

**Borough of Matawan  
Public Session  
August 20, 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 August 20, 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 Brian Livesey

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 asking to keep the Meaney family in their thoughts.

Mayor Altomonte announced Resolution 19-08-21 will be held.

**Workshop Item**

*Chapter 4-9 of the Revised General Ordinances Massage Parlors; Masseurs, Masseuses*

Mr. Menna informed State of New Jersey revised regulations dealing with the licensing of these institutions and individuals. He has spoken with the Chief of Police and the Borough Clerk to discuss proposed revisions to the existing Borough ordinance to reflect the State's modifications which include elimination of municipal licensing of same (a business license is still required) as it is superseded by the State, similar to NJS ABC liquor licensing. We will retain general ordinance provisions.

**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. Councilwoman Gunn made the motion, seconded by Councilman Reeve. Council agreed. Motion passed.

**Approval of Minutes**

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

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**Old Business**

Mayor Altomonte read by title Ordinance 19-12: Bond Ordinance Appropriating \$2,600,000 to Provide for Improvements to the Lake Lefferts Dam and Bridge MA-9 for the Borough of Matawan, Including a Grant in the Amount of \$500,000 Expected to be Received From the State of New Jersey and Authorizing the Issuance of \$2,100,000 Bonds or Notes to Finance Part of the Cost Thereof. Mayor Altomonte requested a motion to open the public hearing. Councilwoman Gunn made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed. Mayor Altomonte requested comments.

Fran Bucco, 79 Freneau Avenue, Matawan. Ms. Bucco questioned the bond versus a direct payment from the surplus stating preference for direct payment versus a loan with interest. Mayor Altomonte stated adoption of the Ordinance will provide the additional option to bond should they elect to do so instead of direct payment. Councilman Cannon reiterated the Mayor's comments. Councilwoman Gunn states this agreement with the State and County serves and benefits the taxpayers of Matawan. Ms. Bucco disagreed.

Mayor Altomonte requested a motion to close the public hearing. Councilman Reeve made the motion, seconded by Councilman Cannon. Council agreed. Motion passed. Mayor Altomonte read by title Ordinance 19-12: Bond Ordinance Appropriating \$2,600,000 to Provide for Improvements to the Lake Lefferts Dam and Bridge MA-9 for the Borough of Matawan, Including a Grant in the Amount of \$500,000 Expected to be Received From the State of New Jersey and Authorizing the Issuance of \$2,100,000 Bonds or Notes to Finance Part of the Cost Thereof, requesting a motion to adopt. Councilman Reeve made the motion, seconded by Councilwoman Gunn. 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 Brian Livesey

Motion passed.

***ORDINANCE 19-12***

***BOND ORDINANCE APPROPRIATING \$2,600,000 TO PROVIDE FOR IMPROVEMENTS TO THE LAKE LEFFERTS DAM AND BRIDGE MA-9 FOR THE BOROUGH OF MATAWAN, INCLUDING A GRANT IN THE AMOUNT OF \$500,000 EXPECTED TO BE RECEIVED FROM THE STATE OF NEW JERSEY AND AUTHORIZING THE ISSUANCE OF \$2,100,000 BONDS OR NOTES TO FINANCE PART OF THE COST THEREOF***

***WHEREAS***, the Borough of Matawan, a municipal corporation of the State of New Jersey (the "Borough") and the County of Monmouth, a body corporate and politic of the State of New Jersey (the "County") have agreed that the public interest requires improvements to the Lake Lefferts Dam and Bridge MA-9 on County Route 6A (Ravine Drive) in the Borough (the "Original Project"); and

***WHEREAS***, the County and Borough have agreed that the Original Project should be advanced as a joint County/Borough project with the County serving as lead agency as stipulated in a certain, executed Interlocal Agreement by and between the County and the Borough dated July 5, 2011 (the "Interlocal Agreement"); and

***WHEREAS***, pursuant to preliminary engineering studies performed by consultant design engineer French & Parelo Associates of Wall, New Jersey, the County and Borough have determined that the Interlocal Agreement must be amended as the construction of a previously proposed temporary bypass along County Route 6A (Ravine Drive) (the "Bypass") is no longer needed and instead traffic will be diverted along Aberdeen Road and Bridge MA-11 in the Borough (the "Detour Route"); and

***WHEREAS***, certain additional improvements for the Detour Route must be completed before traffic from the Original Project can be diverted to the Detour Route (the "Amendment Improvements", and collectively with the Original Project, the "Project"); and

