

**Borough of Matawan
Workshop Session
December 6, 2016**

A workshop 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 December 6, 2016 with Mayor Altomonte presiding. Pursuant to Section 5 of the Open Public Meetings Act, adequate notice of this meeting has been provided by publishing notification in *The Independent* on January 14, 2016, by sending notice to the *Asbury Park Press*, and by posting. Mayor Altomonte called the meeting to order at 7:02 PM requesting a roll call.

On roll call the following members responded present:

Yes: Councilman Caldon
 Councilman Vergaretti
 Councilman Reeve
 Councilman Urbano
 Councilwoman Gould
 Councilwoman Clifton

Also, present were Louis C. Ferrara, Borough Administrator, and Pasquale Menna, Esq., Borough Attorney.

Mayor Altomonte announced Resolution 16-12-09: Authorizing the Transfer of Funds from Current and Utility Accounts in the 2016 Budget is to be tabled as the Chief Financial Officer states it is not necessary at this time.

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

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

Privilege of the Floor – Agenda Items Only

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

There were no comments.

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

Approval of Minutes

Mayor Altomonte requested a motion to approve the minutes of the November 22, 2016 Council Meeting. Councilman Vergaretti made a motion, seconded by Councilwoman Clifton. Council agreed with Councilwoman Clifton abstaining as she was not in attendance. Motion passed.

Consent Agenda

Mayor Altomonte read by title Resolution 16-12-01 through and including Resolution 16-12-06, requesting a motion. Councilwoman Gould made the motion, seconded by Councilman Vergaretti. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Caldon
 Councilman Reeve
 Councilman Vergaretti
 Councilman Urbano
 Councilwoman Gould
 Councilwoman Clifton

Motion passed.

**Borough of Matawan
Workshop Session
December 6, 2016**

**RESOLUTION 16-12-01
REDEMPTION OF TAX SALE CERTIFICATE
US BANK CUST FOR ACTLIEN HOLDING
CERTIFICATE #14-00058**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #14-00058 which was sold to Actlien Holding, Inc., US Bank Cust Actlien Holding, 50 South 16th St., Suite 2050, Philadelphia, PA 19102; and

WHEREAS, Certificate #14-00058 has been paid and fully redeemed for the property owner, Block 79, Lot 4.02, otherwise known as 289 Harding Boulevard.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$6,243.23, and a Premium of \$8,800.00, to the above for the redemption of Tax Sale Certificate #14-00058.

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

**RESOLUTION 16-12-02
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 Route 1 South, Suite 400
Iselin, New Jersey 08830*

Applicant:

*Alexander Cortes
84 Corabelle
Lodi, New Jersey 07644

Timothy Lawrence
12 Spruce Court
Bedminster, New Jersey 07921

Robert Tyminski
14 Bordeaux Drive
Flanders, New Jersey 07836*

*Andrew Edwardsen
170 Shafter Avenue
Staten Island, New York 10308

Anthony Lupo, Jr.
10 Jameson Place
Flanders, New Jersey 07836*

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

**RESOLUTION 16-12-03
APPROVAL OF SOLICITORS PERMIT RENEWAL
TRINITY SOLAR**

WHEREAS, Trinity Solar, has passed the required Police Department background checks; and

WHEREAS, Trinity Solar, 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 renewal:

*Business: Trinity Solar
2211 Allenwood Road
Wall, New Jersey 07791*

Applicant:

*Corey Michael Cann
4 Longfellow Court
Freehold, New Jersey 07728*

*Robert C. Ericksen, Jr.
58 Collins Court
Brick, New Jersey 08724*

**Borough of Matawan
Workshop Session
December 6, 2016**

*Steve Miller
329 Chelsea Road
Fairless Hills, Pennsylvania 19030*

*Jessica Proffitt
1385 W. Veterans Highway
Jackson, New Jersey 08527*

*Matthew Wieczorek
156 Coxs Avenue
West Creek, New Jersey 08092*

*Jeremy Yencer
4 Longfellow Court
Freehold, New Jersey 07728*

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

**RESOLUTION 16-12-04
APPROVAL OF TAXI DRIVER LICENSE RENEWAL
MICHAEL VEITH**

WHEREAS, Michael Veith has passed the required Police Department background checks; and

WHEREAS, Michael Veith 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 taxi driver license renewal:

Applicant: *Michael Veith
33 Aberdeen Road
Apartment 301B
Aberdeen, New Jersey 07747*

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

**RESOLUTION 16-12-05
APPROVAL OF TOWING & STORAGE LICENSE RENEWAL
EXECUTIVE TOWING, LLC**

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

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

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

Business: *Executive Towing, LLC
5 Duchess Court
Matawan, New Jersey 07747*

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 16-12-06
APPROVAL OF TOWING & STORAGE LICENSE RENEWAL
JOE'S TOWING & RECOVERY, LLC**

WHEREAS, Joe's Towing & Recovery, 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, Joe's Towing & Recovery, 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:

**Borough of Matawan
Workshop Session
December 6, 2016**

Business: Joe's Towing & Recovery, LLC
57 Winged Foot Drive
Manalapan, New Jersey 07726

Applicant: Joseph Campagna

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 Joe's Towing & Recovery, LLC.

