

**Borough of Matawan
Public Session
May 21, 2019**

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 May 21, 2019, 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 Asbury Park Press on January 8, 2019, by sending notice to The Independent, 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 7:02 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.

Police Department Oath of Office

Mayor Altomonte presented a brief biography of Officer Kyle J. Pelech. Mayor Altomonte and Councilwoman Salvatore administered the Oath of Office to Officer Pelech. Chief Falco then thanked the Mayor and Council, the Police Commission, and the Borough Administrator for their support of the Matawan Police Department. Mayor Altomonte announced a brief recess. The Police Department departed from the meeting at 7:10 PM. The meeting reconvened at 7:11 PM.

Proclamation for National Gun Violence Awareness Day

On behalf of the Mayor and Council, Mayor Altomonte announced the Proclamation for National Gun Violence Awareness Day on June 7, 2019.

Privilege of the Floor for Agenda Items Only

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

There were no comments.

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

Approval of Minutes

Mayor Altomonte requested a motion to approve the minutes of the May 7, 2019 Council Meeting. Councilman Reeve made a motion, seconded by Councilwoman Buckel. Council agreed. Motion passed.

Old Business

Mayor Altomonte read by title Ordinance 19-07: Calendar Year 2019 Model Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (NJSA 40A:4-45.14). Mayor Altomonte requested a motion to open the public hearing. Councilman Reeve

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made the motion, seconded by Councilwoman Buckel. 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 Salvatore. Council agreed. Motion passed. Mayor Altomonte read by title Ordinance 19-07: Calendar Year 2019 Model Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (NJSA 40A: 4-45.14), 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.

**ORDINANCE 19-07
CALENDAR YEAR 2019
ORDINANCE TO ESTABLISH A CAP BANK
(NJSA 40A: 4-45.14)**

***WHEREAS**, the Local Government Cap Law, NJSA 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said final budget appropriations to 2.50% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations; and*

***WHEREAS**, a municipality may, by ordinance, bank the difference between its final budget appropriations and the 3.5% increase authorized by this ordinance when said difference is not appropriated as part of the final budget; and*

***WHEREAS**, the Council of the Borough of Matawan, in the County of Monmouth hereby determines that this difference in the amount of \$92,084.16 that is not appropriated as part of the final 2019 budget shall be retained as an exception to the final appropriations in either of the next two succeeding years.*

***NOW, THEREFORE, BE IT ORDAINED**, by the Council of the Borough of Matawan, in the County of Monmouth, a majority of the full authorized membership of this governing body affirmatively concurring, that any amount authorized herein above that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and*

***BE IT FURTHER ORDAINED** that any that any amount authorized herein above that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.*

***BE IT FURTHER ORDAINED** that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction.*

***BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.*

Mayor Altomonte read by title Ordinance 19-08: Amending and Supplementing the Code of the Borough of Matawan Chapter IX – Personnel Policies, Article II – “Personnel Policies Concerning Members of the Police Department,” Establishing Promotion Procedures for the Ranks of Chief of Police, Captain, Lieutenant and Sergeant, Establishing a Procedure for Acting Appointments and the Hiring of Police Officers. Mayor Altomonte requested a motion to open the public hearing. Councilwoman Buckel 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. Councilwoman Buckel made the motion, seconded by Councilman Reeve. Council agreed. Motion passed. Mayor Altomonte read by title Ordinance 19-08: Amending and Supplementing the Code of the Borough of Matawan Chapter IX – Personnel Policies, Article II – “Personnel Policies Concerning Members of the Police Department,” Establishing Promotion Procedures for the Ranks of Chief of Police, Captain, Lieutenant and Sergeant, Establishing a Procedure for Acting Appointments and the Hiring of Police Officers, requesting a motion to adopt. Councilman

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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.

**ORDINANCE 19-08
AMENDING AND SUPPLEMENTING THE CODE OF THE
BOROUGH OF MATAWAN –
CHAPTER IX – PERSONNEL POLICIES**

**ARTICLE II – “PERSONNEL POLICIES CONCERNING MEMBERS OF THE POLICE DEPARTMENT,”
ESTABLISHING PROMOTION PROCEDURES FOR THE RANKS OF CHIEF OF POLICE, CAPTAIN,
LIEUTENANT AND SERGEANT, ESTABLISHING A PROCEDURE FOR ACTING APPOINTMENTS AND
THE HIRING OF POLICE OFFICERS**

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; and

WHEREAS, the Mayor and Council of the Borough of Matawan have determined that it would be in the best interest of the citizens of the Borough to establish a hiring procedure for the position of entry-level Police Officer to fill vacancies in said positions, when they exist; and

WHEREAS, the Borough of Matawan desires to have an established hiring procedure for the positions of entry-level Police Officer within the Matawan Police Department to better serve the residents of the Borough of Matawan; and

WHEREAS, the Borough of Matawan further desires to establish appropriate hiring criteria based on merit, experience, moral character and sufficient physical health when hiring police officers; and

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the Borough of Matawan that Chapter IX, Article II of the Code of the Borough of Matawan entitled “Personnel Policies Concerning Members of the Police Department” is hereby amended as follows:

Section 9-29 et. seq. entitled “Policy Concerning Initial Hiring of Police Officers” is repealed and replaced with the following:

§ 9-29 POLICY CONCERNING INITIAL HIRING OF POLICE OFFICER

The Borough finds that promulgation of appropriate and consistent standards for the hiring of Police Officers serves the public interest in the following ways:

1. *The public is informed and made aware of the criteria pursuant to which such appointments are made.*
2. *Police Officers currently serving the Borough can properly prepare themselves to be eligible for promotion to the next rank.*
3. *Persons wishing to apply for positions as Police Officers are able to learn and prepare to meet the hiring criteria.*
4. *All applicants shall complete a detailed application which will be thoroughly investigated. Failure to pass the background investigation will disqualify an applicant.*
5. *Final determination as to passage or failure of the background investigation will be made by the Chief of Police or his/her designee.*

A. OPTIONS FOR HIRING:

The Chief of Police shall employ one (1) of the following procedures for appointing to the position of entry level

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Police Officer. The Chief reserves the right to utilize any of the following procedures in whatever order of preference he/she shall choose in the best interest of the department.

Option 1:

Promotion of those members of the department currently serving as Class I or Class II Special Law Enforcement Officers. Promotion shall only be made upon recommendation of the Chief of Police from those Special Law Enforcement Officers who have satisfactorily completed the prescribed Field Training Program as established by department General Order.

