

**REORGANIZATION MEETING OF MAYOR AND COUNCIL January 3, 2018**

**THE REORGANIZATION MEETING** of the Mayor and Council was called to order by Mayor Larson at 10:00am at the Borough Hall, on East 7<sup>th</sup> Street. He stated that adequate notice of this meeting has been provided in accordance with the New Jersey Open Public Meetings Act. Notice of this meeting was posted on the bulletin board in the Borough Hall on January 4, 2017 and it was published on January 12, 2017 in the Beach Haven Times and the Asbury Park Press, newspapers designated by Mayor and Council on January 4, 2017 to receive such notice, and by filing a copy of the notice with the Acting Borough Clerk on January 4, 2017.

**ROLL CALL:** Spark, Sharpless, Wellington, Reynolds, Mikuletzky, Warr was absent

**Also present:** Mayor Larson, Deputy Clerk Guerrero, Administrative Clerk, Elaine Tollison, newly elected Councilmember, Mary Ellen Foley and Brenda Kuhn.

**Pledge of Allegiance**

**The Clerk** stated that the minutes of this meeting are officially being recorded and a written copy would be available in the office of the Borough Clerk.

**Oaths of Office** were administered by the Clerk to Councilwoman Reynolds and Councilwoman Foley.

**Nominations for Council President:** Councilman Spark was nominated by

Larson	Moved	Second	Aye	Nay	Abstain	Absent
Spark						X
Sharpless	X		X			
Wellington			X			
Reynolds		X	X			
Mikuletzky			X			
Foley			X			

**A Consent Agenda was done.** Like items were grouped together and a vote was taken on each group.

**Resolutions:**

**ADOPTIONS/APPROVALS-Resolutions 2018-001 through 2018-012**

Larson	Moved	Second	Aye	Nay	Abstain	Absent
Spark	X		X			
Sharpless		X	X			
Wellington			X			
Reynolds			X			
Mikuletzky			X			
Foley			X			

**RESOLUTION 2018-001**

Setting the Time, Date and Place of the Meetings of Mayor and Council

**BE IT RESOLVED** that the Mayor and Council, the Governing Body of the Borough of Barnegat Light, shall hold their regular meetings as follows:

- |                    |                     |
|--------------------|---------------------|
| <b>January 10</b>  | <b>July 11</b>      |
| <b>February 14</b> | <b>August 08</b>    |
| <b>March 14</b>    | <b>September 12</b> |
| <b>April 11</b>    | <b>October 10</b>   |
| <b>May 09</b>      | <b>November 14</b>  |
| <b>June 13</b>     | <b>December 12</b>  |

All Meetings will be held at the Borough Hall, 10 E. 7<sup>th</sup> St.

Meetings will be: Caucus 4:30pm, Regular Meeting 5:00pm.

**Reorganization of 2019**

January 02, 2019 at 10:00am at Borough Hall, 10 E. 7<sup>th</sup> Street, Barnegat Light.

The Governing Body may also call Special Meetings on 48 hours notice, which shall state when and where it is to be held and the matters to be considered at the meeting. The Mayor and three (3) Council members, or in the absence of the Mayor, four (4) Council members shall constitute a quorum for the transaction of business.

**RESOLUTION 2018-002**

Providing for a Temporary Budget

**WHEREAS**, NJSA 40A:4-19 provides for the making of temporary appropriations for the period January 3, 2018 to the adoption of the 2018 Budget; and

**WHEREAS**, the Governing Body desires to provide for the orderly method of paying claims during the period prior to the adoption of the 2018 Budget.

**NOW, THEREFORE, BE IT RESOLVED** that the following appropriations which do not exceed twenty-six and twenty-five hundredths percent (26.25%) of the 2017 appropriations exclusive of Debt Service, Capital Improvement Fund and Public Assistance, are hereby adopted as the 2018 Temporary Budget.

**BE IT FURTHER RESOLVED** that the following appropriations for interest and debt redemption charges are hereby adopted as the 2018 Temporary Debt Service Budget.

**CURRENT FUND:**

	<b><u>Salaries &amp; Wages</u></b>	<b><u>Other Expenses</u></b>
<b><u>GENERAL GOVERNMENT:</u></b>		
Mayor & Council	\$4,150.00	\$315.00
Municipal Clerk	\$33,750.00	\$3,600.00
Advertising		\$400.00
Financial Administration	\$13,125.00	\$1,500.00
Audit Services		\$5,000.00
Tax Collection	\$12,000.00	\$1,500.00
Tax Assessor	\$3,875.00	\$2,175.00
Legal Services		\$11,000.00
Engineering Services and Costs		\$4,750.00
Contribution to Chamber of Commerce		\$25.00
<b><u>Land Use Administration:</u></b>		
Planning Board	\$800.00	\$800.00
Zoning Board of Adjustment	\$3,000.00	\$650.00
<b><u>Insurance:</u></b>		
Liability Insurance		\$9,000.00
Workers Compensation		\$11,500.00
Employee Group Insurance		\$36,000.00
<b><u>Public Safety Functions:</u></b>		
Emergency Management Services	\$800.00	\$750.00
Aid to Volunteer Fire Company		\$1,000.00
Aid to Volunteer Ambulance Company		\$1,000.00
Municipal Court	\$3,500.00	\$1,000.00
Public Defender		\$300.00
Municipal Prosecutor		\$1,500.00
<b><u>Public Works Functions:</u></b>		
Streets and Roads	\$25,000.00	\$3,500.00
Garbage and Trash Removal		\$48,500.00
Sanitary Landfill Fees		\$22,000.00
Recycling	\$1,000.00	\$250.00
Public Buildings and Grounds	\$9,100.00	\$8,300.00
<b><u>Health and Human Services:</u></b>		
Board of Health		\$650.00
Animal Control		\$2,000.00
Aid to Health Care Facility		\$250.00
Mental Health Program		\$25.00
<b><u>Park and Recreation Functions:</u></b>		
Contribution to Senior Citizen Center		\$400.00
Parks and Playgrounds	\$7,875.00	\$900.00
Lifeguards	\$3,000.00	\$6,000.00
Beachfront Maintenance	\$20,000.00	\$6,000.00
Public Docks	\$1,000.00	\$2,500.00
Celebration of Public Events		\$2,500.00
<b><u>Uniform Construction Code:</u></b>		
Construction Code Official	\$3,500.00	\$1,600.00
<b><u>Utility Expenses:</u></b>		
Electricity		\$11,000.00
Street Lighting		\$6,500.00
Telephone		\$2,625.00

