

March 26, 2019

Regular Meeting Minutes  
March 26, 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, March 26, 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 6:31 p.m. and asked the Clerk to take attendance. The following were present:

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

Kathleen Flanagan, Chief Finance Officer, was also present.

Mayor Huelsenbeck asked the Clerk to read the Statement of Notice. It is as follows:

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

During the Caucus Meeting:

1. The Kite Fest requested the use of 11<sup>th</sup> through 24<sup>th</sup> Streets, which is an expansion from 14<sup>th</sup> St. to 11<sup>th</sup> St.
2. Councilman Valyo stated that Little Egg Harbor Township approved a resolution not in support of Governor Murphy claiming New Jersey to be a sanctuary state. The Council is considering a similar resolution.
3. Councilman Hartman appreciates that our water tower is lit for visibility.

Mayor Huelsenbeck called the Regular Meeting to order at 6:42 p.m. and asked the Clerk to take attendance. The following were present:

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

Kathleen Flanagan, Chief Finance Officer, was also present.

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 February 26, 2019. On a motion by Councilman Tallon, seconded by Councilman Butkus, the minutes were approved.

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

Mayor Huelsenbeck call for Resolution 2019-45: Authorizing payment of municipal bills. On a motion by Councilman Rossi, seconded by Councilman Hartman, this was approved as follows:

**RESOLUTION 2019-45  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING THE PAYMENT OF MUNICIPAL BILLS  
IN THE AMOUNT OF \$891,201.52**

**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 \$891,201.52 to be authorized to be paid upon verification of the Chief Financial Officer that there is sufficient money in the appropriated accounts, subject to adequate signatures and funding.