Option 2:

The Chief of Police may elect to expand the pool of candidates, by doing the following:

- a. *Advertise in the local newspaper.*
 - i. *Public advertisements seeking applications must be published in an approved newspaper of general circulation and an official paper of the Borough, approved by the Mayor and Council and must run for two (2) days within a two-week (2) span, one of which shall be a Sunday publication.*
 - ii. *During the two-week (2) period, the advertisement shall also be posted on the Borough and Police Department websites.*
 - iii. *The advertisement shall specify the requisite training needed to submit an application (if applicable).*
- b. *If a wider pool of candidates is sought through a recruiting process, the Chief of Police may elect to accept applications from any individual interested in serving as a Police Officer.*

Option 3:

The Chief of Police may accept those applications from trained officers with New Jersey Police Training Commission Certification. Certification shall be by Class A NJ PTC certification or Class II SLEO Certification eligible for a waiver of training (Class II SLEO to BCPO).

- a. *Sworn officers from other agencies;*
- b. *Alternate route officers from police academies.*

Option 4:

The Chief of Police may also establish a pool of candidates, who have successfully passed the Monmouth County Police Chief's Association Non-Civil Service Entry-Level Examination prior to beginning the process and being placed in the pool.

APPLICATION:

Applications shall be given out and collected at Matawan Borough Hall, 201 Broad Street, Matawan, New Jersey 07747, by the Borough Clerk.

1. *The Chief or the Chief's designee, will be responsible for making all the proper notifications to the applicants.*
2. *Applications will not be rejected because of omissions or deficiencies that can be corrected prior to the interview process.*
3. *The Chief of Police or the agency's designated Selection Process Coordinator, will review all initial applications consistent with the following:*
 - a. *Prior law enforcement experience; and/or*
 - b. *Proof of satisfactorily attaining alternate route status; and/or*
 - c. *Proof of certification through the Police Training Commission; and/or*
 - d. *Passage of the Monmouth County Police Chief's Association Non-Civil Service Entry-Level Examination;*
 - e. *Satisfactory attainment of Section C, items 1 through 7.*
4. *Satisfactory applicants will be issued an additional application packet to be completed and submitted by the date placed on the application packet.*

B. ELIGIBILITY AND REQUIREMENTS:

1. *Must be a citizen of the United States and comply with all state law residency requirements.*
2. *Must be able to read, write, and understand the English language and must possess a high school diploma or its equivalent.*
3. *Must be of good moral character and sound body and health.*
4. *Must be between the ages of 21 and 35.*
5. *Must not have been convicted of a crime.*

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6. *Must possess a valid New Jersey driver's license.*
7. *Must have a minimum of sixty (60) college credits or an associate degree from an accredited college or junior college.*

C. DEPARTMENT ORAL INTERVIEW:

1. *Potential vacancies may be advertised at least one (1) time each year to establish a pool of candidates.*
2. *Prior to the initiation of the interview process, the Chief of Police shall promulgate a set of criteria for the ranking of candidates, which shall be approved by the Mayor and Council and disseminated to the candidates no more than seven (7) days prior to the interview.*
3. *The Chief of Police shall appoint a department Oral Board committee. The Oral Interview Board shall evaluate and rank the candidates. The committee shall consist of personnel representing the Command and Supervisory Staff of the agency.*
4. *The department Oral Board interview shall be directed by the Chief of Police and/or an officer designated by the Chief of Police.*
5. *The candidates will then be ranked and scheduled for an additional interview before the Executive Command Staff. Prior to the interview with the Executive Command Staff, a list of candidates will be forwarded to the Selection Process Coordinator or other appropriate supervisor for the initiation of an extensive background investigation.*

D. BACKGROUND INVESTIGATION:

1. *When a candidate has successfully passed the previous steps of the process, a background investigation is to be initiated.*
2. *An extensive background investigation shall be conducted by the Selection Process Coordinator or by another appropriate supervisor or detective. A background investigation report shall be completed by the Selection Process Coordinator, or designee, and forwarded to the Chief of Police for review and evaluation.*

E. MEDICAL EXAMINATION:

1. *The Matawan Borough Police Department shall pay for the applicant to be examined by the appointed Police Physician.*
2. *The physician shall be provided with complete and appropriate medical examination forms and the physician shall complete any appropriate medical examination forms necessary for the physician to complete.*
3. *Blood and urine analysis are to be conducted for every applicant examined.*
4. *The completed medical form is to be picked up from the physician by the Selection Process Coordinator or designee, and reviewed by the Chief of Police.*
5. *If a candidate's medical examination reflects that the applicant has traces of a controlled dangerous substance in their system, he is to be disqualified from the selection process.*
6. *Any finding of significant medical issues shall be thoroughly reviewed by the Police Physician and a determination made as to the applicant's fitness for police work.*
7. *All applicants that are rejected at this phase of the testing process shall be notified in writing by the Chief of Police within fifteen (15) days after the testing date.*

F. SUCCESSFUL & UNSUCCESSFUL CANDIDATES PSYCHOLOGICAL EVALUATION:

1. *The successful candidate or candidates, if more than one position is available, will be presented to the Mayor and Council for final approval and appointment. The initial year of employment is a one-year (1) probationary period during which time the candidate may be removed for any cause, and without notice. Termination during the probationary period is not grievable.*
2. *Once a conditional offer of employment is made, the candidate(s) shall submit to drug testing as per current state, county and department policy on Drug Testing Law Enforcement personnel.*
 - a. *As part of the application process, the Matawan Police Department shall notify applicants in writing that drug testing is part of the screening process and that a negative test result is a condition of employment.*

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- b. *Additionally, the applicant will be advised in writing that a positive test result or a refusal to submit a sample will result in the applicant being dropped from consideration of employment, cause the applicants name to be reported to the Central Drug Registry and will preclude the applicant from being considered for future law enforcement employment for a period of two (2) years.*
 - c. *If the applicant is already a sworn law enforcement officer from another agency and the officer tests positive as an applicant, the officer's employing agency will be notified of the test results and the officer will be terminated from employment and permanently barred from future law enforcement employment in New Jersey.*
3. *The successful candidate shall be subject to satisfactory completion of a psychological evaluation to be presented to him at least three (3) days in advance of the actual appointment, and he or she will be notified of the time, location, name of consultation team and date. The psychological evaluation is designed to provide the Department with dimensional information about a successful candidate that will assist in the selection process. The Chief of Police shall interpret the psychological evaluation report. If a successful candidate does not successfully pass the psychological examination, he or she is disqualified from appointment. All medical records are to be treated as confidential with access limited in accordance with the HIPAA requirements; the medical records must be kept in a separate file.*

G. EXEMPTIONS TO 9-29(E), 9-29(F), AND 9-29(G):

For candidates who are currently employed by the Matawan Police Department as a Class I or Class II Special Law Enforcement Officer(s), the examinations outlined in § 9-29(E) through §9-29(G) shall not be required as they have been completed prior to the candidates initial hiring with the department.