Natural Gas		\$2,500.00
Gasoline		\$3,000.00
<b><u>Statutory Expenditures:</u></b>		
Contribution to Social Security		\$13,650.00
Contribution to PERS		\$34,943.00
Unemployment Insurance		\$5,000.00
<b><u>Shared Service Agreements:</u></b>		
Construction Code Services-Other Expenses		\$7,000.00
Police-Other Expenses		\$160,000.00
Board of Health-Other Expenses		\$10,000.00
<b><u>L.O.S.A.P.</u></b>		
Fire Company		\$6,200.00
Ambulance Company		\$2,000.00
<b><u>Debt Service:</u></b>		
Payment on Bond Anticipation Notes		\$276,335.00
Interest on Bond Anticipation Notes		\$14,305.00
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Totals		
	\$145,475.00	\$754,198.00
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Current Fund Operating Appropriations Grand Total		\$899,673.00
		<hr/>

**DEDICATED WATER & SEWER UTILITY**

	<b><u>Salaries &amp; Wages</u></b>	<b><u>Other Expenses</u></b>
<b><u>Operating:</u></b>	\$102,715.00	\$189,910.00
<b><u>Statutory Expenditures:</u></b>		
Contribution to Social Security		\$9,000.00
Contribution to PERS		\$34,943.00
Unemployment Insurance		\$600.00
<b><u>Debt Service:</u></b>		
Payment on Bond Anticipation Notes		\$75,575.00
Interest on Bond Anticipation Notes		\$9,285.00
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<b>Totals</b>	\$102,715.00	\$319,313.00
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Water/Sewer Operating Appropriations Grand Total		\$422,028.00

**RESOLUTION 2018-003**

Designating Depositories for the Monies of the Borough

**WHEREAS**, N.J.S.A. 40A:5-14 provides that the Governing Body shall by resolution, passed by a majority vote of the full membership, designate depositories for its monies, having their places of business in this state or the New Jersey Cash Management Fund

**NOW, THEREFORE, BE IT RESOLVED**, that the funds of the Borough of Barnegat Light be deposited in the following New Jersey Depositories for 2018:

- TD Bank
- Bank of America
- M & T Bank
- Fulton Bank
- Ocean First
- Sterling National Bank

**RESOLUTION 2018-004**

Designating Official Newspapers for the Borough of Barnegat Light

**BE IT RESOLVED** by the Mayor and Council of the Borough of Barnegat Light, that the following newspapers be designated as the official newspapers for the publication of Legal Notice of the Borough of Barnegat Light for the year 2018:

Beach Haven Times  
The Beacon  
The Asbury Park Press  
The Atlantic City Press  
Ocean County Observer  
The Star Ledger

**RESOLUTION 2018-005**

Authorizing the Signing Of Checks and Withdraw Slips for the Borough of Barnegat Light

**BE IT RESOLVED** by the Mayor and Council of the Borough of Barnegat Light, County of Ocean, State of New Jersey that the following Municipal Officials are hereby authorized to sign checks or withdrawal slips where a combination of three principal signatures are required for 2017.

Mayor  
Finance Committee  
Borough Clerk  
Chief Financial Officer  
Assistant Treasurer

**BE IT FURTHER RESOLVED**, that the signature cards with the signatures of the persons authorized to sign be forwarded to all Borough Depositories

**RESOLUTION 2018-006**

Organizing Council Members into Committees Deemed Necessary

**BE IT RESOLVED**, in accordance with Resolution 87-95, adopted by a two-thirds majority of the Governing Body, in September 1987 that Council members shall organize into Committees deemed necessary. Each Committee shall have its own chairperson.

**BE IT FURTHER RESOLVED** that the following committees are formed:

<b>FINANCE:</b>	<b>SPARK</b> , Wellington, Sharpless
<b>WATER/SEWER:</b>	<b>FOLEY</b> , Spark, Reynolds
<b>PUBLIC WORKS:</b>	<b>SHARPLESS</b> , Wellington, Mikuletzky
<b>BEACHES AND PARKS:</b>	<b>REYNOLDS</b> , Sharpless, Spark
<b>DOCKS AND HARBORS:</b>	<b>WELLINGTON</b> , Mikuletzky, Foley
<b>PUBLIC SAFETY:</b>	<b>MIKULETZKY</b> , Reynolds, Foley
<b>PERSONNEL:</b>	<b>SPARK</b> , Wellington, Sharpless

**RESOLUTION 2018-007**

Fixing the Rate of Interest to Be Charged On Delinquent Taxes and Assessments and Water\Sewer

**BE IT RESOLVED** that the Governing Body of the Borough of Barnegat Light set the rate of interest to be charged on delinquent water and sewer accounts and delinquent taxes at 8% per annum on the first \$1500.00 of the delinquency and 18% per annum on any amount in excess of \$1500.00 and 6% to be collected against a delinquency in excess of \$10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year. A 10 day grace period shall be permitted as provided by NJSA 54:4-67.

