

**Borough of Matawan
Workshop Session
July 15, 2014
7:00 PM**

A regular meeting of the Borough Council of the Borough of Matawan, New Jersey, was held at the Matawan Municipal Community Center, 201 Broad Street, Matawan, New Jersey on July 15, 2014. The meeting was called to order at 7:00 PM by Mayor Buccellato presiding. Mayor Buccellato called the meeting to order, pursuant to Section 5 of the Open Public Meetings Act that adequate notice of this meeting has been provided in the notice which was published in the *Asbury Park Press* on January 17, 2014, by sending notice to *The Independent*, and by posting. Mayor Buccellato requested a roll call.

On roll call the following members responded present:

Yes: Councilwoman Gould
 Councilman Fitzsimmons
 Councilwoman Clifton
 Councilwoman Daly

Councilwoman Angelini and Councilman Urbano were absent.

Also, present were Louis C. Ferrara, Borough Administrator, Pasquale Menna, Borough Attorney, and Robert Keady, Borough Engineer.

Mayor Buccellato asked everyone to stand for a moment of silence.

Mayor Buccellato asked everyone to stand in the Salute to the Flag.

Workshop Items

Broad and Little Street Parking Lot

Discussion focused on residential and commercial vehicle parking; the possibility of permit or metered parking; commuter parking; time limitation. Council requested the Borough Administrator, Police Chief, the Clerk as well as possibly commercial vehicle owners utilizing the lot meet to review.

Old Business

None.

Clerk's Report

No report.

Mayor's Report

No report.

Administrator's Report

Mr. Ferrara will email his Report to Council.

Attorney's Report

No report.

Engineer's Report

Mr. Keady provided status on the following Projects:

- Park Avenue Sewer Project – the lining is scheduled for next week. This will complete the project, with the restoration work.

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- 2013 Road Program, Contract 2 – The Edgemere area has been base-paved. NJNG will be surface-paving. He is working on obtaining a schedule from them.
 1. The concrete on Hoyt Street is complete and paving will occur next, weather depending. May occur this week.
 2. Monroe & Sunset area will be paved after Hoyt.

Police, Fire, Railroad Parking, ADA

Councilwoman Clifton reported on behalf of Councilman Urbano requesting Council approval of a New Firefighter, Ted Gick. Mayor Buccellato requested a motion. Councilman Fitzsimmons made the motion, seconded by Councilwoman Daly. Council agreed. Motion passed.

Personnel, Development, Construction & Planning/Zoning Board

Councilwoman Gould had no report but thanked the Recreation Committee on this year’s wonderful fireworks display.

Finance and Environmental

Councilman Fitzsimmons requested the May 31, 2014 Treasurer’s Report be added to the record.

Report of the Treasurer
To the Mayor and Council of the Borough of Matawan
Bank Balances as of May 31, 2014

Current Account	Investors	\$3,208,649.92
Tax Collector Trust Fund	Investors	\$0.00
Water & Sewer Account	Investors	\$788,919.74
Water & Sewer-Certificate of Deposit	Investors	\$500,619.86
Borough Capital Account	Investors	\$771,819.45
Utility Capital Account	Investors	\$140,930.41
Borough Trust Account	Investors	\$540,741.25
Boro Trust Summary – TD Bank As of: May 31, 2014	Cash Balances	
Fire Safety	\$27,715.51	
Fire Prevention/Dedicated Penalty	-\$907.74	
Escrow	\$101,476.49	
Tax Redemptions	\$51,765.45	
POAA	\$0.00	
Donation	\$2,742.49	
Premiums	\$288,475.00	
Off Duty Police	\$61,700.89	
Public Defender	\$7,773.16	
Total	\$540,741.25	
Dog Tax Trust Account	Investors	\$5,730.13
Unemployment Insurance Account	Investors	\$7,378.35
Recreation Special Account	Investors	\$52,429.28
Recreation Trust Summary –TD Bank As of: May 31, 2014	Cash Balances	
Turkey Trot	\$16,157.39	
Summer Recreation	\$26,894.61	
Summer Recreation Trips	-\$427.24	
Matawan Day	\$0.00	
Basketball Tournament	\$0.00	
Canoe Rentals	\$583.79	
Men’s Over 30 Basketball	\$0.00	
NNO Vender	\$0.00	

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Yoga/Kickboxing	\$0.00	
Fireworks Donations	\$0.00	
Capital Improvements	\$9,220.73	
Total	\$52,429.28	
Accutrack Developers Escrow Acct	Investors	\$205,944.23
Law Enforcement Account	Investors	\$5,944.90
Railroad Parking Lot Trust	Investors	\$294,382.93
Total		<u>\$6,523,490.45</u>

Recreation and Main Street

Councilwoman Clifton reported on the success of this year’s fireworks display thanking Mr. Ferrara for his assistance in this matter. There will be no Recreation meetings this July or August. The next meeting will be September 3.

Property Maintenance, First Aid, Historic Sites, Sanitation/Recycling

No report.

Public Works, Water/Sewer, Shade Tree

No report.

Consent Agenda

Mayor Buccellato read by title Resolutions 14-07-02 through and including 14-07-08 requesting a motion to approve en masse. Councilwoman Gould made the motion, seconded by Councilwoman Clifton. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**RESOLUTION 14-07-02
APPROVAL OF SOLICITORS PERMIT
POWER HOME REMODELING**

*WHEREAS, Power Home Remodeling, has passed the required Police Department background checks;
and*

WHEREAS, Power Home Remodeling, has read Chapter 3-2.11 Handbills of the Borough of Matawan Code.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that they hereby approve the following solicitors permit:

*Business: Power Home Remodeling
485-C Route 1 South
Iselin, New Jersey 08830*

*Applicant: Kyle Hubbard
62 Madison St., Apt. 4
Hoboken, New Jersey 07030*

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

**RESOLUTION 14-07-03
APPROVING TOWING & STORAGE LICENSE RENEWAL
EXECUTIVE TOWING, LLC**

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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
 48 Nathan Drive
 Old Bridge, New Jersey 08857

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: Police, Clerk as well as Executive Towing, LLC.

**RESOLUTION 14-07-04
APPROVAL OF NEW TAXI DRIVER LICENSE
JOSE BRITOS**

WHEREAS, Jose Britos, has passed the required Police Department background checks; and

WHEREAS, Jose Britos, has filed the proper documentation with the Borough Clerk's office.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that they hereby approve the following New Taxi Driver License:

Applicant: Jose Britos
 569 Coolidge Avenue
 Toms River, New Jersey 08753

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

**RESOLUTION 14-07-05
APPROVAL OF NEW TAXI DRIVER LICENSE
SUSAN LOCKWOOD**

WHEREAS, Susan Lockwood, has passed the required Police Department background checks; and

WHEREAS, Susan Lockwood, has filed the proper documentation with the Borough Clerk's office.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that they hereby approve the following New Taxi Driver License:

Applicant: Susan Lockwood
 574 Krochmally Avenue
 Perth Amboy, New Jersey 08861

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

**RESOLUTION 14-07-06
APPROVAL OF NEW TAXI DRIVER LICENSE
JAMES A. MARESCO**

WHEREAS, James A. Maresco, has passed the required Police Department background checks; and

WHEREAS, James A. Maresco, has filed the proper documentation with the Borough Clerk's office.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that they hereby approve the following New Taxi Driver License:

Applicant: James A. Maresco
 50 Beers Street, Apt. Q8
 Keyport, New Jersey 07735

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

**RESOLUTION 14-07-07
APPROVAL OF NEW TAXI DRIVER LICENSE
RAMON A. MERCEDES**

***WHEREAS, Ramon A. Mercedes,** has passed the required Police Department background checks; and*

***WHEREAS, Ramon A. Mercedes,** has filed the proper documentation with the Borough Clerk's office.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that they hereby approve the following New Taxi Driver License:*

*Applicant: Ramon A. Mercedes
569 Coolidge Avenue
Toms River, New Jersey 08753*

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

**RESOLUTION 14-07-08
APPROVAL OF NEW TAXI DRIVER LICENSE
PAULA MERZ**

***WHEREAS, Paula Merz,** has passed the required Police Department background checks; and*

***WHEREAS, Paula Merz,** has filed the proper documentation with the Borough Clerk's office.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that they hereby approve the following New Taxi Driver License:*

*Applicant: Paula Merz
251 Main Street
Port Monmouth, New Jersey 07758*

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

New Business

Mayor Buccellato informed Resolution 14-07-33 will be held.

Mayor Buccellato read by title Resolution 14-07-09: Authorizing the Waiver of Fire Safety Permit Fees – Matawan Day Food Vendors. Mayor Buccellato requested a motion. Councilwoman Daly made the motion, seconded by Councilwoman Clifton. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**RESOLUTION 14-07-09
AUTHORIZING THE WAIVER OF FIRE SAFETY PERMIT FEES
MATAWAN DAY FOOD VENDORS**

***WHEREAS, Matawan Day** has been celebrated for many years in the Borough of Matawan; and,*

***WHEREAS, Moyers Insurance Agency** in association the Recreation Department of the Borough of Matawan are sponsoring this year's Matawan Day; and*

***WHEREAS, the Moyers Insurance Agency and the Recreation Department of the Borough of Matawan** have requested the Council of the Borough of Matawan, as an expression of support and encouragement, waive the \$42.00 Fire Prevention Department Fire Safety Permit Fee for the Matawan Day food vendors.*

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***NOW, THEREFORE, BE IT RESOLVED** that the Council of the Borough of Matawan do hereby waive the \$42.00 Fire Prevention Department Fire Safety Permit Fee for the Matawan Day food vendors.*

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

Mayor Buccellato read by title Resolution 14-07-10: Authorizing the Waiver of Health Department Permit Fees – Matawan Day Food Vendors. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Daly. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**RESOLUTION 14-07-10
AUTHORIZING THE WAIVER OF HEALTH DEPARTMENT FEES
MATAWAN DAY FOOD VENDORS**

***WHEREAS**, Matawan Day has been celebrated for many years in the Borough of Matawan; and,*

***WHEREAS**, Moyers Insurance Agency in association the Recreation Department of the Borough of Matawan are sponsoring this year's Matawan Day; and*

***WHEREAS**, the Moyers Insurance Agency and the Recreation Department of the Borough of Matawan have requested the Council of the Borough of Matawan, as an expression of support and encouragement, waive the \$50.00 Health Department fee for the Matawan Day food vendors.*

***NOW, THEREFORE, BE IT RESOLVED** that the Council of the Borough of Matawan do hereby waive the \$50.00 Health Department fee for the Matawan Day food vendors.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Finance, Clerk, Fire Prevention, Recreation, Health as well as Moyers Insurance Agency.*

Mayor Buccellato read by title Resolution 14-07-11: Authorizing the Department of Public Works to Cut Grass on Private Property – Chapter 15-1 of the Code of the Borough of Matawan – 3 New Brunswick Avenue – Block 47.02, Lot 15. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**RESOLUTION 14-07-11
AUTHORIZING THE DEPARTMENT OF PUBLIC WORKS TO CUT GRASS ON PRIVATE PROPERTY –
CHAPTER 15-1 OF THE CODE OF THE BOROUGH OF MATAWAN
3 NEW BRUNSWICK AVENUE – BLOCK 47.02, LOT 15**

***WHEREAS**, the Council of the Borough of Matawan has been informed by the Property Maintenance Official that the property owner of Block 47.02, Lot 15, also known as 3 New Brunswick Avenue, is in violation of Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan; and*

***WHEREAS**, Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan states it is the duty of Owners and Tenants to keep all lands free of overgrown vegetation; and*

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***WHEREAS**, the property owner was given notice to abate the situation within the specified ten (10) days by the Property Maintenance Officer and are on file in the office of the Property Maintenance Officer; and*

***WHEREAS**, the Property Maintenance Officer reinspected the property at Block 47.02, Lot 15, also known as 3 New Brunswick Avenue, after the specified ten (10) day period, and the situation was not abated; and*

***WHEREAS**, the cost to abate the situation to comply with the code requirements, as indicated above, a fee to cut and maintain the lawn of Four Hundred Dollars (\$400.00) per occurrence will be charged.*

***NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Borough of Matawan that the Borough of Matawan, in accordance with Chapter 15-1.3: Removal by Borough, Cost Established as a Lien, hereby authorizes the Department of Public Works to abate the situation as soon as possible.*

***BE IT FURTHER RESOLVED**, by the Council of the Borough of Matawan that the Borough Tax Collector is authorized to proceed to place a lien on the property located at Block 47.02, Lot 15, also known as 3 New Brunswick Avenue, to recoup the expense incurred by the Borough to abate the situation.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Finance, Clerk, Public Works, Construction, Tax Collector as well as the Property Owner of record.*

Mayor Buccellato read by title Resolution 14-07-12: Authorizing the Department of Public Works to Cut Grass on Private Property – Chapter 15-1 of the Code of the Borough of Matawan – 9 Somerset Place – Block 123.02, Lot 4. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

RESOLUTION 14-07-12

**AUTHORIZING THE DEPARTMENT OF PUBLIC WORKS TO CUT GRASS ON PRIVATE PROPERTY –
CHAPTER 15-1 OF THE CODE OF THE BOROUGH OF MATAWAN
9 SOMERSET PLACE – BLOCK 123.02, LOT 4**

***WHEREAS**, the Council of the Borough of Matawan has been informed by the Property Maintenance Official that the property owner of Block 123.02, Lot 4, also known as 9 Somerset Place, is in violation of Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan; and*

***WHEREAS**, Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan states it is the duty of Owners and Tenants to keep all lands free of overgrown vegetation; and*

***WHEREAS**, the property owner was given notice to abate the situation within the specified ten (10) days by the Property Maintenance Officer and are on file in the office of the Property Maintenance Officer; and*

***WHEREAS**, the Property Maintenance Officer reinspected the property at Block 123.02, Lot 4, also known as 9 Somerset Place, after the specified ten (10) day period, and the situation was not abated; and*