H. SUMMARY:

1. *All applicants shall be notified of the examination/evaluation dates, times and places at least five (5) days prior with the exception of the Monmouth County Police Chiefs' Association Entry Level Examination, which shall be the responsibility of the candidate taking the exam, if the Borough determines to utilize the wider application pool as enumerated in Section B of this Ordinance.*
2. *All applicants that are rejected at any phase of this hiring process shall be notified in writing by the Chief of Police within fifteen (15) days after the particular hiring phase.*
3. *All examination/evaluation results will remain confidential and will not be released to any person or agency unless specifically authorized by the individual applicant or required by law.*

I. SEVERABILITY:

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 this Ordinance, which shall otherwise remain in full force and effect.

J. REPEALER:

All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

K. EFFECTIVE DATE:

This Ordinance shall take effect after final passage as provided by law and shall be applied to the hiring of an entry level Police Officer after May 1, 2019.

Clerk's Report

The Clerk's Office issued the following new business licenses during the end of April and beginning of May 2019:

- Barbara Downs McNulty Esq., LLC – Attorney
- Business Insurance Consultants, Inc. – Insurance agency
- Chicken Holiday and More of Matawan, LLC – Take out restaurant (new owners)
- Eastern State Homes, LLC – Real Estate Investment
- Kriegstein Financial Group, LLC – Accounting/Financial Planning
- Law Office of Hanan A. Boulos, LLC – Attorney

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- Start to Finish Sales Force, LLC – Marketing for business debt management
- Stewarts on Main St. of Matawan, LLC – Restaurant (new owner)

The Offices of the Borough of Matawan will be closed on Monday, May 27th, in observance of Memorial Day.

Tuesday, June 4, is Primary Election Day. Contact the Clerk's Office for questions on Polling Locations.

Primary Election Day Borough office hours are 8:30 AM to 4:30 PM with the ONLY the Clerk's Office remaining open until 8:00 PM for election purposes ONLY.

The next Council meeting is scheduled for 7:00 PM on Wednesday, June 5.

Mayor's Report

No report.

Administrator's Report

Mr. Ferrara stated his report has been electronically transmitted.

Attorney's Report

No report.

Engineer's Report

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

- Lake Matawan Dam Inspection – The first part of the Matawan dam repairs have been completed.
- Gravelly Brook Park Improvements Phase 2 – has started. Drainage has been installed, the perimeter curb to the basketball courts has been installed, the perimeter curb to the tot lot will be complete by the end of the week, and the tot lot should be installed the last week of May, with the actual basketball court installed either next week or the week after.
- 2018 Road Program – Project is being advertised for bidding on May 30, 2019. Bid opening will occur June 13, 2019.
- 2019 Road Program – The survey is being scheduled and should be starting in about two weeks.
- 2020 NJDOT Municipal Aid Application – Grants are due July 9, 2019.

Mr. Ferrara announced the Borough is the receipt of a 2019 New Jersey State Department of Transportation grant for the Overhill Road project in the amount of \$260,000.

Finance, Historic Sites

Councilman Reeve requested that the Treasurer's Reports for March and April be entered into the record. The Burrowes Mansion is still being refurbished and a lot of work has been done both inside and outside. The Mansion may be open again sometime next month.

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REPORT OF THE TREASURER TO THE MAYOR AND COUNCIL OF THE BOROUGH OF MATAWAN BANK BALANCES AS OF MARCH 31, 2019				
CURRENT ACCOUNT	INVESTORS		\$4,703,591.32	\$4,703,591.32
TAX COLLECTOR TRUST FUND	INVESTORS		\$0.00	\$0.00
WATER & SEWER ACCOUNT	INVESTORS		\$1,263,095.75	\$1,263,095.75
WATER & SEWER-Certificate of Deposit	INVESTORS		\$503,597.70	\$503,597.70
BOROUGH CAPITAL ACCOUNT	INVESTORS		\$89,865.91	\$89,865.91
UTILITY CAPITAL ACCOUNT	INVESTORS		\$523,098.57	\$523,098.57
BOROUGH TRUST ACCOUNT	INVESTORS		\$1,245,666.15	\$1,245,666.15
BORO TRUST SUMMARY-INVESTORS BANK AS OF: MARCH 31, 2019		CASH BALANCES		
FIRE SAFETY			\$24,792.98	
FIRE PREVENTION/DEDICATED PENALTY			\$4,097.26	
ESCROW			\$119,853.26	
TAX REDEMPTIONS			\$56,507.57	
POAA			\$0.00	
DONATION			\$2,742.49	
PREMIUMS			\$974,075.00	
OFF DUTY POLICE			\$46,382.82	
K-9 FUND			\$6,941.61	
RECYCLING TRUST			\$2,100.00	
PUBLIC DEFENDER			\$8,173.16	
TOTAL			\$1,245,666.15	
DOG TAX TRUST ACCOUNT	INVESTORS		\$2,862.40	\$2,862.40
UNEMPLOYMENT INSURANCE ACCOUNT	INVESTORS		\$31,462.36	\$31,462.36
RECREATION SPECIAL ACCOUNT	INVESTORS		\$37,553.58	\$37,553.58
RECREATION TRUST SUMMARY-INVESTORS BANK AS OF: MARCH 31, 2019		CASH BALANCES		
TURKEY TROT			\$16,150.79	
SUMMER RECREATION			-\$455.57	
SUMMER RECREATION TRIPS			\$11,907.96	
MATAWAN DAY			-\$69.50	
BASKETBALL TOURNAMENT			\$0.00	
CANOE RENTALS			\$3,026.65	
MEN'S OVER 30 B'BALL			\$85.00	
NNO VENDER			\$976.00	
YOGA/STRENGTH/SENIOR			\$3,233.74	
Dog's Night Out				
FIREWORKS DONATIONS			-\$1,725.00	
CAPITAL IMPROVEMENTS			\$4,423.51	
TOTAL			\$37,553.58	
DEVELOPERS ESCROW ACCT	INVESTORS		\$181,379.01	\$181,379.01
LAW ENFORCEMENT ACCOUNT	INVESTORS		\$7,535.07	\$7,535.07
RAILROAD PARKING LOT TRUST	INVESTORS		\$360,056.52	\$360,056.52
TOTAL			\$8,949,764.34	\$8,949,764.34
RESPECTFULLY, Monica Antista TREASURER				
5/21/2019				