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

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
18-00883	11/15/18	GALLS010	GALLS, LLC Nash Clothing Order	2018 Open	8.00	0.00	
18-01009	12/19/18	GALLS010	GALLS, LLC Tretola Clothing	2018 Open	18.99	0.00	
19-00010	01/03/19	HOMED010	HOME DEPOT CREDIT SERVICES MATERIALS AND SUPPLIES	Open	308.98		
19-00018	01/03/19	NJNAT010	N.J. NATURAL GAS NATURAL GAS SUPPLY	Open	788.91	0.00	B
19-00023	01/03/19	PEDRO010	PEDRONI FUEL UNLEADED & DIESEL FUEL SUPPLY	Open	1,237.11	0.00	B
19-00043	01/08/19	USPOS010	U.S. POSTAL SERVICE PSA ITEM #232225 10" WINDOW	Open	16.45	0.00	
19-00145	02/08/19	GALLS010	GALLS, LLC Potter Clothing order	2018 Open	22.00	0.00	
19-00170	02/19/19	USABL010	USA BLUEBOOK WATER PLANT PUMP PARTS	Open	32.28	0.00	
19-00197	03/04/19	JRALP010	J. RALPH BARNETT REIMB - BOOTS	Open	169.99	0.00	
19-00198	02/28/19	CAMCO010	CAM CO BUCKET TRUCK INSPECTION	Open	125.00	0.00	
19-00199	02/28/19	BOROO040	BORO. OF SHIP BOTTOM-PAYROLL PR 3/1/19	Open	109,983.78	0.00	
19-00200	02/28/19	BOROO040	BORO. OF SHIP BOTTOM-PAYROLL PR 3/1/19	Open	7,251.92	0.00	
19-00203	03/01/19	MGLPR010	MGL PRINTING SOLUTIONS PRINTING - TAX BILLS	Open	1,039.00	0.00	
19-00204	03/01/19	AKEQU010	A&K EQUIPMENT COMPANY, INC. SNOW DEFLECTOR	Open	214.70	0.00	
19-00205	03/05/19	EXASA005	EXASALES, LLC Spartan Camera Accessories	Open	54.49	0.00	
19-00211	03/05/19	EAST010	EASTERN WAREHOUSE DISTRIBUTORS FEBRUARY INVOICES	Open	373.53		
19-00212	03/06/19	ANCH005	ANCHOR RUBBER STAMP NJ NOTARY EXPIRATION STAMP	Open	25.90		
19-00213	03/06/19	ANJR0010	ANJR ANJR ANNUAL MEETING 4/3/19	Open	75.00	0.00	
19-00217	03/06/19	LUBED010	LUBE DR Oil change Police Vehicle	Open	29.51	0.00	
19-00219	03/06/19	FRANC025	FRANCESCO DIMEGLIO RETURN OF ESCROW BALANCE	Open	730.00	0.00	
19-00220	03/06/19	INDEP001	Independent Service Tech UNLEADED FUEL NOZZLE REPAIR	Open	586.25		
19-00221	03/06/19	REGIS005	REGISTRATIONS PLUS, LLC 5 YEARS OF SERVICE - SAM	Open	499.00	0.00	
19-00222	03/06/19	LONGB040	LONG BEACH TWP. FEES COLLECTED FEBRUARY 2019	Open	6,235.55	0.00	
19-00223	03/07/19	SUBUR010	SUBURBAN DISPOSAL INC. SOLID WASTE & RECY. - FEB	Open	26,211.57		
19-00224	03/07/19	SELEC010	SELECTIVE INSURANCE FLOOD INSURANCE/124 E 26TH ST	Open	1,502.00		
19-00226	03/07/19	KATHL030	KATHLEEN WELLS REIMB TITLE/REGISTRATION FEE	Open	60.00	0.00	
19-00231	03/11/19	COAST010	ATLANTIC PRINT & DESIGN CCR REPORT POSTCARDS (2,001)	Open	1,061.72		
19-00232	03/11/19	MGLPR010	MGL PRINTING SOLUTIONS HOMESTEAD REBATE ORIG BILLS	Open	66.00		
19-00234	03/12/19	GALLS010	GALLS, LLC OEM Order	Open	41.00	0.00	
19-00236	03/12/19	TREAS030	TREASURER, STATE OF NJ COURT ADM/K.GARCIA RE-CERT FEE	Open	25.00		
19-00237	03/12/19	SHORE060	SHORE PROMOTIONS HARBOR MASTER TEES & HATS	Open	456.00	0.00	
19-00238	03/13/19	COAST010	ATLAN. PRINT & DESIGN DAILY BOAT RAMP PERMITS (2000)	Open	389.02		
19-00239	03/13/19	PERS0010	P.E.R.S 2019 ANNUAL EMPLOYER APPROPRIA	Open	119,856.00	0.00	
19-00240	03/13/19	PFRS0010	P.F.R.S. 2019 ANNUAL EMPLOYER APPROPRIA	Open	303,901.00	0.00	
19-00241	03/14/19	BOROO040	BORO. OF SHIP BOTTOM-PAYROLL P/R 3/15/19	Open	99,026.50	0.00	
19-00242	03/14/19	RUBBE010	RUBBER STAMPS UNLIMITED, INC. RECEIVED/DATE STAMPS	Open	261.45		
19-00243	03/14/19	BOROO040	BORO. OF SHIP BOTTOM-PAYROLL P/R 3/15/19	Open	6,085.94	0.00	
19-00244	03/19/19	TREAS040	TREASURER, ST. OF NJ RECORDS STORAGE/MICROFILM FY19	Open	25.00		
19-00245	03/19/19	DAWNA010	DAWN ANNARUMMA MILEAGE REIMB 3/15 SEMINAR	Open	89.18	0.00	
19-00249	03/19/19	PAULF010	PAUL F. SHARKEY Reimbursement	Open	56.70	0.00	
19-00251	03/19/19	HUELSE01	WILLIAM HUELSENBECK EYEGLASSES REIMBURSEMENT	Open	71.00	0.00	
19-00253	03/20/19	ACTUN010	ACTION UNIFORM Clothing Order NASH & HOLLOWAY	Open	492.00	0.00	
19-00254	03/20/19	BEACH035	BEACH BUMS COM. CLOUD STORAGE&MSOFFICE RENEWAL	Open	616.00		
19-00255	03/21/19	OWENL010	OWEN LITTLE AND ASSOCIATES CURB INSPECTION SERVICES	Open	375.00		
19-00257	03/21/19	STEVE020	STEVE SULECKI EYEGLASSES REIMBURSEMENT	Open	25.00	0.00	
19-00260	03/14/19	MARYANN	Maryann Carricarte COURT RECORDER 3/14/19	Open	75.00	0.00	
19-00262	03/22/19	BRIAN010	BRIAN TRETOLA Reimbursement	Open	12.00	0.00	
19-00266	03/25/19	OWENL010	OWEN LITTLE TRENCH OPENING INSPECTION SERV	Open	500.00	0.00	
19-00268	03/27/19	COMCA010	COMCAST CABLE TV/INTERNET/CABLE BEACH PATROL	Open	777.58	0.00	
19-00269	03/15/19	COMCA015	COMCAST CABLE TRUNK PRI/TRUNK BTN - MAR 2019	Open	374.87	0.00	
19-00270	02/28/19	NJPRE010	N.J. PRESS MEDIA SOLUTIONS ADVERTISING	Open	102.30	0.00	
19-00271	03/25/19	RICHA025	RICHARD MONACH RETURN OF PERFORMANCE BOND	Open	500.00	0.00	
19-00272	03/15/19	ATLAN050	ATLANTIC CITY ELECTRIC ELECTRICITY	Open	11,568.46	0.00	
19-00273	03/20/19	OWENL010	OWEN LITTLE LUB/SHORE PROSPECTS DKT 16-07	Open	2,992.50	0.00	
19-00274	03/18/19	OWENL010	OWEN LITTLE AND ASSOCIATES VARIOUS INVOICES	Open	15,365.49	0.00	
19-00275	03/28/19	CRITT005	CRITTER MAN PEST CONTROL PD EXTERMINATION SERVICE	Open	125.00		
19-00276	03/28/19	BOROO040	BORO. OF SHIP BOTTOM-PAYROLL PR 3/29/19	Open	92,618.76	0.00	
19-00277	03/28/19	BOROO040	BORO. OF SHIP BOTTOM-PAYROLL PR 3/29/19	Open	6,116.00	0.00	
Total Purchase Orders: 58 Total P.O. Line Items: 0 Total List Amount: 821,647.38 Total Void Amount: 0.00							

