

TOWNSHIP COMMITTEE WORKSHOP MEETING – JULY 13, 2020 – 6:00 P.M.

Mayor Lane calls the workshop meeting to order at 6:00 p.m. and asks the Clerk to call the roll:

ROLL CALL

PRESENT/ABSENT

Dr. Michael Brantley
Kevin B. McMillan
Carol Rizzo
Nicholas Williams
Robert Lane

Also present: Vito D. Gadaleta, Business Administrator; Gene Anthony, Township Attorney; and Richard J. Cuttrell, Municipal Clerk.

Mayor Lane announces that the notice requirements of R.S. 10:4-18 have been satisfied by the publication of the required advertisement in The Coaster and the Asbury Park Press on July 2, 2020, posting the notice on the Board in the Municipal Complex, and filing a copy of said notice with the Municipal Clerk.

ITEMS FOR DISCUSSION IN OPEN SESSION

1. Discussion – Bond/capital ordinances for introduction at the July 27th special meeting.

2. Review Committee calendars.

Res. # 20-229 – Authorize an Executive Session as authorized by the Open Public Meetings Act. (if necessary)

Offered by: _____ Seconded by: _____

Vote: Brantley, _____; McMillan, _____; Rizzo, _____; Williams, _____; Lane, _____.

RESOLUTION #20-229 – 7/13/20

AUTHORIZE AN EXECUTIVE SESSION AS AUTHORIZED BY
THE OPEN PUBLIC MEETINGS ACT

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and,

WHEREAS, this public body is of the opinion that such circumstances presently exist,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune, County of Monmouth, as follows:

1. The Public shall be excluded from discussion of and action upon the hereinafter specified subject matters.

2. The general nature of the subject matter to be discussed is as follows:

No items as of Friday, July 10th

3. It is anticipated at this time that the above stated subject matters will be made public when matters are resolved.

4. This Resolution shall take effect immediately.

TOWNSHIP COMMITTEE MEETING – JULY 13, 2020 – 7:00 P.M.

This is a Virtual Meeting. Video and audio access to the meeting is via townhallstreams.com/towns/neptune_nj. When an agenda item is reached that allows for public comment, comments will be taken via text to 908-415-3680.

Mayor Lane calls the meeting to order and asks the Clerk to call the roll:

ROLL CALL

PRESENT/ABSENT

Dr. Michael Brantley
Kevin B. McMillan
Carol Rizzo
Nicholas Williams
Robert Lane, Jr.

Also present at the dais: Gene Anthony, Township Attorney; Vito D. Gadaleta, Business Administrator; and Richard J. Cuttrell, Municipal Clerk.

Silent Prayer and Flag Salute

Mayor Lane announces that the notice requirements of R.S. 10:4-18 have been satisfied by the publication of the required advertisement in The Coaster and the Asbury Park Press on July 2, 2020 which included a notice of virtual meeting with web access instructions, posting the notice on the Board in the Municipal Complex, and filing a copy of said notice with the Municipal Clerk. In addition, the meeting agenda, resolutions and ordinances are posted online at www.neptunetownship.org.

APPROVAL OF MINUTES – Motion offered by _____, seconded by _____, to approve the minutes of the meeting held on June 15th.

COMMENTS FROM THE DAIS - Comments from the Dais regarding business on this agenda or any reports on recent events in their respective departments.

PUBLIC COMMENTS ON RESOLUTIONS - Public comments regarding resolutions presented on this agenda may be submitted via text to 908-415-3680. Comments will be accepted when the Mayor opens this portion of the meeting for public comment.

ORDINANCES - For each ordinance with a public hearing, the public may comment via text to 908-415-3680 when the Mayor opens the public hearing.

ORDINANCE NO. 20-15 – An ordinance to amend Volume I, Chapter VII of the Code of the Township of Neptune by converting an existing handicapped zone to a resident only handicapped zone on Embury Avenue - Final Reading

Explanatory Statement: This ordinance authorizes the conversion an existing handicapped parking zone in front of 24 Embury Avenue to a resident only handicapped parking zone.

Public Hearing:

Offered by: _____ Seconded by: _____
Vote: Brantley, _____; McMillan, _____; Rizzo, _____; Williams, _____; Lane, _____.

ORDINANCE NO. 20-16 – An ordinance to amend the Land Development Ordinance of the Township of Neptune by amending Section 415.11 entitled "Mobile Home Parks". - Final Reading

Explanatory Statement: This ordinance amends the Land Use Ordinance to make it consistent with recent State Regulatory Amendments to the Uniform Construction Code that have discontinued its status as a State Administrative Agency for manufactured homes under the jurisdiction of Housing and Urban Development.

Public Hearing:

Offered by: _____ Seconded by: _____
Vote: Brantley, _____; McMillan, _____; Rizzo, _____; Williams, _____; Lane, _____.

