

**Borough of Matawan
Workshop Session
August 8, 2018**

A regular meeting of the Council of the Borough of Matawan, New Jersey, was held at the Matawan Municipal Community Center, 201 Broad Street, Matawan, New Jersey on August 8, 2018, with Mayor Joseph 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 March 15, 2018, by sending notice to the Asbury Park Press, and by posting. A copy of said notice is and has been made available to the public and is on file in the Office of the Borough Clerk. A copy of said notice has also been sent to such members of the public as have requested such information in accordance with the Statute. Mayor Altomonte called the meeting to order at 7:03 PM requesting a roll call.

On roll call the following members responded present:

Yes: Councilman Nicolas Reeve
 Councilwoman Josi Salvatore
 Councilwoman Stephanie Buckel
 Councilman Brett Cannon
 Councilwoman Deana Gunn
 Councilman David Vergaretti

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

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

Approval of Minutes

Mayor Altomonte requested a motion to approve the minutes of the July 17, 2018 Council Meeting. Councilman Reeve made a motion, seconded by Councilwoman Buckel. Council agreed. Motion passed.

Old Business

Mayor Altomonte read by title Ordinance 18-12: Amending and Supplementing the Code of the Borough of Matawan Chapter II – Administration, Section 2-15.1 – Membership in Recognized Fire Companies. Mayor Altomonte requested a motion to open the public hearing. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Council agreed. Motion passed. Mayor Altomonte requested comments. There were no comments. Mayor Altomonte requested a motion to close the public hearing. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed. Mayor Altomonte read by title Ordinance 18-12: Amending and Supplementing the Code of the Borough of Matawan Chapter II – Administration, Section 2-15.1 – Membership in Recognized Fire Companies, requesting a motion to adopt. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
 Councilwoman Josi Salvatore

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Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**ORDINANCE 18-12
AMENDING AND SUPPLEMENTING THE CODE OF THE
BOROUGH OF MATAWAN
CHAPTER II – ADMINISTRATION
SECTION 2-15.1 – MEMBERSHIP IN RECOGNIZED FIRE COMPANIES**

BE IT ORDAINED by the Council of the Borough of Matawan as follows:

Chapter II, Section 2-15.1 – Membership in Recognized Fire Companies is hereby amended and supplemented as follows:

2-15 FIRE DEPARTMENT.

2-15.1 Membership in Recognized Fire Companies.

The volunteer Fire Department shall consist of engine, hook and ladder, hose and pumper companies, fire police and shall consist of the companies recognized and accepted by the Mayor and Borough Council as follows:

Washington Engine Company, No. 1.

Broad Street Station.

M.E. Haley Hose Company, No. 1.

Freneau Volunteer Fire Company, No. 1.

Fire Police.

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 to the extent of such inconsistency.

BE IT FURTHER ORDAINED, if any section, paragraph, subsection, sentence, 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, the provisions of this Ordinance may be remunerated for the purposes of codifications.

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

Mayor Altomonte read by title Ordinance 18-13: Amending and Supplementing the Code of the Borough of Matawan – Chapter II – Administration – Section 2-35 “Sports Commission”. Mayor Altomonte requested a motion to open the public hearing. Councilman Reeve made the motion, seconded by Councilwoman Gunn. Council agreed. Motion passed. Mayor Altomonte requested comments. There were no comments. Mayor Altomonte requested a motion to close the public hearing. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed. Mayor Altomonte read by title Ordinance 18-13: Amending and Supplementing the Code of the Borough of Matawan – Chapter II – Administration – Section 2-35 “Sports Commission”, requesting a motion to adopt. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

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**ORDINANCE 18-13
AMENDING AND SUPPLEMENTING THE CODE OF THE
BOROUGH OF MATAWAN – CHAPTER II – ADMINISTRATION
BY ADOPTION OF SECTION 2-35 WITH THE CREATION OF A
“SPORTS COMMISSION”**

***WHEREAS,** there is a need for the Borough of Matawan to comprehensively engage the public of the Borough of Matawan in enhancing and administering the utilization of its sports facilities; and*

***WHEREAS,** the Borough of Matawan’s Governing Body believes it is essential for the Borough to involve multiple representatives of the community in the promotion and use of sporting facilities; and*

***NOW, THEREFORE, BE IT ORDAINED,** by the Mayor and Council of the Borough of Matawan that:*

The Governing Body adopts Section 2-35 and names it the “Sports Commission”; and accordingly, revises Chapter 2-35 as follows:

***Section 1.** There is established a Commission to be known and designated as the Borough of Matawan Sports Commission, the members of which shall be appointed by the Mayor and approved by the Council.*

Section 2. Appointment of Members; Terms

a. The Commission shall consist of seven (7) members nominated and appointed by the Mayor with consent of Council.

b. The terms of the Commission members shall be for one (1) year, with the appointments made by the Mayor with the consent of Council.

c. The members of the Commission shall serve without compensation.

d. The Commission shall elect a Chairperson from among its members on an annual basis, which Chairperson shall not be a member of the Governing Body of the Borough of Matawan.

e. The terms of all members of the Commission shall commence on January 1 of the year of appointment, and terminate on December 31st of the same year; or until a successor is appointed.

Section 3. Powers and Duties

The duties of the Commission shall be as follows:

a. To serve as the liaison between the Borough of Matawan and various citizen and sporting groups and other organizations who wish to foster sports activities and programs in Matawan.

b. To develop and enhance the use of sports facilities and assist the Borough in management and organization of the programs at such facilities.

c. To promote and advance the use of our facilities for the general public.

d. To prepare, develop and distribute any and all types of communications medium to attract and assist residents wishing to engage in sports activities in the Borough of Matawan.