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REPORT OF THE TREASURER TO THE MAYOR AND COUNCIL OF THE BOROUGH OF MATAWAN BANK BALANCES AS OF APRIL 30, 2019				
CURRENT ACCOUNT	INVESTORS		\$6,748,895.77	\$6,748,895.77
TAX COLLECTOR TRUST FUND	INVESTORS		\$0.00	\$0.00
WATER & SEWER ACCOUNT	INVESTORS		\$1,276,108.44	\$1,276,108.44
WATER & SEWER-Certificate of Deposit	INVESTORS		\$504,486.36	\$504,486.36
BOROUGH CAPITAL ACCOUNT	INVESTORS		\$67,545.19	\$67,545.19
UTILITY CAPITAL ACCOUNT	INVESTORS		\$523,098.57	\$523,098.57
BOROUGH TRUST ACCOUNT	INVESTORS		\$1,254,892.56	\$1,254,892.56
<div><div><div>BORO TRUST SUMMARY-INVESTORS BANK AS OF: APRIL 30, 2019</div><div><div>FIRE SAFETY</div><div>FIRE PREVENTION/DEDICATED PENALTY</div><div>ESCROW</div><div>TAX REDEMPTIONS</div><div>POAA</div><div>DONATION</div><div>PREMIUMS</div><div>OFF DUTY POLICE</div><div>K-9 FUND</div><div>RECYCLING TRUST</div><div>PUBLIC DEFENDER</div><div>TOTAL</div></div><div><div>CASH BALANCES</div><div>\$24,792.98</div><div>\$4,097.26</div><div>\$117,088.76</div><div>\$63,942.18</div><div>\$0.00</div><div>\$2,742.49</div><div>\$966,275.00</div><div>\$58,739.12</div><div>\$6,941.61</div><div>\$2,100.00</div><div>\$8,173.16</div><div>\$1,254,892.56</div></div></div></div>				
DOG TAX TRUST ACCOUNT	INVESTORS		\$2,966.20	\$2,966.20
UNEMPLOYMENT INSURANCE ACCOUNT	INVESTORS		\$31,462.36	\$31,462.36
RECREATION SPECIAL ACCOUNT	INVESTORS		\$38,278.58	\$38,278.58
<div><div><div>RECREATION TRUST SUMMARY-INVESTORS BANK AS OF: APRIL 30, 2019</div><div><div>TURKEY TROT</div><div>SUMMER RECREATION</div><div>SUMMER RECREATION TRIPS</div><div>MATAWAN DAY</div><div>BASKETBALL TOURNAMENT</div><div>CANOE RENTALS</div><div>MEN'S OVER 30 B'BALL</div><div>NNO VENDER</div><div>YOGA/STRENGTH/SENIOR</div><div>YARD SALE</div><div>FIREWORKS DONATIONS</div><div>CAPITAL IMPROVEMENTS</div><div>TOTAL</div></div><div><div>CASH BALANCES</div><div>\$16,150.79</div><div>-\$455.57</div><div>\$11,907.96</div><div>-\$69.50</div><div>\$0.00</div><div>\$3,026.65</div><div>\$85.00</div><div>\$976.00</div><div>\$3,828.74</div><div>\$130.00</div><div>-\$1,725.00</div><div>\$4,423.51</div><div>\$38,278.58</div></div></div></div>				
DEVELOPERS ESCROW ACCT	INVESTORS		\$181,379.01	\$181,379.01
LAW ENFORCEMENT ACCOUNT	INVESTORS		\$7,545.92	\$7,545.92
RAILROAD PARKING LOT TRUST	INVESTORS		\$361,029.25	\$361,029.25
TOTAL			\$10,997,688.21	\$10,997,688.21
RESPECTFULLY, <i>Monica Antista</i> TREASURER				
				5/21/2019

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Police, ADA, Recreation

Councilwoman Salvatore reported the Patrol Division responded to over 1,000 calls for service for this reporting period and over 3,200 calls, year to date. Daily traffic enforcement details are assigned by the Support Services Sergeant with the location and targeted violation being changed weekly. The Traffic/Safety Sergeant, Sgt. McCabe, applied for and received a grant for the enforcement of violations associated with the Distracted Driver campaign. To date, officers have issued 94 summonses for distracted driving violations, such as texting while driving, while working this enforcement detail. Mandatory training requirements outlined by the New Jersey Attorney General and the Monmouth County Prosecutor’s Office, and various other training was completed, including bias and work zone safety training.

The Recreation Department was hosting its Annual Memorial Day Parade on Sunday, May 26, 2019, at 1:00 PM.

DPW, Property Maintenance, Recycling & Sanitation

Councilwoman Buckel reported that the DPW has begun their landscaping program, including weeding and feeding of all municipal ball fields. Fire hydrant flushing is now underway and almost completed. Ongoing cleaning and inspecting of the sewer system has been completed for the year. The Matawan Water Plant is now operational. The Borough Administrator and DPW Supervisor reviewed the draft of the Water Department Asset Management Plan, as required by State law. They will ask that Mayor and Council adopt it once it’s completed. Flags were recently installed on Main Street in preparation of the Memorial Day Parade.

Fire, Personnel

Councilman Cannon reported there are two vacancies that are coming up in Payroll and CFO/Treasurer, with interviews completed and a recommendation forthcoming.

**Economic Business Development, Environmental, Main Street Development,
Planning/Zoning**

Councilwoman Gunn reported the Economic Business Development Commission is sending correspondence to businesses in town introducing the Commission and the Mayor and Council’s commitment to local commerce.

Animal Welfare, Construction, Shade Tree

Councilman Vergaretti provided Construction Department report for April 2019:

	Current Month	Year-to-Date
Permit Income/Certificate	\$8,118.00	\$40,354.00
Business CCOs/Misc Fees	\$675.00	\$1,970.00
State Permit Surcharge Fees	\$300.00	\$1,468.00
Penalties	\$0.00	\$0.00
Paid to Matawan General Fund	\$9,093.00	\$42,624.00
Paid to State Quarterly Payment	\$0.00	\$1,168.00
Value of Construction Work	\$227,966.00	\$983,829.00
Permits Issued	34	141

Councilman Vergaretti reported the Shade Tree Commission planted a tree with a plaque inscribed with the four names of the children who won the Shade Tree Arbor Day poster contest. Trees were distributed to school children and trees were planted near the police range on Aberdeen Road. He thanked Borough staff, Mr. Ferrara, Ms. Wynne, and Ms. Rainforth, and Shade Tree members Messrs. Schoffel, Buckel, Magee, and Hourihan.