**RESOLUTION 2018-008**

Regarding the Tax Assessor, Regarding Appeals for the Tax Year 2018

**WHEREAS**, from time to time the Tax Assessor discovers an error in calculation, transposing, measurement, or typographical errors, in the tax assessments on the tax list after the time the County Board of Taxation has certified the tax rates for the tax year or a property becomes subject to a roll-back assessment, and

**WHEREAS**, the governing body of the Taxing District of the Borough of Barnegat Light is desirous that every taxpayer pays his fair share of taxes; and

**WHEREAS**, if the above discovered errors are not corrected or a rollback assessment not applied, the taxpayers affected would not be paying their fair share of taxes; and

**WHEREAS**, the method for correcting such errors is to file a Petition of Appeal or complaint with the Ocean County Board of Taxation.

**THEREFORE, BE IT RESOLVED** by the governing body of the taxing District of the Borough of Barnegat Light, county of Ocean, State of New Jersey as follows:

1. That the Tax Assessor or Municipal Attorney is hereby authorized to act as the agent for the taxing District during the year of 2018 and file a Petition of Appeal or Complaint with the Ocean County Board of Taxation to correct such assessment to the proper value and that a copy of any Petition of Appeal or Complaint filed with the Ocean County Board of Taxation under this Resolution be filed with the Municipal Clerk.
2. That the Tax Assessor or Municipal Attorney is hereby authorized to execute stipulations of settlement on any tax appeal or complaint filed by the taxing district or by a taxpayer in the tax year 2018.

3. That the Tax Assessor will deliver the list of tax appeals to the Chief Financial Officer and the Governing Body on or before June 1<sup>st</sup> each year.
4. That a certified copy of this resolution be forwarded to the CFO, Tax Assessor, and the Ocean County Board of Taxation.

#### **RESOLUTION 2018-009**

Concerning The Manner in Which Certain Property Tax or Water/Sewer Refunds or Delinquencies are Processed.

**WHEREAS**, Assembly Bill No. 1981, concerning the manner in which certain property tax or water/sewer refunds or delinquencies are processed by municipalities; and

**WHEREAS**, Section 1 of P.L. 1983 C. 568 is amended so as to allow the governing Body of a municipality to adopt resolution authorizing the Tax/Utility Collector of a municipality, without further action on the part of the Governing Body, to cancel any tax or water/sewer refund or delinquency of less than \$3.00.

**NOW, THEREFORE, BE IT RESOLVED** that section 1 of P.L. 1983, C.568 as amended provides the authorization for the Tax/Utility Collector to cancel any property tax or water/sewer refund or delinquency of less than \$3.00.

#### **RESOLUTION 2018-010**

Authorizing an Annual Cash Management Plan

**WHEREAS**, it is in the best interest of the Borough of Barnegat Light to earn additional revenue through the investment and prudent management of its cash receipts; and

**WHEREAS**, P.L. 1983, Chapter 8, approved January 18, 1983 is an act concerning the Local Fiscal Affairs Law and amends N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-14; and

**WHEREAS**, this law requires that each local unit shall adopt a cash management plan,

**NOW, THEREFORE BE IT RESOLVED**, that the following shall constitute the Cash Management Plan for the Borough of Barnegat Light and the Chief Financial Officer shall deposit and manage its funds pursuant to this plan:

#### **Definitions**

1. Chief Financial Officer shall mean the Chief Financial Officer of the Borough of Barnegat Light.
2. Fiscal Year shall mean the twelve month period ending December 31<sup>st</sup>.
3. Cash Management Plan shall mean that plan as approved by resolution.

#### **Designation of Depositories**

At least once each fiscal year the governing body shall by resolution designate the depositories for the Borough of Barnegat Light in accordance with N.J.S.A. 40A:5-14.

#### **Audit Requirement**

The Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A:5-4.

#### **Authority to Invest**

The governing body shall pass a resolution at its first meeting of the fiscal year designating the Borough of Barnegat Light official(s) who shall make and be responsible for municipal deposits and investments.

#### **Investment Instruments**

The Chief Financial Officer shall invest at her discretion in any investment instrument as approved by the State of New Jersey in accordance with N.J.S.A. 40A:5-151.

#### **Records and Reports**

1. The Chief Financial Officer shall report all investments in accordance with N.J.S.A. 40A:5-15.2.
2. At a minimum the Chief Financial Officer shall:
  - a. Keep a record of all investments.
  - b. Keep a cash position record which reveals, on a daily basis, the status of the cash in its bank accounts.
  - c. Confirm investments with the governing body at the next regularly scheduled meeting.
  - d. Report monthly to the governing body as to the status of cash balances in bank accounts, revenue collection, interest rates and interest earned.

#### **Cash Flow**

1. The Chief Financial Officer shall ensure that the accounting system provides regular information concerning the cash position and investment performance.
2. All moneys shall be turned over to the Chief Financial Officer and deposited in accordance with N.J.S.A. 40A:5-15.
3. The Chief Financial Officer is authorized and directed to invest surplus funds of the Borough of Barnegat Light as the availability of the funds permit. In addition, it shall be the responsibility of the Chief Financial Officer to minimize the possibility of idle cash by depositing the monies in interest bearing accounts wherever practical and in the best interest of the Borough of Barnegat Light.

4. The Chief Financial Officer shall ensure that funds are borrowed for Capital Projects in a timely fashion.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution will be forwarded to the Borough Auditor and Borough Chief Financial Officer.