ORDINANCE NO. 20-17 – An ordinance to amend Volume I, Chapter VII, Section 7-7 of the Code of the Township of Neptune by adding a no parking zone on a portion of South Riverside Drive - First Reading

Explanatory Statement: This ordinance authorizes a no parking zone on the west side of South Riverside Drive between Melrose Avenue and Highland Avenue.

Offered by: _____ Seconded by: _____
Vote: Brantley, _____; McMillan, _____; Rizzo, _____; Williams, _____; Lane, _____.

The Public Hearing on Ordinance 20-17 will be held at the next Township Committee meeting on Monday, August 10th. (Note – The Township Committee will be considering several bond/capital ordinances for introduction at a July 27th Special Meeting. These ordinances will also have a public hearing on August 10th.)

CONSENT AGENDA

Res. #20-230 – Authorize an amendment to the 2020 municipal budget to realize monies from the Municipal Court Alcohol Education, Rehabilitation and Enforcement Program.

Res. #20-231 – Authorize Revocable License Agreement between Tracey Paulsen and Patrick Reilly for property located at Block 5102, Lot 11; 406 Highland Avenue.

Res. #20-232 – Release road opening bond posted for 1616 Heck Avenue.

Res. #20-233 – Authorize an amendment to the 2020 municipal budget to realize monies from the New Jersey Department of Environmental Protection – Clean Communities Program.

Res. #20-234 – Authorize HVAC control work for the Senior Center energy efficiency upgrades.

Res. #20-235 – Accept the resignation of Jennifer England as an Emergency Medical Technician in the EMS Department.

Res. #20-236 – Accept the resignation of Stephanie Leather as an Emergency Medical Technician in the EMS Department.

Res. #20-237 – Accept the resignation of Deborah Carbone as a part-time Kitchen Aide in the Senior Center.

Res. #20-238 – Authorize the purchase of an uninterruptible power supply (UPS) for the Public Works/OEM Building.

Res. #20-239 – Establish fees for abbreviated 2020 Summer Recreation Program.

Res. #20-240 – Classify Kristen Narciso as a Special law Enforcement Officer – Class I in the Police Department.

Res. #20-241 – Authorize an amendment to the 2020 municipal budget to realize monies from the CARES Act.

Res. #20-242 – Authorize the renewal of Microsoft Exchange Government License through the State Cooperative Purchasing System.

Res. #20-243 – Authorize the purchase of computer switches and hardware for the Public Works/OEM building through the State Cooperative Purchasing System.

Res. #20-244 – Authorize the purchase of a Redwave Threat ID System for the Office of Emergency Management through the OMNIA Partners/US Communities Cooperative Purchasing System.

Res. #20-245 – Rescind Resolution #20-193 and authorize the purchase and installation of a Supervisory Control and Data Acquisition System and Pump Watch Remote Terminal Unit at sewer pumping stations through the North Jersey Wastewater Cooperative Purchasing System.

Res. #20-246 – Authorize Change Order #1 to the contract for site remediation services at the Clinton Avenue Pumping Station.

Res. #20-247 – Reclassify employee to the position of Foreman in the Public Works Department.

CONSENT AGENDA Offered by: _____ Seconded by: _____
Vote: Brantley, _____; McMillan, _____; Rizzo, _____; Williams, _____; Lane, _____.

Res. #20-248 – Extend Offer of Employment for the position of Customer Service Representative in the Code/Construction Department.

Offered by: _____ Seconded by: _____
Vote: Brantley, _____; McMillan, _____; Rizzo, _____; Williams, _____; Lane, _____.

Res. #20-249 – Extend Offer of Employment for the position of Customer Service Representative in the Code/Construction Department.

Offered by: _____ Seconded by: _____
Vote: Brantley, _____; McMillan, _____; Rizzo, _____; Williams, _____; Lane, _____.

Res. #20-250 – Authorize the payment of bills.

Offered by: _____ Seconded by: _____
Vote: Brantley, _____; McMillan, _____; Rizzo, _____; Williams, _____; Lane, _____.

PRIVILEGE OF THE FLOOR/PUBLIC COMMENTS

Members of the public may address any concern relating to the Township by submitting questions via email to 908-415-3680. Comments will be accepted when the Mayor opens this portion of the meeting for public comment.

ADJOURNMENT

ORDINANCE NO. 20-15

AN ORDINANCE TO AMEND VOLUME I, CHAPTER VII OF THE CODE OF THE TOWNSHIP OF NEPTUNE BY CONVERTING AN EXISTING HANDICAPPED ZONE TO A RESIDENT ONLY HANDICAPPED ZONE ON EMBURY AVENUE

BE IT ORDAINED, by the Township Committee of the Township of Neptune that the Code of the Township of Neptune is hereby amended as follows:

SECTION 1

Volume I, Chapter VII, Section 7-21.7 – Resident Handicapped On-Street Parking, is hereby amended by adding the following:

| <u>Name of Street</u> | <u>No. of Spaces</u> | <u>Location</u> |
|-----------------------|----------------------|---|
| Embury Avenue | 1 | South side of Embury Avenue beginning 102 feet west of the southwest intersection of Embury Avenue and Beach Avenue |

SECTION 2

This ordinance shall take effect upon publication in accordance with law.