New Business

Mayor Altomonte read by title Resolution 16-12-07: Authorizing Payment to T&M Associates for Professional Services Associated With Revised Specifications to the Solid Waste and Recyclable Materials Collection Service Contract for the Borough of Matawan. Mayor Altomonte requested a motion. Councilman Vergaretti made the motion, seconded by Councilwoman Clifton. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Caldon
Councilman Reeve
Councilman Vergaretti
Councilman Urbano
Councilwoman Gould
Councilwoman Clifton

Motion passed.

**RESOLUTION 16-12-07
AUTHORIZING PAYMENT TO T&M ASSOCIATES FOR PROFESSIONAL SERVICES ASSOCIATED WITH
REVISED SPECIFICATIONS TO THE SOLID WASTE AND RECYCLABLE MATERIALS COLLECTION
SERVICE CONTRACT FOR THE BOROUGH OF MATAWAN**

WHEREAS, the Council of the Borough of Matawan received a bill from T&M Associates for professional services associated with revised specifications to the Solid Waste and Recyclable Materials Collection Service Contract.

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan does hereby award payment for professional services to T&M Associates as outlined in the attached letter of revised specifications in an amount not to exceed Three Thousand Five Hundred Dollars and No Cents (\$3,500.00).

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Finance as well as 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 6-01-20-105-200 Budget of the Borough of Matawan to T&M Associates for professional services associated with revised specifications to the Solid Waste and Recyclable Materials Collection Service Contract for the Borough of Matawan in an amount not to exceed Three Thousand Five Hundred Dollars and No Cents (\$3,500.00).

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: December 6, 2016

**Borough of Matawan
Workshop Session
December 6, 2016**



MATN-00013

December 3, 2015
(Via Email and First Class Mail)

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

**Re: Solid Waste & Recyclable
Revised Specification**

Dear Mr. Ferrara:

As discussed in our meeting held on December 13, 2015, regarding revisions to the specification, there will be additional engineering effort to amend the documents. The additional effort will result from project coordination; inspection, of each apartment complex, to identify the quantity and size of each garbage and recyclable receptacle; revisions to the specifications; preparation of the addendum and for the bid opening and recommendation of award. Based on the above tasks, we anticipate a fee of \$3500. As discussed, we are moving forward with the revisions to meet the revised bid date of December 23. Please add this matter to the agenda of the Council Meeting of December 15, 2015.

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:JLS:lkc

cc: Mayor Paul Buccellato
Karen Wynne, Borough Clerk
Pasquale Menna, Esq., Borough Attorney

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

P 732.671.6400 F 732.671.7365 t andmassociates.com

Mayor Altomonte read by title Resolution 16-12-08: Approving Extended Sick Leave Request Police Officer Patrick Walker. Mayor Altomonte requested a motion. Councilman Urbano made the motion, seconded by Councilman Vergaretti. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Caldon
Councilman Reeve
Councilman Vergaretti
Councilman Urbano
Councilwoman Gould
Councilwoman Clifton

Motion passed.

**Borough of Matawan
Workshop Session
December 6, 2016**

**RESOLUTION 16-12-08
APPROVING EXTENDED SICK LEAVE REQUEST
POLICE OFFICER PATRICK WALKER**

WHEREAS, Police Officer Patrick Walker is employed by the Borough of Matawan as a Full-Time Police Officer for the Borough of Matawan Police Department; and,

WHEREAS, according to the Code for the Borough of Matawan, Chapter 9-4.5(a)(2) Extended Leave if the employee has served for more than ten (10) years, he shall be entitled to a leave of absence with full pay for twenty six (26) weeks, plus an additional thirteen (13) weeks at half pay; and

WHEREAS, Police Officer Patrick Walker was hired as a Full-Time Police Officer effective January 1, 1996; and

WHEREAS, on November 8, 2016, Police Officer Patrick Walker formally requested that Mayor and Council approve a request for extended sick leave pursuant to the provisions of the Code of the Borough of Matawan said leave to commence on December 10, 2016; and

WHEREAS, the Borough Administrator and the Chief of Police have reviewed the extended sick leave request; and

WHEREAS, it is in the best interest of the Borough of Matawan and the employee to approve the extended sick leave request upon a certification submitted by the employee; and,

WHEREAS, the employee has requested a leave based upon the Code for the Borough of Matawan, Chapter 9-4.5 Extended Leave.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that the employee's extended sick leave request is granted pursuant to the Code for the Borough of Matawan, Chapter 9-4.5 Extended Leave, and said request for a leave with full pay for twenty six (26) weeks is herewith granted subject to an additional thirteen (13) weeks of leave of absence at half pay pursuant to the Code for the Borough of Matawan, Chapter 9-4.5(a)(2) Extended Leave, since the employee has more than ten (10) years of service with 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, Clerk, Finance, Payroll, Police as well as Police Officer Patrick Walker.