***WHEREAS**, the cost to abate the situation to comply with the code requirements, as indicated above, a fee to cut and maintain the lawn of Four Hundred Dollars (\$400.00) per occurrence will be charged.*

***NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Borough of Matawan that the Borough of Matawan, in accordance with Chapter 15-1.3: Removal by Borough, Cost Established as a Lien, hereby authorizes the Department of Public Works to abate the situation as soon as possible.*

***BE IT FURTHER RESOLVED**, by the Council of the Borough of Matawan that the Borough Tax Collector is authorized to proceed to place a lien on the property located at Block 123.02, Lot 4, also known as 9 Somerset Place, to recoup the expense incurred by the Borough to abate the situation.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Finance, Clerk, Public Works, Construction, Tax Collector as well as the Property Owner of record.*

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Mayor Buccellato read by title Resolution 14-07-13: Authorizing the Department of Public Works to Cut Grass on Private Property – Chapter 15-1 of the Code of the Borough of Matawan – 11 Sutphin Avenue – Block 119, Lot 14. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**RESOLUTION 14-07-13
AUTHORIZING THE DEPARTMENT OF PUBLIC WORKS TO CUT GRASS ON PRIVATE PROPERTY –
CHAPTER 15-1 OF THE CODE OF THE BOROUGH OF MATAWAN
11 SUTPHIN AVENUE – BLOCK 119, LOT 14**

***WHEREAS**, the Council of the Borough of Matawan has been informed by the Property Maintenance Official that the property owner of Block 119, Lot 14, also known as 11 Sutphin Avenue, is in violation of Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan; and*

***WHEREAS**, Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan states it is the duty of Owners and Tenants to keep all lands free of overgrown vegetation; and*

***WHEREAS**, the property owner was given notice to abate the situation within the specified ten (10) days by the Property Maintenance Officer and are on file in the office of the Property Maintenance Officer; and*

***WHEREAS**, the Property Maintenance Officer reinspected the property at Block 119, Lot 14, also known as 11 Sutphin Avenue, after the specified ten (10) day period, and the situation was not abated; and*

***WHEREAS**, the cost to abate the situation to comply with the code requirements, as indicated above, a fee to cut and maintain the lawn of Four Hundred Dollars (\$400.00) per occurrence will be charged.*

***NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Borough of Matawan that the Borough of Matawan, in accordance with Chapter 15-1.3: Removal by Borough, Cost Established as a Lien, hereby authorizes the Department of Public Works to abate the situation as soon as possible.*

***BE IT FURTHER RESOLVED**, by the Council of the Borough of Matawan that the Borough Tax Collector is authorized to proceed to place a lien on the property located at Block 119, Lot 14, also known as 11 Sutphin Avenue, to recoup the expense incurred by the Borough to abate the situation.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Finance, Clerk, Public Works, Construction, Tax Collector as well as the Property Owner of record.*

Mayor Buccellato read by title Resolution 14-07-14: Authorizing the Department of Public Works to Cut Grass on Private Property – Chapter 15-1 of the Code of the Borough of Matawan – 12 Edgewater Drive – Block 107, Lot 5. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**RESOLUTION 14-07-14
AUTHORIZING THE DEPARTMENT OF PUBLIC WORKS TO CUT GRASS ON PRIVATE PROPERTY –
CHAPTER 15-1 OF THE CODE OF THE BOROUGH OF MATAWAN
12 EDGEWATER DRIVE – BLOCK 107, LOT 5**

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***WHEREAS**, the Council of the Borough of Matawan has been informed by the Property Maintenance Official that the property owner of Block 107, Lot 5, also known as 12 Edgewater Drive, is in violation of Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan; and*

***WHEREAS**, Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan states it is the duty of Owners and Tenants to keep all lands free of overgrown vegetation; and*

***WHEREAS**, the property owner was given notice to abate the situation within the specified ten (10) days by the Property Maintenance Officer and are on file in the office of the Property Maintenance Officer; and*

***WHEREAS**, the Property Maintenance Officer reinspected the property at Block 107, Lot 5, also known as 12 Edgewater Drive, after the specified ten (10) day period, and the situation was not abated; and*

***WHEREAS**, the cost to abate the situation to comply with the code requirements, as indicated above, a fee to cut and maintain the lawn of Four Hundred Dollars (\$400.00) per occurrence will be charged.*

***NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Borough of Matawan that the Borough of Matawan, in accordance with Chapter 15-1.3: Removal by Borough, Cost Established as a Lien, hereby authorizes the Department of Public Works to abate the situation as soon as possible.*

***BE IT FURTHER RESOLVED**, by the Council of the Borough of Matawan that the Borough Tax Collector is authorized to proceed to place a lien on the property located at Block 107, Lot 5, also known as 12 Edgewater Drive, to recoup the expense incurred by the Borough to abate the situation.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Finance, Clerk, Public Works, Construction, Tax Collector as well as the Property Owner of record.*

Mayor Buccellato read by title Resolution 14-07-15: Authorizing the Department of Public Works to Cut Grass on Private Property – Chapter 15-1 of the Code of the Borough of Matawan – 35-37 Center Street – Block 21, Lot 7. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**RESOLUTION 14-07-15
AUTHORIZING THE DEPARTMENT OF PUBLIC WORKS TO CUT GRASS ON PRIVATE PROPERTY –
CHAPTER 15-1 OF THE CODE OF THE BOROUGH OF MATAWAN
35-37 CENTER STREET – BLOCK 21, LOT 7**

***WHEREAS**, the Council of the Borough of Matawan has been informed by the Property Maintenance Official that the property owner of Block 21, Lot 7, also known as 35-37 Center Street, is in violation of Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan; and*

***WHEREAS**, Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan states it is the duty of Owners and Tenants to keep all lands free of overgrown vegetation; and*

***WHEREAS**, the property owner was given notice to abate the situation within the specified ten (10) days by the Property Maintenance Officer and are on file in the office of the Property Maintenance Officer; and*

***WHEREAS**, the Property Maintenance Officer reinspected the property at Block 21, Lot 7, also known as 35-37 Center Street, after the specified ten (10) day period, and the situation was not abated; and*

***WHEREAS**, the cost to abate the situation to comply with the code requirements, as indicated above, a fee to cut and maintain the lawn of Four Hundred Dollars (\$400.00) per occurrence will be charged.*

***NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Borough of Matawan that the Borough of Matawan, in accordance with Chapter 15-1.3: Removal by Borough, Cost Established as a Lien, hereby authorizes the Department of Public Works to abate the situation as soon as possible.*

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BE IT FURTHER RESOLVED, by the Council of the Borough of Matawan that the Borough Tax Collector is authorized to proceed to place a lien on the property located at Block 21, Lot 7, also known as 35-37 Center Street, to recoup the expense incurred by the Borough to abate the situation.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Finance, Clerk, Public Works, Construction, Tax Collector as well as the Property Owner of record.

Mayor Buccellato read by title Resolution 14-07-16: Authorizing the Department of Public Works to Cut Grass on Private Property – Chapter 15-1 of the Code of the Borough of Matawan – 66 Ravine Drive – Block 82, Lot 4. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**RESOLUTION 14-07-16
AUTHORIZING THE DEPARTMENT OF PUBLIC WORKS TO CUT GRASS ON PRIVATE PROPERTY –
CHAPTER 15-1 OF THE CODE OF THE BOROUGH OF MATAWAN
66 RAVINE DRIVE – BLOCK 82, LOT 4**

WHEREAS, the Council of the Borough of Matawan has been informed by the Property Maintenance Official that the property owner of Block 82, Lot 4, also known as 66 Ravine Drive, is in violation of Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan; and

WHEREAS, Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan states it is the duty of Owners and Tenants to keep all lands free of overgrown vegetation; and

WHEREAS, the property owner was given notice to abate the situation within the specified ten (10) days by the Property Maintenance Officer and are on file in the office of the Property Maintenance Officer; and

WHEREAS, the Property Maintenance Officer reinspected the property at Block 82, Lot 4, also known as 66 Ravine Drive, after the specified ten (10) day period, and the situation was not abated; and

WHEREAS, the cost to abate the situation to comply with the code requirements, as indicated above, a fee to cut and maintain the lawn of Four Hundred Dollars (\$400.00) per occurrence will be charged.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Matawan that the Borough of Matawan, in accordance with Chapter 15-1.3: Removal by Borough, Cost Established as a Lien, hereby authorizes the Department of Public Works to abate the situation as soon as possible.

BE IT FURTHER RESOLVED, by the Council of the Borough of Matawan that the Borough Tax Collector is authorized to proceed to place a lien on the property located at Block 82, Lot 4, also known as 66 Ravine Drive, to recoup the expense incurred by the Borough to abate the situation.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Finance, Clerk, Public Works, Construction, Tax Collector as well as the Property Owner of record.

Mayor Buccellato read by title Resolution 14-07-17: Authorizing the Department of Public Works to Cut Grass on Private Property – Chapter 15-1 of the Code of the Borough of Matawan – 145 Ravine Drive – Block 67, Lot 12. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

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**RESOLUTION 14-07-17
AUTHORIZING THE DEPARTMENT OF PUBLIC WORKS TO CUT GRASS ON PRIVATE PROPERTY –
CHAPTER 15-1 OF THE CODE OF THE BOROUGH OF MATAWAN
145 RAVINE DRIVE – BLOCK 67, LOT 12**

***WHEREAS**, the Council of the Borough of Matawan has been informed by the Property Maintenance Official that the property owner of Block 67, Lot 12, also known as 145 Ravine Drive, is in violation of Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan; and*

***WHEREAS**, Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan states it is the duty of Owners and Tenants to keep all lands free of overgrown vegetation; and*

***WHEREAS**, the property owner was given notice to abate the situation within the specified ten (10) days by the Property Maintenance Officer and are on file in the office of the Property Maintenance Officer; and*

***WHEREAS**, the Property Maintenance Officer reinspected the property at Block 67, Lot 12, also known as 145 Ravine Drive, after the specified ten (10) day period, and the situation was not abated; and*

***WHEREAS**, the cost to abate the situation to comply with the code requirements, as indicated above, a fee to cut and maintain the lawn of Four Hundred Dollars (\$400.00) per occurrence will be charged.*

***NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Borough of Matawan that the Borough of Matawan, in accordance with Chapter 15-1.3: Removal by Borough, Cost Established as a Lien, hereby authorizes the Department of Public Works to abate the situation as soon as possible.*

***BE IT FURTHER RESOLVED**, by the Council of the Borough of Matawan that the Borough Tax Collector is authorized to proceed to place a lien on the property located at Block 67, Lot 12, also known as 145 Ravine Drive, to recoup the expense incurred by the Borough to abate the situation.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Finance, Clerk, Public Works, Construction, Tax Collector as well as the Property Owner of record.*

Mayor Buccellato read by title Resolution 14-07-18: Authorizing the Department of Public Works to Cut Grass on Private Property – Chapter 15-1 of the Code of the Borough of Matawan – 298 Broad Street – Block 49, Lot 22.2. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**RESOLUTION 14-07-18
AUTHORIZING THE DEPARTMENT OF PUBLIC WORKS TO CUT GRASS ON PRIVATE PROPERTY –
CHAPTER 15-1 OF THE CODE OF THE BOROUGH OF MATAWAN
298 BROAD STREET – BLOCK 49, LOT 22.2**

***WHEREAS**, the Council of the Borough of Matawan has been informed by the Property Maintenance Official that the property owner of Block 49, Lot 22.2, also known as 298 Broad Street, is in violation of Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan; and*

***WHEREAS**, Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan states it is the duty of Owners and Tenants to keep all lands free of overgrown vegetation; and*

***WHEREAS**, the property owner was given notice by the Property Maintenance Officer on June 26, 2014, to abate the situation within the specified ten (10) days; and*

***WHEREAS**, the Property Maintenance Officer reinspected the property at Block 49, Lot 22.2, also known as 298 Broad Street, after the specified ten (10) day period, and the situation was not abated; and*

***WHEREAS**, the cost to abate the situation to comply with the code requirements, as indicated above, a fee to cut and maintain the lawn of Four Hundred Dollars (\$400.00) per occurrence will be charged.*

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NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Matawan that the Borough of Matawan, in accordance with Chapter 15-1.3: Removal by Borough, Cost Established as a Lien, hereby authorizes the Department of Public Works to abate the situation as soon as possible.

BE IT FURTHER RESOLVED, by the Council of the Borough of Matawan that the Borough Tax Collector is authorized to proceed to place a lien on the property located at Block 49, Lot 22.2, also known as 298 Broad Street, to recoup the expense incurred by the Borough to abate the situation.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Finance, Clerk, Public Works, Construction, Tax Collector as well as the Property Owner of record.

Mayor Buccellato read by title Resolution 14-07-19: Authorizing the Department of Public Works to Cut Grass on Private Property – Chapter 15-1 of the Code of the Borough of Matawan – 356 Forest Avenue – Block 85, Lot 3. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**RESOLUTION 14-07-19
AUTHORIZING THE DEPARTMENT OF PUBLIC WORKS TO CUT GRASS ON PRIVATE PROPERTY –
CHAPTER 15-1 OF THE CODE OF THE BOROUGH OF MATAWAN
356 FOREST AVENUE – BLOCK 85, LOT 3**

WHEREAS, the Council of the Borough of Matawan has been informed by the Property Maintenance Official that the property owner of Block 85, Lot 3, also known as 356 Forest Avenue, is in violation of Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan; and

WHEREAS, Chapter 15-1: Removal of Grass, Weeds, Brush and Other Debris, of the Code of the Borough of Matawan states it is the duty of Owners and Tenants to keep all lands free of overgrown vegetation; and

WHEREAS, the property owner was given notice to abate the situation within the specified ten (10) days by the Property Maintenance Officer and are on file in the office of the Property Maintenance Officer; and

WHEREAS, the Property Maintenance Officer reinspected the property at Block 85, Lot 3, also known as 356 Forest Avenue, after the specified ten (10) day period, and the situation was not abated; and

WHEREAS, the cost to abate the situation to comply with the code requirements, as indicated above, a fee to cut and maintain the lawn of Four Hundred Dollars (\$400.00) per occurrence will be charged.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Matawan that the Borough of Matawan, in accordance with Chapter 15-1.3: Removal by Borough, Cost Established as a Lien, hereby authorizes the Department of Public Works to abate the situation as soon as possible.