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Consent Agenda

Mayor Altomonte read by title Resolutions 19-05-22 through and including 19-05-26, requesting a motion to approve en masse. Councilwoman Salvatore made the motion, seconded by Councilman Cannon. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

**RESOLUTION 19-05-22
REDEMPTION OF TAX SALE CERTIFICATES
CERTIFICATE #17-00094
CERTIFICATE #18-00013**

<u>Certificate #</u>	<u>Company Sold To</u>	<u>Block</u>	<u>Lot</u>	<u>Address of Property</u>	<u>Payment</u>	<u>Premium</u>
17-00094	740 Park Avenue Tr 45 Spark Pl., #163 Morristown, NJ 07960	123.03	7	28 Poet Dr.	\$418.66	\$1,200.00
18-00013	US Bank Cust for PC7 First Trust 50 S. 16th St., Suite 2050 Philadelphia, PA 19102	28	2	12 Ravine Dr.	\$690.96	\$100.00

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

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

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

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

**RESOLUTION 19-05-23
AUTHORIZING WAIVER OF MUNICIPAL FEES
BOROUGH OF MATAWAN MEMORIAL DAY PARADE
NIKKI'S DAWGS**

WHEREAS, the Recreation Department of the Borough of Matawan is sponsoring the Borough of Matawan's Annual Memorial Day Parade on May 26, 2019; and

WHEREAS, the Recreation Department has reached out to Nikki's Dawgs to offer free food service, with Borough reimbursement, to parade marchers during the Memorial Day Parade; and

WHEREAS, the Recreation Department requests Council waive municipal fees to Nikki's Dawgs.

NOW, THEREFORE, BE IT RESOLVED the Council of the Borough of Matawan hereby grants the Recreation Department request to waive any and all municipal fees only, with the exception of State and/or County fees, to Nikki's Dawgs.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, Recreation as well as Monmouth County Health Department and Nikki's Dawgs.

**RESOLUTION 19-05-24
APPROVAL OF BOROUGH OF MATAWAN
VOLUNTEER FIRE DEPARTMENT
2019 "COIN TOSS"**

WHEREAS, the Borough of Matawan Volunteer Fire Department has requested they be allowed to conduct a "coin toss" as follows for the 2019 year:

Saturday, June 8, 2019	8:00 AM to 12:00 Noon
Sunday, June 9, 2019	8:00 AM to 1:00 PM
Saturday, September 21, 2019	8:00 AM to 12:00 Noon
Sunday, September 22, 2019	9:00 AM to 1:00 PM

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*Saturday, October 5, 2019 8:00 AM to 12:00 Noon
Sunday, October 6, 2019 8:00 AM to 1:00 PM*

*Locations: Route 34 and Broad & Main Streets on Saturdays
 Freneau Fire House - Route 79 and Mill Road & Wilson Avenue on Sundays; and*

***WHEREAS**, the Borough of Matawan Volunteer Fire Department uses revenue generated from the “coin toss” to provide the Fire Department with many items that enable the department to enhance their service the community.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan hereby approves the request of the Borough of Matawan Volunteer Fire Department for their “coin toss.”*

***BE IT FURTHER RESOLVED**, the Council of the Borough of Matawan directs the Borough Clerk to forward a copy of this resolution to County of Monmouth Counsel, Hall of Records, Room 236, One East Main Street, Freehold, New Jersey 07728 for the approval of the Board of Chosen Freeholders.*

***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 Fire.*

**RESOLUTION 19-05-25
QUALIFIED FOR CREDIT UNDER THE
LOSAP PROGRAM FOR THE YEAR 2018
FIRE DEPARTMENT**

***WHEREAS** Ordinance #03-18 of the Borough of Matawan implemented the Length of Service Award Program (LOSAP) for the Matawan Fire Department and was passed by voters by a referendum on November 4, 2003; and*

***WHEREAS** pursuant to NJSA 40A:14-191, emergency service organizations participating in a Length of Service Award Program (LOSAP) shall annually certify to the sponsoring agency a list of all volunteer members who have qualified for credit under the LOSAP program for the previous year; and*

***WHEREAS** the Governing Body has received and reviewed such certified list from the Matawan Fire Department.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan as follows:*

- 1. Per the certified list received, the following Matawan Fire Department members are hereby approved to receive the 2018 LOSAP award:*

<i>Robert Adragna</i>	<i>Martin Lipera</i>
<i>James P. Archibald</i>	<i>Andrew P. Marsala</i>
<i>Raymond W. Bassford</i>	<i>Neil J. Matthaey</i>
<i>Freddy Benjamin</i>	<i>Jessica M. Michitsch</i>
<i>Peter Berliner</i>	<i>Richard Michitsch</i>
<i>Brian Bernath</i>	<i>Tammy A. Michitsch</i>
<i>Charles E. Bernath</i>	<i>Gerard V. Pandolfo, Jr.</i>
<i>Roger Chaney</i>	<i>Eugene Paul Richards</i>
<i>Timothy Clifton, Sr.</i>	<i>Peter G. Rivera</i>
<i>Patrick T. Fitzmaurice</i>	<i>Leroy H. Sickels, Jr.</i>
<i>Peter S. George, Sr.</i>	<i>James G. Snyder</i>
<i>Leslie Gillman</i>	<i>Shawn Solan</i>
<i>Ted Glick</i>	<i>Stephen Tatarka</i>
<i>Douglas Hrehowesik</i>	<i>Zoltan J. Varsanyi</i>
<i>Ronald W. Johnson</i>	<i>Anthony Washington</i>
<i>Brian C. Kopf</i>	<i>Daniel F. Wisniewski</i>
<i>Christopher Lambros</i>	<i>Robert L. Ziegler</i>
<i>Ed Lee</i>	<i>Harry I. Zober</i>

The amount each qualified member will receive for the 2018 LOSAP award is \$1,150.00:

<i>Robert Adragna</i>	<i>Ed Lee</i>
<i>James P. Archibald</i>	<i>Jessica M. Michitsch</i>
<i>Freddy Benjamin</i>	<i>Richard Michitsch</i>
<i>Peter Berliner</i>	<i>Eugene Paul Richards</i>
<i>Timothy Clifton, Sr.</i>	<i>Peter G. Rivera</i>

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Brian C. Kopf	Stephen Tatarka
Christopher Lambros	Daniel F. Wisniewski

The amount each qualified member will receive for the 2018 LOSAP award is \$750.00:

Raymond W. Bassford	James G. Snyder
Brian Bernath	Zoltan J. Varsanyi
Douglas Hrehowesik	Anthony Washington
Neil J. Matthaey	Robert L. Ziegler
Gerard V. Pandolfo, Jr.	Harry I. Zober

The amount each qualified Member will receive for the 2018 LOSAP award is \$500.00

Charles E. Bernath	Ronald W. Johnson
Roger Chaney	Martin Lipera
Patrick T. Fitzmaurice	Andrew P. Marsala
Peter S. George, Sr.	Tammy A. Michitsch
Leslie Gillman	Leroy H. Sickels
Ted Glick	Shawn Solan

- The certified list of members is posted at the office of the Municipal Clerk of the Borough of Matawan and at the Matawan Fire Department for a period of 30 days to allow sufficient time for membership review.*
- Appeals shall be mailed to the Municipal Clerk of the Borough of Matawan, 201 Broad Street, Matawan, NJ 07747, and must be received within 30 days of the posting date of the approved certified list.*

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, Fire as well as Borough Auditor and Lincoln Financial Advisors Corp.

