peter Rossi

Monthly report for December 2017

1. Maintenance and repairs done on all borough vehicles and equipment.
2. Metal, TV and brush picked up. Shrink wrap taken to Manahawkin, Trash picked up, ocean front entrances shoveled and swept.
3. Removed trash and saw dust from plaza, repaired snow fence and replaced light bulbs.
4. Replaced faucet fixture in handicap restroom at the borough hall.
5. Cleaned 3rd St. yard. Cardboard loaded into dumpster.
6. Filled curb line on 14th St., repaired manhole cover on 17th and Bay Terrace.
7. Started painting and repairing benches and life guard equipment.
8. Placed cones on Blvd. between 25th and 26th St., broken light post.
9. Picked up 12 yds. of salt from county.
10. Snow plowing after snow storm.
11. Repaired JIF violation (load rating post) mezzanine 3rd St.
12. Fire extinguishers inspected throughout the borough. (monthly)
13. 14th St. patch driveway oceanside.
14. All lawnmowers moved to 3rd. St. garage.
15. Removed signage from boat ramp. (fees)
16. Silt and dune fence put up at 13th St. bay beach entrance.
17. Christmas decorations put throughout the borough. (several man hrs.) displays checked daily.

Note: Merry Christmas and a Happy New Year

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

1. Bill Fenimore, 5 Robert Drive, talked about empty properties with long term leases on them and what we could possibly do by ordinance in order to address some of the issues we face with vacancies.  
Bill is our new representative to the LBI School Board. He stated that he has met with the Superintendent in preparation for his upcoming term.

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 Valyo and all in favor vote, all aye, Mayor Huelsenbeck adjourned the meeting at 7:08 pm.

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Kathleen Wells, RMC  
Municipal Clerk

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William Huelsenbeck, Mayor