**RESOLUTION 2018-011**

Establishing Change Funds in Various Borough Departments

**WHEREAS**, the Governing Body wishes to establish change funds in several areas;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Barnegat Light, County of Ocean, State of New Jersey that the total change fund in the amount of \$1500.00 be distributed as needed between:

- Beach Badge Booth/Tennis
- Beach Badge Checkers
- Dock Master

**RESOLUTION 2018-012**

Authorizing Reimbursement for Travel Expense for Municipal Officers and Employees In Accordance With IRS Regulations

**WHEREAS**, it is the policy of the Borough of Barnegat Light to reimburse Borough officers and employees for travel expenses related to Borough business; and

**WHEREAS**, the U.S. Internal Revenue Service has establishes the rate of reimbursement, in accordance with federal regulations; and

**WHEREAS**, according to NJSA 40A:5-16.1, the governing body of any local unit may, by resolution, provide for and authorize payment for authorized official travel expenses for officers and employees of the local unit, provided that such resolution shall provide for the verification of such expenses by means of a certification which shall be submitted quarterly after the completion of the travel for which reimbursement is sought; and

**WHEREAS**, it is the desire of the Borough of Barnegat Light to provide for the reimbursement of mileage expenses for Borough officers and employees for authorized travel expenses, upon a quarterly submission of a certification detailing the same and in accordance with the reimbursement rate per mile established by the IRS.

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

1. That the Borough of Barnegat Light hereby authorizes the reimbursement of mileage expenses for Borough officers and employees for authorized travel expenses, upon submission of a certification detailing the same, each quarter after the travel date, in accordance with the reimbursement rate per mile currently established by the IRS. *(2018 54.5 cents)*
2. That said reimbursement rate shall adjust with any future adjustment of the same by the U.S. Internal Revenue Service.
3. A copy of this resolution will be forwarded to the Chief Financial Officer.

**AWARD PROFESSIONAL CONTRACTS-Resolutions 2018-013 through 2018-020**

**DATED: January 3, 2018**

Larson	Moved	Second	Aye	Nay	Abstain	Absent
Spark			X			
Sharpless			X			
Wellington		X	X			
Reynolds	X		X			
Mikuletzky			X			
Foley			X			

**RESOLUTION 2018-013**

Authorizing the Awarding of a Professional Services Contract without Competitive Bidding or Fair & Open Advertising- Municipal Attorney

**WHEREAS**, there exists a need for the services of a Municipal Attorney for a one-year term; and

**WHEREAS**, the Borough of Barnegat Light has determined that its professional services contractors do not make reportable political contributions to municipal candidates so as to otherwise require fair and open contract advertising pursuant to the provisions of NJSA 19:44A-20.5; and

**WHEREAS**, the Borough Chief Financial Officer has determined and certified in writing that the value of this contract may exceed \$17,500; and

**WHEREAS**, Terry F. Brady Esq., has completed and submitted a Business Entity Disclosure Certification which certifies that his law firm has not made any reportable contributions to a political or candidate committee in the Borough of Barnegat Light in the previous one year, and that the contract will prohibit the making of any reportable contributions throughout the term thereof.

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

1. That Terry F. Brady, Esq., is hereby appointed Borough Attorney for the Borough of Barnegat Light for the year 2018. This contract for professional services is awarded without competitive

bidding or advertising under the provisions of the Local Public Contracts Law and the NJ Campaign Contributions & Expenditures Reporting Act.

2. That the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

3. 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:

Temporary Budget Legal Services O & E

4. That a Notice of Contract Award shall be published in accordance with NJSA 40A:11-5(1)(a).

5. That certified copies of this resolution shall be forwarded to Terry F. Brady, Esq., and the Borough Treasurer.

#### **RESOLUTION 2018-014**

Authorizing the Awarding of A Professional Services Contract without Competitive Bidding or Fair & Open Advertising - Municipal Engineer

**WHEREAS**, there exists a need for the services of a Municipal Engineer for a one-year term; and

**WHEREAS**, the Borough of Barnegat Light has determined that its professional services contractors do not make reportable political contributions to municipal candidates so as to otherwise require fair and open contract advertising pursuant to the provisions of NJSA 19:44A-20.5; and

**WHEREAS**, the Borough Chief Financial Officer has determined and certified in writing that the value of this contract may exceed \$17,500; and

**WHEREAS**, Frank Little, PE, has completed and submitted a Business Entity Disclosure Certification which certifies that his firm has not made any reportable contributions to a political or candidate committee in the Borough of Barnegat Light in the previous one year, and that the contract will prohibit the making of any reportable contributions throughout the term thereof.

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

1. That Frank Little, PE, is hereby appointed Borough Engineer for the Borough of Barnegat Light for the year 2018. This contract for professional services is awarded without competitive bidding or advertising under the provisions of the Local Public Contracts Law and the NJ Campaign Contributions & Expenditures Reporting Act.

2. That the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

3. 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:

Temporary Budget Engineering Services and Costs

4. That a Notice of Contract Award shall be published in accordance with NJSA 40A:11-5(1)(a).

5. That certified copies of this resolution shall be forwarded to Frank Little, PE, and the Borough Treasurer.

#### **RESOLUTION 2018-015**

Authorizing the Awarding Of A Professional Services Contract without Competitive Bidding or Fair & Open Advertising - Municipal Auditor

**WHEREAS**, there exists a need for the services of a Municipal Auditor for a one-year term; and

**WHEREAS**, the Borough of Barnegat Light has determined that its professional services contractors do not make reportable political contributions to municipal candidates so as to otherwise require fair and open contract advertising pursuant to the provisions of NJSA 19:44A-20.5; and

**WHEREAS**, the Borough Chief Financial Officer has determined and certified in writing that the value of this contract may exceed \$17,500; and

**WHEREAS**, Brian K. Logan, RMA of Suplee, Clooney & Company, has completed and submitted a Business Entity Disclosure Certification which certifies that his firm has not made any reportable contributions to a political or candidate committee in the Borough of Barnegat Light in the previous one year, and that the contract will prohibit the making of any reportable contributions throughout the term thereof.

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

1. That Brian Logan, RMA is hereby appointed Borough Auditor for the Borough of Barnegat Light for the year 2018. This contract for professional services is awarded without competitive bidding or advertising under the provisions of the Local Public Contracts Law and the NJ Campaign Contributions & Expenditures Reporting Act.