Totals by Year-Fund

Fund Description	Fund Budget	Total Revenue	Total G/L	Total Project	Total Total
CURRENT FUND 8-01	48.99	0.00	0.00	0.00	48.99
CURRENT FUND 9-01	778,361.11	0.00	0.00	0.00	778,361.11
WATER/SEWER FUND 9-06	29,974.23	0.00	0.00	0.00	29,974.23
9-11	0.00	0.00	0.00	5,097.50	5,097.50
Year Total:	808,335.34	0.00	0.00	5,097.50	813,432.84

UTILITY CAPITAL FUND C-07 1,930.00 0.00 0.00 0.00 1,930.00

CONSTRUCTION TRUST T-13 6,235.55 0.00 0.00 0.00 6,235.55

Total of All Funds: 816,549.88 0.00 0.00 5,097.50 821,647.38

Project Description Project No. Project Total

MONACH, RICHARD	2077	500.00
VAN VLIET, SHAUN C	18-01	125.00
AJD, LLC C	18-08	125.00
WALSH, MARTIN & WENDIE C	18-20	125.00
SHORE PROSPECTS DKT	16-07	830.00
701 CENTRAL AVENUE, LLC DKT	18-05	700.00
DIMEGLIO, FRANCESCO DKT	18-11	730.00
WAINWRIGHT AMUSEMENTS LLC DKT	19-05	571.00
BALDWIN RESIDENCE LLC DKT	19-06	891.50
MONACH, RICHARD & CHRISTINA TO	18-01	500.00
Total of All Projects:		5,097.50

Mayor Huelsenbeck call for Resolution 2019-46: Liquor license, place to place transfer, Gateway Inn Inc. On a motion by Councilman Rossi, seconded by Councilman Butkus, this was approved as follows:

**RESOLUTION 2019-46**  
**RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,**  
**COUNTY OF OCEAN, STATE OF NEW JERSEY,**  
**AUTHORIZING AND APPROVING A PLACE TO PLACE**  
**LIQUOR LICENSE TRANSFER APPLICATION TO**  
**GATEWAY INN INC. LICENSE NO. 1528-33-002-003**

**WHEREAS**, an application has been filed for a place to place transfer of plenary retail consumption license No. 1528-33-002-003 heretofore issued to Gateway Inn Inc., to expand their current licensed area to include the outside keg box cooler; and

**WHEREAS**, the submitted application form is complete in all respects, the transfer fees have been paid, and the license has been properly reviewed for the current license term; and

**WHEREAS**, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, and the regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33; and

**WHEREAS**, the application for a place to place transfer has been submitted in accordance with requirements of the Division of Alcoholic Beverage Control.

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

1. That the governing body does hereby approve of the place to place transfer of the aforesaid plenary retail consumption license currently licensed to Gateway Inn Inc.
2. The license, subject to all its terms and conditions is hereby expanded to include the outside keg box cooler as shown on the submitted drawings, effective March 27, 2019.
3. That all other terms and conditions that have been approved upon the operation of this license by the governing body shall remain in full force and effect.
4. That a certified copy of this resolution shall be forwarded to the Division of Alcoholic Beverage Control and to the applicant.

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

Mayor Huelsenbeck call for Resolution 2019-47: Confirming Ice Cream Vendors. On a motion by Councilman Butkus, seconded by Councilman Rossi, this was approved as follows:

**RESOLUTION 2019-47**  
**RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,**  
**COUNTY OF OCEAN, STATE OF NEW JERSEY,**  
**CONFIRMING ICE CREAM VENDORS**

**WHEREAS**, in accordance with Ordinance 2018-04 and Resolution 2019-42 an open public auction was noticed for and held on March 12, 2019 at 10:00 am; and

**WHEREAS**, within the Notice to Bidders, Conditions of Sale, the sale of the licenses is contingent upon final confirmation by the Ship Bottom Borough Council.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Ship Bottom that the following three (3) companies are the holders of the three (3) licenses that were auctioned for 2019:

1. Bayberry Ice Cream Trucks LLC
2. Beaches N Cream LLC
3. Cool Concessions LLC

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

Mayor Huelsenbeck call for Resolution 2019-48: Confirming Ice Cream Vendors. On a motion by Councilman Hartman, seconded by Councilman Valyo, this was approved as follows:

**RESOLUTION 2019-48  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
RATIFYING THE APPOINTMENT OF SUSAN KILCHESKI AS  
DEPUTY EMERGENCY MANAGEMENT COORDINATOR**

**WHEREAS**, the Emergency Management Coordinator, Joseph Valyo, is in need of a Deputy Emergency Management Coordinator.

