

**Borough of Matawan
Workshop Session
February 3, 2015**

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 February 3, 2015. 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 Independent* on January 15, 2015, by sending notice to the *Asbury Park Press*, and by posting. Mayor Buccellato requested a roll call.

On roll call the following members responded present:

Yes: Councilwoman Angelini
 Councilman Urbano
 Councilwoman Daly
 Councilwoman Clifton
 Councilman Cauldon
 Councilwoman Gould

Also, present were Louis C. Ferrara, Borough Administrator; Pasquale Menna, Borough Attorney; Jake Applegate, DPW Superintendent; Jason Gallo, Chief of Police; Brian Bernath, Fire Chief; Deirdre Ring, Recreation Director; John Quinn, Construction Official; Monica Antista, CFO and Treasurer; and Robert Keady, Borough Engineer.

Mayor Buccellato asked the two Chiefs present to lead the Salute to the Flag.

Privilege of the Floor – Agenda Items Only

Mayor Buccellato opened the Privilege of the Floor – Agenda Items Only.

There were no comments.

Mayor Buccellato closed the Privilege of the Floor.

Budget Presentations

Public Works

Water: The Borough spent \$32,000.00 in overtime this year. Mr. Applegate proposes a \$9,000.00 increase as this line item is historically underfunded. The Borough is currently in negotiation with NJ Water Supply Authority and NJ American Water to lessen the amount of surface water allocation to purchase each year by about 50 million gallons. If they agree to this, this will require the Borough to operate our water treatment plant for an additional two months out of the year. The contract goes into effect on July 1, 2015. As the water plant will need to run through October some water treatment plant personnel will do it after-hours and on weekends at an additional overtime cost of \$4,000. As the Borough is in process of replacing the oldest water meters in the distribution system many of the installations of new meters will have to occur on weekends as the resident works during the week. Again, additional overtime.

Water Distribution System Repairs: Mr. Applegate related his initial request of \$125,000.00 stating this year's projected expenditure of \$140,000.00 noting last year's as \$165,000. He stated as the infrastructure continues to age it becomes more expensive.

Water Plant Repairs and Maintenance: Mr. Applegate related over-expenditure of approximately \$4,000.00, most of which is attributed to recently completed changes during the treatment plant renovation process. Some additional minor changes will require a \$2,000.00 increase raising this line item to \$17,000. Mr. Applegate impressed upon the Council the importance of providing authorization to proceed with the reinstallation of well #4 at an approximately cost of \$26,000. Last October it was part of a routine maintenance procedure. The well was disassembled and

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videoed. It was found to be in good condition. There is a need to reinstall the pump, pipe-casing, and motor to the well. These items need to be reworked by the contractor. If we act at this time of year the Plant could start-up by April 2015. Mayor Buccellato asked if reinstalling the well would reduce the amount of water we get purchase from the state and NJ American Water. Mr. Applegate replied yes as during the month of October we will spend approximately \$56,000.00 to the NJ Water Supply Authority and Jersey American. (As there are no anticipated significant rate increases for the contract period he has appropriated \$490,000.00 for this line item.) By contrast, operating the Borough Water Plan reduces costs from approximately \$8,000.00 to \$10,000. This could help realize the \$26,000.00 required to open well #4. Also, Water Treatment Plant Iron Sludge Removal chemical supply costs will increase due to the Plant running an extra month this year (October).

Sewer: Mr. Applegate related historically we have over-appropriated for this. Last year, \$23,000.00 was appropriated with \$16,350.00 expended. Thus, this line item will be reduced to \$20,000. The Telephone account in the budget is the line that pays for a common phone line for each one of the sewer lift stations. A dialer dials out to the on-call personnel. It's a common telephone line. After review, he determined each one of the stations costs \$500.00 per month. The phone dialer rarely goes off, so they wound up expending over \$5,000.00 for the tent stations. By spending a little bit of money now on a different type of technology, such as radio frequency systems, the Borough could save quite a bit money later. The initial expense will be later offset by a more efficient system.

Storm Drains: Mr. Applegate related the 2014 appropriation of \$17,500.00 with an actual expenditure of \$27,000. Many of the town's basins are disintegrating with most 2014 repairs made by outside contractors. The Department was going to make a concerted effort to do more of the repairs themselves, especially if the Governing Body can add one more employee for the Department. It is his hope to put on more of the catch-basins by themselves. This is high on the NJDEP priority list. The maintenance of the storm water systems is important, and they inspect annually. At least \$17,500.00 should be dedicated to this area.