2. That the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

3. 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:

Temporary Budget Audit Services O and E

4. That a Notice of Contract Award shall be published in accordance with NJSA 40A:11-5(1)(a)

5. That certified copies of this resolution shall be forwarded to Suplee, Clooney & Company, and the Borough Treasurer.

#### **RESOLUTION 2018-016**

Authorizing the Awarding Of A Professional Services Contract without Competitive Bidding or Fair & Open Advertising - Municipal Prosecutor

**WHEREAS**, there exists a need for the services of a Municipal Prosecutor for a one-year term; and

**WHEREAS**, the Borough of Barnegat Light has determined that its professional services contractors do not make reportable political contributions to municipal candidates so as to otherwise require fair and open contract advertising pursuant to the provisions of NJSA 19:44A-20.5; and

**WHEREAS**, the Borough Chief Financial Officer has determined and certified in writing that the value of this contract will not exceed \$17,500; and

**WHEREAS**, Laura Benson, Esq., is qualified to hold the position of Borough Prosecutor, in accordance with the Local Public Contracts Law, NJSA 40A:11-5(1)(a), and the NJ Campaign Contributions & Expenditures Reporting Act, NJSA 19:44A-20.5.

**WHEREAS**, Mary Jane Lidaka, Esq. is qualified to hold the position of Alternate Borough Prosecutor, in accordance with the Local Public Contracts Law, NJSA 40A:11-5(1)(a), and the NJ Campaign Contributions & Expenditures Reporting Act, NJSA 19:44A-20.5

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

1. That Laura Benson, Esq., is hereby appointed Borough Prosecutor for the Borough of Barnegat Light for the year 2018. That Mary Jane Lidaka is hereby appointed alternate Borough Prosecutor for the year 2018. This contract for professional services is awarded without competitive bidding or advertising under the provisions of the Local Public Contracts Law and the NJ Campaign Contributions & Expenditures Reporting Act.

2. That the Determination of Value shall be placed on file with this resolution.

3. 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:

Temporary Budget Municipal Prosecutor O and E

4. That a Notice of Contract Award shall be published in accordance with NJSA 40A:11-5(1)(a).

5. That certified copies of this resolution shall be forwarded to Laura Benson, Esq., Mary Jane Lidaka, Esq. and the Borough Treasurer.

#### **RESOLUTION 2018-017**

Authorizing the Awarding Of A Professional Services Contract without Competitive Bidding or Fair & Open Advertising - Municipal Public Defender

**WHEREAS**, there exists a need for the services of a Municipal Public Defender for a one-year term; and

**WHEREAS**, the Borough of Barnegat Light has determined that its professional services contractors do not make reportable political contributions to municipal candidates so as to otherwise require fair and open contract advertising pursuant to the provisions of NJSA 19:44A-20.5; and

**WHEREAS**, the Borough Chief Financial Officer has determined and certified in writing that the value of this contract will not exceed \$17,500; and

**WHEREAS**, Stuart D. Snyder, Esq., is qualified to hold the position of Borough Public Defender, in accordance with the Local Public Contracts Law, NJSA 40A:11-5(1)(a), and the NJ Campaign Contributions & Expenditures Reporting Act, NJSA 19:44A-20.5.

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

1. That Stuart D. Snyder, Esq. is hereby appointed Borough Public Defender for the Borough of Barnegat Light for the year 2018. This contract for professional services is awarded without competitive bidding or advertising under the provisions of the Local Public Contracts Law and the NJ Campaign Contributions & Expenditures Reporting Act.

2. That the Determination of Value shall be placed on file with this resolution.

3. 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:

Reserve Public Defender Expenditures

4. That a Notice of Contract Award shall be published in accordance with NJSA 40A:11-5(1)(a).

5. That certified copies of this resolution shall be forwarded to Stewart Snyder, Esq., and the Borough Treasurer.

#### **RESOLUTION 2018-018**

Authorizing the Awarding Of A Professional Services Contract without Competitive Bidding or Fair & Open Advertising - Municipal Conflicts Public Defender

**WHEREAS**, there exists a need for the services of a Municipal Conflicts Public Defender for a one-year term; and

**WHEREAS**, the Borough of Barnegat Light has determined that its professional services contractors do not make reportable political contributions to municipal candidates so as to otherwise require fair and open contract advertising pursuant to the provisions of NJSA 19:44A-20.5; and

**WHEREAS**, the Borough Chief Financial Officer has determined and certified in writing that the value of this contract will not exceed \$17,500; and

**WHEREAS**, Robin La Bue-Sprague, Esq., is qualified to hold the position of Borough Conflicts Public Defender, in accordance with the Local Public Contracts Law, NJSA 40A:11-5(1)(a), and the NJ Campaign Contributions & Expenditures Reporting Act, NJSA 19:44A-20.5.

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

1. That Robin La Bue-Sprague, Esq., is hereby appointed Borough Conflicts Public Defender for the Borough of Barnegat Light for the year 2018. This contract for professional services is awarded without competitive bidding or advertising under the provisions of the Local Public Contracts Law and the NJ Campaign Contributions & Expenditures Reporting Act.