Section 4. Coordination With Other Agencies

The Commission shall receive from all officials and all authorized boards, departments of the Borough of Matawan, all information that a fully functioning agency of the Borough of Matawan receives as well as notifications of any hearings of the Unified Planning Board Applications or request for zoning changes; and, will also receive any such additional assistance as may be required in the performance of its duties. The Commission shall also be given access to all public municipal records and information which may assist the Commission in its mandated duties.

***Section 5.** The recommendations of the Commission shall be communicated on a monthly basis to the Clerk who shall forward same to the Governing Body. Actions of the Commission may be reviewed and amended by the Governing Body which reserves the final authority on the use of public facilities.*

***Section 6.** All Ordinances of the Borough of Matawan that are inconsistent or in conflict with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.*

***Section 7.** If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of the within Ordinance.*

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Section 8. *The provisions of this Ordinance may be remunerated for the purposes of codifications.*

Section 9. *This Ordinance shall take effect immediately upon final passage approval and publication as required by law.*

Mayor Altomonte read by title Resolution 18-07-15: Resolution Removing Volunteer Firefighter Michael Azzarello as a Member of the Borough of Matawan Volunteer Fire Department. Mayor Altomonte requested a motion. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
 Councilwoman Josi Salvatore
 Councilwoman Stephanie Buckel
 Councilman Brett Cannon
 Councilwoman Deana Gunn
 Councilman David Vergaretti

Motion passed.

**RESOLUTION 18-07-15
RESOLUTION REMOVING
VOLUNTEER FIREFIGHTER MICHAEL AZZARELLO
AS A MEMBER OF THE BOROUGH OF MATAWAN VOLUNTEER FIRE DEPARTMENT**

WHEREAS, *it has come to the attention of the Mayor and Council that a violation has occurred wherein a Volunteer Firefighter will no longer be able to participate as a member of the Volunteer Fire Department; and*

WHEREAS, *notification has been provided to the Volunteer Firefighter of his ineligibility in the volunteer fire services of the Borough of Matawan.*

NOW, THEREFORE, BE IT RESOLVED *by the Council of the Borough of Matawan that Michael Azzarello be and is in herewith terminated as a member of the Borough of Matawan Volunteer Fire Department effective immediately.*

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 Michael Azzarello, the Board of Fire Officers and the Chief of the Borough of Matawan Fire Department.*

Mayor Altomonte read by title Resolution 18-07-16: Resolution Removing Michael Azzarello from Participation in the Borough of Matawan LOSAP Program. Mayor Altomonte requested a motion. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
 Councilwoman Josi Salvatore
 Councilwoman Stephanie Buckel
 Councilman Brett Cannon
 Councilwoman Deana Gunn
 Councilman David Vergaretti

Motion passed

**RESOLUTION 18-07-16
RESOLUTION REMOVING MICHAEL AZZARELLO
FROM PARTICIPATION IN THE BOROUGH OF MATAWAN LOSAP PROGRAM**

WHEREAS, *it has come to the attention of the Mayor and Council of the Borough of Matawan that Michael Azzarello is a currently listed member of the benefits program provided to volunteers by the Borough of Matawan Length of Service Awards Program (LOSAP); and*

WHEREAS, *it is the recommendation of the Administration that he be removed from participation in LOSAP because his membership in the Borough of Matawan Fire Department is terminated; and*

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WHEREAS, notification has been forwarded to participant regarding his removal from the Program.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Matawan do direct the Chief Financial Officer and the Borough Administrator to take any and all necessary steps to remove Michael Azzarello from participating membership of the Volunteer Fire Department LOSAP Programs effective immediately and that a notice of the within removal shall be forwarded to the participant, the Volunteer Fire Department Chief, the Board of Fire Officers, Chief Financial Officer and the Clerk immediately upon issuance of the within Resolution.

Consent Agenda

Mayor Altomonte read by title Resolutions 18-08-01 through and including 18-08-09, requesting a motion to approve en masse. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

**RESOLUTION 18-08-01
REDEMPTION OF TAX SALE CERTIFICATE
DSHC ENTERPRISES, LLC
CERTIFICATE #15-00118**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #15-00118 was sold to DSHC Enterprises, LLC, PO Box 524, Plainsboro, NJ 08536; and

WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 123, Lot 33.04, otherwise known as 1 Magnolia Ct.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$9,432.11, and a Premium of \$300.00 to the above for the redemption of Tax Sale Certificate #15-00118.

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

**RESOLUTION 18-08-02
REDEMPTION OF TAX SALE CERTIFICATE
TRYSTONE CAPITAL ASSETS, LLC
CERTIFICATE #17-00039**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00039 was sold to Trystone Capital Assets, LLC, PO Box 1030, Brick, NJ 08723; and

WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 47, Lot 15.02, otherwise known as 33 Schenck Ave.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$763.02, and a Premium of \$1,200.00, to the above for the redemption of Tax Sale Certificate #17-00039.

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

**RESOLUTION 18-08-03
REDEMPTION OF TAX SALE CERTIFICATE
740 PARK AVENUE TR, LLC
CERTIFICATE #17-00093**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00093 was sold to the 740 Park Avenue TR, 45 Spark Place, #163, Morristown, NJ 07960; and

WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 123.03, Lot 6, otherwise known as 24 Poet Drive.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$888.49, and a Premium of \$1,700.00, to the above for the redemption of Tax Sale Certificate #17-00093.