**RESOLUTION 19-05-26
ADOPTION OF REGION FOUR INCOME LIMITS
FOR AFFORDABLE HOUSING**

WHEREAS, the New Jersey Supreme Court has determined that every municipality in the State of New Jersey has a constitutional obligation to provide reasonable opportunity for housing for low and moderate income persons; and

WHEREAS, as part of the implementation mechanisms for the provision of affordable housing, each municipality has been assigned as part of one of the six regions of New Jersey; and

WHEREAS, the Borough of Matawan in Monmouth County is part of Region 4, which includes Mercer, Monmouth and Ocean Counties; and

WHEREAS, the Affordable Housing Professionals of New Jersey, in consultation with Fair Share Housing Center, has developed a methodology whereby the income limits for affordable housing have been promulgated and have prepared a chart entitled 2019 Affordable Housing Regional Income Limits by Household Size, a copy of which is attached hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Matawan that it hereby adopts the 2019 Affordable Housing Regional Income Limits by Household Size as prepared by the Affordable Housing Professionals of New Jersey in consultation with the Fair Share Housing Center for the Regional Four municipalities.

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 Prevention, Tax Assessor, Tax Collector as well as the Borough COAH Attorney, Decotiis FitzPatrick & Co., LLP.

Mayor Altomonte announced members of the Monmouth County Chapter of Moms Demand Action for Gun Sense in American organizing National Gun Awareness Day were now present at the meeting. He read the Proclamation presenting to the group.

New Business

Mayor Altomonte read by title Resolution 19-05-27: Governing Body Certification of Compliance With the United States Equal Employment Opportunity Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964. Mayor Altomonte requested a motion. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

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RESOLUTION 19-05-27

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE UNITED STATES EQUAL
EMPLOYMENT OPPORTUNITY COMMISSION'S "ENFORCEMENT GUIDANCE ON THE CONSIDERATION
OF ARREST AND CONVICTION RECORDS IN EMPLOYMENT DECISIONS UNDER
TITLE VII OF THE CIVIL RIGHTS ACT OF 1964**

WHEREAS, NJSA 40A:4-5 as amended by PL 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," as amended, 42 U.S.C. § 2000e et seq., (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, that the Council of the Borough of Matawan hereby states that it has complied with NJSA 40A:4-5, as amended by PL 2017, c.183 by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

Mayor Altomonte read by title Resolution 19-05-28: Resolution of the Borough of Matawan, County of Monmouth, State of New Jersey, Requesting that the Borough Unified Planning Zoning Board of Adjustment Review a Draft Resolution Designating Those Certain Parcels Fronting on or in Proximity to Main Street, Between Broad Street and Washington Street/South Street as an 'Area in Need of Rehabilitation' Pursuant to the Local Redevelopment and Housing Law, NJSA 40A:12a-1 et seq.. Mayor Altomonte requested a motion. Councilwoman Buckel made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

RESOLUTION 19-05-28

**RESOLUTION OF THE BOROUGH OF MATAWAN, COUNTY OF MONMOUTH, STATE OF
NEW JERSEY, REQUESTING THAT THE BOROUGH UNIFIED PLANNING ZONING BOARD
OF ADJUSTMENT REVIEW A DRAFT RESOLUTION DESIGNATING THOSE CERTAIN
PARCELS FRONTING ON OR IN PROXIMITY TO MAIN STREET, BETWEEN BROAD
STREET AND WASHINGTON STREET/SOUTH STREET AS AN 'AREA IN NEED OF
REHABILITATION' PURSUANT TO THE LOCAL REDEVELOPMENT AND HOUSING LAW,
NJSA 40A:12A-1 et seq.**

*WHEREAS, the Local Redevelopment and Housing Law, NJSA 40A:12A-1 et seq. as amended (the "Redevelopment Law") authorizes the Borough of Matawan (the "**Borough**") to determine whether certain parcels of land in the Borough constitute "areas in need of rehabilitation," as defined in the Redevelopment Law; and*

*WHEREAS, in accordance with the Redevelopment Law, the Mayor and Borough Council (collectively, the "**Borough Council**") has determined to investigate whether those certain parcels fronting on or in proximity to Main Street, between Broad Street and Washington Street/South Street, as more fully set forth at Exhibit A and attached hereto (the "**Study Area**"), should be designated as an area in need of rehabilitation; and*

*WHEREAS, Section 14 of the Redevelopment Law, NJSA 40A:12A-14a, provides that prior to the adoption of a resolution designating property (such as the Study Area) as an area in need of rehabilitation, the Borough Council must first submit a copy of the proposed resolution designating such property to the Borough Unified Planning Zoning Board of Adjustment (the "**Planning Zoning Board**") for review; and*

*WHEREAS, ARH Associates prepared a report for the Borough dated April 17, 2019, a copy of which is attached hereto as Exhibit A (the "**Rehabilitation Report**"), which finds: 1) that more than half of the housing stock in the Study Area is at least 50 years old; and 2) that the majority of the water and sewer infrastructure within the Study Area is at least 50 years old and in need of repair or substantial maintenance, and that a program of rehabilitation will help prevent further deterioration and promote the overall development of the Borough; and*

WHEREAS, based on the findings of the Rehabilitation Report, the Borough Council intends to designate the Study Area as an area in need of rehabilitation pursuant to the Redevelopment Law, by way of the adoption of a Resolution substantially in the form attached hereto as Exhibit B.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Matawan as follows:

Section 1. The aforementioned recitals are incorporated herein as though fully set forth at length.