BE IT FURTHER RESOLVED, by the Council of the Borough of Matawan that the Borough Tax Collector is authorized to proceed to place a lien on the property located at Block 85, Lot 3, also known as 356 Forest Avenue, to recoup the expense incurred by the Borough to abate the situation.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Finance, Clerk, Public Works, Construction, Tax Collector as well as the Property Owner of record.

Mayor Buccellato read by title Resolution 14-07-20: Rescinding Resolution 14-06-61: Appointment of GPM Associates, Inc. as Engineering Consultants. Mayor Buccellato requested a motion. Councilman Fitzsimmons made the motion, seconded by Councilwoman Clifton. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons

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Councilwoman Clifton
Councilwoman Daly

Motion passed.

**RESOLUTION 14-07-20
RESCINDING RESOLUTION 14-06-61
APPOINTMENT OF GPM ASSOCIATES, INC.
AS ENGINEERING CONSULTANTS**

WHEREAS, Resolution 14-06-61 was ratified at the June 30, 2014 Council meeting; and

WHEREAS, the Borough of Matawan has determined there is no need to retain GPM Associates, Inc.

NOW, THEREFORE, BE IT RESOLVED, the Council of the Borough of Matawan hereby rescinds Resolution 14-06-61: Appointment of GPM Associates, Inc. as Engineering Consultants as Borough Special Engineer for the Borough of Matawan for the year 2014.

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

Mayor Buccellato read by title Resolution 14-07-21: Amending Resolution 14-04-19: Authorizing Interlocal Services Agreement Between Monmouth Count and the Borough of Matawan for Milling and Paving Services. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilman Fitzsimmons. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**RESOLUTION 14-07-21
AMENDING RESOLUTION 14-04-19
AUTHORIZING INTERLOCAL SERVICES AGREEMENT
BETWEEN MONMOUTH COUNTY AND THE BOROUGH OF MATAWAN
FOR MILLING AND PAVING SERVICES**

WHEREAS, the Borough of Matawan is currently in need of Milling and Paving Services for its Pothole Repair Program and the milling and paving of Church Street from Broad Street to the bridge; and

WHEREAS, the County of Monmouth provides this service to municipalities within the County; and

WHEREAS, the New Jersey Uniform Shared Services and Consolidation Act (C.40A:65-1, et seq.) authorizes local units such as these Municipalities to enter into Shared Services Agreement with other local units;

WHEREAS, it is in the best interest of the Borough of Matawan to enter into a shared services agreement with the County of Monmouth.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan hereby authorizes the Borough of Matawan enter into the attached Shared Services Agreement with the County of Monmouth in an amount not to exceed Twelve Thousand Dollars and No Cents (\$12,000.00) said Agreement to expire December 31, 2014.

BE IT FURTHER RESOLVED by the Council of the Borough of Matawan hereby authorizes the Borough of Matawan enter into the attached revised Shared Services Agreement with the County of Monmouth for the addition of the milling and paving of Church Street from Broad Street to the bridge in an amount not to exceed Fifteen Thousand Thirty Nine Dollars and Seven Cents (\$15,039.07) for a total amount of the Shared Services Agreement of Twenty Seven Thousand Thirty Nine Dollars and Seven Cents (\$27,039.07) said Agreement to expire December 31, 2014.

BE IT FURTHER RESOLVED the Council hereby authorizes the Mayor to execute this Agreement on behalf of the Borough of Matawan.

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BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Public Works, Finance, Police, Clerk as well as the Shared Services Offices of Monmouth County and the Division of Local Government Services.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the C-04-55-911-100 Budget of the Borough of Matawan to Monmouth County for the Borough of Matawan in an amount not to exceed for a total amount of the Shared Services Agreement of Twenty Seven Thousand Thirty Nine Dollars and Seven Cents (\$27,039.07) said Agreement to expire December 31, 2014.

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

Monica Antista, CMFO
Dated: July 15, 2014

**INTERLOCAL SERVICES AGREEMENT BETWEEN
MONMOUTH COUNTY AND THE BOROUGH OF MATAWAN
FOR MILLING AND PAVING SERVICES**

This Agreement is entered into this 1st day of April, 2014, by and between the Monmouth County, a public body, with offices at 250 Center Street, Freehold, New Jersey 07728 (hereinafter referred to as “County”), and the Borough of Matawan, with offices at 201 Broad Street, Matawan, New Jersey, 07747 (hereinafter referred to as “Matawan”).

IT IS AGREED:

1. Monmouth County, under the auspices of the Department of Public Works and Engineering Highway Division, will provide to the Borough of Matawan Milling and Paving Services.
2. This agreement will be in effect for the period of April 1, 2014, through December 31, 2014 unless extended by authorization of both governing bodies.
3. The County, under the auspices of the Department of Public Works and Engineering Highway Division, will provide to the Borough of Matawan Milling and Paving Services of Church Street from Broad Street to the Bridge and to the Borough Pothole Repair Program as outlined in attached Exhibit A.
4. Matawan is responsible for contracting for 60 Tons of HMA 9.5M64/ 1-5 and paying for material to complete the pot hole repairs.
5. Matawan is responsible for contracting for 120 Tons 1-5 top mix and paying for material to complete the milling and paving of Church Street from Broad Street to the bridge.
6. The County will pick up all HMA 9.5M64/ 1-5 necessary to complete project at their expense from the supplier chosen by the Borough.
7. The County will supply all staff and equipment to mill 1½” to 2” and replace with HMA 9.5M64/ 1-5 paving material.
8. The entire agreement shall not exceed \$27,039.07
9. The Borough of Matawan reserves the right to terminate this Agreement at any point with 30 days written notice for the following reasons:
 - (a) The County failed to provide services.
 - (b) The County Department failed to comply with the State System Guidelines.

IN WITNESS WHEREOF, the parties have executed this Agreement.

ATTEST:

**MONMOUTH COUNTY
BOARD OF CHOSEN FREEHOLDERS**

ATTEST:

BOROUGH OF MATAWAN

Karen Wynne, RMC

Honorable Paul Buccellato, Mayor

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***EXHIBIT A
BOROUGH OF MATAWAN LIST OF POT HOLES***

<u>Map Ref</u>	<u>Location</u>
<u>No.</u>	
1	20 Middlesex Rd
2	32 Middlesex Rd
3	55 Middlesex Rd
4	54 Middlesex Rd
5	68 Middlesex Rd
6	68 Middlesex Rd
7	Middlesex Rd & Ravine Dr
8	Area Middlesex Apts
9	71 Middlesex Rd
10	67 Middlesex Rd
11	51 Middlesex Rd
12	Morristown & Rustic Ln
13	Aberdeen Rd & Sutton Dr.
14	Aberdeen RD & Matawan Ave
15	High St Bridge Approach
16	Matawan Ave. & Angelica Ct.
17	298 Matawan Ave
18	Oak Knoll Dr & Matawan Ave
19	Route 34 & Edgewater Dr
20	Jackson St & Washington St
21	Church St & Orchard St
22	Main & High St.
23	Main St. & Atlantic Ave
24	Spring and Main St
25	Broad and Little Parking Lot
26	Hoyt St
27	Zeigler PL
28	Rt 79 and Poet Dr
29	Poet Dr
30	Rt 79 & Mill Rd
31	Mill Rd Bridge Approach
32	Mill Rd & Overbrook Ln

MILLING AND PAVING

Church Street from Broad Street to the Bridge

Mayor Buccellato read by title Resolution 14-07-22: Authorizing BPM Engineering, LLC to Provide Professional Services for the Preparation and Submittal of a Study of the Borough of Matawan Land Use Ordinance. Mayor Buccellato requested a motion. Councilman Fitzsimmons made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

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**RESOLUTION 14-07-22
AUTHORIZING BPM ENGINEERING, LLC
TO PROVIDE PROFESSIONAL SERVICES FOR THE
PREPARATION AND SUBMITTAL OF A STUDY
OF THE BOROUGH OF MATAWAN LAND USE ORDINANCE**

WHEREAS, the Borough of Matawan desires professional services to render proper preparation of a study on behalf of is Unified Planning/Zoning Board of Adjustments for the identification of an adult entertainment zone within the Borough of Matawan; and

WHEREAS, BPM Engineering, LLC on behalf of the Unified Planning/Zoning Board of Adjustments will undertake a study of the Borough of Matawan’s land use ordinances pertaining to adult entertainment which will be the basis of the Board’s review and their recommendations to Council for any modifications or changes to those ordinances.

WHEREAS, BPM Engineering, LLC serves as the Board’s Engineer and has the required knowledge to conduct the research and preparation of this study.

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan hereby authorizes BPM Engineering, LLC, Metro Park South, 100 Matawan Road, Suite 100, Matawan, New Jersey 07740, to prepare and submit to the Borough of Matawan Unified Planning/Zoning Board of Adjustments a study on behalf of is Unified Planning/Zoning Board of Adjustments for the identification of an adult entertainment zone in an amount not to exceed Five Hundred Dollars and No Cents (\$500.00).

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

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the 4-01-21-180-209 Budget of the Borough of Matawan to BPM Engineering, LLC for Professional Services associated with the for the Preparation and Submittal of a Study of the Borough of Matawan Land Use Ordinance in the total amount not to exceed Five Hundred Dollars and No Cents (\$500.00).

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)

*Monica Antista, CMFO
Dated: July 15, 2014*

Mayor Buccellato read by title Resolution 14-07-23: Authorizing Holman, Frenia, Allison, PC to Provide Professional Services to Review the Borough of Matawan 2013 & 2014 Length of Service Award Program (LOSAP). Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilman Fitzsimmons. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**RESOLUTION 14-07-23
AUTHORIZING HOLMAN, FRENIA, ALLISON, PC
TO PROVIDE PROFESSIONAL SERVICES TO REVIEW
THE BOROUGH OF MATAWAN
2013 & 2014 LENGTH OF SERVICE AWARD PRORAM (LOSAP)**

WHEREAS, in accordance with Emergency Services Volunteer Length of Service Award Program (LOSAP) Act NJSA 40A:14-192 requires a review of annual certification list; and

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***WHEREAS**, the Mayor and Council of the Borough of Matawan has realized a need to review the Borough of Matawan’s LOSAP certification list; and*

***WHEREAS**, the attached letters of estimates and scope of services was received from Holman, Frenia, Allison, PC, the Borough Auditor, for professional services to review the LOSAP for the years ended December 31, 2013 through December 31, 2014; and*

***WHEREAS**, Robert W. Allison, Borough Auditor, has submitted for Holman, Frenia, Allison, PC a proposal to provide the professional services needed for the LOSAP review in an amount not to exceed Two Thousand Dollars and No Cents (\$2,000.00) as follows:*

<i>December 31, 2013</i>	<i>\$1,000.00</i>
<i>December 31, 2014</i>	<i>\$1,000.00</i>

***NOW, THEREFORE, BE IT RESOLVED** the Council of the Borough of Matawan does hereby award the contract for professional services to Holman, Frenia, Allison, PC for the review of annual certification for the Borough of Matawan LOSAP for the years ended December 31, 2013 and December 31, 2014 in an amount not to exceed Two Thousand Dollars and No Cents (\$2,000.00).*

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available in the 3-01-43-260-200 (\$1,000.00) and 4-01-43-260-200 (\$1,000.00) Budget of the Borough of Matawan for Holman, Frenia, Allison, PC for professional services for the review of annual certification for the Borough of Matawan LOSAP for the years ended December 31, 2013 through December 31, 2014 in an amount not to exceed Two Thousand Dollars and No Cents (\$2,000.00).

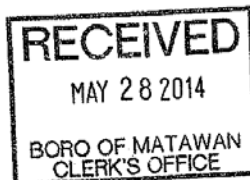
This certification is based solely on the information encumbered into the financial records of the Borough by the appropriate using division as of this date and relies on the completeness of financial records.

Chief Financial Officer

(Signature on File)

*Monica Antista
Dated: July 15, 2014*

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926 Main Street, Suite 103, Rome, PA 18837 • Tel: 570.297.5090
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ACCEPTANCE COPY

May 27, 2014

Karen Wynne, RMC
Municipal Borough Clerk
Borough of Matawan
201 Broad Street
Matawan, NJ 07747

This letter is to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide.

We will perform the following services:

- 1) We will review the financial statements of the Borough of Matawan Length of Service Award Program for the year ended December 31, 2013, and issue an accountants' report thereon in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

The objective of a review is to obtain limited assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

You are responsible for:

- a) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America.
- b) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.
- c) preventing and detecting fraud.
- d) identifying and ensuring that the plan complies with the laws and regulations applicable to its operations.
- e) making all financial records and related information available to us and for the accuracy and completeness of that information.
- f) providing us, at the conclusion of the engagement, with a letter that confirms certain representations made during the review.

We will conduct our review in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A review includes primarily applying analytical procedures to your financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. A review does not contemplate obtaining an understanding of the plan's internal control; assessing fraud risk; testing accounting records by obtaining sufficient appropriate audit evidence through inspection, observation, confirmation, or the examination of source documents (for example, cancelled checks or bank images); and other procedures ordinarily performed in an audit.

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Karen Wynne, RMC
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Length of Service Award Program
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Accordingly, we will not express an opinion regarding the financial statements as a whole.

