

**Borough of Matawan
Workshop Session
January 21, 2020**

A regular meeting of the Council of the Borough of Matawan, New Jersey, was held at the Matawan Municipal Community Center, 201 Broad Street, Matawan, New Jersey on January 21, 2020, with Mayor Joseph Altomonte presiding. Pursuant to Section 5 of the Open Public Meetings Act, adequate notice of this meeting had been provided by publishing notification in *The Independent* on January 8, 2020, by sending notice to the *Asbury Park Press*, and by posting. A copy of said notice is and has been made available to the public and is on file in the Office of the Borough Clerk. A copy of said notice has also been sent to such members of the public as have requested such information, in accordance with the Statute. Mayor Altomonte called the meeting to order at 7:10 PM requesting a roll call.

On roll call the following members responded present:

Yes: Councilwoman Deana Gunn
 Councilman Brian Livesey
 Councilwoman Stephanie Buckel
 Councilman Nicolas Reeve
 Councilman John Lazar

Absent: Councilman Brett Cannon

Also present were Louis Ferrara, Borough Administrator, Pasquale Menna, Esq. of The Menna Law Firm, LLC, Borough Attorney, and Robert R. Keady, Jr., of T&M Associates, Borough Engineer.

Mayor Altomonte asked everyone to stand for a Salute to the Flag.

Mayor Altomonte asked everyone to stand for a Moment of Silence.

Proclamation

Mayor Altomonte presented a Proclamation and Certificates of Recognition to the Matawan Huskies D14 Cheer 2019 American Youth Cheer National Champions.

Privilege of the Floor for Agenda Items Only

Mayor Altomonte opened the Privilege of the Floor for Agenda Items Only.

There were no comments.

Mayor Altomonte requested a motion to close the Privilege of the Floor for Agenda Items Only. Councilman Reeve made the motion, seconded by Councilwoman Gunn. Council agreed. Motion passed.

Approval of Minutes

Mayor Altomonte requested a motion to approve the minutes of the December 17, 2019 Council Meeting. Councilman Reeve made a motion, seconded by Councilwoman Gunn. Council agreed. Motion passed.

Clerk's Report

The Clerk reported new business licenses were issued for Bollywood Bistro (restaurant), Esposito's Pizza & Pasta (restaurant relocation), and Tower Sales & Service (sales consultation).

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All business, towing, solicitor, and animal licenses expired December 31, 2019, and are in process of renewal.

Mayor's Report

No report.

Administrator's Report

Mr. Ferrara stated his report has been electronically transmitted.

Attorney's Report

Mr. Menna reported he asked the Clerk to provide everyone a package and memorandum prior to the meeting regarding Resolution 20-01-37. He asked for Council review, and looked to have a determination by the next meeting.

Engineer's Report

Mr. Keady reported on the status of the following Projects:

- 2018 Road Program – the water main replacement occurring on Broad Street should be finished by the end of the week.
- Community Center Annex Cooling Project – a meeting is scheduled for this Thursday to review the project to develop a punch list.
- Main Street Streetscape Improvements – the field survey has been completed and look to start the design later this week.

Police, ADA

Councilwoman Gunn reported the amount of calls and arrests responded to by the Patrol Division and K9 Unit, including motor vehicle incidents, as well as Police Special Duty Assignments. Members of the SAFE Unit continue to address narcotics and quality of life related issues within the Borough, often working with other area local law enforcement agencies, the Monmouth County Prosecutor's Office and the Federal Bureau of Investigation (FBI). Of the three narcotics requests, one resulted in the seizure of 100 bricks (5,000 bags) of heroin and the arrest of a drug trafficker by the New Jersey State Police. The year closed out with the department and Matawan PBA Local #179, along with the Recreation Department, participating in the Annual Christmas Tree Lighting and Santa Runs again this year. The department, in conjunction with Matawan PBA Local #179 and the Atrium Healthcare, participated in a "Toys for Tots" campaign. Donations of toys were made at the Atrium and Police Headquarters throughout the holiday season.

Animal Welfare, Shade Tree, Economic Business Development

Councilman Livesey reported the Economic Business Development Commission will hold their first meeting of the year 7:00 PM, January 23. Shade Tree completed a \$20K grant application, a joint grant between TD Bank and the Arbor Day Foundation. If awarded, the money will be direct to planting trees in the Borough. Gary Lovallo, a member of the Old Bridge Shade Tree Commission, spoke at the Shade Tree Commission's last meeting. The goal of the Commission this year is to look at the existing ordinances of the Borough and how they can better serve the community as a Commission. The Animal Welfare Advisory Committee will have their first meeting soon, with the goal to have quarterly meetings in 2020.