**WHEREAS**, Joseph Valyo has appointed Susan Kilcheski as Deputy Emergency Management Coordinator for the Borough of Ship Bottom.

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

1. That the governing body does hereby confirm the appointment of Susan Kilcheski as Deputy Emergency Management Coordinator for the Borough of Ship Bottom.
2. That the annual compensation shall be \$1,000.00.

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

Mayor Huelsenbeck called for the Public Hearing on the Award of Liquor License, Hotel/Motel Exception. On a motion by Councilman Rossi, seconded by Councilman Butkus and all in favor vote, all aye, the hearing was opened to the public.

1. Barbara Bishop, 1301 Ocean Ave., asked what happens to the current license issued on the property. I as the Clerk explained that the current license is a pocket license and the pocket Plenary Retail Consumption License can be transferred to a different property in the future. It can also be transferred to another entity as well.

On a motion by Councilman Rossi, seconded by Councilman Valyo and all in favor vote, all aye, the hearing was closed to the public.

Mayor Huelsenbeck call for Resolution 2019-49: Award of License, Hotel/Motel Exception. On a motion by Councilman Rossi, seconded by Councilman Hartman, this was approved as follows:

**RESOLUTION 2019-49  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AWARDING A NEW LICENSE FOR A HOTEL/MOTEL TO THE BALDWIN  
RESIDENCE LLC TRADING AS THE "HOTEL LBI"**

**WHEREAS**, N.J.S.A. 33:1-12.20 authorizes the issuance of Plenary Retail Consumption Licenses for hotels or motels having more than 100 sleeping rooms (hereinafter "hotel/motel license") without regard to population limitations; and

**WHEREAS**, the Borough of Ship Bottom received one (1) application for the license; and

**WHEREAS**, the governing body of the Borough of Ship Bottom has held a Public Hearing on March 26, 2019; and

**WHEREAS**, the Borough of Ship Bottom is awarding a hotel/motel license to the Baldwin Residence LLC, trading as the "Hotel LBI" using the Historical Method.

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

March 26, 2019

1. That the governing body does hereby award a new license for a hotel/motel in accordance with the provisions of N.J.S.A. 33:1-1 et. seq. to the Baldwin Residence LLC, trading as “Hotel LBI”.

2. That a certified copy of this resolution shall be forwarded by the municipal clerk to the Division of Alcoholic Beverage Control.

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

Mayor Huelsenbeck call for Resolution 2019-50: Distracted Driving Overtime Enforcement Grant. On a motion by Councilman Tallon, seconded by Councilman Rossi, this was approved as follows:

**RESOLUTION 2019-50  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY  
AUTHORIZING PATROLMAN RONALD HOLLOWAY  
TO APPLY FOR THE GRANT,  
“DISTRACTED DRIVING OVERTIME ENFORCEMENT”**

**WHEREAS**, distracted driving is a serious, life-threatening practice that is preventable; and  
**WHEREAS**, distracted driving can result in injuries and deaths to all road users (motorists, pedestrians and bicyclists); and

**WHEREAS**, distracted driving occurs when drivers divert their attention away from the task of driving to focus on another activity instead; and

**WHEREAS**, in 2015 alone, distracted driving-related crashes resulted in 3,477 deaths and 391,000 injuries on our nation’s roads; and

**WHEREAS**, in New Jersey, distracted driving was listed as a contributing circumstance in nearly 750,000 crashes between 2011-2015; and

**WHEREAS**, the State of New Jersey will participate in the nationwide *Distracted Driving 2019 Crackdown from April 1-21, 2019* in an effort to raise awareness and decrease driver distraction through a combination of enforcement and education; and

**WHEREAS**, the national slogan for the campaign is *UDrive. UText. UPay*; and

**WHEREAS**, a reduction in distracted driving in New Jersey will save lives on our roadways.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Ship Bottom, County of Ocean, that the Mayor and Council are in full support of this program and that Patrolman Ronald Holloway is hereby authorized to apply for the “Distracted Driving Overtime Enforcement” Grant.