Our engagement cannot be relied upon to detect errors, fraud, or illegal acts. However, we will inform you of any material errors and any evidence or information that comes to our attention during the performance of our review procedures that fraud may have occurred. In addition, we will inform you of any evidence or information that comes to our attention during the performance of our review procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

If, for any reason, we are unable to complete our review of your financial statements, we will not issue a report on such statements as a result of this engagement.

You are responsible for making all management decisions and for overseeing any bookkeeping services, tax services, or other services we provide by designating an individual, preferably with senior management, who possesses suitable skill, knowledge, or experience. In addition, you are responsible for evaluating the adequacy and results of the services performed and accepting responsibility for such services.

Robert W. Allison, CPA, RMA, PSA, CGMA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

We estimate that our fees for these services will not exceed \$1,000 for the review. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the work performed. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed "Acceptance Copy" and return it to us.

Sincerely,



Robert W. Allison, CPA, RMA, PSA, CGMA
Partner

RWA/rc
Encl.

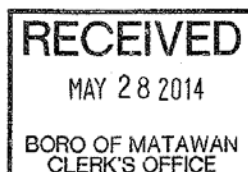
RESPONSE: This letter correctly sets forth the understanding of the Borough of Matawan Length of Service Award Program.

Signature

Title

Date

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ACCEPTANCE COPY

May 27, 2014

Karen Wynne, RMC
Municipal Borough Clerk
Borough of Matawan
201 Broad Street
Matawan, NJ 07747

This letter is to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide.

We will perform the following services:

- 1) We will review the financial statements of the Borough of Matawan Length of Service Award Program for the year ended December 31, 2014, and issue an accountants' report thereon in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

The objective of a review is to obtain limited assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

You are responsible for:

- a) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America.
- b) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.
- c) preventing and detecting fraud.
- d) identifying and ensuring that the plan complies with the laws and regulations applicable to its operations.
- e) making all financial records and related information available to us and for the accuracy and completeness of that information.
- f) providing us, at the conclusion of the engagement, with a letter that confirms certain representations made during the review.

We will conduct our review in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A review includes primarily applying analytical procedures to your financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. A review does not contemplate obtaining an understanding of the plan's internal control; assessing fraud risk; testing accounting records by obtaining sufficient appropriate audit evidence through inspection, observation, confirmation, or the examination of source documents (for example, cancelled checks or bank images); and other procedures ordinarily performed in an audit.

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Karen Wynne, RMC
Borough of Matawan
Length of Service Award Program
Page 2 of 2

Accordingly, we will not express an opinion regarding the financial statements as a whole.

Our engagement cannot be relied upon to detect errors, fraud, or illegal acts. However, we will inform you of any material errors and any evidence or information that comes to our attention during the performance of our review procedures that fraud may have occurred. In addition, we will inform you of any evidence or information that comes to our attention during the performance of our review procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

If, for any reason, we are unable to complete our review of your financial statements, we will not issue a report on such statements as a result of this engagement.

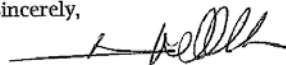
You are responsible for making all management decisions and for overseeing any bookkeeping services, tax services, or other services we provide by designating an individual, preferably with senior management, who possesses suitable skill, knowledge, or experience. In addition, you are responsible for evaluating the adequacy and results of the services performed and accepting responsibility for such services.

Robert W. Allison, CPA, RMA, PSA, CGMA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

We estimate that our fees for these services will not exceed \$1,000 for the review. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the work performed. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed "Acceptance Copy" and return it to us.

Sincerely,



Robert W. Allison, CPA, RMA, PSA, CGMA
Partner

RWA/rc
Encl.

RESPONSE: This letter correctly sets forth the understanding of the Borough of Matawan Length of Service Award Program.

Signature

Title

Date

Mayor Buccellato read by title Resolution 14-07-24: Authorizing T&M Associates to Provide Professional Services for the Preparation of Updating the Borough of Matawan Tax Map. Mayor Buccellato requested a motion. Councilman Fitzsimmons made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**Borough of Matawan
Workshop Session
July 15, 2014
7:00 PM**

**RESOLUTION 14-07-24
AUTHORIZING T&M ASSOCIATES
TO PROVIDE PROFESSIONAL SERVICES FOR THE
PREPARATION OF UPDATING THE
BOROUGH OF MATAWAN TAX MAP**

***WHEREAS**, Eric Zanetti, Tax Assessor for the Borough of Matawan, has recommended the Borough’s tax map be updated and requested the Borough Engineer to prepare a proposal for said service; and*

***WHEREAS**, Robert Keady, Borough Engineer, has submitted for T&M Associates the attached proposal to provide the professional services needed for the required update.*

***NOW, THEREFORE, BE IT RESOLVED** the Council of the Borough of Matawan hereby authorizes T&M Associates to proceed with the preparation of updating the Borough of Matawan’s Tax Map as outlined in the attached proposal in an amount not to exceed Two Thousand Seven Hundred Dollars and No Cents (\$2,700.00).*

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

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available in the 4-01-20-165-209 Budget of the Borough of Matawan for T&M Associates for professional services in the preparation of updating the Borough of Matawan’s Tax Map in an amount not to exceed Two Thousand Seven Hundred Dollars and No Cents (\$2,700.00).

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)

Monica Antista, CMFO

Dated: July 15, 2014

**Borough of Matawan
Workshop Session
July 15, 2014
7:00 PM**



MATN-G1401

July 2, 2014
Via Email and Mail

Louis Ferrara, Borough Administrator
Borough of Matawan
201 Broad Street
Matawan, New Jersey 07747

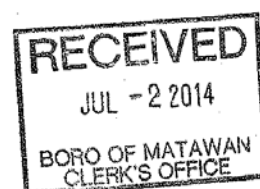
Re: Proposal to Perform Matawan Borough Tax Map Revisions

Dear Mr. Ferrara:

Pursuant to Eric Zanetti's request letter of May 6th, we have reviewed the information provided relative to his request to update the tax map and offer the following scope of services:

1. We shall update the Matawan Borough Tax Map in accordance the items listed and the information provided. (Copy of letter attached herewith.) The supporting maps and deeds provide the necessary information to plot and draft the various changes to be made to the tax maps including subdivisions, lot consolidations and a new sheet depicting The Preserve at Matawan condominium complex. These tax map changes will require manual drafting onto original mylar media and a new digital sheet for the condo complex. QA/QC will be performed to assure that all relevant changes have been made to the maps.
2. Upon completion of the revisions, we shall submit full-sized prints of the revised sheets to the Tax Assessor's Office for review, comment and/or approval.
3. Upon incorporation of the Tax Assessor's review and comment, we shall submit one (1) full-sized sets and one (1) reduced-size (11"x17") of the revised Matawan Borough Tax Map. Additional copics, full sets or half-scale sets will be provided at cost. The maps and deeds used for the revision will be returned to the Assessor's office.
4. These services can be completed and maps forwarded to the Client for review within 30 days of receipt of written authorization. Based on the T&M municipal billing rates for the Borough of Matawan, the cost for these services will be for a fee not-to-exceed \$2,700.

Upon your authorization, we will draft these updates and additions to the tax map sheets and transmit prints to the assessor's office for review and use.



**Borough of Matawan
Workshop Session
July 15, 2014
7:00 PM**



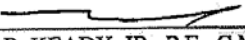
MATN-00439
July 2, 2014

Le: Louis Ferrara, Borough Administrator
Re: Proposal to Perform Matawan Borough Tax Map Revisions

Should you have any questions or require any additional information, please do not hesitate to contact me.

Very truly yours,

T&M ASSOCIATES


ROBERT R. KEADY, JR., P.E., C.M.E.
MATAWAN BOROUGH ENGINEER

RRK:MSF:lkc

cc: Karen Wynne, Borough Clerk
Monica Antista, CFO, Borough of Matawan

H:\Matn\G1401\Correspondence\Mayor_RRK_Tax Map Updates_06-17-2014.docx

T&M ASSOCIATES, 11 Tindall Road, Middletown, NJ 07748

732.671.6400 732.671.7365 tandmassociates.com

Mayor Buccellato read by title Resolution 14-07-25: Awarding 2014 Biennial Contract for Wells and High Service Pumps to A.C. Schultes, Inc. Mayor Buccellato requested a motion. Councilman Fitzsimmons made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**Borough of Matawan
Workshop Session
July 15, 2014
7:00 PM**

**RESOLUTION 14-07-25
AWARDING 2014 BIENNIAL CONTRACT FOR
WELLS AND HIGH SERVICE PUMPS
TO A.C. SCHULTES, INC.**

WHEREAS, the Borough of Matawan previously authorized the receipt of bids for the 2014 Biennial Contract for Wells and High Service Pumps; and

WHEREAS, pursuant to law the Borough of Matawan solicited bids for the Wells and High Service Pumps; and

WHEREAS, the Borough of Matawan received only one (1) bid from A.C. Schultes, Inc., 664 S. located at Evergreen Avenue, Woodbury Heights, New Jersey 08097 for the Wells and High Service Pumps.

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan upon recommendation of T&M Associates, Borough Engineer, hereby award the 2014 Biennial Contract for the Wells and High Service Pumps to A.C. Schultes, Inc. in an amount not to exceed One Hundred Fourteen Thousand Seven Hundred Four Dollars and No Cents (\$114,704.00).

BE IT FURTHER RESOLVED said contract is performed in accordance with all bid specifications, contracts and documents, and subject to certification by the Chief Financial Officer that funds are available, review and approval of bid documents by the Borough Attorney and approval of the New Jersey Department of Labor, Division of Wage and Hour Compliance, and the Mayor is hereby authorized to execute any necessary documents to implement the aforesaid award of contract, when all required insurance documents are submitted to the Borough within five (5) business days of approving this resolution.

BE IT FURTHER RESOLVED, the Council of the Borough of Matawan resolves that Paul Buccellato or the successor to the office of Mayor is hereby authorized as signatory on behalf of the Borough of Matawan.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Finance, Clerk, Public Works as well as the Borough Engineer and A.C. Schultes, Inc.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available in the 4-09-55-500-200 Budget of the Borough of Matawan for A.C. Schultes, Inc. associated with Wells and High Service Pumps in an amount not to exceed One Hundred Fourteen Thousand Seven Hundred Four Dollars and No Cents (\$114,704.00).

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

Monica Antista

Dated: July 15, 2014

**Borough of Matawan
Workshop Session
July 15, 2014
7:00 PM**



MATN-00439

July 11, 2014
(Via Email and Mail)

Louis Ferrara, Business Administrator
Borough of Matawan
201 Broad Street
Matawan, New Jersey 07747

**Re: 2014 Biennial Contract for Wells and High Service Pumps
Recommendation of Award**

Dear Mayor and Council:

On July 9, 2014, one bid was received for 2014 Biennial Contract for Wells and High Service Pumps. The apparent low bidder is A.C. Schultes, Inc., of Woodbury Heights, New Jersey in the amount of \$114,704.00. I have attached a bid summary for your review and reference.

Therefore, based on the above, this office recommends the contract be awarded to A.C. Schultes, Inc. subject to: a) certification by the Chief Financial Officer that funds are available; b) review and approval of the bid documents by the Borough Attorney; and c) approval of the New Jersey Department of Labor, Division of Wage and Hour Compliance.

I have attached the low bid for Attorney review. Please place the award on the agenda of the July 15, 2014 Council Meeting as the existing contract is due to expire August 18, 2014.

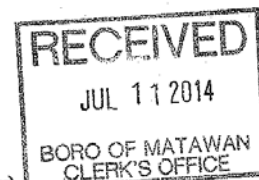
Should you have any questions or require additional information, please do not hesitate to contact me.

Very truly yours,


ROBERT R. KEADY, JR., P.E., C.M.E.
MATAWAN BOROUGH ENGINEER

RRK:JJF:lkc
Enclosure

cc: Mayor Paul Buccellato (via email: letter only)
Karen Wynne, Borough Clerk (Via Email w/Enclosure)
Monica Antista, CFO (via email: letter only)
Jake Applegate, Director of DPW and Water Department (via email: letter only)
Pasquale Menna, Esq., Borough Attorney (Enclosure w/copy of bid via email)



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T&M ASSOCIATES, 11 Tindall Road, Middletown, NJ 07748

732.671.6400 732.671.7365 tandmassociates.com

Mayor Buccellato read by title Resolution 14-07-26: Awarding 2014 Biennial Contract for Middlesex Road Water Treatment Plant Iron Sludge Removal to Spectraserv, Inc. Mayor Buccellato requested a motion. Councilman Fitzsimmons made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**Borough of Matawan
Workshop Session
July 15, 2014
7:00 PM**

**RESOLUTION 14-07-26
AWARDING 2014 BIENNIAL CONTRACT FOR
MIDDLESEX ROAD WATER TREATMENT PLANT
IRON SLUDGE REMOVAL TO SPECTRASERV, INC.**

***WHEREAS**, the Borough of Matawan previously authorized the receipt of bids for the 2014 Biennial Contract for Middlesex Road Water Treatment Plant Iron Sludge Removal; and*

***WHEREAS**, pursuant to law the Borough of Matawan solicited bids for the Water Treatment Plant Iron Sludge Removal; and*

***WHEREAS**, the Borough of Matawan received three (3) bids for the aforesaid contract.*

***NOW, THEREFORE, BE IT RESOLVED** that the Council of the Borough of Matawan upon recommendation of T&M Associates, Borough Engineer, do hereby award the 2014 Biennial Contract for the Iron Sludge Removal to Spectraserv, Inc. of Kearny, New Jersey for Iron Sludge Removal in an amount not to exceed Eighteen Thousand Eight Hundred Dollars and No Cents (\$18,800.00).*

***BE IT FURTHER RESOLVED** said contract is performed in accordance with all bid specifications, contracts and documents, and subject to certification by the Chief Financial Officer that funds are available, review and approval of bid documents by the Borough Attorney and approval of the New Jersey Department of Labor, Division of Wage and Hour Compliance, and the Mayor is hereby authorized to execute any necessary documents to implement the aforesaid award of contract.*

***BE IT FURTHER RESOLVED**, the Council of the Borough of Matawan resolves that Paul Buccellato or the successor to the office of Mayor is hereby authorized as signatory on behalf of the Borough of Matawan.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Finance, Clerk, Public Works as well as the Borough Engineer and Spectraserv, Inc.*

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available in the 4-09-55-500-200 Budget of the Borough of Matawan for Spectraserv, Inc. associated with Iron Sludge Removal in an amount not to exceed Eighteen Thousand Eight Hundred Dollars and No Cents (\$18,800.00).