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Property Maintenance, Recycling & Sanitation, Recreation

Councilwoman Buckel reported registration and attendance at the Recreation workout classes are doing very well. A new one class is being introduced in March, Mommy & Me. Recreation's goal is to make registration available for residents online. A review is being conducted of current Recreation fees for use of the MMCC facilities.

Fire, Personnel, Planning and Zoning

No report.

Construction, DPW, Historic Sites

Councilman Reeve provided Construction Report for December 2019:

	Current Month	Year-to-Date
Permit Income/Certificate	\$ 6,296.00	\$ 157,428.00
Business CCOs/Misc Fees	\$ 170.00	\$ 4,560.00
State Permit Surcharge Fees	\$ 355.00	\$ 6,223.00
Penalties	\$ 0.00	\$ 0.00
TOTAL	\$ 6,821.00	\$ 168,211.00
Paid to Matawan General Fund	\$ 5,097.00	\$ 161,988.00
Paid to State Quarterly Payment	\$ 1,724.00	\$ 6,223.00
Value of Construction Work	\$ 194,352.00	\$ 5,712,819.00
Permits Issued	30	466

Environmental, Finance

Councilman Lazar reported the Environmental Commission will hold its first meeting of the year on February 3, noting the February 11 meeting is cancelled.

Consent Agenda

Mayor Altomonte read by title Resolutions 20-01-24 through and including 20-01-36, requesting a motion to approve en masse. Councilman Reeve made a motion, seconded by Councilwoman Gunn. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

RESOLUTION 20-01-24

REDEMPTION OF TAX SALE CERTIFICATES

#13-00037	#19-00043
#19-00001	#19-00047
#19-00005	#19-00066
#19-00007	#19-00067
#19-00009	#19-00079
#19-00030	#19-00085
#19-00033	#19-00089
#19-00042	#19-00090

<u>Certificate #</u>	<u>Company Sold To</u>	<u>Block</u>	<u>Lot</u>	<u>Address of Property</u>	<u>Payment</u>	<u>Premium</u>
13-00037	Trystone Capital Assets, LLC	41	16	915 Route 34	\$1,066.83	\$100.00
19-00001	Trystone Capital Assets, LLC	8	6	71 Main S.	\$4,083.94	\$6,200.00
19-00005	Bala Partners, LLC	9	27	129 & 131 Main Sts	\$940.06	\$14,000.00
19-00007	CC1 NJ II, LLC	12	3.02	15 Johnson Ave.	\$1,397.41	\$2,000.00
19-00009	CC1 NJ II, LLC	14	1	Atlantic Ave.	\$439.57	\$1,500.00
19-00030	CC1 NJ II, LLC	44	23	63 Wyckoff St.	\$369.53	\$1,200.00

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19-00033	US Bank Cust for Pro Cap 8	47.02	17	4 Ziegler Pl.	\$228.35	\$100.00
19-00042	US Bank Cust for Pro Cap 8	61	4.08	8 Oak Knoll Dr.	\$2,012.95	\$100.00
19-00043	Trystone Capital Assets, LLC	61	4.40	40 Oak Knoll Dr.	\$195.65	\$0.00
19-00047	US Bank Cust for Pro Cap 8	64.02	7	97 Aberdeen Rd.	\$246.25	\$100.00
19-00064	Bala Partners, LLC	79	7	283 Harding Blvd.	\$2,480.47	\$12,300.00
19-00066	US Bank Cust for Pro Cap 8	89	6.02	159 Washington Ave.	\$1,000.32	\$100.00
19-00079	US Bank Cust for Pro Cap 8	120	5.01	324 Sloan Ct.	\$266.35	\$900.00
			Q C324			
19-00085	Bala Partners, LLC	121	13	21 Wilson Ave.	\$9,526.54	\$16,100.00
19-00089	CC1 NJ II, LLC	123	40	62 Skylark Ct.	\$264.11	\$1,200.00
19-00090	Bala Partners, LLC	123.03	6	24 Poet Dr.	\$826.03	\$13,800.00

WHEREAS, the Borough of Matawan Tax Collector has reported that the above Tax Sale Certificates were sold; and

WHEREAS, the Certificates has been paid and fully redeemed for the property owners.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payments in the amounts, plus any Premiums indicated, for the redemption of the Tax Sale Certificates listed above.

BE IT FURTHER RESOLVED that a certified true copy of this resolution is forwarded to the Borough's Tax Collector and Treasurer.