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*WHEREAS, the County, by Resolution No. 2019-0567 adopted on July 11, 2019 has authorized and approved an amendment to the Interlocal Agreement (the "IA Amendment") to eliminate the construction of Bypass, and to authorize the Amendment Improvements as part of the Project; and*

*WHEREAS, the IA Amendment will formally add the design, permitting and construction phases of the Amendment Improvements to the Project and Interlocal Agreement and eliminate the construction of the Bypass; and*

*WHEREAS, the estimated cost for all phases of the Project, including the Amendment Improvements, is \$14,700,000 (the "Project Costs"); and*

*WHEREAS, the County and Borough have agreed that the Borough's Cost of the Project shall be \$2,600,000 (the "Borough Costs"), with the County being responsible for the balance of the Project Costs; and*

*WHEREAS, pursuant to a resolution of the Borough Council adopted on August 7, 2019, the Borough has consented to and approved the IA Amendment to the Interlocal Agreement; and*

*WHEREAS, pursuant to the Local Bond Law, the Borough Costs of the Project may be financed through an appropriate program of the New Jersey Department of Environmental Protection Environmental Infrastructure Trust (the "NJEIT"); and*

*WHEREAS, the Borough has or will authorize the preparation and filing of an application (the "Application") for an appropriate loan in the amount of \$2,100,000 from the NJEIT to cover the Borough Costs of the Project (the "NJEIT Loan"), and 1) has or will authorize its professionals, including its Engineer, Auditor, and Borough Bond Counsel to prosecute the Application on the Borough's behalf; and 2) has or will designate the Mayor and Borough Council to act as the Authorized Representatives of the Borough in connection with the NJEIT Loan; and*

*WHEREAS, it is the intention of the Borough to use the proceeds of the NJEIT Loan to Reimburse itself for monies expended for the development of the Plan.*

**NOW, THEREFORE, BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF MATAWAN** (not less than two-thirds of all members thereof affirmatively concurring) **AS FOLLOWS:**

*Section 1. The improvement or purpose described in Section 3 of this bond ordinance is hereby authorized to be undertaken by the Borough as a general improvement. For the improvement or purpose described in Section 3 of this bond ordinance, there is hereby appropriated the sum of \$2,600,000, including a grant in the amount of \$500,000 expected to be received from the State of New Jersey. No down payment is required pursuant to the provisions of N.J.S.A. 40A:2-11(c) as such improvement or purpose is an environmental infrastructure project funded by loan(s) from the New Jersey Environmental Infrastructure Trust Program (the "NJEIT").*

*Section 2. In order to finance the cost of the improvement or purpose not covered by the application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount of \$2,100,000 pursuant to the Local Bond Law. In anticipation of the issuance of bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.*

*Section 3. (a) The improvement or purpose hereby authorized for which bonds or notes are to be issued is improvements to the Lake Lefferts Dam and MA-9 Bridge on County Road 6A (Ravine Drive) in the Borough, and related detour route improvements to Aberdeen Road and Bridge MA-11 in the Borough, including all work and materials necessary therefor or incidental thereto. As noted in Section 1 hereof, said improvements/purposes are to be financed through the NJEIT.*

*(b) The estimated maximum amount of bonds or notes to be issued for the improvement or purpose is as stated in Section 2 of this bond ordinance.*

*(c) The estimated cost of the improvement or purpose is equal to the amount of the appropriation stated in Section 1 of this bond ordinance.*

*Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with the bond anticipation notes issued pursuant to this bond ordinance, and the Chief Financial Officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The Chief Financial Officer is hereby authorized to sell a part, or all, of the bond anticipation notes from time to time at public or private sale, and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest, if any, from their dates to the dates of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale of bond anticipation notes issued pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.*

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*Section 5. The capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith.*

*Section 6. The following additional matters are hereby determined, declared, recited and stated:*

*(a) The improvement or purpose described in Section 3 of this bond ordinance is not a current expense. It is an improvement or purpose that the Borough may lawfully undertake as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.*

*(b) The period of usefulness of the improvement or purpose described in Section 3 of this bond ordinance, computed on the basis of the amount of obligations authorized for the improvement or purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 15 years.*

*(c) An aggregate amount not exceeding \$260,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost of the improvement or purpose set forth in Section 3 of this bond ordinance.*

*(d) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and submitted to the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough is increased by \$2,100,000 (the amount of the authorization of the obligations provided for in this bond ordinance). The obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.*