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)

*Monica Antista
Dated: July 15, 2014*

**Borough of Matawan
Workshop Session
July 15, 2014
7:00 PM**



MATN-00429

July 11, 2014
(Via Email and Mail)

Louis Ferrara, Business Administrator
Borough of Matawan
201 Broad Street
Matawan, New Jersey 07747

**Re: 2014 Biennial Contract for Middlesex Water Treatment Plant Iron Sludge Removal
Recommendation of Award**

Dear Mayor and Council:

On July 9, 2014, three (3) bids were received for 2014 Biennial Contract for Middlesex Water Treatment Plant Iron Sludge Removal. The apparent low bidder is Spectraserv, Inc. of Kearny, New Jersey, with a total bid price of \$18,800.00. An itemized list of bid prices is attached.

We have reviewed the bid packet and find that the documents are in order. Therefore, based upon the above, this office recommends the contract be awarded to Spectraserv, Inc., subject to: a) certification by the Chief Financial Officer that funds are available; b) review and approval of the bid documents by the Borough Attorney; and c) approval of the New Jersey Department of Labor, Division of Wage and Hour Compliance.

We have attached the low bid for Attorney review. Please place the award on the agenda of the July 15, 2014 Council Meeting as the existing contract is due to expire on August 13, 2014.

Should you have any questions or require additional information, please do not hesitate to contact me.

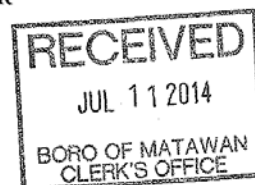
Very truly yours,

ROBERT R. KEADY, JR., P.E., C.M.E.
MATAWAN BOROUGH ENGINEER

RRK:JFF:JLS:lk
Enclosure

cc: Mayor Paul Buccellato (via email: letter only)
Karen Wynne, Borough Clerk (via email w/enclosure)
Monica Antista, CFO (via email: letter only)
Jake Applegate, Director of DPW and Water Department (via email: letter only)
Pasquale Menna, Esq., Borough Attorney (enclosure w/copy of bid via email)

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T&M ASSOCIATES, 11 Tindall Road, Middletown, NJ 07748

732.671.6400 732.671.7365 tandmassociates.com

Mayor Buccellato read by title Resolution 14-07-27: Awarding 2014 Biennial Contract for Emergency Generator and Sanitary Pump Station Maintenance and Repair to Rapid Pump & Meter Service. Mayor Buccellato requested a motion. Councilman Fitzsimmons made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**Borough of Matawan
Workshop Session
July 15, 2014
7:00 PM**

**RESOLUTION 14-07-27
AWARDING 2014 BIENNIAL CONTRACT FOR
EMERGENCY GENERATOR AND SANITARY PUMP STATION
MAINTENANCE AND REPAIR TO RAPID PUMP & METER SERVICE**

WHEREAS, the Borough of Matawan previously authorized the receipt of bids for the 2014 Biennial Emergency Generator and Sanitary Station Pump Maintenance and Repair Service Contract; and

WHEREAS, pursuant to law the Borough of Matawan solicited bids for the Emergency Generator and Sanitary Pump Station Maintenance and Repair Service Contract; and

WHEREAS, the Borough of Matawan received three (3) bids for the aforesaid contract; and

WHEREAS, T&M Associates, the Borough of Matawan Engineer, has reviewed, approved and recommended Rapid Pump & Meter Service of Paterson, New Jersey, for the aforesaid bid.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan upon recommendation of T&M Associates, Borough Engineer, hereby awards the 2014 Biennial Contract for Emergency Generator and Sanitary Pump Station Maintenance and Repair Maintenance Service to Rapid Pump & Meter Service in an amount not to exceed One Hundred Forty One Thousand Six Hundred Dollars (\$141,600.00), when all surety documents are submitted to the Borough within five (5) business days of approving this resolution.

BE IT FURTHER RESOLVED said contract is performed in accordance with all bid specifications, contracts and documents, and subject to certification by the Chief Financial Officer that funds are available, review and approval of bid documents by the Borough Attorney and approval of the New Jersey Department of Labor, Division of Wage and Hour Compliance, and the Mayor is hereby authorized to execute any necessary documents to implement the aforesaid award of contract.

BE IT FURTHER RESOLVED, the Council of the Borough of Matawan resolves that Paul Buccellato or the successor to the office of Mayor is hereby authorized as signatory on behalf of the Borough of Matawan.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Finance, Clerk, Public Works as well as the Borough Engineer and Rapid Pump & Meter Service.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the 4-09-55-500-200 Budget of the Borough of Matawan to Rapid Pump & Meter Service for Emergency Generator and Sanitary Pump Station Maintenance and Repair Maintenance Service for the Borough of Matawan in an amount not to exceed One Hundred Forty One Thousand Six Hundred Dollars (\$141,600.00).

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

Monica Antista, CMFO
Dated: July 15, 2014

**Borough of Matawan
Workshop Session
July 15, 2014
7:00 PM**



YOUR GOALS. OUR MISSION.

MATN-00558

July 11, 2014
(Via Email and Mail)

Louis Ferrara, Business Administrator
Borough of Matawan
201 Broad Street
Matawan, New Jersey 07747

**Re: 2014 Biennial Contract for Emergency Generator and Sanitary Pump Station
Maintenance Inspection and Repair
Recommendation of Award**

Dear Mayor and Council:

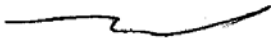
On July 9 2014, three (3) bids were received for the 2014 Biennial Contract for Emergency Generator and Sanitary Pump Stations, Maintenance, Inspection and Repair. The low bidder is Rapid Pump and Meter Service, of Paterson, New Jersey, in the amount of \$141,600.00. I have attached the bid summary for your review and reference.

Therefore, based upon the above, this office recommends the contract be awarded to Rapid Pump and Meter Service, subject to: a) certification by the Chief Financial Officer that funds are available; b) review and approval of the bid documents by the Borough Attorney; and c) approval of the New Jersey Department of Labor, Division of Wage and Hour Compliance.

I have attached the low bid for Attorney review. Please place the award on the agenda of the July 15, 2014 Council Meeting as the existing contract is due to expire on August 18, 2014.

Should you have any questions or require additional information, please do not hesitate to contact me.

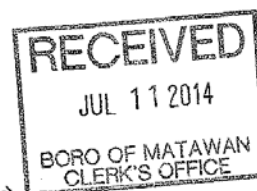
Very truly yours,


ROBERT R. KEADY, JR., P.E., C.M.E.
MATAWAN BOROUGH ENGINEER

RRK:JJF:JLS:lkc
Enclosure

cc: Mayor Paul Buccellato (via email: letter only)
Karen Wynne, Borough Clerk (via email w/enclosure)
Monica Antista, CFO (via email: letter only)
Jake Applegate, Director of Public Works & Water Dept. (via email: letter only)
Pasquale Menna, Esq., Borough Attorney (enclosure w/copy of low bid via email)

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T&M ASSOCIATES, 11 Tindall Road, Middletown, NJ 07748

732.671.6400 732.671.7365 tandmassociates.com

Mayor Buccellato read by title Resolution 14-07-28: Awarding 2014 Biennial Contract for Emergency and Maintenance Repair Services for Water, Sanitary Sewer and Drainage Systems to B&W Construction Co. Mayor Buccellato requested a motion. Councilman Fitzsimmons made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**Borough of Matawan
Workshop Session
July 15, 2014
7:00 PM**

**RESOLUTION 14-07-28
AWARDING 2014 BIENNIAL CONTRACT FOR
EMERGENCY AND MAINTENANCE REPAIR SERVICES FOR
WATER, SANITARY SEWER AND DRAINAGE SYSTEMS
TO B&W CONSTRUCTION CO.**

WHEREAS, the Borough of Matawan previously authorized the receipt of bids for the 2014 Biennial Contract for Emergency and Maintenance Repair Services for Water, Sanitary Sewer and Drainage Systems; and

WHEREAS, pursuant to law the Borough of Matawan solicited bids for the Emergency and Maintenance Repair Services for Water, Sanitary Sewer and Drainage Systems; and

WHEREAS, the Borough of Matawan received four (4) bids for the aforesaid contract; and

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Matawan upon recommendation of T&M Associates, Borough Engineer, hereby awards the 2014 Biennial Contract for the Emergency and Maintenance Repair Services for Water, Sanitary Sewer and Drainage Systems to B&W Construction Co. in an amount not to exceed Four Hundred Thousand Three Hundred Seventy One Dollars and Eighty Cents (\$400,371.80).

BE IT FURTHER RESOLVED said contract is performed in accordance with all bid specifications, contracts and documents, and subject to certification by the Chief Financial Officer that funds are available, review and approval of bid documents by the Borough Attorney and approval of the New Jersey Department of Labor, Division of Wage and Hour Compliance, and the Mayor is hereby authorized to execute any necessary documents to implement the aforesaid award of contract.

BE IT FURTHER RESOLVED, the Council of the Borough of Matawan resolves that Paul Buccellato or the successor to the office of Mayor is hereby authorized as signatory on behalf of the Borough of Matawan.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Finance, Clerk, Public Works as well as the Borough Engineer and B&W Construction Co.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available in the 4-09-55-500-200 Budget of the Borough of Matawan for B&W Construction Co. for the Emergency and Maintenance Repair Services for Water, Sanitary Sewer and Drainage Systems in an amount not to exceed Four Hundred Thousand Three Hundred Seventy One Dollars and Eighty Cents (\$400,371.80).

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

Monica Antista
Dated: July 15, 2014

**Borough of Matawan
Workshop Session
July 15, 2014
7:00 PM**



YOUR GOALS. OUR MISSION.

MATN-00458

July 11, 2014
(Via Email and Mail)

Louis Ferrara, Business Administrator
Borough of Matawan
201 Broad Street
Matawan, New Jersey 07747

**Re: 2014 Biennial Contract for Emergency & Maintenance Repair Services for Water, Sanitary Sewer, and Drainage
Recommendation of Award**

Dear Mayor and Council:

On July 9, 2014, four (4) bids were received for 2014 Biennial Contract for Emergency and Maintenance Repair Services for Water, Sanitary Sewer, and Drainage.

At the Bid opening, KKD Enterprises Inc., of Tinton Falls, appeared to be the low bidder in the amount of \$353,279.80; however, upon review of their bid documents, an error was found in their calculations. Item 19a, had a unit price of \$250.00, at 400 LF equaling a total item amount of \$1,000.00; whereas the total item price at the given unit price is \$100,000.00. This results in the total bid amount to \$452,279.80, which exceeds the anticipated second low bidder. Based on the error, B&W Construction of South River, NJ becomes the low bidder, in the amount of \$400,371.80. I have attached a bid summary for your review and reference.

KKD Enterprises has submitted the attached correspondence detailing their error, and intent of a unit price of \$2.50 resulting in a total item price of \$1,000.00. In the specification documents, section 6.3 of the Information for Bidder's Section addresses errors in proposals and states the unit price provided for each item by the bidder shall be depositive of the bidder's intent.

Based on the above, we defer further review of this matter to the Borough Attorney. Additionally, prior to the contract being awarded, it will be subject to: a) certification by the Chief Financial Officer that funds are available; and b) approval of the New Jersey Department of Labor, Division of Wage and Hour Compliance.

I have attached the two (2) low bids from KKD Enterprises and B&W Construction for Attorney review. Please place the award on the agenda of the July 15, 2014 Council Meeting as the existing contract is due to expire on August 13, 2014.

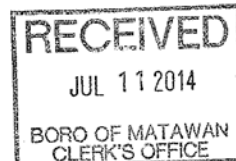
Should you have any questions or require additional information, please do not hesitate to contact me.

Very truly yours,

ROBERT R. KEADY, JR., P.E., C.M.E.
MATAWAN BOROUGH ENGINEER

RRK:JF:JLS:lkc
Enclosure

cc: Mayor Paul Buccellato (via email: letter only)
Karen Wynne, Borough Clerk (Via Email w/Enclosure)
Monica Antista, CFO (via email: letter only)
Jake Applegate, Director of DPW and Water Department (via email: letter only)
Pasquale Menna, Esq., Borough Attorney (Enclosure w/copy of bid via email)



H:\Matn\00458\Correspondence\Ferrara_RRK_Emergency Repair Services Water, Sanitary Sewer and Drainage_Recommendation of Award.doc

T&M ASSOCIATES, 11 Tindall Road, Middletown, NJ 07748

732.671.6400 732.671.7365 tandmassociates.com

Mayor Buccellato read by title Resolution 14-07-29: 2013 Road Improvement Program Contract 2 – Esposito Construction, LLC – Authorizing Change Order No. 5. Mayor Buccellato requested a motion. Councilman Fitzsimmons made the motion, seconded by Councilwoman Daly. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Daly

Abstain: Councilwoman Clifton

Motion passed.