2. That the Determination of Value shall be placed on file with this resolution.

3. 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:

Temporary Budget Public Defender O and E

4. That a Notice of Contract Award shall be published in accordance with NJSA 40A:11-5(1)(a).

5. That certified copies of this resolution shall be forwarded to Robin La-Bue, Esq., and the Borough Treasurer.

#### **RESOLUTION 2018-019**

Extending a Professional Services Contract without Competitive Bidding or Fair & Open Advertising-Labor Attorney

**WHEREAS**, there exists within the Borough of Barnegat Light a need for the services of a Labor Attorney; and

**WHEREAS**, the Borough has determined that its professional services contractors do not make reportable political contributions to municipal candidates so as to otherwise require fair and open contract advertising pursuant to the provisions of NJSA 19:44A-20.5; and

**WHEREAS**, the Borough Chief Financial Officer has determined and certified in writing that the value of the Labor Attorney contract will not exceed \$17,500 for 2018; and

**WHEREAS**, ARMANDO RICCIO ESQ. has completed and submitted a Business Entity Disclosure Certification which certifies that his firm has not made any reportable contributions to a political or candidate committee in the Borough of Barnegat Light in the previous one year, and that the contract will prohibit the making of any reportable contributions throughout the term thereof; and

**WHEREAS**, ARMANDO RICCIO ESQ. was appointed as labor attorney for the Borough for one year, beginning on January 1, 2018 and terminating on December 31, 2018; and

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

1. That ARMANDO RICCIO ESQ. is hereby appointed Borough Labor Attorney for the Borough of Barnegat Light for the 2018 calendar year, to expire on December 31, 2018. This contract for professional services is awarded without competitive bidding or advertising under the provisions of the Local Public Contracts Law and the NJ Campaign Contributions & Expenditures Reporting Act.

2. That the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

3. 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:

LABOR LEGAL SERVICES

4. That a Notice of Contract Award shall be published in accordance with NJSA 40A:11-5(1)(a).

5. That certified copies of this resolution shall be forwarded to ARMANDO RICCIO ESQ., and the Borough Treasurer.

6. That the Labor Attorney shall perform all legal services only as determined and authorized by the Borough Council or other authorized official of the Borough in accordance with the terms hereof. The total amount charged by the Labor Attorney shall not exceed the amount appropriated in the municipal budget.

#### **RESOLUTION 2018-020**

Authorizing the Awarding of a Professional Service Contract Without competitive Bidding or Fair & Open Advertising-Bond Counsel

**WHEREAS**, there exists a need for the services of Bond Counsel in connection with Ordinance 2013-005; and

**WHEREAS**, the Borough has determined that its professional services contractors do not make reportable political contributions to municipal candidates so as to otherwise require fair and open contract advertising pursuant to the provisions of NJSA 19:44A-20.5; and

**WHEREAS**, the Borough Chief Financial Officer has determined and certified in writing that the value of this contract may exceed \$17,500; and

**WHEREAS**, Michael H. Gluck Esq., has completed and submitted a Business Entity Disclosure Certification which certifies that his law firm has not made any reportable contributions to a political or candidate committee in the Borough of Barnegat Light in the previous one year, and that the contract will prohibit the making of any reportable contributions throughout the term thereof.

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

1. That Michael H. Gluck Esq., is hereby appointed as Bond Counsel for the Borough of Barnegat Light for the 2018 calendar year, to expire December 31, 2018. This contract for professional services is awarded without competitive bidding or advertising under the provisions of the Local Public Contracts Law and the NJ Campaign Contributions & Expenditures Reporting Act.

2. That the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

3. 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:

Barnegat Light Bond Ordinance No. 2013-005

4. That a Notice of Contract Award shall be published in accordance with NJSA 40A:11-5(1)(a).

5. That certified copies of this resolution shall be forwarded to Michael H. Gluck Esq., and the Borough Treasurer.

**APPOINTMENTS-Resolutions 2018-021 through 2018-039**

**DATED: January 3, 2018**

Larson	Moved	Second	Aye	Nay	Abstain	Absent
Spark			X			
Sharpless			X			
Wellington		X	X			
Reynolds			X			
Mikuletzky	X		X			
Foley			X			

**RESOLUTION 2017-021**

Appointing a Zoning/Code Enforcement Officer

**WHEREAS**, the Borough of Barnegat Light desires to appoint Jeffrey Washburn as the Zoning/Code Enforcement Officer for the Borough of Barnegat Light

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

1. That the Mayor and Council do hereby appoint Jeffrey Washburn as Zoning/Code Enforcement Officer.

2. That a certified copy of this resolution shall be forwarded to the Borough Treasurer and Jeffrey Washburn.

**RESOLUTION 2018-022**

Appointing a Liaison between the Borough of Barnegat Light and the Long Beach Island Health Department

**WHEREAS**, there exists a need for a liaison between the Borough of Barnegat Light and the Long Beach Island Health Department

**NOW, THEREFORE, BE IT RESOLVED** that Brenda L. Kuhn be appointed liaison between the Long Beach Island Health Department and the Borough of Barnegat Light for 2018.

**RESOLUTION 2018-023**

Employing Public Works/Water Sewer Superintendent for the Borough

**WHEREAS**, the Borough of Barnegat Light desires to appoint Edward Sulecki as Superintendent of Public Works/Water-Sewer for the Borough of Barnegat Light.

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

1. That the Mayor and Council do hereby appoint Edward Sulecki as Public Works/ Water-Sewer Superintendent for the year 2018.

2. That a certified copy of this resolution shall be forwarded to the Borough Treasurer and Edward Sulecki.

**RESOLUTION 2018-024**

Appointing Representative and Alternate from Barnegat Light to the Community Development Block Grant

**WHEREAS**, the Ocean County Planning Board has requested pursuant to the Cooperative Agreement

between the County of Ocean and the Borough of Barnegat Light that a representative and/or alternate be appointed to serve on the Community Development Committee:

**NOW, THEREFORE, BE IT RESOLVED** that the following are appointed for 2017:

**REPRESENTATIVE:           BRENDA L. KUHN**  
**PO BOX 576**  
**BARNEGAT LIGHT, NJ 08006**

**ALTERNATE:                 KATHLEEN FLANAGAN**  
**PO BOX 576**  
**BARNEGAT LIGHT, NJ 08006**

**RESOLUTION 2018-025**

Appointing Recreation Coordinator for the Borough

**WHEREAS**, the Borough of Barnegat Light desires to appoint a Recreation Coordinator for the Borough; and

**WHEREAS**, the Recreation Coordinator serves as liaison between the Committee for the Celebration of Public Events, Organizes Youth Activities, produces the annual Calendar of Events, and supervises many other recreational activities; and

**NOW, THEREFORE, BE IT RESOLVED** by Mayor and Council that Elaine Tollison shall serve as Recreation Coordinator for the Borough of Barnegat Light for the year 2018.