APPROVED ON FIRST READING:

APPROVED, PASSED, AND ADOPTED:

Richard J. Cuttrell,
Municipal Clerk

Robert Lane, Jr.,
Mayor

ORDINANCE NO. 20-16

AN ORDINANCE AMENDING THE LAND DEVELOPMENT ORDINANCE
OF THE TOWNSHIP OF NEPTUNE BY AMENDING SECTION 415.11,
ENTITLED "MOBILE HOME PARKS"

WHEREAS, Neptune Township's Land Development Ordinance has recognized the existing mobile home parks in the L-1 Zone District and has considered such parks as a Conditional Use with regulations in Section 415.11 of the Neptune Township Land Use Ordinance; and

WHEREAS, recent State Regulatory Amendments to the Uniform Construction Code (UCC) have discontinued its status as a State Administrative Agency for manufactured homes under the jurisdiction of Housing and Urban Development (HUD), requiring amendments to the local Ordinances concerning regulation of manufactured homes under the jurisdiction of HUD.

NOW THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Neptune in the County of Monmouth in the State of New Jersey that the Land Development Ordinance, Volume II Article IV, Section 415.11, entitled, "Mobile Home Parks" is hereby amended as follows:

§415.11 – Mobile Home Parks.

- G. In accordance with N.J.A.C. 5:23-2.2, manufactured homes constructed and installed under 24 CFR Parts 3280 and 3285, respectively, are not under the jurisdiction of the Uniform Construction Code (UCC) but under the jurisdiction of HUD and therefore, Neptune Township shall not require a valid Certificate of Occupancy prior to installation of manufactured homes/mobile homes in Neptune, and the Federal Government shall retain jurisdiction and responsibility for the oversight of the installation of mobile homes as well as gas and electrical connections to said homes and inspections therein, and it will not be involved in the issuance of permits for any utility connections of newly installed mobile homes, and Neptune Township's local enforcing agency under the UCC shall continue to retain jurisdiction over the relocation or rehabilitation of existing manufactured/mobile homes. Moreover, the local enforcing agency shall continue to be responsible for the requirements of structural, fire and sanitary safety, zoning and other municipal codes, as long as such regulations are not in conflict with Federal jurisdiction.

All Ordinances or parts of Ordinances that are inconsistent herewith are repealed, but only to the extent of such inconsistency.

The amended Ordinance shall become effective immediately upon its passage and the publication as required by law.

APPROVED ON FIRST READING:

APPROVED, PASSED AND ADOPTED:

ATTEST:

Richard J. Cuttrel
Municipal Clerk

Robert Lane, Jr.
Mayor

ORDINANCE NO. 20-17

AN ORDINANCE TO AMEND VOLUME I, CHAPTER VII, SECTION 7-7 OF THE CODE OF THE TOWNSHIP OF NEPTUNE BY ADDING A NO PARKING ZONE ON A PORTION OF SOUTH RIVERSIDE DRIVE

BE IT ORDAINED, by the Township Committee of the Township of Neptune that the Code of the Township of Neptune is hereby amended as follows:

SECTION 1

Volume I, Chapter VII, Section 7-7.7 – Parking Prohibited at All Times on Certain Streets, is hereby amended by adding the following:

| <u>Name of Street</u> | <u>Side</u> | <u>Location</u> |
|-----------------------|-------------|---|
| South Riverside Drive | West | Between Melrose Avenue and Highland Avenue. |

SECTION 2

This ordinance shall take effect upon publication in accordance with law.

APPROVED ON FIRST READING:

APPROVED, PASSED, AND ADOPTED:

Richard J. Cuttrell,
Municipal Clerk

Robert Lane, Jr.,
Mayor

RESOLUTION #20-230 - 7/13/20

AUTHORIZE AN AMENDMENT TO THE 2020 MUNICIPAL BUDGET TO REALIZE
MONIES FROM THE MUNICIPAL COURT ALCOHOL EDUCATION,
REHABILITATION AND ENFORCEMENT PROGRAM

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and,

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and,

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget for the year 2020 in the sum of \$8,252.03 which is now available from the Municipal Court Alcohol Education, Rehabilitation and Enforcement Fund in the amount of \$8,252.03; and,

BE IT FURTHER RESOLVED that the like sum of \$8,252.03 is hereby appropriated under the caption of Alcohol Education, Rehabilitation and Enforcement Fund; and,


BE IT FURTHER RESOLVED, that the above is the result of funds from the New Jersey Courts Municipal Court Alcohol Education, Rehabilitation and Enforcement Fund in the amount of \$8,252.03; and,

BE IT FURTHER RESOLVED, that the Clerk forward three certified copies of this resolution to the Chief Financial Officer, and one copy to the Assistant C.F.O., and Auditor.