*Section 7. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy ad valorem taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.*

*Section 8. The Borough hereby declares its intent to issue the bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3 of this bond ordinance. This Section 8 is a declaration of intent within the meaning and for purposes of Treasury Regulation §1.150-2 or any successor provisions of federal income tax law.*

*Section 9. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.*

**Clerk's Report**

The Clerk reported the issuance of new business licenses for AGD Contracting Corp., a construction company office, Cosmonet, LLC, a real estate investment/management office, The Detox Box, a Natural Health Studio, and Studio B Matawan, LLC, a dance studio. The Offices of the Borough of Matawan will be closed on Monday, September 2nd, in observance of Labor Day. Lastly, she will be out of the office this Friday, August 23, and referred referring all to the Deputy Clerk, Robin Klinger in her absence.

**Mayor's Report**

Mayor Altomonte expressed his satisfaction with the work accomplished on the dam project.

**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:

- Gravelly Brook Park-Phase II is substantially complete and a list of outstanding items for the contractor is in process.

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- 2018 Road Program has been awarded by the Governing Body, and a request for concurrence of award has been sent to the NJS Department of Transportation; we await their reply to move to the next stage, the preconstruction meeting.
- The second component of that Program is Main Street curbing, and is nearly complete.
- 2019 Road Program is 80% complete with design. Advertising for that bid should occur shortly.

**Finance, Historic Sites**

No report.

**Police, ADA, Recreation**

Councilwoman Salvatore related the amount of calls and arrests responded to by the Patrol Division and K9 Unit, including motor vehicle incidents. Detectives continue to handle the various licensing background checks with great efficiency. National Night Out was cancelled due to bad weather. The Police Department will be co-sponsoring a Movie Night with the Recreation Commission later this month.

**DPW, Property Maintenance, Recycling & Sanitation**

Councilwoman Buckel announced in accordance with New Jersey State law, as of October, commingled recycling items will no longer be picked up if they are in plastic bags. Notice will be sent via E-alerts, emails, and paper mail as well as posted on the Borough’s website. Councilwoman Gunn suggested a public notice reminder on October 5 Matawan Day at the Recycling Department and Environmental Commission tables.

**Fire, Personnel**

No report.

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

Councilwoman Gunn informed residents of the lobby television monitor tracking the savings from the Matawan Municipal Community Center solar panels, and the Police Department and Water Plant will connect to the monitor as well. On behalf of Mayor Altomonte, and in conjunction with Monmouth County, the Economic Business Development Commission is working on ‘Bayshore 2020.’ Freeholder Arnone is championing the effort designed to help market the ‘Bayshore’ towns and their unique offerings.

**Animal Welfare, Construction, Shade Tree**

Councilman Livesey announced the Animal Welfare Advisory Commission will meet at Borough Hall 8:00 PM on August 22, 2019.

Councilman Livesey provided the Construction Report for the month of July 2019:

**July 2019**

	Current Month	Year-to-Date
Permit Income/Certificate	\$29,142.00	\$98,554.00
Business CCOs/Misc Fees	\$150.00.00	\$ 2,645.00
State Permit Surcharge Fees	\$935.00	\$ 3,594.00
Penalties	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$30,227.00</b>	<b>\$104,793.00</b>
Paid to Matawan General Fund	\$30,227.00	\$102,134.00
Paid to State Quarterly Payment	\$0	\$2,659.00
Value of Construction Work	\$2,064,695.00	\$4,004,926.00
Permits Issued	43	272

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Also, Shade Tree Commission is undergoing reorganization, reviewing the ordinances regulating the Commission, evaluating goals and how to better serve the citizens of Matawan. Forthcoming Shade Tree activities are planned, and will be posted on the website. Also, there may still be free trees at the Recycling Center; the Commission was working on some grant applications.