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Section 2. *The Borough Council hereby directs the Borough Clerk to transmit a copy of this Resolution, inclusive of Exhibit A and Exhibit B, to the Planning Zoning Board for its review and recommendation to the Borough Council, returnable within forty-five (45) days of receipt of this Resolution, pursuant to Section 14 of the Redevelopment Law, NJSA 40A:12A-14a.*

Section 3. *A copy of this Resolution shall be available for public inspection at the offices of the Borough.*

Section 4. *This Resolution shall take effect immediately.*

Mayor Altomonte read by title Resolution 19-05-29: Award of Bid for Borough of Matawan Energy Savings Improvement Program HVAC Upgrades and New Energy Management System – Unitemp, Inc. Mayor Altomonte requested a motion. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

**RESOLUTION 19-05-29
AWARD OF BID FOR BOROUGH OF MATAWAN ENERGY SAVINGS IMPROVEMENT PROGRAM
HVAC UPGRADES AND NEW ENERGY MANAGEMENT SYSTEM
UNITEMP, INC.**

WHEREAS, *the Borough of Matawan previously authorized the receipt of bids for the Borough of Matawan's Energy Savings Improvement Program (ESIP) – HVAC Upgrades and New Energy Management System (EMS) contract; and*

WHEREAS, *pursuant to law the Borough of Matawan solicited bids for the HVAC Upgrades and EMS; and*

WHEREAS, *the Borough of Matawan received one (1) bid for the aforesaid contract; and*

WHEREAS, *Unitemp, Inc. has submitted the low total bid of Three Hundred Sixteen Thousand Seven Hundred Fifty Dollars and No Cents (\$316,750.00); and*

WHEREAS, *DCO Energy, the Borough of Matawan's contracted Energy Savings Company, has reviewed, approved and recommended the bid of Unitemp, Inc. for the aforesaid bid.*

NOW, THEREFORE, BE IT RESOLVED *by the Council of the Borough of Matawan that the contract for the Borough of Matawan's Energy Savings Improvement Program (ESIP) –HVAC Upgrades and New Energy Management System (EMS) contract be and is hereby awarded to Unitemp, Inc., 26 Worlds Fair Drive, Unit D, Somerset, New Jersey 08873 in the amount not to exceed Three Hundred Sixteen Thousand Seven Hundred Fifty Dollars and No Cents (\$316,750.00), and in accordance with all bid specifications, contracts and documents, commencing twenty (20) days after publication, and subject to certification by the Chief Financial Officer that funds are available, review and approval of bid documents by the Borough Attorney and approval of the New Jersey Department of Labor, Division of Wage and Hour Compliance, approval of the New Jersey Department of Transportation and the Mayor is hereby authorized to execute any necessary documents to implement the aforesaid award of contract, commencing twenty (20) days after publication.*

BE IT FURTHER RESOLVED, *by the Council of the Borough of Matawan that the Mayor be and is hereby authorized as signatory on behalf of the Borough of Matawan.*

BE IT FURTHER RESOLVED *that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Construction, Finance, Fire Prevention, Public Works, Recycling as well as DCO Energy and Unitemp, 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 the C-04-55-900-528 Budget of the Borough of Matawan for the contract awarded to Unitemp, Inc. for the Borough of Matawan's Energy Savings Improvement Program (ESIP) – HVAC Upgrades and New Energy Management System (EMS) contract in an amount not to exceed Three Hundred Sixteen Thousand Seven Hundred Fifty Dollars and No Cents (\$316,750.00).

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: May 21, 2019*

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Mayor Altomonte read by title Resolution 19-05-30: Authorizing the Hiring of Part-Time Seasonal Personnel – 2019 Summer Recreation Program Canoe Rentals – Emma McNamara. Mayor Altomonte requested a motion. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

**RESOLUTION 19-05-30
AUTHORIZING THE HIRING OF PART-TIME SEASONAL PERSONNEL
2019 SUMMER RECREATION PROGRAM CANOE RENTALS
EMMA McNAMARA**

WHEREAS, the Council has been advised that there is a need part-time personnel for the Summer Recreation Canoe Rentals for the year 2019 within the Borough of Matawan, effective May 25 through and including September 3, 2019; and

WHEREAS, Daria Dieterle, Recreation Director, has recommended to Council the hiring of Emma McNamara at a rate of \$11.00 per hour for the Summer Recreation Canoe Rentals for the year 2019 within the Borough of Matawan.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, based upon the recommendation of Daria Dieterle, hereby authorizes the hiring of part-time personnel Emma McNamara at a rate of \$11.00 for the 2019 Summer Recreation Canoe Rentals effective May 25, 2019. The last day of rentals will be on September 3, 2019.

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

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the T-14-56-850-801 Borough of Matawan to Canoe Renters - Recreation for the Borough of Matawan in an amount not to exceed Four Thousand Five Hundred Dollars and No Cents (\$4,500.00).

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: May 21, 2019

Mayor Altomonte read by title Resolution 19-05-31: Authorizing the Hiring of Part-Time Seasonal Personnel – 2019 Summer Recreation Program Director – Alanna Zeller and 2019 Summer Recreation Program Assistant Director – Kevin Burns. Mayor Altomonte requested a motion. Councilwoman Salvatore made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

**RESOLUTION 19-05-31
AUTHORIZING THE HIRING OF PART-TIME SEASONAL PERSONNEL
2019 SUMMER RECREATION PROGRAM DIRECTOR
ALANNA ZELLER
2019 SUMMER RECREATION PROGRAM ASSISTANT DIRECTOR
KEVIN BURNS**

WHEREAS, there is a need for a part-time Summer Program Director and a part-time Summer Program Assistant Director; and

WHEREAS, Alanna Zeller is desirous of the position of part-time Summer Program Director; and

WHEREAS, Kevin Burns is desirous of the position of part-time Summer Recreation Program Assistant Director;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that they hire Alanna Zeller as the part-time 2019 Summer Program Director, at the rate of compensation of \$4,120.00 per annum and Kevin Burns as the part-time 2019 Summer Recreation Program Assistant Director, at a rate of compensation of \$2,060.00 per annum.

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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: Clerk, Finance, Payroll and Recreation Director as well as Alanna Zeller and Kevin Burns.*

CERTIFICATION AS TO AVAILABLE FUNDING

I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the T-14-56-850-801 Budget of the Borough of Matawan to Alanna Zeller as Part-Time Summer Program Director and Kevin Burns as Part-Time Summer Program Assistant Director in the total amount not to exceed Six Thousand One Hundred Eighty Dollars and No Cents (\$6,180.00).