Mayor Altomonte read by title Ordinance 16-11: Ordinance Amending and Supplementing the Code of the Borough of Matawan – Chapter II – Administration, Article IV – Administrative Organization of the Departments of Local Government, Section 2-14.1 – Police Department Composition. Mayor Altomonte requested a motion to introduce. Councilman Urbano made the motion, seconded by Councilman Vergaretti. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Caldon
Councilman Reeve
Councilman Vergaretti
Councilman Urbano
Councilwoman Gould
Councilwoman Clifton

Motion passed.

**ORDINANCE 16-11
ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE BOROUGH OF MATAWAN
CHAPTER II – ADMINISTRATION
ARTICLE IV – ADMINISTRATIVE ORGANIZATION OF THE DEPARTMENTS OF LOCAL GOVERNMENT
SECTION 2-14.1 – POLICE DEPARTMENT COMPOSITION**

WHEREAS, within its general powers as a municipality, the Borough of Matawan may make and enforce ordinances, rules and regulations not contrary to Federal or State law as it deems necessary and to protect the public safety and welfare of its residents; and

WHEREAS, the Mayor and Council of the Borough of Matawan support and encourage efficiency within the Matawan Police Department.

**Borough of Matawan
Workshop Session
December 6, 2016**

NOW, THEREFORE, BE IT ORDAINED by the Council of the Borough of Matawan that Chapter II – Administration, Article IV – Administrative Organization of the Departments of Local Government, Section 2-14.1 – Department Establish; Composition hereby amended as follows:

2-14.1 Department Established: Composition

The Police Department of the Borough of Matawan is hereby established and shall consist of a Chief of Police, up to two (2) Lieutenants, up to four (4) Sergeants, up to fourteen (14) Patrol Officers, in addition to Class II Special Law Enforcement Officers as permitted as outlined in NJSA 40A:14-146.17, two (2) Police Matrons, such School Crossing Guards as recommended by the Chief of Police, one (1) Records Clerk who will also function as a clerical assistant for the department, and such other employees including, as needed, Class I Special Police Officers permitted by NJSA 40A:14-146.14, and recommended by the Chief, as may be appointed by the Governing Body.

BE IT FURTHER ORDAINED, all ordinances or parts of ordinances inconsistent with the provisions of this ordinance shall be and the same are hereby repealed.

BE IT FURTHER ORDAINED, if any section, paragraph, subdivision, clause or provision of this ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision clause or provision so adjudged and the remainder of the ordinance shall be deemed valid and effective.

BE IT FURTHER ORDAINED, this ordinance shall take effect upon final passage and publication as provided by law.

The Clerk announced the Public Hearing is scheduled for 7:00 PM December 20, 2016.

Mayor Altomonte read by title Resolution 16-12-10: Payment of Bills. Mayor Altomonte requested a motion. Councilman Vergaretti made the motion, seconded by Councilwoman Clifton. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Caldon
Councilman Reeve
Councilman Vergaretti
Councilman Urbano
Councilwoman Gould
Councilwoman Clifton

Motion passed.

**RESOLUTION 16-12-10
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 | \$1,582,926.03 |
| Water & Sewer | \$45,591.65 |
| Borough Capital | \$9,599.52 |
| Borough Trust | \$18,790.93 |
| Developers Escrow Account | \$3,896.82 |
| Dog Tax Trust | \$2.40 |
| Railroad Parking Trust | \$4.00 |
| Recreation Trust | \$238.70 |
| Total | \$1,661,050.05 |

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

Privilege of the Floor

Mayor Altomonte opened the Privilege of the Floor.

**Borough of Matawan
Workshop Session
December 6, 2016**

Loretta Windas, 138 Aberdeen Road, Matawan. Ms. Windas informed the five pet oxygen masks have been delivered to the Fire Department. A press release with photo opportunity will be announced. Council commended Ms. Windas for her work with the Animal Welfare Advisory Board.

Rickey Butler, 10 Boston Lane, Matawan. Mr. Butler thanked Council and staff for their efforts on the Clinton Street Park improvements. He invited Council to attend a December 17 celebration between 12:00 Noon and 3:00 PM. Council commended Mr. Butler for his efforts on the Park improvements.

Mayor Altomonte closed the Privilege of the Floor.

Adjournment

Mayor Altomonte requested a motion to adjourn. Councilman Vergaretti made the motion, seconded by Councilwoman Clifton. Council agreed. Motion passed.

Meeting adjourned at 7:10 PM.



Karen Wynne, RMC
Municipal Clerk