**Consent Agenda**

Mayor Altomonte read by title Resolutions 19-08-13 through and including 19-08-17, requesting a motion to approve en masse. Councilwoman Salvatore made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

**RESOLUTION 19-08-13  
REDEMPTION OF TAX SALE CERTIFICATE  
EONE GROUP, LLC  
CERTIFICATE #17-00070**

<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>
17-00070	EONE Group, LLC	90	4	347 Forest Ave.	\$5,354.68	\$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 19-08-14  
APPROVAL OF SOLICITORS PERMIT  
TRINITY SOLAR**

*WHEREAS, the representative from Trinity Solar, (Windows, Roofing, Siding, Doors estimates) has passed the required Police Department background checks; and*

*WHEREAS, the representative from Trinity Solar, has read Chapter 3-2.11 Handbills of the Borough of Matawan Code.*

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

*Business: Trinity Solar  
9692, 2211 Allenwood Road  
Wall Township, NJ 07719*

*Applicant:  
1) Maxxwell Cook*

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

**RESOLUTION 19-08-15  
APPROVAL OF NEW TAXI DRIVER LICENSE  
DOUGLAS E. BORST**

*WHEREAS, Douglas E. Borst, has passed the required Police Department background checks; and*

*WHEREAS, Douglas E. Borst, 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 E. Borst*

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***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 19-08-16  
APPROVAL OF TAXI DRIVER LICENSE RENEWAL  
ELIZABETH ZUNIGA HERAZ**

***WHEREAS**, Elizabeth Zuniga Heraz, has passed the required Police Department background checks; and*

***WHEREAS**, Elizabeth Zuniga Heraz, 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:            Elizabeth Zuniga Heraz

***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 19-08-17  
ACCEPTANCE OF RESIGNATION  
JEREMIAH E. HOURIHAN, JR.  
PART-TIME HOURLY RAILROAD PARKING ENFORCEMENT CLERK**

***WHEREAS**, Jeremiah E. Hourihan, Jr. verbally submitted his resignation as Part-Time Hourly Railroad Parking Enforcement Clerk with Louis Ferrara, Borough Administrator of the Borough of Matawan.*

***NOW, THEREFORE, BE IT RESOLVED** the Council of the Borough of Matawan hereby accepts the resignation of Jeremiah E. Hourihan, Jr. as Part-Time Hourly Railroad Parking Enforcement Clerk, effective July 30, 2019.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Finance, Payroll, Public Works as well as Jeremiah E. Hourihan, Jr.*

**New Business**

Mayor Altomonte read by title Resolution 19-08-18: Authorizing T&M Associates to Provide Professional Services for the Preparation of Updating the Borough of Matawan Tax Map. Mayor Altomonte requested a motion. Councilwoman Gunn 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 Brian Livesey

Motion passed.

**RESOLUTION 19-08-18  
AUTHORIZING T&M ASSOCIATES TO PROVIDE PROFESSIONAL SERVICES FOR THE  
PREPARATION OF UPDATING THE BOROUGH OF MATAWAN TAX MAP**

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

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

***NOW, THEREFORE, BE IT RESOLVED** the Council of the Borough of Matawan hereby authorizes T&M Associates to proceed with the preparation of updating the Borough of Matawan's Tax Map as outlined in the attached proposal in an amount not to exceed Five Thousand Three Hundred Dollars and No Cents (\$5,300.00).*

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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, Tax Assessor as well as Robert R. Keady, Jr. of T&M Associates, Borough Engineer.

***CERTIFICATION AS TO AVAILABLE FUNDING***

*I, Nicole Horvath, Chief Financial Officer of the Borough of Matawan, County of Monmouth, and State of New Jersey, do hereby certify that as of the date of this certification funds are available from the 9-01-20-165-209 Budget of the Borough of Matawan to T&M Associates (T&M Project No. MATNOH-16002) for the Borough of Matawan in an amount not to exceed Five Thousand Three Hundred Dollars and No Cents (\$5,300.00).*

*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)*

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*Nicole Horvath, CMFO  
Dated: August 20, 2019*



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

**Re: Proposal to Perform Matawan Borough Tax Map Revisions**

Dear Mr. Ferrara:

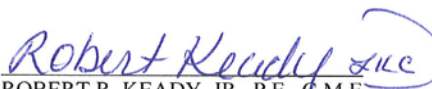
We have reviewed the information received from Tax Assessor Eric Zanetti's office to update the tax map and offer the following scope of services:

1. We shall update the Matawan Borough Tax Map in accordance with plotting the deed information provided to our office through June 24, 2019. (Attached herewith is a listing of the lots affected by these updates.) The various changes to be made to the tax maps include subdivisions, lot consolidations and numerous easement additions to the map set. These tax map changes will require manual drafting onto original mylar media. QA/QC will be performed to assure that all relevant changes have been made to the maps.
2. Upon completion of the revisions, we shall submit full-sized prints of the revised sheets to the Tax Assessor's Office for review, comment and/or approval.
3. Upon incorporation of the Tax Assessor's review and comment, we shall submit one (1) full-sized set and one (1) reduced-size (11"x17") set of the revised Matawan Borough Tax Maps. Additional copies, full sets or half-scale sets will be provided at cost.
4. These services can be completed, and maps forwarded to the Client for review within 30 days of receipt of written authorization. The cost for these services is estimated to be \$5,300.