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: May 21, 2019

Mayor Altomonte read by title Resolution 19-05-32: A Resolution to Fix and Determine the 2019 Salaries and Wages of Officers, Management, Supervisory Personnel and General Employees Not Represented by an Organized Bargaining Unit and Employed by the Borough of Matawan, Monmouth County, New Jersey. Mayor Altomonte requested a motion. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

RESOLUTION 19-05-32

A RESOLUTION TO FIX AND DETERMINE THE 2019 SALARIES AND WAGES OF OFFICERS, MANAGEMENT, SUPERVISORY PERSONNEL AND GENERAL EMPLOYEES NOT REPRESENTED BY AN ORGANIZED BARGAINING UNIT AND EMPLOYED BY THE BOROUGH OF MATAWAN, MONMOUTH COUNTY, NEW JERSEY

***WHEREAS**, the following resolution sets the individual salaries and wages for 2019, effective January 1, 2019; and*

***WHEREAS**, funds for this purposes are available in the 2019 Budget and the Chief Financial Officer as so certified in writing.*

***NOW, THEREFORE, BE IT RESOLVED** that the 2019 Salaries and Wage for the Borough of Matawan Employees not represented by an organized bargaining unit be and are hereby set as follows:*

<u>DEPARTMENT</u>		<u>2019</u>
<u>TITLE</u>	<u>EMPLOYEE</u>	<u>SALARY</u>
Administration/Finance-Revenues, Assessing		
Borough Administrator	L. Ferrara	\$136,000.00
P/T Tax Collector	P. Warren	\$27,164.33
Tax Assessor	E. Zanetti	\$35,000.00
Revenue Collector/Assessing Clerk	M. McMurray	\$39,043.37
Recreation Director	D. Dieterle	\$22,076.35
Construction/Fire Prevention/Property Maintenance		
Clerk/Typist-Construction/Zoning/Fire	A. McCarty	\$39,043.37

***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 Prevention, Payroll, and Recreation as well as Employee.*

CERTIFICATION AS TO AVAILABLE FUNDING

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

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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: May 21, 2019

Mayor Altomonte read by title Resolution 19-05-33: Emergency Temporary Appropriation. Mayor Altomonte requested a motion. Councilman Reeve made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

**RESOLUTION 19-05-33
EMERGENCY TEMPORARY APPROPRIATION**

WHEREAS, emergent conditions have arisen with respect to the payment of bills in a number of accounts and no adequate provision has been made in a 2019 temporary budget for the aforesaid purposes; and

WHEREAS, NJSA 40A:4-20 provides for the creation of an emergency temporary appropriation for the purposes above mentioned; and

WHEREAS, the total emergency temporary resolutions adopted in the year 2018 pursuant to the provisions of Chapter 96, PL 1951 (NJSA 40A:4-20) including this resolution total \$8,669,940.61.

NOW, THEREFORE, BE IT RESOLVED (not less than two thirds of all member of the Council of the Borough of Matawan, New Jersey affirmatively concurring) that in accordance with the provisions of NJSA 40A:4-20:

1. An emergency temporary appropriation be and the same is hereby made for the purposes stipulated in the attached list.
2. That said emergency temporary appropriations will be provided for in the 2019 budget under the appropriate titles.
3. That one certified copy of this resolution be filed with the Director of Local Government Services.

BE IT FURTHER RESOLVED, that the amount required by Statue for the payment of 2019 County, and Local School District Taxes, which are not included in this temporary budget, shall be paid as and when due.

2019 Temporary Budget-for May 21, 2019 Meeting

	Salary & Wages	Other Expenses
MAYOR & COUNCIL	12,000.00	300.00
MUNI CLERK	11,000.00	
GENERAL ADMIN	11,000.00	5,000.00
AUDIT		
FINANCE ADMIN	11,000.00	
TAX ASSES ADMIN	6,000.00	
TAX COLLECTOR	8,000.00	1,500.00
LEGAL SERVICES		
ENGINEERING		
BLDG & GROUNDS		7,000.00
PLAN/ZONING BD	2,500.00	1,500.00
SHADE TREE COMM		2,000.00
ENVIRON HEALTH		
SOLID WASTE COLL	1,000.00	
INSURANCE-GROUP HEALTH		
INSURANCE-LIABILITY		
INSURANCE-WORKERS COMP		
FIRE		
FIRE-AID TO DEPARTMENT		
FIRE PREVENTION	10,000.00	

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POLICE	200,000.00		
STREETS & ROADS	60,000.00		
STREET LIGHTING			
BD OF HEALTH	650.00		
RECREATION	1,500.00		
HISTORICAL SITES			
VOL 1ST AID SQUAD			
OEM			
PROP MAINT	2,000.00		
RR PARKING	17,000.00		
DOWNTOWN REDEV			
UTILITIES			
VEHICLE MAINT		10,000.00	
CONSTR OFFICIAL	18,000.00		
ACCUM SICK LEAVE			
OASI/SOCIAL SECURITY		15,000.00	
PERS			
PFRS			
CONTINGENT			
MUNICIPAL COURT			
PUBLIC DEFENDER			
FREE PUBLIC LIBRARY			
EMERGENCY 911			
GREEN TRUST LOAN			
INTEREST ON BONDS		13,000.00	
INTEREST ON NOTES			
PAYMENT OF BANS			
MCIA LEASE INTEREST			
 SUBTOTAL	 371,650.00	 55,300.00	
 TOTAL TEMPORARY EMERGENCY APPROPRIATIONS		 426,950.00	 6,210,463.27
 WATER SEWER UTILITY			
 OPERATING	 65,000.00	 200,000.00	
BULK WATER PURCHASE/ACQUISITION OF WATER		40,000.00	
BAYSHORE REGIONAL SEWERAGE AUTHORITY			
PAYMENT ON BOND PRINCIPAL			
PERS			
BANS			
INTEREST ON BONDS		8,572.00	
INTEREST ON NOTES			
WATER-SEWER REHAB LOAN			
WASTEWATER LOAN			
SOCIAL SECURITY		<u>5,000.00</u>	
SUBTOTAL	65,000.00	253,572.00	
 TOTAL WATER SEWER UTILITY TEMPORARY EMERGENCY APPROPRIATIONS		 318,572.00	 2,459,477.34

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

**Borough of Matawan
Public Session
May 21, 2019**

Mayor Altomonte read by title Resolution 19-05-34: Payment of Bills. Mayor Altomonte requested a motion. Councilman Reeve made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

**RESOLUTION 19-05-34
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	\$351,838.08
Water & Sewer	\$94,449.87
Borough Capital	\$134,750.53
Grant	\$4,076.38
Borough Trust	\$87,960.10
Developers Escrow Account	\$193.75
Dog Tax Trust	\$13.80
Recreation Trust	\$1,984.00
Total	\$675,266.51

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.

Joe Basso, Edgemere Drive, Matawan. Mr. Basso thanked everyone involved with sprucing up Main Street, specifically thanking the Recreation Director and the DPW for the plantings in the pots and the placing of flags on the poles.

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

Recess to Executive Session

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

**RESOLUTION 19-05-35
EXECUTIVE SESSION RESOLUTION**

WHEREAS, the Open Public Meetings Act, PL 1975, Chapter 231, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Governing Body wishes to discuss:

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

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

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

Meeting recessed at 7:34 PM.

**Borough of Matawan
Public Session
May 21, 2019**

Reconvene and Adjourn the Public Session

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

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.

The meeting reconvened at 8:05 PM.

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

There were no comments.

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

The meeting adjourned at 8:06 PM.

(Signature on File)

Karen Wynne, RMC
Municipal Clerk