Sewer Fuel Oil: Mr. Applegate informed the Sewer Department now utilizes natural gas to power the auxiliary generators at each of the lift stations.

Mayor Buccellato questioned the performance of the Water Plant in light of recent repairs and updates. Mr. Applegate replied that as of September they made some adjustments in the process which extended the run-time of the filters. They also made some modifications on how they backwash the filters. As a result of these modifications their confidence has increased significantly, and do not anticipate any significant operational difficulty when they restart in the spring. Overall, the plant was working efficiently.

Roads: Mr. Applegate informed the 2014 budgeted amount for salary and wages was \$262,409. This item has been increased for 2015 to \$280,000.00 to accommodate the new employees. The overtime line item, historically and consistently, is underfunded every year. Last year, we appropriated \$29,500.00 and expended \$40,600.00. This year we are requesting \$35,000. The majority of overtime in the Road Division is spent on snow and leaf removal. The Department has concluded due to the large volume they are not able to pick up the leaves without throwing in an additional 12-14 hour days and a couple of weekends. A higher appropriation may be required.

Streets and Road Supplies: Mr. Applegate's initial budget was \$4,000. This item should be reduced by \$2,500.00 in order to apply those funds to the Patch line item in the budget as this 2014 line item was exceeded by \$1,500. Due to this season's weather conditions we are on track to exceed the \$1,500.00 again this year. Therefore, it is his recommendation to increase the Patch line item to \$7500. Last year's appropriated amount for salt was \$6,000. The expenditure was \$23,000. So far, to date, the town has expended \$7,000.00. A \$12,000.00 appropriation

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Governing Body recommendation is inadequate and needs to be adjusted. In addition, the Department is updating and adding to its tool supplies.

Streets and Signs: Mr. Applegate related his request of an additional \$3,000.00 over last year's allocation requesting \$5,000.00 in 2015 to establish uniformity of the Borough street signs as well as complete installation of Police Department list of ordinance-related signs.

Public Buildings: In 2014 \$25,000.00 was appropriated with \$43,000.00 expended. After-hour activities and/or weekend events require the presence of at least one DPW employee. This is overtime either time-and-a-half or double-time. Another contributing factor is the boiler the replacement of which will reduce overtime. It is Mr. Applegate's recommendation to allot \$31,000.00 in 2015.

Repairs & Maintenance of Buildings: This includes maintenance of municipal building, police headquarters, and to a lesser extent, the Clinton Street Park building. Last year \$40,000.00 was appropriated with \$55,000.00 expended. He requests \$40,000.00 in 2015. Mr. Applegate reminded Council of the extreme condition of Police Headquarters. The roof is a constant maintenance requirement. Last year a roofing company evaluated the situation but did not submit a formal quote due to the "unsound" structural condition of the building. The minimum price the company estimated was \$70,000.00 just for the roof, alone. The Municipal Community Center requires a general maintenance amount of \$40,000.

Vehicle Repairs: Last year \$17,450.00 was appropriated with \$32,700.00 expended with \$6,000.00 this year on tires alone. Mr. Applegate recommends \$32,000.00 for 2015. Staff has been performing in-house repair of vehicles but the vehicles' condition are poor.

Lastly, due to the age and condition of the DPW building's computer, Mr. Applegate requested a laptop to be budgeted.

Police Department

Chief Gallo reported most of the 2014 budget remained within the allocated figures.

Salaries: Regular police salaries and wages is \$2,100,000. This figure varies based on current full-time and part-time employees and Workmen's Compensation. The most significant portion is Overtime. Since his term as Chief in 2010, the Overtime Budget Line Item was \$225,000.00, moving down over time to \$184,000.00, to \$135,000.00, and is currently at \$132,000.00 with the expectation to lower it more so in 2015. The Chief proudly noted these decreases occurred while they worked against salary and percentage increases each year. Police Crossing Guard salaries generally remain as is, and may go up a little each year but has increased this line but \$1,000.00 in the event of a change. Police Special Officer(s) 2014 salary expended \$1,800.00; this line item has been increased to \$31,200.00 due to possible hire of two part-time Police Special Officers for 20 hours per week at a rate of \$15.00 per hour. With the forthcoming retirement of the current Police Records Clerk, that position's requested salary amount includes the salary for the new employee, from Spring to December, and whatever money Ms. Salvatore was going to make from January 1st until she departs her office. The clothing allowance was part of the collective bargaining agreement, at \$21,000.00.