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

Very truly yours,

T&M ASSOCIATES

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

RRK:msf:lkc

cc: Karen Wynne, Borough Clerk  
Nicole Horvath, CFO, Borough of Matawan  
Ms. Mary McMurray - Revenue/Tax Assessing Clerk  
Michael S. Finnegan, P.L.S. - T&M Associates

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**List of Lots included in 2019 Matawan Borough Tax Map Update**  
(Deed Information Received thru 6/24/2019)

- Block 24, Lot 11 (Tax Map Sheet 10) – Add JCP&L Easement
- Block 62, Lot 2.21 (Tax Map Sheet 19) - Add JCP&L Easement
- Block 40, Lot 1 (Tax Map Sheet 12) - Add NJNG Easement
- Block 119.01, Lot 20.13 (Tax Map Sheet 27) – Add NJR Easement
- Block 120, Lots 9, 10 and 11 (Tax Map Sheet 30) – Add Drainage Easement
- Block 71, Lot 16 (Tax Map Sheet 23) – Add NJNG Easement
- Block 47, Lot 14 (Tax Map Sheet 16) – Add R.O.W. Easement
- Block 11, Lot 32 (Tax Map Sheet 7) – New lots 32.01 and 32.02/R.O.W. Dedication
- Block 34, Lots 6 and 7 (Tax Map Sheet 11) New lots 6.01 and 7.01/R.O.W. Dedication
- Block 24, Lots 6 and 6.01 (Tax Map Sheet 10) - R.O.W. Dedication
- Block 65.08, Lot 23 (Tax Map Sheet 34) - Add NJR Easement
- Block 8, Lots 8, 9 and 10 (Tax Map Sheet 5) – Add Ingress/Egress Easement
- Block 115, Lot 26.01 (Sheet 26) - Add Ingress/Egress Easement

*List Prepared by Michael S. Finnegan, P.L.S. 08-05-2019*

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Mayor Altomonte read by title Resolution 19-08-19: Governing Body Certification of the Annual Audit – 2018. 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 Brian Livesey

Motion passed.

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**RESOLUTION 19-08-19  
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT – 2018**

**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 2018 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.

**I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON AUGUST 20, 2019.**

(Signature on file)

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Karen Wynne, RMC  
Municipal Clerk



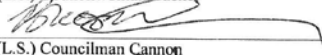
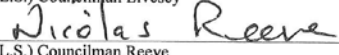
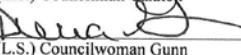
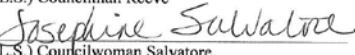
**Borough of Matawan  
Public Session  
August 20, 2019**

**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;
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 2018;
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	 (L.S.) Councilman Livesey
 (L.S.) Councilman Cannon	 (L.S.) Councilman Reeve
 (L.S.) Councilwoman Gunn	 (L.S.) Councilwoman Salvatore

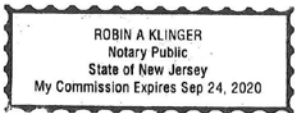
**CERTIFICATION OF RESOLUTION**

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 20, 2019.

IN WITNESS WHEREOF, I have hereunder set my hand and official seal of the Borough of Matawan this 20<sup>th</sup> day of August, 2019.

  
Karen Wynne, RMC  
Municipal Clerk

Sworn to and subscribed before me this  
20<sup>th</sup> Day of August, 2019



  
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 19-08-20: Borough of Matawan – Monmouth County – Corrective Action Report for 2018 Audit Report. 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

**Borough of Matawan  
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Councilwoman Deana Gunn  
Councilman Brian Livesey

Motion passed.

**RESOLUTION 19-08-20  
BOROUGH OF MATAWAN – MONMOUTH COUNTY  
CORRECTIVE ACTION REPORT FOR  
2018 AUDIT REPORT**

**WHEREAS**, the Mayor and Council have received and reviewed the Corrective Action Plan for the 2018 Audit Report, which includes the following, and as a result of discussions have decreed that the same be accepted for implementation.