Vote:

| | |
|-----------|--------|
| Brantley: | absent |
| McMillan: | aye |
| Rizzo: | aye |
| Williams: | aye |
| Lane: | aye |

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cuttrel, Municipal Clerk

RESOLUTION #20-231 – 7/13/20

AUTHORIZE REVOCABLE LICENSE AGREEMENT BETWEEN TRACEY PAULSEN AND
PATRICK REILLY FOR PROPERTY LOCATED AT BLOCK 5102, LOT 11;
406 HIGHLAND AVENUE, NEPTUNE TOWNSHIP

WHEREAS, Tracey Paulsen and Patrick Reilly, their successors and assigns, with property located at 406 Highland Avenue, Neptune Township, New Jersey, and more specifically identified as Block 5102, Lot 11, on the tax map of the Township of Neptune have requested a Revocable License Agreement be entered into between Neptune Township, and Tracey Paulsen and Patrick Reilly, their successors and assigns, in Neptune Township concerning encroachment upon a Municipal Right-of-Way; and

WHEREAS, Tracey Paulsen and Patrick Reilly are seeking a license to provide and to maintain an extended paver walkway and extended paver driveway (present portion of the retaining wall encroachment is to be removed) within the Municipal Right-of-Way, located on the property, which the property owners intend to continue use of, subject to removal should the controlling authority have reasonable cause to believe that such an encroachment need to be removed from the aforesaid Municipal Right-of-Way, and subject to a Revocable License Agreement,

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes a Revocable License Agreement with Tracey Paulsen and Patrick Reilly, their successors and assigns, with property located at 406 Highland Avenue, Neptune Township, New Jersey, and more specifically identified as Block 5102, Lot 11, Neptune Township, New Jersey a true copy of said proposed Agreement being on file in the Office of the Municipal Clerk, subject to the conditions of the Agreement and prior review of the Township Engineer and approval of this Agreement as a minor encroachment, with a one-time payment to the Township of Neptune of \$150.00 for preparation of the Revocable License Agreement for a minor encroachment, plus costs of recording of said Revocable License Agreement in the Clerk's Office of Monmouth County, paid to the Law Office of Gene J. Anthony, Esq., and subject to all other requirements in the aforesaid Revocable License Agreement; and,

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to execute the Agreement, and return to the Township Attorney for recording.

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cuttrell, Municipal Clerk

RESOLUTION #20-232 - 7/13/20

RELEASE ROAD OPENING BOND POSTED FOR 1616 HECK AVENUE

WHEREAS, Martin Merkle posted a Road Opening Bond written by Western Surety Company in the amount of \$4,000.00 guaranteeing roadway restoration at 1616 Heck Avenue; and,

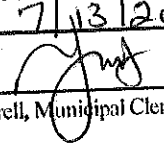
WHEREAS, on June 18, 2020, the Township Engineer certified that the road opening was been restored and the entire roadway has since been repaved via the Township Road Program,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes the release of the Road Opening Bond for 1616 Heck Avenue as stated herein; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Township Engineer.

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cuttrel, Municipal Clerk

RESOLUTION #20-233 - 7/13/20

AUTHORIZE AN AMENDMENT TO THE 2019 MUNICIPAL BUDGET TO REALIZE
MONIES FROM THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL
PROTECTION – CLEAN COMMUNITIES PROGRAM

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and,

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and,

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget for the year 2020 in the sum of \$64,062.94 which is now available from the NJDEP Clean Communities Program in the amount of \$64,062.94; and,

BE IT FURTHER RESOLVED that the like sum of \$64,062.94 is hereby appropriated under the caption of NJDEP – Clean Communities Program 2020; and,

BE IF FURTHER RESOLVED, that the above is the result of funds from the New Jersey Department of Environmental Protection Clean Communities Program in the amount of \$64,062.94; and,

BE IT FURTHER RESOLVED, that the Clerk forward three certified copies of this resolution to the Chief Financial Officer and one copy to the Assistant C.F.O., and Auditor.

Vote:

Brantley: absent
McMillan: aye
Rizzo: aye
Williams: aye
Lane: aye

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cuttrel, Municipal Clerk

RESOLUTION #20-234 - 7/13/20

AUTHORIZE HVAC CONTROL WORK FOR THE SENIOR CENTER
ENERGY EFFICIENCY UPGRADES

WHEREAS, the Township Engineer solicited quotes for HVAC control work needed and required for energy efficient upgrades at the Senior Center under the Direct Install Program; and,

WHEREAS, the cost of said item is less than the bid threshold but exceeds \$17,500.00 and therefore must be awarded by Resolution of the governing body; and,

WHEREAS, said quotes were reviewed by the Township Engineer who has recommended that the quote submitted by Hutchinson be accepted as it is in compliance with the Open Public Contracts Law and prevailing wage requirements as promulgated by N.J.S.A. 34:11-56.25, et seq.; and,

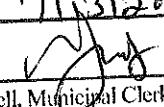
WHEREAS, funds for this purpose will be provided in Ordinance No. 15-28, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that HVAC control work needed and required for energy efficient upgrades at the Senior Center under the Direct Install Program be and is hereby authorized to Hutchinson pursuant to their quote of \$39,800.00; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Chief Financial Officer, Assistant C.F.O., Township Engineer and Senior Center Director.