**RESOLUTION 20-01-25
FIXING RECREATION FEES AND USES
CHAIR YOGA
CROSS FIT
SENIOR STRENGTH & BALANCE
YOGA AT LAKE LEFFERTS**

BE IT RESOLVED, by the Council of the Borough of Matawan, based on the recommendation of the Recreation Commission that the fees of the following shall be fixed for the year 2020 and future years.

Chair Yoga Registration Fee	\$45.00 per calendar year
Senior Strength & Balance Registration Fee	\$45.00 per calendar year
Chair Yoga/Senior Strength & Balance Joint Registration Fee	\$75.00 per calendar year
Cross-Fit	\$90.00 per series
Mommy & Me	\$50.00 per series
Yoga at Lake Lefferts	\$50.00 per series

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance as well as Recreation.

**RESOLUTION 20-01-26
APPROVAL OF TOWING & STORAGE LICENSE RENEWAL
EXECUTIVE TOWING, LLC**

WHEREAS, *Executive Towing, LLC* (towing & storage contractor services) has submitted an application to be added to the Matawan Police Department tow call list; and

WHEREAS, on the condition that, *Executive Towing, LLC* (towing & storage contractor services) has certified that the requirements of Chapter 4 of the Code of the Borough of Matawan and all other Statutes have been met and that the independent investigation by the Police Department reveals no nonconformity.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that they hereby approve the following towing & storage license renewal:

Business: *Executive Towing, LLC*
640 Lukas Boulevard
Morganville, New Jersey 07751

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Applicant: Josephine Valenti

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Police as well as Applicant.

**RESOLUTION 20-01-27
AUTHORIZING THE ISSUANCE OF
2020 RAILROAD PARKING SUMMER PARKING PASSES**

WHEREAS, there is a need for additional parking for people working during the summer months; and

WHEREAS, there is also a decrease of regular permit holder using the parking lot during this same time period.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Matawan hereby authorizes the issuance of Summer Railroad Parking Permits for the period of May 1, 2020 through August 31, 2020 for a fee of \$225.00.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, and the Railroad Parking Enforcement Officer.

**RESOLUTION 20-01-28
2019 TONNAGE GRANT APPLICATION**

WHEREAS, the Mandatory Source Separation and Recycling Act PL 1987, c102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection has promulgating recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for the 2019 Recycling Grant will memorialize the commitment of the municipality to recycling and to indicate the assent of the Borough Council of the Borough of Matawan to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Grace Rainforth, Recycling Coordinator, to ensure that the application is properly filed.

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purpose of recycling.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, as well as Recycling.

**RESOLUTION 20-01-29
AUTHORIZING THE COUNTY OF MONMOUTH
MOSQUITO CONTROL DIVISION TO CONDUCT
AERIAL MOSQUITO CONTROL OPERATIONS WITHIN THE BOROUGH OF MATAWAN**

WHEREAS, the Monmouth County Board of Chosen Freeholders, pursuant to NJSA 26:9-27 et seq. has elected through its Mosquito Control Division to perform all acts necessary for the elimination of mosquito

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breeding areas and/or to exterminate mosquitoes within the County; and

WHEREAS, the County has instituted an Integrated Pest Management Program consisting of surveillance, water management, biological control, and chemical control to exterminate the mosquito population within the County of Monmouth; and

WHEREAS, prior to conducting aerial dispensing operations over a designated “congested area,” the County is required, pursuant to Federal Aviation Administration Regulation (FAR Part 137.51), to secure prior written approval from the governing body of the political subdivision over which the aircraft is to be operated; and

WHEREAS, the Borough of Matawan is designated as a “congested area” by the Federal Aviation Administration and the County has requested that this governing body consent to its proposed aerial dispensing operations.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The Governing Body hereby authorizes the County of Monmouth Mosquito Control Division or its agent to apply pesticides by aircraft for mosquito control in certain areas of the municipality designated by the County as being either larval mosquito habitat or areas harboring high populations of mosquitoes constituting either a nuisance, a health hazard, or both with the understanding that:
 - a. the County shall utilize pesticides, application equipment and aircraft that are approved for aerial applications by the applicable Federal (USEPA) and State (NJDEP) agencies, and
 - b. such operations will be performed in compliance with applicable Federal and State regulations, and
 - c. the County will notify the police department of each municipality over which aerial pesticide operations are planned prior to commencement of such operations.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Police, Public Works as well as the County of Monmouth Mosquito Control Division.