1. Audit Comment 2018-1: The General Ledger was not fully maintained for General Capital and Water/Sewer Capital

Department: Finance/Nicole Horvath

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  
August 20, 2019

Nicole A. Horvath  
Chief Financial Officer/Treasurer

Mayor Altomonte read by title Ordinance 19-13: Amending and Supplementing the Revised General Ordinances of the Borough of Matawan Chapter VII – Traffic, Section 7-20 – Stop Intersections – Robert Street and Harding Boulevard. Mayor Altomonte requested a motion to introduce. Councilwoman Buckel made the motion, seconded by Councilwoman Gunn. Council agreed. 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 Brian Livesey

Motion passed.

**ORDINANCE 19-13  
AMENDING AND SUPPLEMENTING THE REVISED GENERAL ORDINANCES OF  
THE BOROUGH OF MATAWAN  
CHAPTER VII – TRAFFIC, SECTION 7-20 – STOP INTERSECTIONS  
ROBERT STREET AND HARDING BOULEVARD**

**WHEREAS**, upon recommendation of the Police Committee it is necessary to install traffic control signals, such as stop and/or yield signs for the health, safety and well-being of the residents and visitors of the Borough of Matawan to control traffic, and to reduce incidents of traffic accidents; and

**WHEREAS**, the Traffic Safety Unit of the Matawan Police Department has recommended the adoption of this within Ordinance and same has been reviewed by the Borough Engineer to certify its consistency with applicable traffic and vehicle law safety regulations in residential areas, and the appropriate notification has been forwarded to the New Jersey State Department of Transportation.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the Borough of Matawan that it herewith amends Chapter VII – Traffic Regulations, Section 7-20 – Stop Intersections, to include the intersections described are hereby designated as Stop Intersections. Stop signs shall be installed as provided therein.

**Borough of Matawan  
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August 20, 2019**

*Intersection  
Robert Street and Harding Boulevard*

*Stop Sign(s) On:  
Robert Street*

**BE IT FURTHER ORDAINED** any Ordinances or portions thereof which are inconsistent with the provisions of this Ordinance are hereby repealed.

**BE IT FURTHER ORDAINED** if any provisions of this Ordinance, or the application of such provision to any person or circumstance is declared invalid, such invalidity shall not affect the other provisions or applications of this Ordinance, which can be given effect, and to this end, the provisions of this Ordinance are declared to be severable.

**BE IT FURTHER ORDAINED** this ordinance shall take effect immediately upon following the passage, adoption and publication pursuant to law.

**BE IT FURTHER ORDAINED** that a true certified copy of this Ordinance shall be forwarded to the following Borough of Matawan Departments: Clerk, Police, Public Works as well as the New Jersey State Department of Transportation.

The Clerk announced the Public Hearing will be held 7:00 PM on September 3, 2019.

Mayor Altomonte read by title Resolution 19-08-22: Payment of Bills. 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 Brian Livesey

Motion passed.

**RESOLUTION 19-08-22  
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	\$533,317.30
Water & Sewer	\$69,365.77
Borough Capital	\$65,281.18
Grant	\$507.93
Borough Trust	\$69,969.18
Developers Escrow Account	\$1,472.50
Recreation Trust	\$7,978.88
<b>Total</b>	<b>\$747,892.74</b>

**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, 16 Edgemere Drive, Matawan. Mr. Basso asked about the paving of Edgemere Drive and expressed his frustration with how long it was taking to get this road done. Mr. Keady replied that the street was in the 2018 Road Program, which is currently being reviewed by the DOT now, for concurrence of award. The 2018 Road Program will go to a pre-construction meeting approximately one month after they receive the award. Mr. Keady said he couldn't guarantee anything but the project should start in approximately a month-and-a-half from now.

**Borough of Matawan  
Public Session  
August 20, 2019**

Mayor Altomonte requested a motion to close the Privilege of the Floor. Councilwoman Buckel made the motion, seconded by Councilwoman Gunn. 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 contract matters. A resolution may be introduced; Council may return to formal public session. Councilman Cannon made the motion, seconded by Councilman Reeve. Council agreed. Motion passed.

***RESOLUTION 19-08-23  
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*

***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 7:29 PM.

**Reconvene the Public Session**

Mayor Altomonte requested a motion to reconvene the Public Session. Councilman Cannon made the motion, seconded by Councilwoman Buckel. Council agreed. The meeting reconvened at 8:55 PM. 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 Brian Livesey  
Councilman Nicolas Reeve  
Councilwoman Josi Salvatore

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

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 Gunn. Council agreed.

The meeting adjourned at 8:56 PM.

(Signature on File)

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Karen Wynne, RMC  
Municipal Clerk