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cottrell, Municipal Clerk

RESOLUTION #20-235 – 7/13/20

ACCEPT THE RESIGNATION OF JENNIFER ENGLAND AS AN
EMERGENCY MEDICAL TECHNICIAN IN THE EMS DEPARTMENT

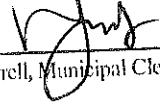
WHEREAS, the EMS Director has received an email from Jennifer England resigning as an
Emergency Medical Technician in the EMS Department effective June 23, 2020,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune
that the resignation of Jennifer England as an Emergency Medical Technician in the EMS
Department is hereby accepted effective June 23, 2020; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Chief
Financial Officer, EMS Director, Assistant C.F.O., and Human Resources Director.

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cuttrell, Municipal Clerk

RESOLUTION #20-236 – 7/13/20

ACCEPT THE RESIGNATION OF STEPHANIE LEATHER AS AN
EMERGENCY MEDICAL TECHNICIAN IN THE EMS DEPARTMENT

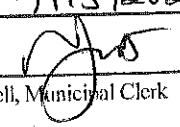
WHEREAS, the EMS Director has received a letter from Stephanie Leather resigning as an
Emergency Medical Technician in the EMS Department effective July 4, 2020,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune
that the resignation of Stephanie Leather as an Emergency Medical Technician in the EMS
Department is hereby accepted effective July 4, 2020; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Chief
Financial Officer, EMS Director, Assistant C.F.O., and Human Resources Director.

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cuttrel, Municipal Clerk

RESOLUTION #20-237 – 7/13/20

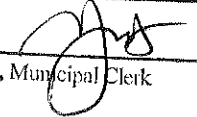
ACCEPT THE RESIGNATION OF DEBORAH CARBONE
AS A PART-TIME KITCHEN AIDE IN THE SENIOR CENTER

WHEREAS, the Senior Center has received a letter from Deborah Carbone resigning as a part-time Kitchen Aide in the Senior Center effective August 28, 2020,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the resignation of Deborah Carbone as a part-time Kitchen Aide in the Senior Center is hereby accepted effective August 28, 2020; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Chief Financial Officer, Senior Center Director, Assistant C.F.O., and Human Resources Director.

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cuttrell, Municipal Clerk

RESOLUTION #20-238 - 7/13/20

AUTHORIZE THE PURCHASE OF AN UNINTERRUPTIBLE POWER SUPPLY (UPS)
FOR THE NEW PUBLIC WORKS/OEM/ENGINEERING BUILDING

WHEREAS, the Township Engineer solicited quotes for the purchase of an Uninterruptible Power Supply (UPS) to provide continual power to certain equipment at the new Public Works/OEM/Engineering building; and,

WHEREAS, the cost of said item is less than the bid threshold but exceeds \$17,500.00 and therefore must be awarded by Resolution of the governing body; and,

WHEREAS, said quotes were reviewed by the Township Engineer who has recommended that the quote submitted by Weissco Power be accepted as it is compliance with the Open Public Contracts Law; and,


WHEREAS, funds for this purpose will be provided in Ordinance No. 15-28, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the purchase of an Uninterruptible Power Supply (UPS) to provide continual power to certain equipment at the new Public Works/OEM/Engineering building be and is hereby authorized to Weissco Power pursuant to their quote of \$36,300.00; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Chief Financial Officer, Assistant C.F.O., Township Engineer, OEM Director and Public Works Director.

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cuttrell, Municipal Clerk

RESOLUTION #20-239 - 7/13/20

ESTABLISH FEES FOR ABBREVIATED 2020 SUMMER RECREATION PROGRAM

WHEREAS, Ordinance No. 19-07, as codified in Section 2-61.3 in the Township's General Ordinances, established a fee for participation in the annual Summer Recreation Program; and,


WHEREAS, due to the covid pandemic, the 2020 Program will be abbreviated and it is recommended that the fees be amended accordingly,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the following fee schedule is hereby adopted for the abbreviated 2020 Summer Recreation Program:

First child - \$175
Each additional child - \$150

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Recreation Director, Chief Financial Officer, Assistant C.F.O. and Auditor.