**BE IT FURTHER RESOLVED**, that this resolution is retroactive to March 14, 2019.

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

Mayor Huelsenbeck call for Resolution 2019-51: Authorizing Jurisdictional Agreement with New Jersey for 8<sup>th</sup> & 9<sup>th</sup> Streets (clarification). On a motion by Councilman Tallon, seconded by Councilman Valyo, this was approved as follows:

**RESOLUTION 2019-51  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY  
AUTHORIZING THE EXECUTION OF  
JURISDICTIONAL AGREEMENT NO. 4734  
WITH THE STATE OF NEW JERSEY  
(CLARIFICATION OF RESOLUTION 2019-30)**

**WHEREAS**, the State of New Jersey Department of Transportation has requested that an agreement be entered between the Borough of Ship Bottom and the State of New Jersey, which would allocate the jurisdictional responsibilities for highway maintenance and control between the Borough of Shi Bottom and the State of New Jersey with reference to certain intersections of Route 72 and streets within the Borough of Ship Bottom; and

**WHEREAS**, maps outlining the jurisdictional limits of each have been reviewed and approved by the Borough of Ship Bottom.

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Ship Bottom that the Mayor, William Huelsenbeck, and the Clerk, Kathleen Wells, are hereby authorized to execute the Agreement between the Borough of Ship Bottom and the State of New Jersey.

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

Mayor Huelsenbeck call for Resolution 2019-52: Refund, Tax Sale Certificate. On a motion by Councilman Rossi, seconded by Councilman Hartman, this was approved as follows:

**RESOLUTION 2019-52  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY  
AUTHORIZING THE TREASURER TO REFUND  
MONEY ON A TAX SALE CERTIFICATE**

**WHEREAS**, the amount of \$4,718.41 has been received by the Tax Collector for redemption of Tax Sale Certificate #17-00004 on Block 117, Lot 16, qual C.02 assessed to Thomas A. Doyle; and

**WHEREAS** the amount of \$4,718.41 is the correct amount required to redeem.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Ship Bottom, County of Ocean, that the Treasurer is hereby authorized to return \$4,718.41 plus \$3,100.00 premium held in an escrow account, to Early Out Investments, PO Box 1912, Absecon, NJ 08201, holder of the certificate.

**BE IT FURTHER RESOLVED** that this resolution is effective February 26, 2019.

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

Mayor Huelsenbeck call for Resolution 2019-53: Appointment of Architect. On a motion by Councilman Tallon, seconded by Councilman Valyo, this was approved as follows:

**RESOLUTION 2019-53  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING ELLIOT W. GOLDSTEIN, AIA, PP  
OF THE GOLDSTEIN PARTNERSHIP AS  
A MUNICIPAL ARCHITECT FOR  
THE BOROUGH OF SHIP BOTTOM**

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

**WHEREAS**, Elliot W. Goldstein, AIA, PP, is duly qualified to serve as municipal architect for the Borough of Ship Bottom; and

**WHEREAS**, it is the desire of the governing body to appoint Elliot W. Goldstein, AIA, PP, of the firm of The Goldstein Partnership as municipal architect; and

**WHEREAS**, the Chief Financial Officer has determined and certified in writing that the value of the contract to be awarded under this Resolution may exceed \$17,500 in the 2019 municipal budget; and

**WHEREAS**, the anticipated term of this contract is from March 26, 2019 until December 31, 2019; and

**WHEREAS**, the maximum amount of the contract to be awarded under this Resolution is set forth in the 2019 municipal budget; and

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

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

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

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

- A. That Elliot W. Goldstein, AIA, PP, of the firm of The Goldstein Partnership is hereby appointed as municipal architect for the Borough of Ship Bottom for a term commencing March 26, 2019 and ending December 31, 2019, or upon 30 days written notice by either party.
- B. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to the agreement with Elliot W. Goldstein, AIA, PP, of the firm of The Goldstein Partnership.
- C. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
- D. A notice of this action shall be printed once in an official newspaper of the Borough of Ship Bottom.
- E. This Resolution takes effect March 26, 2019.

- F. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to Elliot W. Goldstein, AIA, PP, of the firm of The Goldstein Partnership.
- G. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances which constitute the availability of funds for this contract: Buildings and Grounds O/E.
- H. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contract Agreement.
- I. A copy of this Resolution, as well as the Contract Agreement is on file with the Municipal Clerk.
- J. The Business Disclosure Entity Certification and the Determination of Value will be attached to the contract.