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

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**RESOLUTION 18-08-04
AUTHORIZING AN EXTENSION OF GRACE PERIOD
FOR THE THIRD QUARTER 2018 TAXES**

WHEREAS, the State of New Jersey has not released all information needed for striking a rate timely, and

WHEREAS, this information is needed to produce the Final 2018/Preliminary 2019 tax bills, and

WHEREAS, as a result, the County of Monmouth could not release the tax rate, and

WHEREAS, the Tax Collector must allow 25 calendar days for payment from the date of mailing pursuant to NJSA 54:4-66.3,

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Matawan that the Tax Collector be authorized to extend the grace period for the third quarter 2018 up to and including the 25th day after the actual bills are mailed; and

BE IT FURTHER RESOLVED, by the Council of the Borough of Matawan that any payments received after the grace period for the third quarter 2018 will be charged interest from the original due date of August 1, 2018 as set by the guidelines set by NJSA 54:4-67 and Resolution # 18-01-11 passed by the Matawan Borough Council on January 1, 2018.

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 and Tax Collector.

Interpretive Statement: Extension of the grace period may be needed to allow the mandated 25 days prior to payment due date if the tax rate is not received timely. If payment for the third quarter 2018 is not received by 25 days after the delivery of the tax bills to the post office, interest will be charged back to the August 1 due date.

Peggy Warren, Tax Collector

**RESOLUTION 18-08-05
APPROVAL OF MASSAGE PARLOR LICENSE
32 SPA**

WHEREAS, 32 Spa (Massage Parlor) has passed the required Police Department background checks; and

WHEREAS, on the condition that 32 Spa has received the required permits from the Construction Office, Fire Prevention Office and the Board of Health.

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

*Business: 32 Spa
32 Main Street
Matawan, New Jersey 07747*

Applicant: Kyong A. Shin

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

**RESOLUTION 18-08-06
APPROVAL OF MASSEUSE LICENSE RENEWAL
KYONG A. SHIN**

WHEREAS, Kyong A. Shin (Masseuse) has passed the required Police Department background checks; and

WHEREAS, on the condition that Kyong A. Shin has received the required permits from the Construction Office, Fire Prevention Office and the Board of Health.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that they hereby approve the following Masseuse License Renewal:

*Business: 32 Spa
32 Main Street
Matawan, New Jersey 07747*

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Applicant: Kyong A. Shin

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

**RESOLUTION 18-08-07
APPROVAL OF NEW TAXI DRIVER LICENSE
DOUGLAS MEJIA GARCIA**

WHEREAS, Douglas Mejia Garcia, has passed the required Police Department background checks; and

WHEREAS, Douglas Mejia Garcia, 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: Douglas Mejia Garcia

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

**RESOLUTION 18-08-08
REVOCATION OF SOLICITOR'S PERMIT
DIRECT ENERGY**

WHEREAS, Solicitor's Permit for Direct Energy, Marwan Abdelazeez as the Applicant, was approved by Resolution 18-07-03; and

WHEREAS, it is the recommendation of the Borough Administration the Permit be revoked due to Applicant misrepresentation as stated in Chapter 4 – Licensing and Business Regulations, Section 4-1.6 – Transferability predicated on a review of eligibility criteria and standards as set forth in the applicable licensing regulations.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that they hereby revoke the following Solicitor's permit:

*Business: Direct Energy
12 Greenway Plaza, Suite 250
Houston, TX 7704*

Applicant: Marwan Abdelazeez

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

**RESOLUTION 18-08-09
APPROVING THE SITE FOR THE DISCHARGE OF FIREWORKS
FOR THE TIGHE WEDDING AT BUTTONWOOD MANOR,
IN THE BOROUGH OF MATAWAN**

WHEREAS, the Borough Administrator has recommended the site for the discharge of fireworks in the Borough of Matawan for the Tighe Wedding, occurring on September 16, 2018 and to be held on Lake Lefferts; and

WHEREAS, the Contractor has constructed a 4' X 6' floating barge on the Lake, with the discharge at the Buttonwood site and the display by Serpico Pyrotechnics, LLC; and

WHEREAS, Serpico Pyrotechnics, LLC, 133 Orchard Court, Toms River, New Jersey 08753-1334 has provided the required Certificate of Insurance to include the Borough of Matawan will meet the requirements for a Type III Permit, under NJAC 5:70-2.7(a)5.iii and NJAC 5:70-3, 5608 in accordance with the Uniform Fire Code.

NOW, THEREFORE, BE IT RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Fire Department, Fire Prevention, Police, Public Works, as well as Serpico Pyrotechnics, LLC.

*Five Minute 1.4G Display, 15-1.4G Cakes
Tighe Wedding Display at Buttonwood Manor, September 16, 2018*

*1 – Renegade- Int-C6- UN 0336, 1.4G
1-Kashmir-Int-C4- UN 0336, 1.4G*

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1-Havoc-Int-C7- UN 0336, 1.4G
1-Gold Nebular-Int-CO1- UN 0336, 1.4G
1-Silver Spectacular-EX:2015080795, UN 0336, 1.4G
1-Whistle Titanium Salute Cake-EX:2008080119, UN 0336, 1.4G
2- Smack Down Cakes-EX:2015070364, UN 0336, 1.4G
1-115 Shot Angel Fire Cake-EX:2014110790, UN 0336, 1.4G
1-Space Odyssey-Int-C5- UN 0336, 1.4G
1-Pure Energy-Int-C2- UN 0336, 1.4G
1-Full Spectrum-Int-C3- UN 0336, 1.4G
1-Killer Dragon-EX:2015070362, UN 0336, 1.4G
1-Bomb of the Pirates-EX:2014110757, UN 0336, 1.4G
1-Remember The Alamo-EX:2015050460, Un 0336, 1.4G