Operating Expenses: Police Communications includes items such as, Monmouth County Dispatch services, cell phones and land lines. Police Equipment Maintenance category includes items such as, fire extinguishers, oxygen tank refills or radar tuning fork certification. Miscellaneous category includes prisoner foods or presentation of awards. Expenses of Officials category cover conference attendance.

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Police Training: Most training is done in-house, but noted this category allocation request was going to go up this year because he is looking to out-source some of the shooting training down to Howell.

Police Weapons: The one significant increase this year is Police Weapons which includes handguns, shotguns, rifles and ammunition. Due to the age of Police handguns we are experiencing minor malfunctions and are researching alternative weapons.

College Incentive: This incentive is included in the current PBA contract.

Uniform Cleaning: Remains steady in 2015 as in 2015 with a \$7,000.00 allocation.

Police Meals: This category as provided in the current PBA contract.

Police Vehicle: The Borough currently has 11 Police vehicles utilizing significant maintenance costs. Some officers are performing minor repairs on their own time with Mr. Applegate providing DPW garage space for storage of Police tools.

Computer: Currently budgeted for \$9,000.

Discovery and Community Policing: Includes DARE and events, such as, Matawan Day. They have budgeted for MOCERT, which is the SWAT team annual fee. Task Force and the 911 fees are required payments to the County.

The final Department budget is approximately \$2,700,000.

The Chief expressed a desire for an electronic marquee for outside Police Headquarters stating he is pursuing quotes. The approximate cost at 6' long x 4' high is \$18,000.00 fully installed. Funds can be used from the Law Enforcement Trust Fund.

Council requested Chief Gallo to pursue the possibility of establishing a portion of Route 34 as a "Safe Corridor."

Mayor Buccellato announced he is deviating from the Agenda to pursue Resolutions presented for approval, and will resume budget presentations thereafter.

Consent Agenda

Mayor Buccellato read by title Resolutions 15-02-02 and 15-02-06 requesting a motion to approve en masse. Councilwoman Gould made the motion, seconded by Councilwoman Angelini. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-02-02
REDEMPTION OF TAX SALE CERTIFICATE
PC5, LLC US BANK CUST FOR PC5 STERLING NATIONAL
CERTIFICATE #14-00095**

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***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #14-00095 which was sold to PC5, LLC US Bank Cust for PC5 Sterling National, 50 S 16th St., Ste 2050, Philadelphia, PA 19102; and*

***WHEREAS**, Certificate #14-00095 has been paid and fully redeemed for the property owner, Block 123.03, Lot 7 otherwise known as 14 Poet Dr.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$325.72 and a Premium of \$800.00 to the above for the redemption of Tax Sale Certificate #14-00095.*

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

**RESOLUTION 15-02-06
APPROVAL OF NEW LIMOUSINE DRIVER LICENSE
IMRAN GUL**

***WHEREAS, Imran Gul**, has passed the required Police Department background checks; and*

***WHEREAS, Imran Gul**, 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 Limousine Driver License:*

*Applicant: Imran Gul
8 Oak Knoll Drive
Matawan, New Jersey 07747*

New Business

Mayor Buccellato read by title Resolution 15-02-03: 2013 Road Improvement Program Storm Repair At Various Locations – Precise Construction, Inc. - Authorizing Change Order No. 2. Mayor Buccellato requested a motion. Councilman Caldon made the motion, seconded by Councilwoman Angelini. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-02-03
2013 ROAD IMPROVEMENT PROGRAM
STORM REPAIR AT VARIOUS LOCATIONS
PRECISE CONSTRUCTION, INC.
AUTHORIZING CHANGE ORDER NO. 2**

***WHEREAS**, T&M Associates has informed the Council that Items A-1 through A-9 have been eliminated from the 2013 Road Improvement Program Storm Repair at Various Locations Contract for a total reduction of Sixty Six Thousand Six Hundred Thirty Nine Dollars and Ninety Two Cents (\$66,639.92); and*

***WHEREAS**, T&M Associates has informed the Council that Items B-1, B-5, B-9, C-1, C-3 and C-5 have increased the 2013 Road Improvement Program Storm Repair at Various Locations Contract for Storm Damage Repairs at Sutton Place for total extra in the amount of Sixty Six Thousand Six Hundred Thirty Nine Dollars and Ninety Two Cents (\$66,639.92); and*