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cuttrell, Municipal Clerk

RESOLUTION #20-240 - 7/13/20

CLASSIFY KRISTEN NARCISO AS A SPECIAL LAW ENFORCEMENT OFFICER – CLASS I
IN THE POLICE DEPARTMENT

WHEREAS, on June 15, 2020, the Township Committee adopted Resolution #20-204 which reclassified Kristen Narciso to the position of Jailor in the Police Department; and,

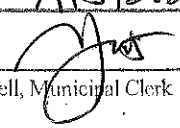
WHEREAS, in order to serve as in the title of Jailor, an individual must also be a Special Law Enforcement Officer; and,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that Kristen Narciso is hereby classified as a Special Law Enforcement Officer - Class I, for purposes of serving in the title of Jailor, effective immediately, at an annual salary as established by Resolution #20-204; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Chief of Police, Chief Financial Officer, Assistant C.F.O., and Human Resources.

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON: 7/13/2020


Richard J. Cuttrell, Municipal Clerk

RESOLUTION #20-241 - 7/13/20

AUTHORIZE AN AMENDMENT TO THE 2020 MUNICIPAL BUDGET
TO REALIZE MONIES FROM THE CARES ACT

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and,

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and,

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget for the year 2020 in the sum of \$84,289.25 which is now available from federal stimulus money through the CARES Act in the amount of \$84,289.25; and,

BE IT FURTHER RESOLVED that the like sum of \$84,289.25 is hereby appropriated under the caption of CARES Act; and,

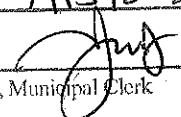
BE IT FURTHER RESOLVED, that the above is the result of funds from the County of Monmouth received through the federal CARES Act for unexpected expenditures related to COVID-19 in the amount of \$84,289.25; and,

BE IT FURTHER RESOLVED, that the Clerk forward three certified copies of this resolution to the Chief Financial Officer, and one copy to the Assistant C.F.O., and Auditor.

Vote:

Brantley: absent
McMillan: aye
Rizzo: aye
Williams: aye
Lane: aye

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cuttrel, Municipal Clerk

RESOLUTION #20-242 - 7/13/20

AUTHORIZE THE RENEWAL OF MICROSOFT EXCHANGE GOVERNMENT LICENSE
THROUGH THE STATE COOPERATIVE PURCHASING PROGRAM

WHEREAS, the Management Information Systems Department wishes to renew the Township's Microsoft Exchange Government (G2) License for various Township departments through an authorized vendor under the State of New Jersey Cooperative Purchasing Program 1-NJCP; and,

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Laws, N.J.S. 40A:11-12; and,

WHEREAS, Liftoff, LLC has been awarded New Jersey State Contract No. 40166 for this item; and,

WHEREAS, the Chief Financial Officer recommends the utilization of this contract on the grounds that the price reflects a substantial savings; and,

WHEREAS, the cost of this item shall not exceed \$19,014.00; and,


WHEREAS, funds for this purpose are available in the 2020 municipal budget in the appropriation entitled Telecommunications Costs O.E. and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes the renewal of the Township's Microsoft Exchange Government (G2) License for various Township departments from Liftoff, LLC through the New Jersey Cooperative Purchasing Program at an amount not to exceed \$19,014.00; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the MIS Director, Chief Financial Officer, Assistant C.F.O. and Auditor.

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cuttrell, Municipal Clerk

RESOLUTION #20-243 - 7/13/20

AUTHORIZE THE PURCHASE OF COMPUTER SWITCHES AND HARDWARE
FOR THE PUBLIC WORKS/ OEM BUILDING THROUGH
THE STATE COOPERATIVE PURCHASING PROGRAM

WHEREAS, the Management Information Systems Department has recommended the purchase of computer switches and hardware for the new Public Works/OEM facility through an authorized vendor under the State of New Jersey Cooperative Purchasing Program 1-NJCP; and,

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Laws, N.J.S. 40A:11-12; and,

WHEREAS, SHI, Inc. has been awarded New Jersey State Contract No. 40116 for this equipment; and,

WHEREAS, the Chief Financial Officer recommends the utilization of this contract on the grounds that the price reflects a substantial savings; and,

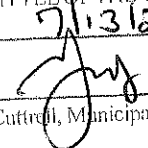
WHEREAS, the cost of this equipment shall not exceed \$26,250.53; and,

WHEREAS, funds for this purpose are available in Ordinance No. 19-21 and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes the purchase of computer switches and hardware for the new Public Works/OEM facility from SHI, Inc. through the New Jersey Cooperative Purchasing Program at a total amount not to exceed \$26,250.53; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the MIS Director, Chief Financial Officer, Assistant C.F.O. and Auditor.