**RESOLUTION 20-01-30
2018 ROAD IMPROVEMENT PROGRAM CONTRACT 1
S. BROTHERS, INC.
AUTHORIZING CHANGE ORDER NO. 1**

WHEREAS, T&M Associates has informed the Council that Items B13 and B14 are reduced to reflect current as-built quantities in the 2018 Road Improvement Program Contract 1, for a reduction this Change Order No. 1 of Ten Thousand, Two Hundred Twenty-Six Dollars and No Cents (\$10,226.00); and

WHEREAS, T&M Associates has informed the Council that Items B2, B12 and B18 are increased to reflect current as-built quantities in the 2018 Road Improvement Program Contract 1, for an increase this Change Order No. 1 of Fifteen Thousand, Six Hundred Ninety-Nine Dollars and Forty-Six Cents (\$15,699.46); and

WHEREAS, T&M Associates has informed the Council that Item S-1 is Supplemental for the 2018 Road Improvement Program Contract 1, for an increase this Change Order No. 1 of Eight Thousand, Seven Hundred Eighty-Eight Dollars and No Cents (\$8,788.00).

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, based upon the recommendation of Robert Keady, T&M Associates, that they hereby authorize the attached contract modification proposal, 2018 Road Improvement Program Contract 1, Change Order No. 1, a Net Change this Change Order in the amount of Fourteen Thousand, Two Hundred Sixty-One Dollars and Forty-Six Cents (\$14,261.46).

BE IT FURTHER RESOLVED this amount reflects a total Net Change Increase in Contract of Fourteen Thousand, Two Hundred Sixty-One Dollars and Forty-Six Cents (\$14,261.46).

BE IT FURTHER RESOLVED the Mayor of the Borough of Matawan is hereby authorized to execute the attached contract modification proposal and acceptance.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, Public Works as well as T&M Associates and S. Brothers, Inc.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Nicole Horvath, Chief Financial Officer of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify that as of the date of this certification funds are available from the C-04-55-918-101

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Budget of the Borough of Matawan to S. Brothers, Inc. (T&M Project No. MATN-04136) for the Borough of Matawan 2018 Road Improvement Program Contract 1 in an amount not to exceed Fourteen Thousand, Two Hundred Sixty-One Dollars and Forty-Six Cents (\$14,261.46).

This certification is based solely on the information encumbered into the financial records of the Borough by the appropriate using division as of this date and relies on the completeness of financial records.

Chief Financial Officer

(Signature on File)

Nicole Horvath, CMFO

Dated: January 21, 2020

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T&M ASSOCIATES
CONSULTING & MUNICIPAL ENGINEERS
ELEVEN TINDALL ROAD
MIDDLETOWN, NEW JERSEY 07748

SHEET NO. 1 OF 2
PROJECT NO. MATN-04136

CHANGE ORDER NO. 1

DATE: January 8, 2020

PROJECT: 2018 Road Program

OWNER: Borough of Matawan

CONTRACTOR: 2018 Road Program

DESCRIPTION OF CHANGE:

REDUCTIONS:

Items B13 and B14 are reduced to reflect current as-built quantities.

EXTRA:

Items B2, B12 and B18 are increased to reflect current as-built quantities.

SUPPLEMENTARY:

S-1 Okame Cherry, 2" - 2-1/2" Cal, B&B (Somerset PL)

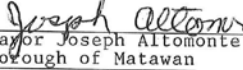
APPROVAL RECOMMENDED:


ROBERT R. KEADY, JR., P.E., C.M.E.

ACCEPTED:


CONTRACTOR:
S. Brothers, Inc.

OWNER'S APPROVALS:


Mayor Joseph Altomonte
Borough of Matawan

NOTE: All work to be done according to Contract Specifications.

SEE ATTACHED DETAIL	ADDITIONAL	REDUCTION
A. TOTAL REDUCTIONS THIS C.O.	XXXXXXXXXX	\$10,226.00
B. TOTAL EXTRAS THIS C.O.	\$15,699.46	XXXXXXXXXX
C. TOTAL SUPPLEMENTARY THIS C.O.	\$8,788.00	XXXXXXXXXX
TOTALS THIS C.O.	\$24,487.46	\$10,226.00
NET CHANGE THIS CHANGE ORDER	\$14,261.46	\$0.00
PREVIOUS CHANGE ORDERS	\$0.00	\$0.00
TOTAL CHANGE ORDERS TO DATE	\$24,487.46	\$10,226.00
NET CHANGE IN CONTRACT	\$14,261.46	\$0.00

ORIGINAL CONTRACT BID PRICE	\$2,253,053.00
CHANGE ORDERS TO DATE	\$14,261.46
REVISED CONTRACT PRICE	\$2,267,314.46

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CHANGE ORDER NO. 1

SHEET NO. 2 OF 2
PROJECT NO. MATN-04136

PROJECT:

OWNER:

CONTRACTOR:

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	
			PRICE	AMOUNT
B13	6" Underdrain, Type 'SP'	82.00 LF	\$53.00	\$4,346.00
B14	8" Underdrain, Type 'SP'	105.00 LF	\$56.00	\$5,880.00

A. TOTAL REDUCTIONS \$10,226.00

B2	Police Traffic Directors (If & Where Directed)	157.69 HR	\$95.96	\$15,131.58
B12	HMA 19M64 Base Course, 6" Thick	1.81 TON	\$148.00	\$267.88
B18	15" Reinforced Concrete Pipe, Class V	3.00 LF	\$100.00	\$300.00

B. TOTAL EXTRA \$15,699.46

S-1	Okame Cherry, 2" - 2-1/2" Cal, B&B (Somerset Pl.)	13.00 UN	\$676.00	\$8,788.00
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C. TOTAL SUPPLEMENTARY \$8,788.00

**RESOLUTION 20-01-31
RESOLUTION CONFIRMING 2020 APPOINTMENTS BY THE MAYOR
WITH CONFIRMATION OF COUNCIL**

NOW, THEREFORE, BE IT RESOLVED, that the appointments listed below made by the Mayor be and the same are hereby confirmed and the following officials are appointed for a term of one year said term to expire December 31, 2020, unless otherwise specified or provided for by statute:

BOARD/COMMISSION

NAME

TERM OF OFFICE

Animal Welfare Advisory Committee

Member

Nadine Hemy

Member

Loretta Windas

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Office on the Aging

Delegate

Alternate Delegate

Joseph Basso

Katie Basso

Shade Tree Commission

Member

Jeremy Szoc

**RESOLUTION 20-01-32
APPOINTING LOUIS C. FERRARA
AS THE PUBLIC AGENCY COMPLIANCE OFFICER**

WHEREAS, the Affirmative Action Regulations of the State of New Jersey Affirmative Action Office address public agencies awarding contracts under PL 1975, Chapter 127, (NJAC 17:27) and further provide contract language and reporting procedures for entering into procurement, service and construction contracts; and

WHEREAS, regulations further provide for the annual designation of an officer or employee of the public agency to serve as a Public Agency Compliance Officer (PACO) who will be responsible for coordinating the reporting procedure from contractors and to generally supervise the compliance procedures regarding the Affirmative Action Regulations.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, Monmouth County, New Jersey, that Louis Ferrara, Borough Administrator, be and is hereby appointed as Public Agency Compliance Officer of the Borough of Matawan.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to all Borough of Matawan Department Heads as well as the Department of Treasury, Division of Purchase & Property Contract Compliance Unit, PO Box 206, Trenton, New Jersey 08625.

**RESOLUTION 20-01-33
APPOINTING LOUIS C. FERRARA
AS THE COAH MUNICIPAL HOUSING LIAISON**

WHEREAS, it is necessary for the Mayor and Council of the Borough of Matawan to appoint a COAH Municipal Housing Liaison; and

WHEREAS, it is the desire of the Mayor and Council to appoint Louis C. Ferrara as the COAH Municipal Housing Liaison.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, County of Monmouth, State of New Jersey as follows:

1. *That Louis C. Ferrara is hereby appointed as the COAH Municipal Housing Liaison for the Borough of Matawan at no additional compensation.*
2. *That a certified copy of this resolution be forwarded:*
 - i. *Paul Csik, VP, American Properties Realty, 517 Route One South, Ste. 2100, Iselin, New Jersey 08830*
 - ii. *Elizabeth C. McKenzie, PP, PA, 9 Main Street, Flemington, New Jersey 08822*
 - iii. *DeeAnna Peterson, Executive Director, Council on Affordable Housing, PO Box 813, Trenton, New Jersey 08625-0813.*

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall also be forwarded to the following Borough of Matawan Departments: Administration and Clerk.