***WHEREAS**, 2013 Road Improvement Program Contract Change Order No. 2 reflects a total Net Change This Change Order of Zero Dollars and Zero Cents (\$0.00).*

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***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 the attached Change Order No. 2 for the 2013 Road Improvement Program Storm Repair at Various Locations Contract, a Net Change This Change Order in an amount not to exceed Zero Dollars and Zero Cents (\$0.00).*

***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 and Precise Construction, Inc.*

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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-02783

CHANGE ORDER NO. 2

DATE: January 19, 2015

PROJECT: Storm Repair at Various Locations

OWNER: Borough of Matawan

CONTRACTOR: Precise Construction, Inc.

DESCRIPTION OF CHANGE:

REDUCTIONS:
Items A-1 through A-9 have been eliminated from the contract

EXTRA:
Items B-1, B-5, B-9, C-1, C-3 and C-5 increased.

SUPPLEMENTARY:

APPROVAL RECOMMENDED:

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

ACCEPTED:

CONTRACTOR:
Precise Construction, Inc.

OWNER'S APPROVALS:

SEE ATTACHED DETAIL	ADDITIONAL	REDUCTION
A. TOTAL REDUCTIONS THIS C.O.	XXXXXXXXXXXX	\$66,639.92
B. TOTAL EXTRAS THIS C.O.	\$66,639.92	XXXXXXXXXXXX
C. TOTAL SUPPLEMENTARY THIS C.O.	\$0.00	XXXXXXXXXXXX
TOTALS THIS C.O.	\$66,639.92	\$66,639.92
NET CHANGE THIS CHANGE ORDER	\$0.00	
PREVIOUS CHANGE ORDERS	\$146,463.92	\$146,463.92
TOTAL CHANGE ORDERS TO DATE	\$213,103.84	\$213,103.84
NET CHANGE IN CONTRACT	\$0.00	

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

ORIGINAL CONTRACT BID PRICE	\$146,463.92
CHANGE ORDERS TO DATE	\$0.00
REVISED CONTRACT PRICE	\$146,463.92

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CHANGE ORDER NO. 2

SHEET NO. 2 OF 2
PROJECT NO. MATN-02783

PROJECT: Storm Repair at Various Locations

OWNER: Borough of Matawan

CONTRACTOR: Precise Construction, Inc.

R E D U C T I O N	ITEM NO.	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT ¹
		Proposal A - Storm Drainage Repairs at Essie Drive			
	A-1	Mobilization and Site Clearing	1.00 LS	\$11,549.92	\$11,549.92
	A-2	Excavation and Backfill	1.00 LS	\$2,750.00	\$2,750.00
	A-3	Backhoe	1.00 LS	\$5,500.00	\$5,500.00
	A-4	Rip Rap	1.00 LS	\$7,550.00	\$7,550.00
	A-5	Quarry Blend Stone	1.00 LS	\$17,200.00	\$17,200.00
	A-6	Topsoil and Seed	1.00 LS	\$3,140.00	\$3,140.00
	A-7	ADS Pipe, 18"	1.00 LS	\$4,500.00	\$4,500.00
	A-8	CMP or Equal, 18"	1.00 LS	\$9,250.00	\$9,250.00
	A-9	Spigot Joining System	1.00 LS	\$5,200.00	\$5,200.00

A. TOTAL REDUCTIONS \$66,639.92

E X T R A		Proposal B - Storm Damage Repairs at Sutton Place			
	B-1	Mobilization and Site Clearing	0.22 LS	\$11,900.00	\$2,639.92
	B-5	Rip Rap	1.21 LS	\$10,700.00	\$13,000.00
	B-9	15" Diameter Headwall	1.00 LS	\$5,000.00	\$5,000.00
		Proposal C - Storm Damage Repairs at Ned Drive			
	C-1	Mobilization and Site Clearing	0.87 LS	\$11,550.00	\$10,000.00
	C-3	Borrow Excavation	4.00 LS	\$4,000.00	\$16,000.00
	C-5	Rip Rap	19.05 LS	\$1,050.00	\$20,000.00

B. TOTAL EXTRA \$66,639.92

S U P P L E M E N T A R Y					
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C. TOTAL SUPPLEMENTARY \$0.00

Mayor Buccellato read by title Resolution 15-02-04: Authorizing the Transfer of Unexpended Balances in Certain 2014 Appropriation Reserve Accounts. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Angelini. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly

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Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

RESOLUTION 15-02-04
AUTHORIZING THE TRANSFER OF UNEXPENDED BALANCES IN CERTAIN
2014 APPROPRIATION RESERVE ACCOUNTS

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

WHEREAS, there are unexpended balances in certain 2014 appropriation reserve accounts; and

WHEREAS, additional funds are required in certain other 2014 appropriation reserve accounts.