**RESOLUTION 2018-026**

Appointing Borough Safety Coordinator

**WHEREAS**, the Borough of Barnegat Light, County of Ocean, State of New Jersey desires to appoint a "Safety Coordinator" by order of the Ocean County Municipal Joint Insurance; and

**WHEREAS**, Donald Adams has the necessary qualifications and desire to be so appointed.

**NOW, THEREFORE, BE IT RESOLVED** that Donald Adams is hereby appointed Safety Coordinator of the Borough of Barnegat Light and shall serve at the pleasure of Mayor and Council.

**BE IT FURTHER RESOLVED** that he will perform all the required duties of the Safety Coordinator as from time to time directed by the Ocean Municipal Joint Insurance Fund.

**RESOLUTION 2017-027**

Appointing Recycling Coordinator

**WHEREAS**, the Borough of Barnegat Light has created the position of Recycling Coordinator by Ordinance 88-15; and

**WHEREAS**, the Recycling Coordinator shall be appointed by the Mayor and Council and shall serve at the pleasure of same; and

**WHEREAS**, Kathy Guerrero possesses the necessary qualifications to serve in this position.

**NOW, THEREFORE, BE IT RESOLVED** that Kathy Guerrero be and is hereby appointed to the position of Recycling Coordinator for 2018.

**RESOLUTION 2017-028**

Designating Supplemental Fire Services Program Coordinator

**WHEREAS**, the Division of Local Government Services in the Department of Community Affairs has been designated to effect implementation of P.L. 1985, c.295 which created the Supplemental Fire Services Program; and

**WHEREAS**, the Borough of Barnegat Light is eligible to receive funding under said program; and

**WHEREAS**, in order for the Borough of Barnegat Light to apply for funding, it is necessary to submit to the Division of Local Government Services the Utilization Report, approved by the Governing Body; and

**WHEREAS**, in order for the Borough of Barnegat Light to apply for funding it is necessary to designate an individual as the Supplemental Fire Service Program Coordinator.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body that the Utilization Report as prepared be and is hereby approved; and

**BE IT FURTHER RESOLVED** that Keith Anderson be and is hereby designated Program Coordinator for the calendar year 2018.

**RESOLUTION 2018-029**

Appointing Clean Communities Coordinator

**WHEREAS**, the Borough of Barnegat Light, County of Ocean, State of New Jersey intends to participate in the **2018** Clean Communities Grant Program; and

**WHEREAS**, a coordinator must be appointed by each municipality; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Barnegat Light, that Edward Sulecki has been appointed as Clean Communities Coordinator for **2018**.

**RESOLUTION 2018-030**

Appointing Deputy Municipal Clerk

**WHEREAS**, the Borough of Barnegat Light, County of Ocean, State of New Jersey has created the position of Deputy Municipal Clerk by Ordinance, in accordance with NJSA 40A:9-135; and

**WHEREAS**, the Deputy Municipal Clerk shall be appointed by the Borough Council and shall serve at the



**RESOLUTION 2018-034**

Appointing Members to the Open Space Advisory Committee

**WHEREAS**, there has been established an Open Space Advisory Committee of the Borough of Barnegat Light to administer the Open Space Conservation Trust Fund approved by the voters in the November 2008 general election; and

**WHEREAS**, Barnegat Light Borough Code Section 33-2 provides that the Open Space Advisory Committee shall be composed of seven regular members, plus two alternates, who shall be appointed by the Mayor, with the advice and consent of the Borough Council, consisting of the Mayor (or the Mayor's designee in the Mayor's absence), a member of the Barnegat Light Taxpayers' Association, a member of the Barnegat Light Historical Society, the Barnegat Light Zoning Officer, and three at-large members, who need not be residents of the Borough of Barnegat Light.; and

**WHEREAS**, it is the desire of the Mayor and Borough Council to make the appointments to the Open Space Advisory Committee as set forth below.

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

1. That the Mayor and Borough Council of the Borough of Barnegat Light do hereby make the following one year appointments (January 1 through December 31, 2018) to the Open Space Advisory Committee:

Kirk O. Larson Mayor

President Taxpayers Association

President of the Historical Society

Jeffrey Washburn, Zoning/Code Enforcement Officer

Richard Malacrea, at-large member

Barbara Truncellito, at-large member

James Gutowski, at-large

Kevin Mimm, alternate

Albert Paglialunga, alternate

2. That certified copies of this resolution shall be forwarded to the individuals appointed above.

**RESOLUTION 2018-035**

Appointing Stormwater Management Coordinator

**WHEREAS**, the Governing Body of the Barnegat Light must appoint a Storm Water Management Coordinator; and

**WHEREAS**, the Mayor and Council of the Borough of Barnegat Light wish to have said position in the Department of Public Works/Water Sewer.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Barnegat Light, County of Ocean, State of New Jersey, that Edward Sulecki is hereby appointed as the Stormwater Management Coordinator for the Borough of Barnegat Light for a term of one (1) year, expiring December 31, 2018.

**RESOLUTION 2018-036**

Appointing Community Rating System Coordinator for the Borough

**WHEREAS**, Barnegat Light participates in the National Flood Insurance Program's (NFIP) Community Rating system (CRS) which is a voluntary incentive program that recognizes and encourages community floodplain management activities that exceed the minimum NFIP requirements.

**WHEREAS**, as a result, flood insurance premium rates are discounted to reflect the reduced flood risk resulting from the community actions meeting the three goals of the CRS:

1. Reduce flood damage to insurable property;
2. Strengthen and support the insurance aspects of the NFIP, and
3. Encourage a comprehensive approach to floodplain management.