**RESOLUTION 20-01-34
APPOINTING LOUIS C. FERRARA
AS THE FUND COMMISSIONERS TO THE
MONMOUTH COUNTY MUNICIPAL JOINT INSURANCE FUND
CENTRAL JERSEY HEALTH INSURANCE FUND**

WHEREAS, the Council of the Borough of Matawan has authorized its participation in the Monmouth County Municipal Joint Insurance Fund; and

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WHEREAS, it is necessary for the Council of the Borough of Matawan to appoint a Fund Commissions to the Monmouth County Municipal Joint Insurance Fund; and

WHEREAS, it is the desire of the Council to appoint Louis C. Ferrara as the Fund Commissioner to the Monmouth County Municipal Joint Insurance Fund; and

WHEREAS, it is the desire of the Council to appoint Louis Ferrara as the Fund Commissioner for the Borough of Matawan to the Central Jersey Health Insurance Fund (CJHIF); and

WHEREAS, it is the desire of the Council to appoint Joseph Altomonte as the Alternate Fund Commissioner to the Monmouth County Municipal Joint Insurance Fund.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, County of Monmouth, State of New Jersey as follows:

1. *That Louis C. Ferrara is hereby appointed as the Fund Commissioner for the Borough of Matawan to the Monmouth County Municipal Joint Insurance Fund.*
2. *That Joseph Altomonte is hereby appointed as the Alternate Fund Commissioner for the Borough of Matawan to the Monmouth County Municipal Joint Insurance Fund.*
3. *That Louis Ferrara is hereby appointed as the Fund Commissioner for the Borough of Matawan to the Central Jersey Health Insurance Fund (CJHIF)*
4. *That a certified copy of this resolution be forwarded to the Administrator for the Monmouth County Municipal Joint Insurance Fund and the Administrator for the Central Jersey Health Insurance Fund (CJHIF).*

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk.

**RESOLUTION 20-01-35
APPOINTING LOUIS C. FERRARA AS THE
MUNICIPAL CROSS-ACCEPTANCE REPRESENTATIVE**

WHEREAS, the New Jersey State Planning Commission is re-examining the New Jersey State Development and Redevelopment Plan; and

WHEREAS, the State Planning Act provides for a process of "Cross-Acceptance", whereby each municipality in the state has the opportunity to review and comment on the revised State Development and Redevelopment Plan; and

WHEREAS, the Monmouth County Planning Board has requested that the Mayor and Governing Body designate a Cross-Acceptance delegation comprised of representatives that are most knowledgeable with the Municipality's master plan, zoning regulations, and other planning initiatives.

NOW, THEREFORE, BE IT RESOLVED by the Council of Matawan Borough that Louis C. Ferrara is hereby designated as the representative for the Cross-Acceptance process.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk.

**RESOLUTION 20-01-36
APPOINTMENT OF COMMUNITY DEVELOPMENT REPRESENTATIVE AND
COMMUNITY DEVELOPMENT ALTERNATE REPRESENTATIVE**

WHEREAS, there exists in the Borough of Matawan, County of Monmouth, the need for a Community Development Representative and a Community Development Alternate Representative; and

WHEREAS, Louis C. Ferrara is qualified for said position of Community Development Representative; and

WHEREAS, Joseph Altomonte is qualified for said position of Community Development Alternate Representative.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that Louis C. Ferrara be appointed as Community Development Representative and Joseph Altomonte be appointed as Community Development Alternate Representative.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution be forwarded to Community Development, Hall of Records Annex, One East Main Street, Freehold, New Jersey 07728.

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***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall also be forwarded to the following Borough of Matawan Departments: Clerk.*

New Business

Mayor Altomonte read by title Resolution 20-01-37: Resolution of the Borough of Matawan, County of Monmouth Submitting De-Annexation Request to the Unified Planning Zoning Board of Adjustment of the Borough of Matawan for Review. Councilman Reeve made the motion, seconded by Councilwoman Gunn. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

RESOLUTION 20-01-37

RESOLUTION OF THE BOROUGH OF MATAWAN, COUNTY OF MONMOUTH, SUBMITTING DE-ANNEXATION REQUEST TO THE UNIFIED PLANNING ZONING BOARD OF ADJUSTMENTS OF THE BOROUGH OF MATAWAN FOR REVIEW

***WHEREAS**, Christopher and Michele Devanny, residing at 20 Ryers Lane, Matawan, New Jersey, have requested de-annexation from the Borough of Matawan and annexation to the Township of Marlboro, pursuant to the provisions of NJSA 40A:7-12, and had submitted an Application to the Mayor and Council which has been reviewed by the Mayor and Council; and*

***WHEREAS**, the procedure is for the Petition to be forwarded for initial review by the Unified Planning Zoning Board of Adjustments (“Board”) of the Borough of Matawan; and*

***WHEREAS**, the Council does not object to the review of said matter by the Board.*

***NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Matawan, that the attached Petition of the property owners as well as Memorandum prepared by the Borough Attorney, be forwarded to the Board with instructions to report back with their opinion to the Mayor and Council as quickly as possible.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk as well as Borough Attorney and the Unified Planning Zoning Board of Adjustments of the Borough of Matawan.*