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

<i>Transfer From</i>	<i>Amount of</i>	<i>Transfer To</i>	<i>Amount of</i>
<i>Account Number</i>	<i>Transfer</i>	<i>Account Number</i>	<i>Transfer</i>
4-01-20-130-200 Finance Other Expenses	\$ 935.00	4-01-20-130-100 Finance Salary & Wages	\$935.00
4-01-26-305-200 Garbage Other Expenses	\$ 3,675.00	4-01-26-290-100 Streets & Roads Salary & Wages	\$3,675.00
4-01-20-100-200 Administration Other Expenses	\$ 1,000.00	4-01-20-100-100 Administration Salary & Wages	\$1,000.00
4-01-22-200-100 Property Maintenance Salary & Wages	\$ 2,000.00	4-01-20-100-100 Administration Salary & Wages	\$2,000.00
4-01-20-165-200 Engineering Other Expenses	\$ 825.00	4-01-20-100-100 Administration Salary & Wages	\$ 825.00
4-01-20-120-200 Borough Clerk Other Expense	\$1,235.00	4-01-20-120-100 Borough Clerk Salary Wages	\$1,235.00
4-01-20-120-200 Borough Clerk Other Expenses	\$ 385.00	4-01-20-110-100 Mayor & Council Salary & Wages	\$ 385.00
4-01-20-150-100 Tax Assessor Salary & Wages	\$ 945.00	4-01-20-145-100 Tax Collection Salary & Wages	\$ 945.00
4-01-25-265-400 Fire-Aid Other Expenses	\$ 3,328.00	4-01-25-265-200 Fire Other Expenses	\$3,328.00
4-01-26-310-100 Public Buildings Salary & Wages	\$ 800.00	4-01-26-310-200 Public Buildings Other Expenses	\$ 800.00
4-01-22-200-200 Property Maintenance Other Expenses	\$ 676.00	4-01-26-310-200 Public Buildings Other Expenses	\$ 676.00

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4-01-31-435-200	\$ 7,000.00	4-01-26-290-200	\$7,000.00
Street Lighting		Streets & Roads	
Other Expenses		Other Expenses	

***BE IT FURTHER RESOLVED** that a certified copy of this resolution be provided to the Chief Financial Officer and Clerk of the Borough of Matawan for the permanent records as well as the Borough Auditor.*

Mayor Buccellato read by title Resolution 15-02-07: Appointment of Borough Physician for the Borough of Matawan – Dalia Hanna, MD. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilman Urbano. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-02-07
APPOINTMENT OF BOROUGH PHYSICIAN FOR
THE BOROUGH OF MATAWAN
DALIA HANNA, MD**

***WHEREAS**, the Ordinances of the Borough of Matawan call for a duly licensed medical physician of the State of New Jersey to be nominated by the Mayor and confirmed by the Council for appointment as the Borough Physician to undertake required medical examinations for and on behalf of Borough employees; and*

***WHEREAS**, said examinations are reasonably and statutorily required to ascertain the physical fitness of an individual for employment; and*

***WHEREAS**, Dalia Hanna, MD, received her medical degree from the Ross University School of Medicine and completed her post-graduate training at the University of Medicine and Dentistry of New Jersey in Newark; and*

***WHEREAS**, Dalia Hanna, MD, serves as a representative to the American Academy of Medicine; is involved in general practice in Monmouth and Ocean Counties for several years; is affiliated with Riverview Medical Center and Bayshore Community Hospital; and*

***WHEREAS**, Dalia Hanna, MD, as agreed to serve in the capacity of physician for the Borough of Matawan; and*

***WHEREAS**, the office of Dalia Hanna, MD, is physically situated in the Borough of Matawan; and*

***WHEREAS**, Dalia Hanna, MD, is a board-certified member of Meridian Health, formerly known as Matawan Medical; and*

***WHEREAS**, Dalia Hanna, MD, has been reviewed and recommended by the Administrator of the Borough of Matawan for appointment; and*