**WHEREAS**, Barnegat Light is currently rated as a Class 8 which entitles all homeowners to a 10% discount on flood insurance; and

**WHEREAS**, the Borough of Barnegat Light desires to appoint a Community Rating System Coordinator; and

**WHEREAS**, the CRS Coordinator is a person designated to be the official point of contact between the community and the program staff of the Community Rating System and must be familiar with the NFIP and the community's floodplain management activities; and

**WHEREAS**, the CRS Coordinator is responsible to assemble, coordinate, and maintain the documentation for the community's CRS application, modifications, cycle verification visits, and annual recertification.

**WHEREAS**, the CRS Coordinator attends Ocean County CRS sponsored quarterly meetings, Island wide CRS coordinator meetings, training by the Jacque Cousteau Institute and participates in Public outreach events; and

**WHEREAS**, Diana Stott is fully qualified to serve as the Community Rating System Coordinator; and

**NOW, THEREFORE, BE IT RESOLVED** by Mayor and Council that Diana Stott is hereby appointed as the Community Rating System Coordinator for the Borough of Barnegat Light for a term of one year, expiring December 31, 2018.

### **RESOLUTION 2018-037**

Appointing Emergency Management Personnel

**WHEREAS**, the Mayor and Council of the Borough of Barnegat Light desire to appoint an Emergency Management Coordinator for a term of three (3) years from January 1, 2017 to December 31, 2019.

**WHEREAS**, Section 16-2 of the Borough Code of the Borough of Barnegat Light provides that the Mayor shall appoint an Emergency Management Coordinator from among the residents of the municipality; and

**WHEREAS**, Borough Code Section 16-2 provides that the Emergency Management Coordinator shall appoint the Deputy Emergency Management Coordinators with the approval of the Mayor; and

**WHEREAS**, it is the desire of the Mayor and Borough Council of the Borough of Barnegat Light to confirm the appointment to the position of Emergency Management Coordinator and Deputy Emergency Management Coordinators;

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

1. That the Mayor and Borough Council do hereby appoint Kirk O. Larson as Emergency Management Coordinator.
2. That Kirk O. Larson, the Borough Emergency Management Coordinator desires to appoint Kathy Guerrero, Scott Sharpless, Ed Wellington and Frank Mikuletzky as Deputy Emergency Management Coordinators – terms to run for one (1) year from January 1, 2018 to December 31, 2018.
3. That certified copies of this resolution shall be forwarded to Kirk O. Larson, Kathy Guerrero, Scott Sharpless, Ed Wellington, Frank Mikuletzky and the Ocean County Office of Emergency Management.

### **RESOLUTION 2017-038**

Appointing Zoning Board Secretary

**WHEREAS**, the Borough of Barnegat Light desires to appoint a Zoning Board Secretary for the Borough; and

**WHEREAS**, Frances Elaine Tollison has the necessary qualifications for said position; and

**NOW, THEREFORE, BE IT RESOLVED** by Mayor and Council that Frances Elaine Tollison shall serve as Zoning Board Secretary for the Borough of Barnegat Light for the year 2018.

### **RESOLUTION 2018-039**

Appointing Planning Board Secretary

**WHEREAS**, the Borough of Barnegat Light desires to appoint a Planning Board Secretary for the Borough; and

**WHEREAS**, Frances Elaine Tollison has the necessary qualifications for said position; and

**NOW, THEREFORE, BE IT RESOLVED** by Mayor and Council that Frances Elaine Tollison shall serve as Planning Board Secretary for the Borough of Barnegat Light for the year 2018.

Mayor Larson said that council has been working well together for many years unlike the old days when council fought each other and didn't get things done. He said he was so proud of the way the town functions and gets things done. He said he was proud of the whole town, the council, the office staff, public works, the docks etc.. He said things get done. He said that he hoped that Mary Ellen would get the water meters in this year! Councilwoman Reynolds said that the things get done under Mayor Larson's leadership. Council President Spark agreed. He said that the Mayor initiated things to benefit the entire community and followed through.

Mayor Larson said that he wanted to introduce an ordinance at the next meeting for the leasing of street ends where there are bulkheads. He said someone was interested in leasing an area for the Coast Guard dredging project.

Brian Logan said Happy New Year and he congratulated Dorothy Reynolds on her reelection and Mary Ellen Foley on the election and her first term. He also thanked the Mayor and Council for his appointment. He said that he has been doing the auditing here since 1993. During that time he worked for two companies.

Councilman Sharpless talked about the bathrooms at the Post Office. He said one of them was in really bad shape and the other one was good but the sink didn't work. Mayor Larson said that there was money to fix them. He said that the sink could be taken care of and then they could redo the other one. Councilman Sharpless said that he could donate a pedestal sink and possibly tile too.

Councilman Sharpless said that the 9<sup>th</sup> Street ramp was ¾ of the way done but the ramp going down is all rotted and they will have to rebuild it.

He said that there is a old seating area on 8<sup>th</sup> Street and the handicap ramp was in bad shape and buried under the dune. He said they should rip it out and put and install walkway.

Councilwoman Reynolds asked about the status of 11<sup>th</sup> Street. Mayor Larson said that Macintyre was

contacted. He said that they would cut out 20-30' of pipe and get a price to replace it. They talked about the streets that wouldn't have any water while the repair was being made.

Scott suggested that in the future when repaving of various streets are done, we should replace the pipes at that time.

**Motion to Adjourn**

Being no further business before Mayor and Council, on a motion by Foley the 2018 Reorganization meeting was adjourned.

**APPROVED:** \_\_\_\_\_ **KIRK O. LARSON, MAYOR**                      \_\_\_\_\_ **BRENDA L. KUHN, MUNICIPAL CLERK**