**Borough of Matawan
Workshop Session
July 15, 2014
7:00 PM**

**RESOLUTION 14-07-29
2013 ROAD IMPROVEMENT PROGRAM CONTRACT 2
ESPOSITO CONSTRUCTION, LLC
AUTHORIZING CHANGE ORDER NO. 5**

***WHEREAS**, T&M Associates has informed the Council that Items B12 and B16 have been reduced to reflect current quantities to the 2013 Road Improvement Program Contract 2 for a total reduction of Five Thousand Thirty Seven Dollars and Sixty Five Cents (\$5037.65); and*

***WHEREAS**, T&M Associates has informed the Council that Items A22, B14 and B22 have increased to reflect current quantities to the 2013 Road Improvement Program Contract 2 for a total increase of Five Thousand Twenty Dollars and Eighty Four Cents (\$5,020.84).*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, based upon the recommendations of Robert Keady, T&M Associates, that they hereby authorize the attached contract modification proposal, Change Order No. 5, for the 2013 Road Improvement Program Contract 2, a Net Change Reduction This Change Order in an amount not to exceed Sixteen Dollars and Eighty One Cents (\$16.81).*

***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: Administration, Finance, Public Works, Clerk as well as the Borough Engineer.*

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification are available from C-04-55-913-200 Budget of the Borough of Matawan for the contract awarded to Esposito Construction, LLC for the 2013 Road Improvement Program Contract 2, Change Order No. 5, for a Net Change This Change Order for a credit of Sixteen Dollars and Eighty One Cents (\$16.81) .

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)

*Monica Antista, CMFO
Dated: July 15, 2014*

Borough of Matawan
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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-02782

CHANGE ORDER NO. 5

DATE:

PROJECT:

OWNER:

CONTRACTOR:

DESCRIPTION OF CHANGE:

REDUCTIONS:

Items B12 and B16 are reduced to reflect current quantities.

EXTRA:


Items A22, B14 and B22 are increased to reflect current quantities.

SUPPLEMENTARY:

APPROVAL RECOMMENDED:



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

ACCEPTED: 

CONTRACTOR:
Esposito Construction, LLC

OWNER'S APPROVALS:

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

SEE ATTACHED DETAIL	ADDITIONAL	REDUCTION
A. TOTAL REDUCTIONS THIS C.O.	XXXXXXXXXXXX	\$5,037.65
B. TOTAL EXTRAS THIS C.O.	\$5,020.84	XXXXXXXXXXXX
C. TOTAL SUPPLEMENTARY THIS C.O.	\$0.00	XXXXXXXXXXXX
TOTALS THIS C.O.	\$5,020.84	\$5,037.65
NET CHANGE THIS CHANGE ORDER		\$16.81
PREVIOUS CHANGE ORDERS	\$188,549.46	\$148,862.00
TOTAL CHANGE ORDERS TO DATE	\$193,570.30	\$153,899.65
NET CHANGE IN CONTRACT	\$39,670.65	

ORIGINAL CONTRACT BID PRICE	\$1,724,273.10
CHANGE ORDERS TO DATE	\$39,670.65
REVISED CONTRACT PRICE	\$1,763,943.75

Borough of Matawan
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CHANGE ORDER NO. 5

SHEET NO. 2 OF 2
PROJECT NO. MATN-02782

PROJECT: 2013 Road Improvement Program - Contract 2
OWNER: Borough of Matawan
CONTRACTOR: Esposito Construction, LLC

	ITEM NO.	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
REDUCTIONS	B12	Polymerized Joint Adhesive	6265.00 LF	\$0.01	\$62.65
	B16	6" Underdrain, Type SP, with Fabric Lined Trench	199.00 LF	\$25.00	\$4,975.00
A. TOTAL REDUCTIONS					\$5,037.65
EXTRA	A22	Concrete Driveway, Reinforced, 6" Thick	7.50 SY	\$60.00	\$450.00
	B14	Hot Mix Asphalt Surface Course, 9.5M64, 2" Thick	42.77 TON	\$92.00	\$3,934.84
	B22	Concrete Driveway, Reinforced, 6" Thick	10.60 SY	\$60.00	\$636.00
B. TOTAL EXTRA					\$5,020.84
SUPPLEMENTARY					\$0.00
					\$0.00
C. TOTAL SUPPLEMENTARY					\$0.00

Mayor Buccellato read by title Resolution 14-07-30: 2013 Road Improvement Program Contract 1 – Lucas Construction Group, Inc. – Authorizing Change Order No. 5 and Final. Mayor Buccellato requested a motion. Councilman Fitzsimmons made the motion, seconded by Councilwoman Daly. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**Borough of Matawan
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**RESOLUTION 14-07-30
2013 ROAD IMPROVEMENT PROGRAM CONTRACT 1
LUCAS CONSTRUCTION GROUP, INC.
AUTHORIZING CHANGE ORDER NO. 5 AND FINAL**

WHEREAS, T&M Associates has informed the Council that Items 1, 2, 3, 48, S-1 and S-2 have been reduced to reflect as-built quantities to the 2013 Road Improvement Program Contract 1 for a total reduction of Sixty Seven Thousand Five Hundred Thirty Three Dollars and Fifty Cents (\$67,533.50); and

WHEREAS, T&M Associates has informed the Council of extra Items 5, 28, 44, 45 and 46 have been increased to reflect as-built quantities of Fifteen Thousand Ninety Three Dollars and Seventy Cents (\$15,093.70) as outlined in the attached 2013 Road Improvement Program Contract 1 Change Order No. 5 and Final; and

WHEREAS, 2013 Road Improvement Program Contract 1 Change Order No. 5 and Final reflects a total Net Change Reduction This Change Order of Fifty Two Thousand Four Hundred Thirty Nine Dollars and Eighty Cents (\$52,439.80).

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, based upon the recommendations of Robert Keady, T&M Associates, hereby authorizes Change Order No. 5 and Final for the 2013 Road Improvement Program Contract 1, a Net Change Reduction This Change Oder in an amount not to exceed Fifty Two Thousand Four Hundred Thirty Nine Dollars and Eighty Cents (\$52,439.80).

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: Administration, Finance, Public Works, Clerk as well as the Borough Engineer, T&M Associates.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the C-04-55-908-100 Budget of the Borough of Matawan for the contract awarded to Lucas Construction Group, Inc. for the 2013 Road Improvement Program Contract 1 Change Order No. 5 and Final for a Net Change This Change Order for a total net reduction of Fifty Two Thousand Four Hundred Thirty Nine Dollars and Eighty Cents (\$52,439.80).

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)

Monica Antista, CMFO

Dated: July 15, 2014

Borough of Matawan
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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-02781

CHANGE ORDER NO. 5 & FINAL

DATE:

PROJECT:

OWNER:

CONTRACTOR:

DESCRIPTION OF CHANGE:

REDUCTIONS:

Items 1, 2, 3, 48, S-1 and S-2 are reduced to reflect as-built quantities.

EXTRA:

Items 5, 28, 44, 45 and 46 are increased to reflect as-built quantities.

SUPPLEMENTARY:

APPROVAL RECOMMENDED:

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

ACCEPTED:

CONTRACTOR:
Lucas Construction Group, Inc.

OWNER'S APPROVALS:

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

SEE ATTACHED DETAIL	ADDITIONAL	REDUCTION
A. TOTAL REDUCTIONS THIS C.O.	XXXXXXXXXX	\$67,533.50
B. TOTAL EXTRAS THIS C.O.	\$15,093.70	XXXXXXXXXX
C. TOTAL SUPPLEMENTARY THIS C.O.	\$0.00	XXXXXXXXXX
TOTALS THIS C.O.	\$15,093.70	\$67,533.50
NET CHANGE THIS CHANGE ORDER		\$52,439.80
PREVIOUS CHANGE ORDERS	\$170,193.00	\$182,891.20
TOTAL CHANGE ORDERS TO DATE	\$185,286.70	\$250,424.70
NET CHANGE IN CONTRACT		\$65,138.00

ORIGINAL CONTRACT BID PRICE	\$1,585,721.10
CHANGE ORDERS TO DATE	-\$65,138.00
REVISED CONTRACT PRICE	\$1,520,583.10

Borough of Matawan
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CHANGE ORDER NO. 5 & FINAL

SHEET NO. 2 OF 2
PROJECT NO. MATN-02781

PROJECT: 2013 Road Improvement Program - Contract 1

OWNER: Borough of Matawan

CONTRACTOR: Lucas Construction Group, Inc.

	ITEM NO.	DESCRIPTION	QUANTITY	UNIT	PRICE	AMOUNT
REDUCTIONS	1	Police Traffic Directors (If & Where Dir)	128.17	MH	\$94.04	\$12,053.42
	2	Fuel Price Adjustment	1.00	LS	\$600.00	\$600.00
	3	Asphalt Price Adjustment	7.74	LS	\$1,440.00	\$11,140.08
	48	Miscellaneous Additional Work	0.57	LS	\$75,000.00	\$42,714.00
	S-1	Concrete Sidewalk, 4" Thick	17.20	SY	\$45.00	\$774.00
	S-2	Concrete Driveway, Reinforced, 6" Thick	4.20	SY	\$60.00	\$252.00
A. TOTAL REDUCTIONS						\$67,533.50
EXTRA	5	DGA Water Main Trench Backfill	306.00	CY	\$15.00	\$4,590.00
	28	6"x18" Concrete Vertical Curb	37.00	LF	\$20.00	\$740.00
	44	Borrow Topsoiling, 4" Thick	1589.80	SY	\$5.00	\$7,949.00
	45	Seeding and Fertilizing, Type G	1589.80	SY	\$1.00	\$1,589.80
	46	Straw Mulching	449.80	SY	\$0.50	\$224.90
B. TOTAL EXTRA						\$15,093.70
SUPPLEMENTARY						
C. TOTAL SUPPLEMENTARY						\$0.00

Mayor Buccellato read by title Resolution 14-07-31: Authorizing the Purchase of a 2015 Ford Police Interceptor Utility Vehicle AWD for the Borough of Matawan Police Department. Mayor Buccellato requested a motion. Councilwoman Daly made the motion, seconded by Councilman Fitzsimmons. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**Borough of Matawan
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**RESOLUTION 14-07-31
AUTHORIZING THE PURCHASE OF A
2015 FORD POLICE INTERCEPTOR UTILITY VEHICLE AWD FOR
THE BOROUGH OF MATAWAN’S POLICE DEPARTMENT**

***WHEREAS**, Chief Jason Gallo of the Police Department of the Borough of Matawan has advised the Mayor and Council of the need for a replacement vehicle due to the age and mileage of a current vehicle used by the Department; and*

***WHEREAS**, the Mayor and Council of the Borough of Matawan, upon review of the attached quote and acting under the recommendation and opinion of Chief Gallo regarding the above, hereby authorize the purchase of a new 2015 Ford Police Interceptor Utility Vehicle AWD for the Borough of Matawan’s Police Department.*

***NOW, THEREFORE, BE IT RESOLVED** that Chief Jason Gallo of the Police Department of the Borough of Matawan is hereby authorized by the Council of the Borough of Matawan to enter into a Contract for the purchase of a 2015 Ford Police Interceptor Utility Vehicle AWD as outlined in the attached quote for the Borough of Matawan’s Police Department through the New Jersey State Contract Program, Cranford Cooperative Pricing System (47-CPCPS), from Winner Ford, 250 Haddonfield-Berlin Road, Cherry Hill, New Jersey 08034, in the amount of Twenty Six Thousand Four Hundred Eighty Four Dollars and No Cents (\$26,484.00), including Paint in the amount of One Thousand Four Hundred Dollars and No Cents (\$1,400.00) and Emergency Equipment and Lights in the amount of Six Thousand Nine Hundred Ninety Five Dollars and No Cents (\$6,995.00), and Made Ya Look Signs, 89 Broad Street, Keyport, New Jersey 07735 in the amount of Six Hundred Dollars and No Cents (\$600.00) for the total sum of Thirty Four Thousand Eight Hundred Seventy Nine Dollars and No Cents (\$34,879.00).*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Finance, Clerk, Police as well as Winner Ford and Made Ya Look Signs.*

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the Police Vehicle 4-01-25-240-272 Budget of the Borough of Matawan to the vendors listed above for the purchase of a fully equipment 2015 Ford Police Interceptor Utility Vehicle AWD for the Borough of Matawan’s Police Department in a total amount not to exceed Thirty Four Thousand Eight Hundred Seventy Nine Dollars and No Cents (\$34,879.00).

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)

Monica Antista, CMFO

Dated: July 15, 2014

Borough of Matawan
Workshop Session
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SHIP TO

VENDOR

BOROUGH OF MATAWAN

201 BROAD STREET • MATAWAN, NEW JERSEY 07747

TEL (732) 566-3898 Ext. 606 • FAX (732) 583-2789

MATAWAN BOROUGH POLICE DEPT

ATTN: J. GALLO

150 MAIN ST.

MATAWAN, NJ 07747

VENDOR #:

08295

CHAS S. WINNER/CARMAN DODGE

250 HADDONFIELD-BERLIN RD

ATTN:LINDA HOFFMAN/FLEET SALE

CHERRY HILL, NJ 08034

THIS ORDER IS TAX EXEMPT PER N.J.S.A. 54:32B-8(a)(1) FEDERAL TAX I.D. NO. 21-6008838

Voucher and Request for Payment

PURCHASE ORDER

PACKING SLIPS, CORRESPONDENCE, ETC.

No.

14-00863

ORDER DATE:

06/19/14

REQUISITION NO:

R4-00894

DELIVERY DATE:

06/19/14

STATE CONTRACT:

A72467

F.O.B. TERMS:

PLEASE NOTE:

FOR PROMPT PAYMENT, VOUCHER MUST BE RECEIVED BY FIRST OF THE MONTH.

PLEASE SIGN AT X BELOW AND RETURN WHITE COPY FOR PAYMENT. KEEP YELLOW COPY FOR YOUR RECORDS.

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	2015 POLICE INTERCEPTOR-SUV	C-04-NB-900-166	26,484.0000	26,484.00
	CONTRACT 47-CPCPS-ITEM #2			
	RES #			
1.00	PAINT	C-04-NB-900-166	1,400.0000	1,400.00
1.00	LIGHTS/EQUIPMENT	C-04-55-906-204	6,995.0000	6,995.00
			TOTAL	34,879.00

APPROVAL >

FOR PAYMENT: FINANCE CHAIRPERSON

APPROVAL >

FOR PAYMENT: INITIALS/DATE

APPROVAL >

REC'D IN FINANCE: INITIALS/DATE

RECEIVER'S CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification is being based on signed delivery slips or other reasonable procedures.