***WHEREAS**, said appointment is consistent with the ability of the Borough of Matawan to appoint medical practitioners and other professionals to undertake reviews for and on behalf of the Borough of Matawan's employees as a confidential professional appointment.*

***NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Matawan that Dalia Hanna, MD, be and is herewith appointed as the Borough Physician effective immediately, subject to the terms and conditions contained in the within agreement executed by the Borough of Matawan and Dalia Hanna, MD, for and on behalf of her medical practice for the undertaking of the services as required by the Departments and employees of the Borough of Matawan, except that the Fire Department and First Aid shall retain their own individual physician. Said appointment shall be from January 1, 2015 to December 31, 2015.*

***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.*

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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, Clerk, Construction, Finance, Fire, First Aid, Police, Public Works, Recreation, Recycling as well as Dalia Hanna, MD.

Mayor Buccellato read by title Resolution 15-02-08: Authorizing Professional Services Agreement Renewal Between the Borough of Matawan and FSD Enterprises, LLC for Wireless Telecommunications Consultant. Mayor Buccellato requested a motion. Councilman Urbano made the motion, seconded by Councilwoman Clifton. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-02-08
AUTHORIZING PROFESSIONAL SERVICES AGREEMENT RENEWAL
BETWEEN THE BOROUGH OF MATAWAN AND
FSD ENTERPRISES, LLC FOR
WIRELESS TELECOMMUNICATIONS CONSULTANT**

PROFESSIONAL SERVICES CONTINUATION-RENEWAL AGREEMENT

**WIRELESS TELECOMMUNICATIONS CONSULTANT
BETWEEN**

The **BOROUGH OF MATAWAN**, a Municipal Corporation of the State of New Jersey, with offices at 201 Broad Street, Matawan, NJ (hereinafter referred to as "The Borough")

AND

FSD ENTERPRISES LLC, with offices at 65 Mechanic Street, Suite 201 Red Bank, NJ (hereinafter referred to as "Wireless Telecommunications Consultant").

WHEREAS, the Borough of Matawan desires to continue to engage the services of Declan O'Scanlon of the firm FSD Enterprises, LLC as The Borough's Wireless Telecommunications Consultant for the year 2015; and

WHEREAS, the Local Public Contracts law requires that the compensation for attorneys and other professionals engaged by a municipality be set forth in a written agreement to be maintained on file in the office of the Borough Clerk; and

WHEREAS, a Resolution by the Borough Council dated February 3, 2015 authorized the Council to enter into a professional services agreement with a Wireless Telecommunications Consultant.

NOW THEREFORE BE IT AGREED, by and between the parties hereto as follows:

1. **Duties of Wireless Telecommunications Consultant** – The Wireless Communications Consultant will continue to perform all services related to the potential placement of wireless telecommunications facilities upon public property throughout the Borough of Matawan as per proposal dated November 18, 2009.
2. **Period of Appointment** – The period of appointment of the Wireless Telecommunications Consultant shall be January 1, 2015 through December 31, 2015.
3. **Compensation** – Shall be as follows:
Initial retainer- \$1,500.00 Additional antennas to water tank
Ongoing projects:
35% of the gross first year's lease value from each wireless telecommunications tenant on projects undertaken that execute leases after having made initial or ongoing contact during duration of the business relationship between The Borough of Matawan and FSD Enterprises.

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.

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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, Clerk, Finance, Public Works, Borough Attorney as well as FSD Enterprises, LLC.*

***IN WITNESS WHEREOF**, the parties hereto set their hands and seals this 3rd day of February, 2015.*

Attest:

*Karen Wynne
Municipal Clerk*

*Mayor Paul Buccellato
Borough of Matawan*

Witness

*Declan O'Scanlon
FSD Enterprises, LLC*

Mayor Buccellato read by title Resolution 15-02-05: Payment of Bills. Mayor Buccellato requested a motion. Councilman Urbano made the motion, seconded by Councilwoman Daly. Mayor Buccellato requested a roll call. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-02-05
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.*

<i>Current</i>	<i>\$2,249,902.38</i>
<i>Water & Sewer</i>	<i>\$92,038.69</i>
<i>Borough Capital</i>	<i>\$150,084.54</i>
<i>Water Capital</i>	<i>\$274.86</i>
<i>Grant</i>	<i>\$1,865.84</i>
<i>Borough Trust</i>	<i>\$9,360.84</i>
<i>Railroad Parking Trust</i>	<i>\$11,508.00</i>
Total	\$2,515,035.15

***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.*

Budget Presentations

Mayor Buccellato re-opened Budget Presentations.