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cuttrill, Municipal Clerk

RESOLUTION #20-244 - 7/13/20

AUTHORIZE THE PURCHASE OF A REDWAVE THREAT ID SYSTEM FOR THE OFFICE OF EMERGENCY MANAGEMENT THROUGH THE OMNIA PARTNERS/US COMMUNITIES COOPERATIVE PURCHASING SYSTEM

WHEREAS, the Emergency Management Coordinator has requested the purchase of a Redwave Threat ID System for the Office of Emergency Management for testing and identification of unknown substances utilizing pricing through the OMNIA Partners/US Communities Cooperative Purchasing System; and,

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Laws, N.J.S. 40A:11-12; and,

WHEREAS, the Township of Neptune is authorized pursuant to N.J.S.A. 52:34-6.2(b)(3) to use procurement methods by entering into a nationally recognized cooperative agreement; and,

WHEREAS, the OMNIA Partners/US Communities Cooperative Purchasing System has a nationally recognized cooperative agreement and has awarded Contract No. 4400008468 for a Redwave Threat ID System with three year support; and,

WHEREAS, the Purchasing Agent and Chief Financial Officer recommend the utilization of this contract on the grounds that the price reflects a substantial savings; and,

WHEREAS, the cost of this equipment shall not exceed \$48,685.00 including a trade-in credit; and,

WHEREAS, funds for this purpose are available in Ordinance No. 19-21 and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township of Neptune Committee of the Township of Neptune that the purchase of a Redwave Threat ID System for the Office of Emergency Management for testing and identification of unknown substances be and is hereby authorized through OMNIA Partners/US Communities Cooperative Purchasing System Contract No. 4400008468 at an amount not to exceed \$48,685.00 including a trade-in credit; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Chief Financial Officer, Assistant C.F.O., O.E.M. Coordinator, and Auditor.

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 7/13/2020


Richard J. Cuttrell, Municipal Clerk

RESOLUTION #20-245 - 7/13/20

RESCIND RESOLUTION #20-193 AND AUTHORIZE THE PURCHASE AND INSTALLATION OF A SUPERVISORY CONTROL AND DATA ACQUISITION SYSTEM AND A PUMP WATCH REMOTE TERMINAL UNIT AT SEWER PUMPING STATIONS THROUGH THE NORTH JERSEY WASTEWATER COOPERATIVE PURCHASING SYSTEM

WHEREAS, on May 18, 2020, the Township Committee adopted Resolution #20-193 which authorized the purchase and installation of a Supervisory Control and Data Acquisition (SCADA) system for the eleven (11) sewer pumping stations throughout the Township through the North Jersey Wastewater Cooperative Purchasing System; and,

WHEREAS, it has been determined that the project is in two separate parts and not all labor costs were included in the original proposal; and,

WHEREAS, the Purchasing Agent recommends that Resolution #20-193 be rescinded in its entirety and a new resolution be considered which correctly reflects the cost of the project; and,

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Laws, N.J.S. 40A:11-12; and,

WHEREAS, the North Jersey Wastewater Cooperative Purchasing System has awarded Contract #B209A for labor and Contract #B195 for equipment to Pumping Services, Inc. for this installation and equipment; and,

WHEREAS, the Purchasing Agent and Chief Financial Officer recommends the utilization of this contract on the grounds that the price reflects a substantial savings; and,

WHEREAS, the cost to purchase to furnish and deliver a Supervisory Control and Data Acquisition (SCADA) system at eleven (11) sites shall not exceed \$28,050.00; and,

WHEREAS, the cost to install a Pump Watch Remote Terminal Unit, including programming and training, at eleven (11) sites shall not exceed \$45,085.00; and,

WHEREAS, funds for this purpose are available in the 2020 Sewer Utility budget capital outlay and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune as follows:

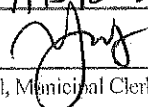
1. Resolution #20-193 be and is hereby rescinded in its entirety.
2. The purchase and installation of a Supervisory Control and Data Acquisition (SCADA) system for the eleven (11) sewer pumping stations through the Township be and is hereby authorized through Pumping Services, Inc., via the North Jersey Wastewater Cooperative Purchasing System, at an amount not to exceed \$28,050.00; and,

3. The installation of a Pump Watch Remote Terminal Unit, including programming and training, at eleven (11) sites be and is hereby authorized through Pumping Services, Inc., via the North Jersey Wastewater Cooperative Purchasing System, at an amount not to exceed \$45,085.00; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Chief Financial Officer, Assistant C.F.O., Sewer Utility Supervisor and Auditor.

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cuttelli, Municipal Clerk

RESOLUTION #20-246 - 7/13/20

AUTHORIZE CHANGE ORDER #1 TO THE CONTRACT FOR SITE REMEDIATION
SERVICES AT THE CLINTON AVENUE PUMPING STATION

WHEREAS, on January 28, 2019, the Township Committee adopted Resolution #19-89 which authorized T&M Associates to perform required site investigation to address the open NJDEP case at the Clinton Avenue Pump Station; and,

WHEREAS, a change to the contract has been experienced as a result of the discovery of possible contaminants in a monitoring well which require further investigation and potential remediation; and,

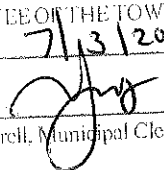
WHEREAS, this change has been approved by the Business Administrator; and,

WHEREAS, funds for this purpose are available in the 2020 Sewer Utility budget in the appropriation entitled Sewer Utility O.E. and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that Change Order #1 in the contract with T&M Associations in connection with site remediation services at the Clinton Avenue Pumping Station resulting in a net increase of \$16,900.00 revising the total contract amount to \$44,400.00; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Contractor, Chief Financial Officer; Assistant C.F.O. and Township Engineer.