SIGNATURE

TITLE

DATE

VERIFICATION OF DELIVERY

Delivery slips received and checked.

SIGNATURE

DATE

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

X

VENDOR SIGN HERE

OFFICIAL POSITION/DATE

DO NOT ACCEPT THIS ORDER UNLESS SIGNED BELOW

CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

William M. ...

...

CHIEF FINANCE OFFICER

VOUCHER COPY - WHITE

VENDOR COPY - CANARY

FINANCE COPY - GOLD

DEPARTMENT COPY - PINK

**Borough of Matawan
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*Linda Hoffman
(856) 427-2789 Phone
(856) 428-4718 Fax
lshoffman@winnerford.com
N.J. Contract # 82925*

2015 Police Interceptor Utility	
Base Vehicle All Wheel Drive	\$25150.00
<ul style="list-style-type: none"> • 3.7L V6 Engine • 6 Speed Auto Transmission • Heavy Duty Rubber Floor • Cloth Front Bucket/Vinyl Rear Seat • Power Windows/Locks/Mirrors • Air Conditioning • AM/FM Stereo • Tilt Steering • Rear Window Defroster • Radio Noise Suppression • Keyed Alike • Courtesy Lamps Disable • Rear Door Locks In op • Rear Window Switch Disabled • Red/Clear Dome 5" • Skid Plate • Drivers Side Spotlight • Power Heated Mirrors • EAI53 80 Amp Power Source 	
Total Vehicle Cost	26484.00
Emergency Equipment	6995.00
Whelen Liberty All LED Light Bar RED/BLUE Four Corner LED Vertex EAI Pro Switch Box with Slider Control HF100 Siren with Speaker and Bracket 18" Console w/ arm rest, cup holder, mic clip Prisoner Partition Rear Partition Lift Gate Mounted LED's Red/Blue	
Paint Black and White	1400.00

If the lightbar is not installed as of yet, I can put an Inner Edge in there. The cost of the package will be 5895.00

MADE YALOOK Sign
89 Broad St. Keyport, NJ 07735 732-264-6300
MATAWAN POLICE

INVOICE

DATE	7/6/11
PHONE	
FAX	
CONTACT	IS ENJOY

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1	SUV SURPRISE VEHICLE LETTERING		
	BLACK / BLUE / WHITE REFLECTIVE		
	TOTAL #1 119		

Thanks Alot!

Yes: Councilman Urbano
Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**Borough of Matawan
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**RESOLUTION 14-07-32
AMENDING RESOLUTION 14-06-62
AUTHORIZING THE HIRING OF PART-TIME SEASONAL PERSONNEL
2014 SUMMER RECREATION PROGRAM COUNSELORS**

WHEREAS, the Council has been advised that there is a need for part-time personnel for the Summer Recreation Program for the year 2014 within the Borough of Matawan; and

WHEREAS, the rate of pay will be as follows:

<i>Apprentice Summer Counselors</i>	<i>\$7.25 per hour</i>
<i>Junior Summer Counselors</i>	<i>\$7.75 per hour</i>
<i>Senior Summer Counselors</i>	<i>\$8.25 per hour</i>

WHEREAS, the number of Summer Counselors will be determined by the Recreation Commission.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that the Matawan Borough authorizes the hiring of part-time personnel for the Summer Recreation Program for the year 2014, as per the attached Exhibit A.

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

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the T-14-56-850-801Borough of Matawan to Part-Time Seasonal Personnel – Summer Recreation Program for the Borough of Matawan.

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)

*Monica Antista, CMFO
Dated: July 15, 2014*

EXHIBIT A

<i>Apprentice Counselors</i>	<i>Junior Counselors</i>	<i>Senior Counselors</i>
<i>\$7.25</i>	<i>\$7.75</i>	<i>\$8.25</i>
<i>Megan Camarote</i>	<i>Justin Leonard</i>	<i>Ian Barbour</i>
<i>Lisa McCloskey</i>	<i>Stephanie Reinhold</i>	<i>Christopher Camarote</i>
<i>Lea Ostner</i>	<i>Shannon Sansone</i>	<i>Connor Casagrande</i>
<i>Joseph Piscopo</i>		<i>Ronald Nocek</i>
<i>Erin Rotondo</i>		<i>Evan Norwood</i>
<i>Matt Zrebic</i>		<i>Danielle Panizzi</i>
<i>Vincent Manzella</i>		<i>Stephanie Piscopo</i>
<i>Abigail Stein</i>		<i>Nicholas Rotondo</i>
		<i>Michael Sansone</i>

Mayor Buccellato read by title Resolution 14-07-34: A Resolution to Fix and Determine the 2014 Salaries and Wages of Officers, Management, Supervisory Personnel and General Employees Not Represented by an Organized Bargaining Unit and Employed by the Borough of Matawan, Monmouth County, New Jersey. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilman Fitzsimmons. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**Borough of Matawan
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7:00 PM**

**RESOLUTION 14-07-34
A RESOLUTION TO FIX AND DETERMINE THE 2014 SALARIES AND WAGES OF
OFFICERS, MANAGEMENT, SUPERVISORY PERSONNEL AND GENERAL
EMPLOYEES NOT REPRESENTED BY AN ORGANIZED BARGAINING UNIT AND
EMPLOYED BY THE BOROUGH OF MATAWAN, MONMOUTH COUNTY, NEW JERSEY**

WHEREAS, the following resolution sets the individual salaries and wages for 2014 retroactive to January 1, 2014; and

WHEREAS, funds for this purposes are available in the 2014 Budget and the Chief Financial Officer as so certified in writing.

NOW, THEREFORE BE IT RESOLVED that the 2014 Salaries and Wage for the Borough of Matawan Employees not represented by an organized bargaining unit be and are hereby set as follows:

<u>TITLE</u>	<u>DEPARTMENT</u>	<u>EMPLOYEE</u>	<u>2014 SALARY</u>
Administration/Finance-Revenues, Assessing			
Mayor			\$4,324.07
Council			\$3,706.35
Borough Administrator		L. Ferrara	
Administrative Assistant		G. Rainforth	\$36,107.19
Borough Clerk		K. Wynne	\$51,375.00
Deputy Borough Clerk			
Systems Coordinator		G. Rainforth	\$6,802.35
Elections Clerk		K. Wynne	\$2,641.70
Deputy Elections Clerk			\$396.26
Treasurer/CFO		M. Antista	\$80,451.36
Supervisor Payroll		M. Bodino	\$55,004.07
P/T Bookkeeper		N. Palermo	\$19.35 per Hour
P/T Tax Collector		P. Warren	\$18,000.00
Deputy Tax Collector		K. Fitzgerald	\$36,413.47
Tax Assessor		E. Zanetti	\$24,135.41
Revenue Collector/Assessing Clerk		M. Mc Murray	\$30,162.95
Registrar V/S		G. Rainforth	\$3,387.18
Dep. Registrar V/S		K. Fitzgerald	\$1,129.07
P/T Railroad Parking Officer		J. Hourihan	\$19.75 per Hour
P/T Water-Sewer Clerk		J. Jorgenson	\$17.40 per Hour
Recreation Director		D. Ring	\$13,048.22
Construction/Fire Prevention/Property Maintenance			
Construction Official/Zoning/Bldg.		J. Quinn	\$42,912.57
Technical Assistant		L Kramer	\$47,697.43
Clerk/Typist-Construction/Zoning/Fire		A. McCarty	\$30,162.95
Electric Sub Code		N. Fabiano	\$8,040.01
Electric Inspector		N. Fabiano	\$7,626.69
Fire Sub Code		J. Borden	\$8,040.01
Fire Inspector		J. Borden	\$8,040.01
Plumbing Sub Code			\$9,193.45
P/T Assistant Property Maintenance Officer		R. Bassford	\$28.77 per Hour
Fire Prevention Officer		G. Turner	\$32,620.56
Department Public Works			
Superintendent		J. Applegate	\$102,484.38
Licensed Waste Water		J. Dougherty	\$3,000.00
Recycling Coordinator		G. Rainforth	\$3,082.50
Police			
Records Clerk		J. Salvatore	\$40,603.95
Matron			\$19.35 per Hour
Matron		D. Triolo	\$19.35 per Hour
Matron		M. Walker	\$19.35 per Hour
Crossing Guards			\$9,173.43
Substitute Crossing Guards			\$24.95 per Crossing

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Boards

<i>Board, Commission and Agency Secretary</i>	<i>Part Time Per Mtg</i>	<i>\$100.00</i>
<i>Planning Zoning Board Secretary</i>	<i>Part Time Per Mtg</i>	<i>\$200.00</i>

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the Various Department's Budget (Salary & Wages) of the Borough of Matawan.

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)

*Monica Antista, CMFO
Dated: July 15, 2014*

Mayor Buccellato requested a motion to rescind the approval of Resolution 14-07-28: Awarding 2014 Biennial Contract for Emergency and Maintenance Repair Services for Water, Sanitary Sewer and Drainage Systems to B&W Construction Co. Councilwoman Clifton made the motion, seconded by Councilwoman Daly. Council agreed. Motion passed.

He then explained a correction is made with Resolution 14-07-28 to be awarded to KKD Enterprises, based on the recommendation of the Borough Engineer, in the amount of \$353,279.80 Mayor Buccellato requested a motion. Councilwoman Daly made the motion, seconded by Councilwoman Clifton. Council agreed. Motion passed.

**RESOLUTION 14-07-28
AWARDING 2014 BIENNIAL CONTRACT FOR
EMERGENCY AND MAINTENANCE REPAIR SERVICES FOR
WATER, SANITARY SEWER AND DRAINAGE SYSTEMS
TO KKD ENTERPRISES, INC.**

WHEREAS, *the Borough of Matawan previously authorized the receipt of bids for the 2014 Biennial Contract for Emergency and Maintenance Repair Services for Water, Sanitary Sewer and Drainage Systems; and*

WHEREAS, *pursuant to law the Borough of Matawan solicited bids for the Emergency and Maintenance Repair Services for Water, Sanitary Sewer and Drainage Systems; and*

WHEREAS, *the Borough of Matawan received four (4) bids for the aforesaid contract; and*

NOW, THEREFORE, BE IT RESOLVED *that the Council of the Borough of Matawan upon recommendation of T&M Associates, Borough Engineer, hereby awards the 2014 Biennial Contract for the Emergency and Maintenance Repair Services for Water, Sanitary Sewer and Drainage Systems to KKD Enterprises, Inc. in an amount not to exceed Three Hundred Fifty Three Thousand Two Hundred Seventy Nine Dollars and Eighty Cents (\$353,279.80).*

BE IT FURTHER RESOLVED *said contract is performed in accordance with all bid specifications, contracts and documents, and subject to certification by the Chief Financial Officer that funds are available, review and approval of bid documents by the Borough Attorney and approval of the New Jersey Department of Labor, Division of Wage and Hour Compliance, and the Mayor is hereby authorized to execute any necessary documents to implement the aforesaid award of contract.*

BE IT FURTHER RESOLVED, *the Council of the Borough of Matawan resolves that Paul Buccellato or the successor to the office of Mayor is hereby authorized as signatory on behalf of the Borough of Matawan.*

BE IT FURTHER RESOLVED *that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Finance, Clerk, Public Works as well as the Borough Engineer and KKD Enterprises, Inc.*

**Borough of Matawan
Workshop Session
July 15, 2014
7:00 PM**

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available in the 4-09-55-500-200 Budget of the Borough of Matawan for KKD Enterprises, Inc. for the Emergency and Maintenance Repair Services for Water, Sanitary Sewer and Drainage Systems in an amount not to exceed One Hundred Seventy Five Thousand Dollars and No Cents (\$175,000.00) per year, in a total amount not to exceed Three Hundred Fifty Three Thousand Two Hundred Seventy Nine Dollars and Eighty Cents (\$353,279.80).

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)

*Monica Antista
Dated: July 15, 2014*

**Borough of Matawan
Workshop Session
July 15, 2014
7:00 PM**



YOUR GOALS. OUR MISSION.

MATN-00458

July 11, 2014
(Via Email and Mail)

Louis Ferrara, Business Administrator
Borough of Matawan
201 Broad Street
Matawan, New Jersey 07747

**Re: 2014 Biennial Contract for Emergency & Maintenance Repair Services for Water, Sanitary
Sewer, and Drainage
Recommendation of Award**

Dear Mayor and Council:

On July 9, 2014, four (4) bids were received for 2014 Biennial Contract for Emergency and Maintenance Repair Services for Water, Sanitary Sewer, and Drainage.

At the Bid opening, KKD Enterprises Inc., of Tinton Falls, appeared to be the low bidder in the amount of \$353,279.80; however, upon review of their bid documents, an error was found in their calculations. Item 19a, had a unit price of \$250.00, at 400 LF equaling a total item amount of \$1,000.00; whereas the total item price at the given unit price is \$100,000.00. This results in the total bid amount to \$452,279.80, which exceeds the anticipated second low bidder. Based on the error, B&W Construction of South River, NJ becomes the low bidder, in the amount of \$400,371.80. I have attached a bid summary for your review and reference.

KKD Enterprises has submitted the attached correspondence detailing their error, and intent of a unit price of \$2.50 resulting in a total item price of \$1,000.00. In the specification documents, section 6.3 of the Information for Bidder's Section addresses errors in proposals and states the unit price provided for each item by the bidder shall be depositive of the bidder's intent.

Based on the above, we defer further review of this matter to the Borough Attorney. Additionally, prior to the contract being awarded, it will be subject to: a) certification by the Chief Financial Officer that funds are available; and b) approval of the New Jersey Department of Labor, Division of Wage and Hour Compliance.