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

Mayor Huelsenbeck call for Resolution 2019-54: Temporary budget, amended. On a motion by Councilman Hartman, seconded by Councilman Valyo, this was approved as follows:

**RESOLUTION 2019-54  
RESOLUTION OF THE BOROUGH OF SHIP BOTOM  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
ADOPTION OF EMERGENCY TEMPORARY APPROPRIATIONS**

**WHEREAS**, emergent conditions have arisen in that the Borough is expected to enter into contracts, commitments or payments prior to the 2019 budget and no adequate provision has been made in the 2019 temporary budget for the aforesaid purposes, and

**WHEREAS**, N.J.S. 40A:4-20 provides for the creation of an emergency temporary appropriation for said purpose, and

**WHEREAS**, the total emergency temporary appropriation resolutions adopted in the year 2019 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total \$1,040,207.00,

**NOW, THEREFORE, BE IT RESOLVED** 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 the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

1. Emergency temporary appropriations be and the same are hereby made in the amount of \$1,040,207.00 as follows:

Mayor & Council	S&W	7,250.00
Admin & Exec	S&W	10,750.00
	O&E	13,000.00
Municipal Clerk	S&W	6,000.00
	O&E	2,000.00
Financial Admin	S&W	250.00
	O&E	2,000.00
Revenue Admin	S&W	16,500.00
	O&E	2,000.00
Tax Assessment	S&W	10,750.00
LURB	S&W	10,500.00
Zoning	S&W	12,000.00
	O&E	750.00
General Liability		30,000.00
Workers Compensation		63,500.00
Employee Group Ins		116,000.00
Transportation	O&E	17,500.00
Police	S&W	250,000.00
Police	O&E	10,000.00
Emergency Management	O&E	500.00
Prosecutor	O&E	500.00
Streets & Maintenance	S&W	10,000.00
Equipment Maint. & Repair	S&W	12,500.00
Garbage & Trash Removal	O&E	4,750.00
Wharves, Docks & Bulkheads	O&E	2,000.00
Recycling	S&W	4,500.00
Public, Buildings & Grounds	S&W	14,500.00

	O&E	7,500.00
Animal Control	O&E	800.00
Recreation	S&W	300.00
Municipal Court	S&W	20,000.00
Beachfront Maintenance	S&W	8,000.00
Beach Operation	O&E	7,000.00
Construction	S&W	19,500.00
	O&E	2,250.00
Telephone		3,000.00
Natural Gas		2,000.00
PERS		71,106.00
Social Security		20,000.00
PFRS		243,901.00
Unemployment		4,850.00

2. Said emergency temporary appropriations will be provided for in the 2019 budget.
3. That one certified copy of this resolution be filed with the Director, Division of Local Government Services.

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

Mayor Huelsenbeck call for Ordinance 2019-07: Introduction by Title, Beach Badge Fees. On a motion by Councilman Valyo, seconded by Councilman Butkus, this was approved by Title, as follows:

**ORDINANCE 2019-07**  
**ORDINANCE OF THE BOROUGH OF SHIP BOTTOM, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 12.12 OF TITLE 12 OF THE BOROUGH CODE OF THE BOROUGH OF SHIP BOTTOM ENTITLED "BEACH AND BAY AREA USE REGULATIONS" SO AS TO REVISE VARIOUS REGULATIONS PERTAINING TO THE USE OF BEACH AND BAY AREAS OF THE BOROUGH**

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

Mayor Huelsenbeck call for Ordinance 2019-08: Introduction by Title, Re-appropriation ordinance. On a motion by Councilman Butkus, seconded by Councilman Tallon, this was approved by Title, as follows:

**ORDINANCE 2019-08**  
**ORDINANCE OF THE BOROUGH OF SHIP BOTTOM, COUNTY OF OCEAN, STATE OF NEW JERSEY, REAPPROPRIATING \$35,000 OF PROCEEDS OF OBLIGATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSES IN ORDER TO PROVIDE FUNDING FOR THE COST OF THE CLEANING AND PAINTING OF THE WATER TOWER LOCATED IN THE BOROUGH OF SHIP BOTTOM**

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

Mayor Huelsenbeck call for Ordinance 2019-09: Introduction by Title, Capital Improvement ordinance. On a motion by Councilman Tallon, seconded by Councilman Valyo, this was approved by Title, as follows:

**ORDINANCE 2019-09**  
**AN ORDINANCE OF THE BOROUGH OF SHIP BOTTOM, IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY, PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS AND OTHER RELATED EXPENSES IN AND FOR THE BOROUGH OF SHIP BOTTOM AND APPROPRIATING \$400,000 THEREFOR, AND PROVIDING FOR THE ISSUANCE OF \$380,000 IN BONDS OR NOTES OF THE BOROUGH OF SHIP BOTTOM TO FINANCE THE SAME.**

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

Mayor Huelsenbeck call for Ordinance 2019-06: Second reading, public hearing and adoption; Capital Ordinance for Network upgrades. On a motion by Councilman Rossi, seconded by Councilman Butkus and all in favor vote, all aye, the meeting was opened to the public.