Total of 15 cakes

New Business

Mayor Altomonte read by title Resolution 18-08-10: 2017 Road Improvement Program Contract 2 – Black Rock Enterprises, LLC – Authorizing Change Order No. 1. Mayor Altomonte requested a motion. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 18-08-10
2017 ROAD IMPROVEMENT PROGRAM CONTRACT 2
BLACK ROCK ENTERPRISES, LLC
AUTHORIZING CHANGE ORDER NO. 1**

WHEREAS, T&M Associates has informed the Council that Items A7, B16, B17 and B18 are reduced, in the 2017 Road Improvement Program Contract 2, for a total reduction this Change Order No. 1 of Twenty Nine Thousand Six Hundred Thirty One Dollars and Sixty Four Cents (\$29,631.64); and

WHEREAS, T&M Associates has informed the Council that Items S1, S2 and S3 are supplementary, in the 2017 Road Improvement Program Contract 2, for a total increase this Change Order No. 1 of Thirty Thousand Four Hundred Thirty Dollars and Forty Eight Cents (\$30,430.48); and

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, based upon the recommendation of Robert Keady, T&M Associates, that they hereby authorize the attached contract modification proposal, Change Order No. 1, for the 2017 Road Improvement Program Contract 2, a Net Change Increase This Change Order No. 1, in an amount of Seven Hundred Ninety Eight Dollars and Eighty Four Cents (\$798.84).

BE IT FURTHER RESOLVED this amount reflects a total Net Change Increase in Contract of Seven Hundred Ninety Eight Dollars and Eighty Four Cents (\$798.84).

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, Clerk, Construction, Finance, Public Works as well as T&M Associates and Black Rock Enterprises, LLC.

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 C-04-55-916-100 Budget of the Borough of Matawan to Black Rock Enterprises, LLC for the Borough of Matawan 2017 Road Improvement Program Contract 2 in an amount not to exceed Seven Hundred Ninety Eight Dollars and Eighty Four Cents (\$798.84).

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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: August 8, 2018

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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-04060

CHANGE ORDER NO. 1

DATE: July 12, 2018

PROJECT: 2017 Road Improvement Program - Contract 2

OWNER: Borough of Matawan

CONTRACTOR: Black Rock Enterprises, LLC

DESCRIPTION OF CHANGE:

REDUCTIONS:

Items A7, B16, B17 and B18 are reduced to reflect current as-built quantities.

EXTRA:

SUPPLEMENTARY:

S-1 Reset Manhole Using New Casting (Middlesex Rd)
S-2 Reconstruct Inlet Using Existing Casting (Middlesex Rd)
S-3 Police Traffic Directors (If & Where Dir)

APPROVAL RECOMMENDED:

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

ACCEPTED:

CONTRACTOR:
Black Rock Enterprises, LLC

OWNER'S APPROVALS:

Mayor Joseph Altomonte
Borough of Matawan

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

SEE ATTACHED DETAIL	ADDITIONAL	REDUCTION
A. TOTAL REDUCTIONS THIS C.O.	XXXXXXXXXX	\$29,631.64
B. TOTAL EXTRAS THIS C.O.	\$0.00	XXXXXXXXXX
C. TOTAL SUPPLEMENTARY THIS C.O.	\$30,430.48	XXXXXXXXXX
TOTALS THIS C.O.	\$30,430.48	\$29,631.64
NET CHANGE THIS CHANGE ORDER	\$798.84	\$0.00
PREVIOUS CHANGE ORDERS	\$0.00	\$0.00
TOTAL CHANGE ORDERS TO DATE	\$30,430.48	\$29,631.64
NET CHANGE IN CONTRACT	\$798.84	\$0.00

ORIGINAL CONTRACT BID PRICE	\$1,341,223.33
CHANGE ORDERS TO DATE	\$798.84
REVISED CONTRACT PRICE	\$1,342,022.17

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CHANGE ORDER NO. 1

SHEET NO. 2 OF 2
PROJECT NO. MATN-04060

PROJECT: 2017 Road Improvement Program - Contract 2

OWNER: Borough of Matawan

CONTRACTOR: Black Rock Enterprises, LLC

ITEM NO.	DESCRIPTION	QUANTITY		UNIT	AMOUNT
				PRICE	
REDUCTIONS	A7 Police Traffic Directors (If & Where Dir)	184.00	HR	\$95.96	\$17,656.64
	B16 Bicycle Safe Grate	5.00	UN	\$400.00	\$2,000.00
	B17 Curb Piece, Type 'N-ECO'	5.00	UN	\$475.00	\$2,375.00
	B18 Reconstructed Manhole Using Existing Casting	8.00	UN	\$950.00	\$7,600.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
A. TOTAL REDUCTIONS					\$29,631.64
EXTRA					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
B. TOTAL EXTRA					\$0.00
SUPPLEMENTARY	S-1 Reset Manhole Using New Casting (Middlesex Rd)	5.00	UN	\$1,500.00	\$7,500.00
	S-2 Reconstruct Inlet Using Existing Casting (Middlesex Rd)	4.00	UN	\$950.00	\$3,800.00
	S-3 Police Traffic Directors (If & Where Dir)	184.00	HR	\$103.97	\$19,130.48
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
C. TOTAL SUPPLEMENTARY					\$30,430.48