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Workshop Session
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Christopher and Michele Devanny
20 Ryers Lane
Matawan, NJ 07747
732-309-2775

January 2, 2020

Certified Mail

Borough of Matawan
201 Broad Street
Matawan, NJ 07747
Attention: Mayor Joseph Altomonte and Council Members

Re: Deannexation of 20 Ryers Lane

Dear Mayor Altomonte and Council Members

We are the only owners of 20 Ryers Lane in Matawan. We respectfully request the deannexation of our property from the Borough of Matawan to Marlboro Township pursuant to N.J.S.A. 40A:7-12. The reasons for our request are set forth below.

We moved to Ryers Lane in April of 2016 with our two children, Evan, age 16 and Megan, age 13. Our home is located on a modest parcel of land, approximately .65 of an acre. The property is uniquely situated at the end of Ryers Lane and straddles the municipal boundary between Marlboro and Matawan. Monmouth County's, Marlboro Township's and the Borough of Matawan's maps reveal that the majority of our property, including the home, is located in Marlboro. See attached map. Despite a thorough search, we have been unable to find any reason for the property being designated in Matawan. Furthermore, the entire portion of Ryers Lane in front of our home is located in Marlboro. Most of our neighbors are located in Marlboro. The mailboxes in front of our home are for our Marlboro neighbors. The Marlboro school bus drives down our street. In short, our property is more a part of Marlboro, than it is Matawan.

Logistical reasons also support the transfer of the property. We are the last property at southwestern end of the borough. Our address makes it difficult for people to find us. Although the Matawan police and fire departments have been able to locate us, both departments indicated that they were unaware that our home was part of Matawan. When one attempts to locate our home via GPS navigation, the address comes up in Marlboro.

We also repeatedly have problems with sanitation pick. Approximately once per month our trash is not collected. Our home is serviced by a company contracted by the Borough of Matawan. However, the private sanitation employed by Marlboro picks up the trash of our neighbor, approximately 15 feet from where we deposit our trash for pickup. This has apparently led to some confusion regarding who is responsible for the pickup.



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Our daughter has high functioning autism. She has an Individual Education Plan and has been receiving services from the Matawan-Aberdeen School District since the age of 4. Although Megan has made significant strides, she has been unable to gain social acceptance among her peers. Most of the teens in her grade have already identified her as having a disability. At best, most of the children ignore her; at worst she is made fun of and bullied. The end result is that she has no friends because of the scarlet letter she has been branded with. She has so much anxiety that she is afraid to attend school. She has begged us to transfer school districts. The transfer of our property will facilitate this transfer and provide Megan with the fresh start she desperately needs to thrive in school. Our son Evan already has friends in Marlboro and has also expressed a desire to change districts.

This request was made after considerable deliberation. The transfer of our property will benefit our family without any imposition to the Borough of Matawan. Within this in mind we respectfully request the you grant our request for deannexation. Please contact us if you have any questions or would like to meet with us.

Thank you for your consideration,


Christopher and Michele Devanny

Mayor Altomonte read by title Resolution 20-01-38: Authorizing the Transfer of Unexpended Balances in Certain 2019 Appropriation Reserve Accounts. Councilman Reeve made the motion, seconded by Councilwoman Gunn. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

**RESOLUTION 20-01-38
AUTHORIZING THE TRANSFER OF UNEXPENDED BALANCES IN CERTAIN
2019 APPROPRIATION RESERVE ACCOUNTS**

WHEREAS, NJSA 40A:4-59 provides for the transfers within certain appropriations within the Municipal Budget during the first three months of the following year: and

WHEREAS, there are unexpended balances in certain 2019 appropriation reserve accounts; and

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WHEREAS, additional funds are required in certain other 2019 appropriation reserve accounts.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that the following transfers are authorized from and to the following accounts:

<i>Transfer From Account Number</i>	<i>Amount Of Transfer</i>	<i>Transfer To Account Number</i>	<i>Amount Of Transfer</i>
9-01-26-291-200 <i>Railroad Parking Other Expense</i>	\$400.00	9-01-26-291-180 <i>Railroad Parking Other Expense</i>	\$400.00
9-01-25-240-200 <i>Police Other Expense</i>	\$30,000.00	9-01-25-240-180 <i>Police Salary & Wages</i>	\$30,000.00
9-01-20-120-200 <i>Boro Clerk Other Expense</i>	\$8,000.00	9-01-26-305-200 <i>Garbage Other Expense</i>	\$8,000.00
9-01-20-155-200 <i>Legal Other Expense</i>	\$10,000.00	9-01-26-305-200 <i>Garbage Other Expense</i>	\$10,000.00
9-01-22-200-200 <i>Property Maintenance Other Expense</i>	\$120.00	9-01-22-200-180 <i>Property Maintenance Salary & Wages</i>	\$120.00

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Finance as well as the Borough Auditor.