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Having no response from the public, on a motion by Councilman Rossi, seconded by Councilman Tallon and all in favor vote, all aye, the meeting was closed to the public. On a motion by Councilman Tallon, seconded by Councilman Valyo, this ordinance was adopted as follows:

**ORDINANCE 2019-06**  
**AN ORDINANCE OF THE BOROUGH OF SHIP BOTTOM,**  
**IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY**  
**PROVIDING FOR NETWORK EQUIPMENT UPGRADES, AND**  
**APPROPRIATING \$40,000. THEREFOR FROM THE**  
**BOROUGH'S CAPITAL IMPROVEMENT FUND**

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

Section 1. The sum of \$40,000 is hereby appropriated from the Borough of Ship Bottom, in the County of Ocean, New Jersey (the "Borough") Capital Improvement Fund is for network equipment upgrades, including all work and materials necessary therefore or incidental thereto.

Section 2. The capital budget or temporary capital budget, as applicable, of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. In the event of any such inconsistency and amendment, the resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget or temporary capital budget, as applicable, 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 3. This ordinance shall take effect as provided by law.

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

Mayor Huelsenbeck called for the following correspondence requests. On a motion by Councilman Rossi, seconded by Councilman Valyo, the following were approved:

1. Grace Calvary Church: Easter Sunrise Service on 19<sup>th</sup> St. beach, with benches, April 21
2. Ocean Community Church: Easter Sunrise Service on 19<sup>th</sup> St. beach, April 21
3. Alliance for a Living Ocean: Seining program, Tuesday at 11:00 am June 25 through August 27 at the bay beach. The 11<sup>th</sup> Annual ALO LBI Longboard Classic, 17<sup>th</sup> St. beach, August 10<sup>th</sup>
4. PBA #175, Cops 'N Rodders Car Show, August 25 from 6:00 am until 6:00 pm, Waterfront Park.
5. Ship Bottom Merchants: Sidewalk Sale Days: 5-17,18,19; 6-18,19,20; 7-16,17,18; 8-13,14,15; 9-6,7 & 8.
6. Jack Graves/Lynda Curtis, wedding, May 10, 2019, 5<sup>th</sup> St. Bay Park @ 7:00 pm
7. Humphery Holmes/Sierra Bley, wedding, June 8, 2019, Sunset Point @ 6:00 pm
8. Jordan Little/Julianna Kievit, wedding, 6<sup>th</sup> St. ocean beach, May 4, 2019 @ 4:00 pm

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

Mayor Huelsenbeck called for Reports of Committees

Revenue & Finance/Treasurer's Report: Councilman David Hartman

Tax revenue for March 2019 month to date is \$229,006.38, \$219,158.00 for 2019, \$3,121.00 for 2018 and \$4,676.00 for penalty or interest.

Miscellaneous revenue of note for March 2019 is: vendor licenses \$17,400.00, Municipal Court \$3,692.13; Preseason badges \$2,800.00; Post office rent \$2,185.00.

The tax sale will be held on April 10 at 10:30 am in the Council Chamber's. We currently have three properties going to sale for delinquent 2018 taxes. The list can be found posted in the Borough Hall.

To date we have 80 properties that are delinquent with their 2019 taxes.

The homestead credit adjustments were received Monday, March 25<sup>th</sup>. Properties entitled to receive that credit will get an adjusted 2<sup>nd</sup> quarter bill. They will be mailed out before the end of this week (March 29). If anyone has any questions, please give the tax collector a call at 609-494-2171 X101.

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Treasurer's Report, Bank of America, February 2019

<u>ACCT TITLE/ ACCOUNT #</u>	<u>BEGINNING BALANCE</u>	<u>DEPOSITS</u>	<u>DISBURSEMENTS</u>	<u>ENDING BALANCE</u>
GENERAL OPERATING	5,680,948.20	2,130,749.34	2,019,478.91	5,792,218.63
GENERAL CAPITAL	1,117,974.77	-	5,731.00	1,112,243.77
UTILITY OPERATING	758,732.13	33,030.21	17,376.47	774,385.87
UTILITY CAPITAL	559,658.06	193,753.00	277,786.55	475,624.51
GENERAL TRUST	441,474.32	7,591.00	17.22	449,048.10
CONSTRUCTION TRUST	37,358.19	16,635.00	1,312.84	52,680.35
DOG TRUST	807.00	21.00	75.58	752.42
PUBLIC DEFENDER	462.63	25.00	-	487.63
TAX SALE PREMIUMS	21,000.00	-	-	21,000.00
FORFEITURE OF FUNDS	21,335.20	-	-	21,335.20
PAYROLL	154,993.74	219,888.09	171,608.41	203,273.42
ALCOHOL EDUCATION	7,313.05	-	-	7,313.05
CREDIT CARD ACCOUNT	-	1,630.00	-	1,630.00
GRANT FUND	145,180.34	-	-	145,180.34

Public Safety: Councilman Tom Tallon  
No report this month.

Parks and Recreation: Councilman Edward English  
Kathleen Wells stated that the Annual Calendar & Guides are now available.  
Kathleen Flanagan stated that the seasonal beach badges are available.