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Mayor Altomonte read by title Resolution 18-08-11: Transit Village Improvements – Seacoast Construction, Inc. – Authorizing Change Order No. 1. Mayor Altomonte requested a motion. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 18-08-11
TRANSIT VILLAGE IMPROVEMENTS
SEACOAST CONSTRUCTION, INC.
AUTHORIZING CHANGE ORDER NO. 1**

***WHEREAS**, T&M Associates has informed the Council that Various Items are reduced to reflect current as-built quantities in the Transit Village Improvements Project, for a reduction this Change Order No. 1 of Forty One Thousand Four Hundred Seventy One Dollars and Sixty Two Cents (\$41,471.62); and*

***WHEREAS**, T&M Associates has informed the Council that Various Extra Items are increased to reflect current as-built quantities in the Transit Village Improvements Project, for an increase this Change Order No. 1 of Twenty Two Thousand Six Hundred Eight Two Dollars and No Cents (\$22,682.00); and*

***WHEREAS**, T&M Associates has informed the Council that Item S-1 is Supplemental to reflect Police Traffic for the Transit Village Improvements Project, for an increase this Change Order No. 1 of Forty Eight Thousand Eight Hundred Sixty Five Dollars and Ninety Cents (\$48,865.90).*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, based upon the recommendation of Robert Keady, T&M Associates, that they hereby authorize the attached contract modification proposal, Change Order No. 1, for the Transit Village Improvements Project, a Net Change Increase This Change Order No. 1, in an amount of Thirty Thousand Seventy Six Dollars and Twenty Eight Cents (\$30,076.28).*

***BE IT FURTHER RESOLVED** this amount reflects a total Net Change Increase in Contract of Thirty Thousand Seventy Six Dollars and Twenty Eight Cents (\$30,076.28).*

***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, Clerk, Construction, Finance, Public Works as well as T&M Associates and Seacoast Construction, 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 from C-04-55-917-300 Budget of the Borough of Matawan to Seacoast Construction, Inc. for the Borough of Matawan Transit Village Improvements in an amount not to exceed Thirty Thousand Seventy Six Dollars and Twenty Eight Cents (\$30,076.28).

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: August 8, 2018

Borough of Matawan
Workshop Session
August 8, 2018

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

SHEET NO. 1 OF 2
PROJECT NO. MATN-04122

CHANGE ORDER NO. 1

DATE: July 24, 2018

PROJECT: Transit Village Improvements

OWNER: Borough of Matawan

CONTRACTOR: Seacoast Construction, In.

DESCRIPTION OF CHANGE:

REDUCTIONS:


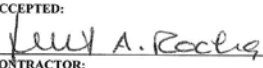
Various items are reduced to reflect current as-built quantities.

EXTRA:

Various items are increased to reflect current as-built quantities.

SUPPLEMENTARY:

S-1 Police Traffic Directors (Revised Hourly Rate)

APPROVAL RECOMMENDED:	SEE ATTACHED DETAIL	ADDITIONAL	REDUCTION
 ROBERT R. KEADY, JR., P.E., C.M.E.	A. TOTAL REDUCTIONS THIS C.O.	XXXXXXXXXX	\$41,471.62
ACCEPTED:  CONTRACTOR: Seacoast Construction, In.	B. TOTAL EXTRAS THIS C.O.	\$22,682.00	XXXXXXXXXX
OWNER'S APPROVALS:	C. TOTAL SUPPLEMENTARY THIS C.O.	\$48,865.90	XXXXXXXXXX
Mayor Joseph Altomonte Borough of Matawan	TOTALS THIS C.O.	\$71,547.90	\$41,471.62
NOTE: All work to be done according to Contract Specifications.	NET CHANGE THIS CHANGE ORDER	\$30,076.28	\$0.00
	PREVIOUS CHANGE ORDERS	\$0.00	\$0.00
	TOTAL CHANGE ORDERS TO DATE	\$71,547.90	\$41,471.62
	NET CHANGE IN CONTRACT	\$30,076.28	\$0.00

ORIGINAL CONTRACT BID PRICE	\$449,266.73
CHANGE ORDERS TO DATE	\$30,076.28
REVISED CONTRACT PRICE	\$479,343.01

SHEET NO. 2 OF 2
PROJECT NO. MATN-04122

ITEM NO.	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT	
7	Police Traffic Directors (As Directed by Engineer)	80.00	HR	\$95.96	\$6,909.12
8	Excavation, Test Pits	4.00	UN	\$500.00	\$2,000.00
9	Dense Graded Aggregate Base Course, 6" Thick	1300.00	SY	\$3.00	\$3,900.00
13	Hot Mix Asphalt Base Course, 19M64, 6" Thick	100.00	TON	\$100.00	\$10,000.00
16	6"x20" Concrete Vertical Curb	160.00	LF	\$22.00	\$3,520.00
17	Concrete Sidewalk, 4" Thick	215.00	SY	\$49.50	\$10,642.50
19	Hot Mix Asphalt Driveway, 5" Thick	20.00	SY	\$50.00	\$1,000.00
28	Tree Removal, Over 8" to 18" Diameter	2.00	UN	\$1,000.00	\$2,000.00
29	Okame Cherry, 2"-2-1/2" Caliper, B&B	3.00	UN	\$500.00	\$1,500.00