Mayor Altomonte read by title Resolution 20-01-39: Payment of Bills for Debt Service and 2019 Year-End Closeout. Councilman Reeve made the motion, seconded by Councilwoman Gunn. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

**RESOLUTION 20-01-39
PAYMENT OF BILLS FOR DEBT SERVICE AND
2019 YEAR-END CLOSEOUT**

WHEREAS, Resolution 20-01-23 authorized the Chief Financial Officer to pay bills budgeted for and encumbered between meetings for the 2020 year for payment prior to the next regular business meeting of the Borough Council.

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan acknowledges the following payments were made by the Chief Financial Officer:

<i>Current</i>	\$1,057,560.17
<i>Water & Sewer</i>	\$643,647.15
<i>Borough Trust</i>	\$15,256.40
<i>Total</i>	\$1,716,463.72

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Finance as well as the Borough Auditor.

Mayor Altomonte read by title Resolution 20-01-40: Payment of Bills. Councilman Reeve made the motion, seconded by Councilwoman Gunn. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

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**RESOLUTION 20-01-40
PAYMENT OF BILLS**

BE IT RESOLVED by the Mayor and Council of the Borough of Matawan, New Jersey. That the following numbered vouchers be paid to the persons therein respectively and hereinafter named, for the amounts set opposite their respective names, and endorsed and approved on said vouchers and that warrants be issued therefore, directed to the Borough Collector signed by the Mayor and attested by the Borough Clerk as required by law.

Current	\$2,255,930.65
Water & Sewer	\$296,993.81
Borough Capital	\$735,932.09
Water Capital	\$1,822.00
Borough Trust	\$73,779.81
Developers Escrow Account	\$2,097.19
Dog Tax Trust	\$204.00
Railroad Parking Trust	\$11,581.00
Recreation Trust	\$3,753.58
Total	\$3,382,094.13

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Finance as well as the Borough Auditor.

Privilege of the Floor

Mayor Altomonte opened the Privilege of the Floor.

Loretta Windas, 138 Aberdeen Road. Ms. Windas distributed to the Mayor and Council the information requested at the last meeting on her research of adding a dog park to the Borough.

Mayor Altomonte requested a motion to close the Privilege of the Floor. Councilman Reeve made the motion, seconded by Councilwoman Gunn. Council agreed. Motion passed.

Recess to Executive Session

Mayor Altomonte requested a motion to recess to Executive Session. Councilman Reeve made the motion, seconded by Councilwoman Gunn. Council agreed. Motion passed. Mr. Menna announced the purpose of the Council retiring into Executive Session is to discuss personnel and contracts. No formal action will be taken.

**RESOLUTION 20-01-41
EXECUTIVE SESSION RESOLUTION**

WHEREAS, the Open Public Meetings Act, PL 1975, Chapter 231, 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; and

WHEREAS, the Governing Body wishes to discuss:

- Contracts
- Litigation
- Personnel

WHEREAS, minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

NOW, THEREFORE, BE IT RESOLVED that the public be excluded from this meeting.

Meeting recessed at 7:31 PM.

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Reconvene and Adjourn the Public Session

Mayor Altomonte requested a motion to reconvene the Public Session. Councilwoman Gunn made the motion, seconded by Councilman Reeve. Council agreed. Motion passed. Mayor Altomonte requested a roll call. On roll call the following members responded present:

Yes: Councilwoman Stephanie Buckel
 Councilwoman Deana Gunn
 Councilman John Lazar
 Councilman Brian Livesey
 Councilman Nicolas Reeve

Also present were Louis Ferrara, Borough Administrator, Pasquale Menna, Esq. of The Menna Law Firm, LLC, Borough Attorney, and Robert R. Keady, Jr., of T&M Associates, Borough Engineer.

The meeting reconvened at 8:22 PM.

Mayor Altomonte announced no formal action was taken in Executive Session and asked for any public comment.

There were no comments.

Mayor Altomonte requested a motion to adjourn the Public Session. Councilwoman Gunn made the motion, seconded by Councilman Reeve. Council agreed. Motion passed.

The meeting adjourned at 8:23 PM.

(Signature on File)

Karen Wynne, RMC
Municipal Clerk