CERTIFICATION
HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cuttrell, Municipal Clerk

RESOLUTION #20-247 - 7/13/20

RECLASSIFY EMPLOYEE TO THE POSITION OF
FOREMAN IN THE PUBLIC WORKS DEPARTMENT

WHEREAS, there is a vacancy in the position of Foreman in the Public Works Department – Sanitation; and,

WHEREAS, the position was duly posted; and,

WHEREAS, the Human Resources Director and the Business Administrator have made a recommendation to reclassify an existing employee to said position; and,

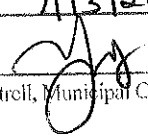
WHEREAS, funds will be provided in the 2020 Municipal Budget in the appropriation entitled Solid Waste Collection S&W and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that Edgardo Santiago, Jr. be and is hereby reclassified to the position of Foreman in the Public Works Department at an annual salary of \$68,000.00 effective July 16, 2020; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Director of Public Works, Chief Financial Officer, Assistant C.F.O., and AFSCME Local #2792.

CERTIFICATION

THEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cottrell, Municipal Clerk

RESOLUTION #20-248 - 7/13/20

EXTEND OFFER OF EMPLOYMENT FOR THE POSITION OF CUSTOMER SERVICE REPRESENTATIVE IN THE CODE/CONSTRUCTION DEPARTMENT

WHEREAS, there is a vacancy in the position of Customer Service Representative in the Code/Construction Department; and,

WHEREAS, the position was duly posted and applicants have been interviewed; and,

WHEREAS, the Human Resources Director and Construction Official have made their recommendation; and,

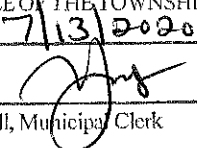
WHEREAS, funds will be provided in the 2020 Municipal Budget in the appropriation entitled Construction Official S&W and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that an offer of employment be and is hereby extended to Lisa Mansfield for the position of Customer Service Representative in the Code/Construction Department, on a probationary basis for a period of not less than 90 days and not exceeding one year, contingent upon favorable results of the required pre-employment testing, effective June 30, 2020, at an annual salary of \$27,300.00; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Construction Official, Chief Financial Officer, Assistant C.F.O., AFSCME Local #1844, and Human Resources Director.

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cuttrell, Municipal Clerk

RESOLUTION #20-249 - 7/13/20

EXTEND OFFER OF EMPLOYMENT FOR THE POSITION OF CUSTOMER SERVICE REPRESENTATIVE IN THE CODE/CONSTRUCTION DEPARTMENT

WHEREAS, there is a vacancy in the position of Customer Service Representative in the Code/Construction Department; and,

WHEREAS, the position was duly posted and applicants have been interviewed; and,

WHEREAS, the Human Resources Director and Construction Official have made their recommendation; and,

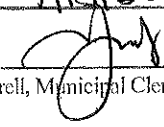
WHEREAS, funds will be provided in the 2020 Municipal Budget in the appropriation entitled Construction Official S&W and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that an offer of employment be and is hereby extended to Michelle Bowles for the position of Customer Service Representative in the Code/Construction Department, on a probationary basis for a period of not less than 90 days and not exceeding one year, contingent upon favorable results of the required pre-employment testing, effective July 20, 2020, at an annual salary of \$27,300.00; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Construction Official, Chief Financial Officer, Assistant C.F.O., AFSCME Local #1844, and Human Resources Director.

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 7/13/2020


Richard J. Cuttrell, Municipal Clerk

RESOLUTION #20-250 – 7/13/20

AUTHORIZE THE PAYMENT OF BILLS

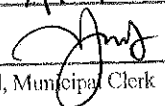
BE IT RESOLVED, by the Township Committee of the Township of Neptune that the following bills be paid if properly certified:

| | |
|-----------------------|----------------|
| CURRENT FUND | 5,112,947.41 |
| GRANT FUND | 24,690.00 |
| TRUST FUND | 33,278.77 |
| GENERAL CAPITAL FUND | 1,130,581.05 |
| SEWER OPERATING FUND | 383,196.69 |
| SEWER CAPITAL FUND | 44,553.34 |
| MARINA OPERATING FUND | 8,543.50 |
| MARINA CAPITAL FUND | 2,890.00 |
| LIBRARY TRUST | 2,975.06 |
| BILL LIST TOTAL | \$6,743,655.82 |

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Assistant C.F.O.

CERTIFICATION

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COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
NEPTUNE ON 7/13/2020


Richard J. Cuttrell, Municipal Clerk