E X T R A	15	Inlet Curb Piece, Type 'N-ECO'	1.00 UN	\$700.00	\$700.00
	18	Concrete Curb Type Retaining Wall	100.00 LF	\$40.00	\$4,000.00
	20	Concrete Driveway, Reinforced, 6" Thick	222.00 SY	\$81.00	\$17,982.00

S U P P L E M E N T A R Y	S-1	Police Traffic Directors (Revised Hourly Rate)	470.00	HR	\$103.97	\$48,865.90
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C.	TOTAL SUPPLEMENTARY	\$48,865.90
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**Borough of Matawan
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Mayor Altomonte read by title Resolution 18-08-12: Gravelly Brook Park Improvements Phase I – Precise Construction – Authorizing Change Order No. 4. Mayor Altomonte requested a motion. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 18-08-12
GRAVELLY BROOK PARK IMPROVEMENTS PHASE I
PRECISE CONSTRUCTION
AUTHORIZING CHANGE ORDER NO. 4**

***WHEREAS**, T&M Associates has informed the Council that Various Items are reduced to reflect current as-built quantities for the Gravelly Brook Park Improvements Phase I, for a reduction this Change Order No. 4 of Seven Thousand One Hundred Nineteen Dollars and No Cents (\$7,119.00); and*

***WHEREAS**, T&M Associates has informed the Council that Supplementary Items S-5 and S-6 are additional to reflect additional grading and drainage to eliminate ponding to the softball field and to remove and replace home plate for the Gravelly Brook Park Improvements Phase I, for a total Supplementary this Change Order No. 4 of Eleven Thousand Ninety Four Dollars and No Cents (\$11,094.00).*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, based upon the recommendation of Robert Keady, T&M Associates, that they hereby authorize the attached contract modification proposal, Change Order No. 4, for the Gravelly Brook Park Improvements Phase I, a Net Change This Change Order No. 4, in an amount of Three Thousand Nine Hundred Seventy Five Dollars and No Cents (\$3,975.00).*

***BE IT FURTHER RESOLVED** this amount reflects a total Net Change Increase in Contract of Twenty Four Thousand Five Hundred Thirty Two Dollars and No Cents (\$24,532.00).*

***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, Clerk, Construction, Finance, Public Works as well as T&M Associates and Precise Construction.*

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-04-55-905-100 Budget of the Borough of Matawan to Precise Construction, Inc. for the Gravelly Brook Park Phase I Improvements Contract Change Order No. 4 for the Borough of Matawan in an amount not to exceed Three Thousand Nine Hundred Seventy Five Dollars and No Cents (\$3,975.00).

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: August 8, 2018

Borough of Matawan
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August 8, 2018

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

SHEET NO. 1 OF 2
PROJECT NO. MATN-03830

CHANGE ORDER NO. 4

DATE:

PROJECT:

OWNER:

CONTRACTOR:

DESCRIPTION OF CHANGE:

REDUCTIONS:

EXTRA:

SUPPLEMENTARY:

S-5

Additional Grading and Drainage Behind Softball Field to Eliminate Ponding

S-6

Remove Removable Home Plate and Replace with Permanent Home Plate

APPROVAL RECOMMENDED:	SEE ATTACHED DETAIL	ADDITIONAL	REDUCTION
<div><div></div><div>ROBERT R. KEADY, JR., P.E., C.M.E.</div></div>	A. TOTAL REDUCTIONS THIS C.O.	XXXXXXXXXX	\$0.00
ACCEPTED:	B. TOTAL EXTRAS THIS C.O.	\$0.00	XXXXXXXXXX
CONTRACTOR: Precise Construction	C. TOTAL SUPPLEMENTARY THIS C.O.	\$11,094.00	XXXXXXXXXX
OWNER'S APPROVALS:	TOTALS THIS C.O.	\$11,094.00	\$0.00
<div><div>Mayor Joseph Altomonte</div><div>Borough of Matawan</div></div>	NET CHANGE THIS CHANGE ORDER	\$11,094.00	\$0.00
NOTE: All work to be done according to Contract Specifications.	PREVIOUS CHANGE ORDERS	\$22,057.00	\$1,500.00
	TOTAL CHANGE ORDERS TO DATE	\$33,151.00	\$1,500.00
	NET CHANGE IN CONTRACT	\$31,651.00	\$0.00
	ORIGINAL CONTRACT BID PRICE	<div>\$743,850.00</div>	
	CHANGE ORDERS TO DATE	<div>\$31,651.00</div>	
	REVISED CONTRACT PRICE	<div>\$780,501.00</div>	

Borough of Matawan
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CHANGE ORDER NO. 4

SHEET NO. 2 OF 2
PROJECT NO. MATN-03830

PROJECT:

OWNER:

CONTRACTOR:

ITEM NO.	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
REDUCTION				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
A. TOTAL REDUCTIONS				\$0.00
EXTRA				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
B. TOTAL EXTRA				\$0.00
SUPPLEMENTARY	S-5	Addl Grading & Drainage Behind Softball Field to Eliminate Ponding	1.00 LS	\$10,180.00
	S-6	Remove Removeable Home Plate/Replace w/Permanent Home Plate	1.00 LS	\$914.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
C. TOTAL SUPPLEMENTARY				\$11,094.00

Mayor Altomonte read by title Resolution 18-08-13: Award of Contract for Sanitary Sewer Cleaning and TV Inspection in Association with the Borough of Matawan’s Main, Broad and South Streets Sanitary Sewer Rehabilitation Project – Oswald Enterprises, Inc. Mayor Altomonte requested a motion. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call. A roll call vote was taken.

- Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**Borough of Matawan
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August 8, 2018**

**RESOLUTION 18-08-13
AWARD OF CONTRACT FOR SANITARY SEWER CLEANING AND TV INSPECTION
IN ASSOCIATION WITH THE BOROUGH OF MATAWAN’S
MAIN, BROAD AND SOUTH STREETS SANITARY SEWER REHABILITATION PROJECT
OSWALD ENTERPRISES, INC.**

WHEREAS, the Borough of Matawan previously authorized the receipt of quotes for Sanitary Sewer Cleaning and TV Inspection in association with the Borough of Matawan’s Main, Broad and South Streets Sanitary Sewer Rehabilitation Project; and

WHEREAS, pursuant to law the Borough of Matawan solicited quotes for the Sanitary Sewer Cleaning and TV Inspection; and

WHEREAS, the Borough of Matawan received three (3) quotes 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 contract for the Sanitary Sewer Cleaning and TV Inspection to Oswald Enterprises, Inc., 161 East Road, PO Box 126, Belford, New Jersey 07718 in an amount not to exceed Fourteen Thousand Two Hundred Fifty Dollars and No Cents (\$14,250.00).

BE IT FURTHER RESOLVED said contract is performed in accordance with all quote specifications, contracts and documents, and subject to certification by the Chief Financial Officer that funds are available, review and approval of quote 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 that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Finance, Public Works as well as the Borough Engineer and Oswald Enterprises, 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 W-06-55-516-100 Budget of the Borough of Matawan to for Oswald Enterprises, Inc. for the Sanitary Sewer Cleaning and TV Inspection in association with the Borough of Matawan’s Main, Broad and South Streets Sanitary Sewer Rehabilitation Project in an amount not to exceed Fourteen Thousand Two Hundred Fifty Dollars and No Cents (\$14,250.00).

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: August 8, 2018*

**Borough of Matawan
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August 8, 2018**



MATN-04131

August 2, 2018
(via Email & U.S. Mail)

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

**Re: Recommendation of Award
Main, South and Broad Streets Sanitary Sewer Rehabilitation Project
Sanitary Sewer Cleaning and Video Inspection
Borough of Matawan, NJ**

Dear Mr. Ferrara:

We requested proposals from three (3) contractors for the cleaning and television video inspection of approximately 2,200 linear feet (LF) of sanitary sewer within the Borough along Main, South and Broad Streets. Two of the contractors responded with proposals while the third contractor did not. Based on the attached summary of quotes received, the lowest quotation was provided by Oswald Enterprises, Inc. located in Belford, NJ. Therefore, we recommend the Borough authorize the work to be performed by Oswald Enterprises, Inc. in the amount of \$14,250.00.

If you have any questions or require additional information, please call.

Very truly yours,

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


ROSARIO R. SANTOS, P.E.
PROJECT MANAGER

RRK:RRS:scb

Attachment

cc: **Joseph Altomonte, Mayor**
Karen Wynne, Borough Clerk (w/enclosure)
Pasquale Menna, Borough Attorney
Monica Antista, CFO, Borough of Matawan

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Borough of Matawan
Workshop Session
August 8, 2018

MATN-04131
BOROUGH OF MATAWAN
MAIN, SOUTH AND BROAD STREETS SANITARY SEWER REHABILITATION - SANITARY SEWER CLEANING AND TV INSPECTION
QUOTE SUMMARY: AUGUST 2, 2018

			ENGINEER'S ESTIMATE		OSWALD ENTERPRISE, INC PO BOX 126, 161 EAST ROAD BELFORD, NJ 07718		NATIONAL WATER MAIN CLEANING CO. 1806 NEWARK TURNPIKE KEARNY, NJ 07032		
Item	Description	Unit	Contract Quantity	Unit Price	Amount	Unit Price	Amount Bid	Unit Price	Amount Bid
1	8" SEWER CLEANING	LF	2,200		\$2,200.00	\$1.25	\$2,750.00	\$1.50	\$3,300.00
2	8" SEWER TV INSPECTION	LF	2,200		\$3,850.00	\$1.25	\$2,750.00	\$2.00	\$4,400.00
3	REVERSE SETUPS (IF & WHERE DIRECTED)	UN	3		\$150.00	\$250.00	\$750.00	\$25.00	\$75.00
4	BYPASS PUMPING (IF & WHERE DIRECTED)	HR	20		\$1,300.00	\$100.00	\$2,000.00	\$110.00	\$2,200.00
5	MAINTENANCE AND PROTECTION OF TRAFFIC	LS	1		\$5,000.00	N/A	\$1,000.00	N/A	\$500.00
6	UNIFORMED TRAFFIC CONTROL	ALLOW	1		\$5,000.00	N/A	\$5,000.00	N/A	\$5,000.00
TOTAL AMOUNT				\$17,500.00		\$14,250.00		\$15,475.00	

**Borough of Matawan
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Mayor Altomonte read by title Resolution 18-08-14: Governing Body Certification of the Annual Audit – 2017. Mayor Altomonte requested a motion. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 18-08-14
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT – 2017**

WHEREAS, NJSA 40A:5-4 requires the Governing Body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2017 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to NJSA 40A:5-6, and a copy has been received by each member of the Governing Body; and

WHEREAS, RS 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated NJAC 5:30-6.5, a regulation requiring that the Governing Body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the Governing Body have reviewed, as a minimum, the sections of the annual audit entitled “Comments and Recommendations”; and