Public Property/Community Affairs: Councilman Joseph Valyo  
Code Enforcement: Verbal warnings; 1 unleashed dog, 2 illegal signs, 5 trash, 3 trailers on street, 1 overgrown grass, 2 construction materials on street, for a total of 14 warnings. Phone books were dropped off throughout town this month, (in plastic bags). Bob Rossi spent a Saturday picking up a full pick up truck of phone books that were left on empty properties. There was one (1) yard clean up violation issued.  
There is a hazardous waste and shredding schedule on our website.  
Zoning: 13 resale inspections and 21 zoning permits issued.  
The property at 2615 Central Ave. will start siding and installing windows as a result of a violation notice.  
Construction and Code Enforcement informed contractors to cover dumpsters on construction sites.  
The Construction Official attended the contractor meeting that was held in Long Beach Township on March 7<sup>th</sup>.  
Susan, CRS Coordinator, attended the Annual PPI (Program for Public Information) meeting on March 12<sup>th</sup> in Beach Haven, with the other Floodplain Administrators and Managers. The committee established a PPI Facebook page to share collected information and to gain more CRS points for all the participating towns, including Ship Bottom.  
Construction: There were 18 permits and 5 permit updates processed. The type of work was: 16 alteration/renovations, 3 addition/rehabs, 3 new buildings and 1 demolition. The total revenue was \$12,731.00.  
We have received a report from the Health Department regarding Meals on Wheels and a report from St. Francis regarding the scope of services.

Water/Sewer: Councilman Robert Butkus  
For the month of February, we pumped 8,539,000 gallons of water and did 27 mark-outs. We received \$41,399.96 in water payments and \$61,304.72 in sewer payments.  
Water/sewer bills for all non-metered residential accounts have been mailed out. These annual bills are due May 1<sup>st</sup> and October 1<sup>st</sup>.  
All metered water/sewer properties are being billed this week. Due dates for these accounts will be April 15<sup>th</sup>. As of today, we have 12 commercial accounts and 10 residential accounts that are delinquent. Phone calls will be made this week and if payment is not received, they are subjected to be turned off on April 15<sup>th</sup>.

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Public Works: Councilman Peter Rossi

1. Maintenance done on all borough equipment. Trash and recycles picked up weekly.
2. Several repairs done at the borough hall and police department.
3. Worked on bulkhead that blew out on 16th St. (Temporary repair)
4. Green benches and life guard boxes painted and repaired. Moved to 6th St. yard.
5. Sand and debris removed from ocean front walkways and street ends
6. R-blend picked up from county and spread and tamped along the bulkhead on 25th St.
7. Repaired broken gate at the water plant.
8. New signage put up for Dog Litter and No Smoking at the ballfields.
9. Salted iced entrances into the borough hall.
10. Shamrock removed and stored.
11. Pot holes filled throughout the borough.
12. Began replacing broken glass blocks at the entrance to the back of borough hall.
13. Air filters changed at the borough hall and fire extinguishers checked throughout the borough.
14. Public works employee's instructed on fuel protection drains.
15. Shoveled and swept stone and rocks at 25th St. after high wind and water.

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. Josh Traut, Deputy Fire Chief of the Ship Bottom Fire Co. gave a report to the Council.
  1. All firefighters are going through the annually required FIT tests. They are joining Stations 49 & 51 and working as a team in order to save money.
  2. The apparatus has gone through the annual hose, ump & ladder tests. Minor repairs are being made.
  3. We have completed a walk through of Arlington Beach Club. A walk through of Hotel LBI is scheduled for April 13<sup>th</sup>. Stations 47, 49, 15, 51, 13, 14, Ship Bottom and Long Beach Twp. Police Departments, Mayor Huelsenbeck and Councilmen are included. These two (2) structures pose many obstacles/changes to our normal operations. We want to be proactive and prepared for any future emergencies.
  4. Thank you for keeping us in the loop for Land Use applications.
  5. We are in the process of planning our annual fundraisers.
  6. Thank you to Water/Sewer Department for helping with utility turn-offs during the night for fires.
  7. Several firefighters attended classes/seminars in the last month, ranging from pump operator training to mental health awareness. This is done on their own time and they bring the education back to be used in the community.
  8. It was mentioned that the beaches will be open from 9:00 am until 6:00 pm this summer. We work closely with the Ship Bottom Beach Patrol on water rescue. Thank you.
2. Jack Canolli, 107 W. 27<sup>th</sup> St., asked when the bulkhead repair will take place. The answer was hopefully this Spring. He also asked about the storm drain. The answer was we thought it would also be this spring.

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

On a motion by Councilman Tallon, seconded by Councilman Butkus and all in favor vote, all aye, Mayor Huelsenbeck adjourned the meeting at 7:22 pm.

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Kathleen Wells, RMC

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William Huelsenbeck, Mayor