I have attached the two (2) low bids from KKD Enterprises and B&W Construction for Attorney review. Please place the award on the agenda of the July 15, 2014 Council Meeting as the existing contract is due to expire on August 13, 2014.

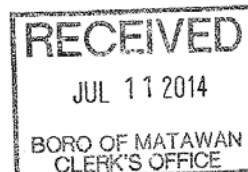
Should you have any questions or require additional information, please do not hesitate to contact me.

Very truly yours,


ROBERT R. KEADY, JR., P.E., C.M.E.
MATAWAN BOROUGH ENGINEER

RRK:JF:JLS:lkc
Enclosure

cc: Mayor Paul Buccellato (via email: letter only)
Karen Wynne, Borough Clerk (Via Email w/Enclosure)
Monica Antista, CFO (via email: letter only)
Jake Applegate, Director of DPW and Water Department (via email: letter only)
Pasquale Menna, Esq., Borough Attorney (Enclosure w/copy of bid via email)



H:\Matn\00458\Correspondence\Ferrara_RRK_Emergency Repair Services Water, Sanitary Sewer and Drainage_Recommendation of Award.doc

T&M ASSOCIATES, 11 Tindall Road, Middletown, NJ 07748

732.671.6400 732.671.7365 tandmassociates.com

Mayor Buccellato read by title Resolution 14-07-35: Payment of Bills. Mayor Buccellato requested a motion. Councilman Fitzsimmons made the motion, seconded by Councilwoman Clifton. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Gould
Councilman Fitzsimmons
Councilwoman Clifton
Councilwoman Daly

Motion passed.

**Borough of Matawan
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**RESOLUTION 14-07-35
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	\$617,722.69
Water & Sewer	\$262,707.06
Borough Capital	\$297,310.56
Water Capital	\$123,629.68
Grant	\$1,279.92
Borough Trust	\$150,398.73
Developers Escrow Account	\$608.50
Railroad Parking Trust	\$12,708.38
Recreation Trust	\$21,710.08
Unemployment Trust	\$159.00
Total	\$1,488,284.60

***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 Buccellato opened the Privilege of the Floor.

Karen Mandeville, 33 Park Avenue, Matawan. Ms. Mandeville asked for improvements and repair to Clinton Street Park including lighting. Mayor Buccellato informed the Borough received a verbal proposal on the lighting and awaits documentation in this regard; he will reach out to the Shore Knights.

Robert Anfuso, 258 Main Street, Matawan. Mr. Anfuso reiterated his desire for a skate park located in Clinton Street Park stating he is working on the skate ramp manufacturer specifications to comply with the JIF requirements. Mayor Buccellato asked Mr. Ferrara to check with the JIF, and Mr. Ferrara said he would send the spec to the JIF and wait for them to respond.

Mayor Buccellato closed the Privilege of the Floor.

Recess

Mayor Buccellato requested a motion to return to Executive Session. Councilwoman Clifton made the motion, seconded by Councilwoman Daly. Council agreed. Motion passed.

Meeting recessed at 7:40 PM.

Public Session Resumes

At 7:54 PM Mayor Buccellato requested a motion to resume open session. Councilman Fitzsimmons made the motion, seconded by Councilwoman Daly. Council agreed. Motion passed.

Mayor Buccellato read by title Resolution 14-07-33: Resolution Confirming Terms and Conditions of Contract for Borough Administration – Louis C. Ferrara. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilman Fitzsimmons. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Clifton
Councilwoman Daly

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Councilman Fitzsimmons
Councilwoman Gould

Motion passed.

**RESOLUTION 14-07-33
RESOLUTION CONFIRMING TERMS AND CONDITIONS
FOR BOROUGH ADMINISTRATOR
LOUIS C. FERRARA**

WHEREAS, Louis C. Ferrara has served in the position of Borough Administrator since February 18, 2013; and

WHEREAS, the Mayor and Council herewith approves the attached Terms and Conditions for Louis C. Ferrara in his position as Borough Administrator;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Matawan that pursuant to NJSA 40A:9-136 and 137, Louis C. Ferrara is the Borough Administrator, said term of service at the pleasure of the governing body.

BE IT FURTHER RESOLVED, Louis C. Ferrara shall receive a salary and benefits per attached agreement to perform all duties required of the position of Borough Administrator in an amount not to exceed One Hundred Fifteen Thousand Dollars and No Cents (\$115,000.00).

BE IT FURTHER RESOLVED, the Council of the Borough of Matawan resolves that Paul Buccellato or the successor to the office of Mayor is hereby authorized as signatory on behalf of the Borough of Matawan.

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

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the 4-01-20-100-100 Budget of the Borough of Matawan to Louis C. Ferrara for the Borough of Matawan in an amount not to exceed One Hundred Fifteen Thousand Dollars and No Cents (\$115,000.00).

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)

Monica Antista, CMFO

Dated: July 15, 2014

**Borough of Matawan
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7:00 PM**

*Employment Agreement
between The Borough of Matawan, NJ and Louis Ferrara*

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***Employment Agreement Between the Borough of Matawan and
Louis Ferrara***

Introduction

This Agreement, is made and entered into on this 15th day of July, 2014, by and between the Borough of Matawan, a municipal corporation, (hereinafter called "Employer") and Louis Ferrara, (hereinafter called "Employee"), both of whom agree as follows:

Section 1: Term

A. This agreement shall remain in full force in effect from January 1, 2014 to December 31, 2014, or until terminated by Employer or Employee as provided in Section 9, 10 or 11 of this agreement.

Section 2: Duties and Authority

Employer agrees to employ Louis Ferrara as Borough Administrator to perform the functions and duties specified in the Ordinances of the Borough of Matawan, and to perform such other legally permissible and proper duties and functions as authorized and directed by Matawan Borough Council and N.J.S.A. 40A:9-136.

Section 3: Compensation

A. Base Salary: Employer agrees to pay Employee an annual base salary of \$115,000, per annum, payable in installments in accordance with the Employer's usual payroll schedule, which salary will be prorated and adjusted based on the actual date of employment.

B. This agreement shall be automatically amended to reflect any salary adjustments that are authorized by Resolution of the Matawan Borough Council.

C. Consideration shall be given on an annual basis to an increase in compensation in recognition for exemplary services provided and as authorized by the Governing Body.

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Section 4: Health, Disability and Life Insurance Benefits

A. The Employer agrees to provide from the first day of employment for health, hospitalization, surgical, vision, dental and comprehensive medical insurance benefits for the Employee and his legal dependents equal to that which is provided to all other non-collective bargaining unit employees of the Borough of Matawan.

B. The Employer agrees to provide and to make the required premium payments for long-term disability coverage for the Employee in the same fashion as all other non-collective-bargaining Borough employees.

C. Employee is automatically entitled to any other standard benefits available to non-collective bargaining unit employees of the Borough as may now exist or be made available during the term of this contract.

Section 5: Vacation and Sick Leave

A. Upon commencing employment, the Employee shall be credited with 20 days of vacation per calendar year. However, the vacation days will be prorated and adjusted per annum from the date of employment.

B. The Employee is entitled to accrue all unused sick and vacation leave, in accordance with personnel policies for non-collective-bargaining employees in effect at the time of employment, except in the event that the Employee's employment is terminated, either voluntarily or involuntarily, the Employee shall be compensated for all accrued leave as provided for in section 10.

C. Employee is automatically entitled to any other standard leave available to non-bargaining unit employees of the Borough as may now exist or be made available during the term of this contract.

Section 6: Retirement

A. The Employer agrees to enroll the Employee in the Public Employee's Retirement System (PERS) and to make all the appropriate employer contributions on the Employee's behalf from the date of employment.

Section 7: General Business Expenses

A. Employer agrees to pay for travel and subsistence expenses of Employee for professional and official travel, meetings, and occasions only as authorized by prior approval of the Governing Body.

B. Technology: The Employer shall provide Employee with the use of a laptop computer, software, Internet service, e-mail for the Employee to perform the job and to maintain communication with the Borough Council and Borough staff.

Section 8: Termination

For the purpose of this agreement, termination shall occur If:

A. Two-thirds (2/3) of the Governing Body votes to terminate the Employee at a duly authorized public meeting, after proceedings held in accordance with N.J.S.A. 40A:9-138.

B. The Employer, citizens or state legislature acts to amend any provisions of the Charter of the Borough of Matawan or Matawan Codified Ordinances pertaining to the role, powers, duties, authority, or responsibilities of the Employee's position that substantially changes the administrative organization of the Borough Government and eliminates the position of Borough Administrator.

C. The Employer reduces the base salary, compensation or any other financial benefit of the Employee, unless it is applied in no greater percentage than the average education of all department heads.

D. The Employee resigns following a request to resign made by a representative of or representatives of the majority of the Borough Council.

Section 9: Severance

If the Employee is terminated, the Employer shall provide payment to the Employee as set forth in N.J.S.A. 40A:9-138. This payment shall be paid over the normal course of pay cycles.

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The Employee shall also be compensated for accrued earned sick leave, vacation time, and all paid holidays as allowed in the Borough Personnel Policies at the time of employment up to the date of adoption of the Resolution of Termination.

For a period of three months following the date of the adoption of the Resolution of Termination, or until such time as equivalent benefits are available through a new employer, whichever comes first, the Employer shall pay the costs to continue the following benefits:

1. Health insurance for the employee and all dependents as provided in Section 4A. If the Employee is terminated because of a conviction of a felony, then the Employer is not obligated to pay severance or any other benefits under this section or pursuant to the Policy and Procedures Manual of the Borough of Matawan.

Section 10: Resignation

In the event that the Employee voluntarily resigns his position with the Employer, the Employee shall provide the Employer with not less than 45 days advance written notice of his resignation, unless the parties agree otherwise. The employer will have no obligation for the payment of severance or any other benefits of any type upon a resignation.

Section 11: Performance Evaluation

Employer, through the Personnel Committee of the Borough Council, shall annually review the performance of the Employee. The evaluation process, at a minimum, shall include the opportunity for both parties to: (1) prepare a written evaluation, (2) meet and discuss the evaluation, and (3) present a written summary of the evaluation results.

The final written evaluation should be completed and delivered to the Employee within 30 days of the evaluation meeting.

Section 12: Hours of Work

It is expected that the Employee will typically work during normal Borough Hall office hours. However, it is recognized that the Employee must devote a great deal of time outside those normal office hours on business for the Employer. Accordingly, and to that end, Employee may establish his own work schedule, subject to reasonable direction by Employer. Employee is not eligible for overtime or paid or accrued compensatory hours.

Section 13: Outside Activities

The employment provided for by this Agreement shall be the Employee's sole employment. Recognizing that certain outside consulting or teaching opportunities provide indirect benefits to the Employer and the community, the Employee may elect to accept limited teaching, consulting or other business opportunities as long as such arrangements do not interfere with or cause a conflict of interest with Employee's responsibilities pursuant to this Agreement, and as long as same is disclosed to the Governing Body.

Section 14: Indemnification

Employer shall defend, save harmless and indemnify Employee against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of and arising out of the course and scope of Employee's duties as Borough Manager, or resulting from the exercise of judgment or discretion in connection with the performance of the duties or responsibilities of the Borough Manager, unless the act or omission involved willful or wanton conduct. Legal representation, provided by Employer for Employee, shall extend until a final determination of the legal action including any appeals brought by either party. The Employer shall indemnify employee against any and all losses, damages, judgments, interest, settlements, fines, court costs and other reasonable costs and expenses of legal proceedings including attorney's fees, and any other liabilities incurred by, imposed upon, or suffered by such Employee in connection with or resulting from any claim, action, suit, or proceeding, actual or threatened, arising out of or in connection with the performance of his duties and occurring within the course and scope of his employment. Any settlement of any claim must be made with prior approval of the Employer in order for indemnification, as provided in this Section, to be available.

Employer agrees to pay Employee's reasonable litigation expenses, including travel expense, throughout the pendency of any litigation to which the Employee is a party or witness. Such expense payments shall continue beyond Employee's service to the Employer as long as the litigation is pending.

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Section 15: Bonding

Employer shall bear the full cost of any fidelity or other bonds required of the Employee under any law or ordinance, and professional liability insurance.

Section 16: Other Terms and Conditions of Employment

The Employer, upon agreement with Employee, may provide for such other terms and conditions of employment as it may determine from time to time relating to the performance and duties of the Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the Charter of the Borough of Matawan, or applicable law.

Section 17: Notices

Notice pursuant to this Agreement shall be given by depositing in the custody of the United States Postal Service, postage prepaid, addressed as follows:

EMPLOYER:	EMPLOYEE:
Borough of Matawan	Louis C. Ferrara
c/o Borough Clerk	733 Eden Lane
201 Broad Street	Somerdale, NJ 08083
Matawan, NJ 07747	

Alternatively, notice required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as the date of deposit of such written notice in the course of transmission in the United States Postal Service.

Section 18: General Provisions

A. Integration. This Agreement sets forth and establishes the entire understanding between the Employer and the Employee relating to the employment of the Employee by the Employer. Any prior discussions or representations by or between the parties are merged into and rendered null and void by this Agreement. The parties by mutual written agreement may amend any provision of this agreement during the life of the agreement. Such amendments shall be incorporated and made a part of this agreement.

B. Binding Effect. This Agreement shall be binding on the Employer and the Employee as well as their heirs, assigns, executors, personal representatives and successors in interest.

C. Effective Date. This Agreement shall become effective on January 1, 2014.

D. Severability. The invalidity of any portion of this Agreement will not affect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the remaining provisions shall be deemed to be in full force and effect as if they have been executed by both parties.

Adopted and approved by the Matawan Borough Council on this 15th day of July, 2014.

Adjournment

Mayor Buccellato requested a motion to adjourn the Public Session. Councilwoman Clifton made the motion, seconded by Councilman Fitzsimmons. Council agreed. Motion passed.

The meeting adjourned at 7:55 PM

Karen Wynne, RMC
Municipal Clerk