WHEREAS, the members of the Governing Body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations,” as evidenced by the group affidavit form of the Governing Body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five (45) days after the receipt of the annual audit, pursuant to NJAC 5:30-6.5; and

WHEREAS, all members of the Governing Body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local Governing Body to the penalty provisions of RS 52:27BB-52, to wit:

RS 52:27BB-52: A local officer or member of a local Governing Body who, after a date fixed for compliance, fails or refuses to obey an order of the Director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Matawan, hereby states that it has complied with NJAC 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

**CERTIFICATION OF GOVERNING BODY OF THE ANNUAL AUDIT
GROUP AFFIDAVIT FORM
NO PHOTO COPIES OF SIGNATURES**

STATE OF NEW JERSEY
COUNTY OF MONMOUTH

We, members of the Governing Body of the Borough of Matawan, in the County of Matawan, of full age, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the Mayor and Council, of the Borough of Matawan, in the County of Monmouth;

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- 2. *In the performance of our duties, and pursuant to NJAC 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to NJSA 40A:5-6 for the year 2017;*
- 3. *We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled “Comments and Recommendations.”*

(L.S.)Councilwoman Buckel (Signature on File)	(L.S.)Councilman Vergaretti (Signature on File)
(L.S.)Councilman Cannon (Signature on File)	(L.S.)
(L.S.)Councilwoman Gunn (Signature on File)	(L.S.)
(L.S.)Councilman Reeve (Signature on File)	(L.S.)
(L.S.)Councilwoman Salvatore (Signature on File)	(L.S.)

CERTIFICATION OF RESOLUTION

I, Karen Wynne, Borough Clerk of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Borough Council of the Borough of Matawan on August 8, 2018.

IN WITNESS WHEREOF, I have hereunder set my hand and official seal of the Borough of Matawan this 8th day of August, 2018.

(Signature on File)

Karen Wynne, RMC
Municipal Clerk

*Sworn to and subscribed before me this
8th Day of August, 2018*

(Signature on File)

Grace Rainforth
Notary Public of New Jersey

The Municipal Clerk shall set forth the reason for the absence of signature of any member(s) of the Governing Body.

IMPORTANT: This certificate must be sent to the Bureau of Financial Regulation and Assistance, Division of Local Government Services, PO Box 803, Trenton, New Jersey 08625.

Mayor Altomonte read by title Resolution 18-08-15: Borough of Matawan – Monmouth County – Corrective Action Report for 2017 Audit Report. Mayor Altomonte requested a motion. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 18-08-15
BOROUGH OF MATAWAN – MONMOUTH COUNTY
CORRECTIVE ACTION REPORT FOR
2017 AUDIT REPORT**

**Borough of Matawan
Workshop Session
August 8, 2018**

WHEREAS, the Mayor and Council have received and reviewed the Corrective Action Plan for the 2017 Audit Report, which includes the following, and as a result of discussions have decreed that the same be accepted for implementation.

1. Audit Comment 2017-1: The General Ledger was not fully maintained for General Capital and Water/Sewer Capital

Department: Finance/Monica Antista

Description of Circumstances: The auditor determined the General Ledger was not fully maintained for General Capital and Water/Sewer Capital

Corrective Action: Attention will be given to ensure accurate accounting be maintained for all General Ledger accounts in the General Capital and Water/Sewer Capital funds.

Date of Implementation: Immediately

*Respectively submitted,
July 31, 2018*

*Monica A. Antista
Chief Financial Officer/Treasurer*

Mayor Altomonte read by title Resolution 18-08-16: Payment of Bills. Mayor Altomonte requested a motion. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman David Vergaretti

Motion passed.

**RESOLUTION 18-08-16
PAYMENT OF BILLS**

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

Current	\$2,911,613.24
Water & Sewer	\$214,614.50
Borough Capital	\$948,035.19
Water Capital	\$1,093.32
Grant	\$6,327.83
Borough Trust	\$66,515.52
Railroad Parking Trust	\$261,500.00
Recreation Trust	\$21,458.54
Total	\$4,431,158.14

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 requested a motion to open the Privilege of the Floor. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Council agreed. Motion passed.

There were no comments.

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

Recess to Executive Session and Adjourn the Public Session

Mayor Altomonte requested a motion to recess to Executive Session. Councilman Reeve made the motion, seconded by Councilman Vergaretti. Mr. Menna announced no formal action will be taken, and Council will not reconvene the public session meeting. Council agreed. Motion passed.

Meeting recessed at 7:12 PM.

Executive Session

Mayor Altomonte requested a motion to open the executive session. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Council agreed. Motion passed.

Present: Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilwoman Deana Gunn
Councilman Nicolas Reeve
Councilwoman Josi Salvatore
Councilman David Vergaretti

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

***RESOLUTION 18-08-17
EXECUTIVE SESSION RESOLUTION***

BE IT RESOLVED that the following portion of this meeting dealing with following general described shall not be open to the public:

- *Contracts*
- *Litigation*
- *Personnel*

BE IT FURTHER RESOLVED that it is anticipated that the matters to be considered in private may be disclosed to the public upon the final decision of the Council as to contracts, leases; the completion of the litigation or anticipated litigation, the decision of the Council as to personnel matters if the employee requests that the matter be made public or upon completion of said matters.

Mayor Altomonte requested a motion to adjourn the executive and public sessions. Councilwoman Gunn made the motion, seconded by Councilwoman Salvatore. Council agreed.

The meetings adjourned at 8:23 PM.

(Signature on File)

Karen Wynne, RMC
Municipal Clerk