Fire Department

Chief Bernath informed the Department has embraced budgeting and operating on a 5-year operational basis. First, so the Fire Department always is in a state of readiness and second, that as a Governing Body, they'll have a better understanding of upcoming expenditures.

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Fire and Communications and Cable: This item has been increased by \$3,500.00 for new computer software reporting system to enable the Department to upload information right from the scene.

Utilities: This item should remain the same; going forward each fire house rent and utilities will be based on a per building unit resulting in a cost-savings.

Fire Education: This item has been increased by \$2,000.00 as the Department needs to continue education in association with its training.

Capital Request: Chief Bernath discussed the age and maintenance cost of fire trucks and support vehicles informing of the need to replace a fire engine. Washington Engine's truck is over 25-years-old with an overall expense of approximately \$450,000.00 plus \$30,000.00 for equipment. Also, the Fire Chief and Fire Police vehicles have over 100,000 miles and should look to be replaced. After discussion with the Administrator and CFO, it is the Chief's recommendation to establish an Emergency Operating Center (EOC – currently located at Police Headquarters) at the Matawan Municipal Community Center. In coordination with funding from the Police and Emergency Services, the Fire Department's portion is approximately \$15,000.

Councilman Caldon acknowledged the fire department and the DPW staff for all their hard work relating their performance during the recent storm.

Councilman Caldon requested Council approval of two Fire Police personnel, David Furman and Gregory Stroebel. Both have completed background checks and passed their medical exams. Mayor Buccellato requested a motion. Councilman Caldon made the motion, seconded by Councilman Urbano. Council agreed. Motion passed.

Recreation

Deirdre, Ring, Recreation Director, stated the Recreation budget typically doesn't change from year-to-year; however she noted that this year they did ask for an increase of \$8,000.00 to cover the cost of the fireworks event, and purchase new planters, approximately 13 years old, on Main Street. Due to the success and subsequent growth of Recreation events over the last two-to-three years, the additional funding will enable the Recreation Committee to continue that success.

Mayor Buccellato questioned if the \$8,000.00 will include replacing Christmas decorations. Ms. Ring replied, it did not, but during a recent Department Head meeting with the Administrator and CFO, it was discussed that other monies may be available for that expense, and that money would not come out of the Recreation budget.

Construction

John Quinn, Construction Official, confirming the Building Department's 2015 budget will remain as that in 2014.

Operating Expenses: This item reflects an annual increase of \$1,650.00 for software maintenance with additional increase for new code book publications for all the different sub-codes, ie, plumbing, fire, electric, building as well as the lease for the copier.

Overall, the Construction budget for 2015 is \$166,550.00 reflecting a \$2,000.00 increase from 2014. The Construction budget is paid for by permits not through taxes.

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Clerk's Office

Karen Wynne, Borough Clerk, informed the Clerk's Office budget for 2015 will remain basically unchanged with the exception of the addition of personnel. Specifically, the position of the full-time Deputy Clerk. The biggest expense they seem to have, year-to-year, is advertising. More so than the expensive codification. Most other line-items are \$1,500.00, or below including dues and memberships, education seminars, etc. The Clerk's Office proposed budget includes Mayor and Council as well as Planning & Zoning. These Items also remain unchanged from 2014 noting the biggest expense as professional fees and salaries.

Mayor Buccellato cited budget impact items such as needed construction projects including Gravelly Brook.

Mayor and Council thanked the Department Heads for their time and effort.

Mayor Buccellato requested a Moment of Silence in remembrance of Ann Bucco, and to keep Bill Clifton, who is very ill, in their thoughts.

Privilege of the Floor

Mayor Buccellato opened the Privilege of the Floor.

There were no comments.

Mayor Buccellato closed the Privilege of the Floor.

Adjournment

Mayor Buccellato requested a motion to adjourn. Councilwoman Angelini made the motion, seconded by Councilwoman Gould. Council agreed. Motion passed.

Meeting adjourned at 8:15 PM.

Karen Wynne, RMC
Municipal Clerk