

**Borough of Matawan
Workshop Session
June 9, 2022**

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 June 9, 2022, 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, 2022, 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 7:00 PM requesting a roll call.

On roll call the following members responded present:

Yes: Councilwoman Deana Gunn
 Councilman Brian Livesey
 Councilwoman Stephanie Buckel
 Councilman Brett Cannon
 Councilman Charles Ross

Absent: Councilwoman Melanie S. Wang

Also present were Nicole Horvath, Deputy 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 everyone to keep Mary Nusbaum, grandmother of Police Officer Cory Nusbaum, in their thoughts.

Presentation to Winners of Borough of Matawan Shade Tree Commission Poster Contest
“Trees Are Worth It”

Mayor Altomonte, Councilman Brian Livesey and Grace Rainforth presented the winners of the Shade Tree Commission’s Post Contest, “Trees Are Worth It.” Council Livesey introduced the members of the Shade Tree Commission, and thanked Grace Rainforth for organizing the contest. The following students were recognized:

- Layla Bellou-1st Grade winner
- Max Rezinski-2nd Grade winner
- Charlotte Derodo-3rd Grade winner
- Tenbe Desponde-3rd Grade winner

Presentation to Winners of Borough of Matawan Clean Communities
Earth Day Poster Contest “How to Keep Our Community Clean”

Councilman Livesey presented the winners of the Clean Communities Earth Day Poster Contest, “How to Keep Our Community Clean.” The following students were recognized:

- Everly White-1st Grade winner
- Nicholas Garcia-2nd grade winner
- Esmeralda Herrera-3rd grade

Though not present for the meeting, Ms. Rainforth recognized teacher Candace Avery for helping organize the contest for the students.

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**Proclamation for the Observance the Month of June 2022 as Lesbian, Gay, Bisexual,
Transgender, Queer, and Intersex Pride Month**

Councilman Cannon announced the initiative had been started a few years ago in recognition of pride month in June. As one who is openly gay, pride is not about him and his generation but about his uncles' generation, and that's why we celebrate it. Though he has not personally faced discrimination, his uncles who are in their seventies and have been together for 40+ years, have only been able to be married for seven of them. This is what pride month's for, which began in 2018. Now therefore, the Borough and Council of Matawan hereby proclaim June 2022 as Lesbian, Gay, Bisexual, Transgender, Queer, and Intersex Pride Month in the Borough of Matawan, and we ask our citizens to join in celebrating.

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. Councilman Ross made the motion, seconded by Councilman Cannon. Council agreed. Motion passed.

Approval of Junior Firefighters

Mayor Altomonte requested a motion to approve the Junior Fire Fighters Joseph Difilippo, Ronald Figliolia, Leland R. Garrity and Taron Jones. Councilman Cannon made the motion, seconded by Councilman Ross. Council agreed. Motion passed.

2022 Budget

Mayor Altomonte read by title Resolution 22-06-01: Resolution to Read the Budget by Title Only at the Public Hearing. Councilwoman Gunn made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call vote.

Yes: Councilwoman Deana Gunn
 Councilman Brian Livesey
 Councilwoman Stephanie Buckel
 Councilman Brett Cannon
 Councilman Charles Ross

Motion passed.

***RESOLUTION 22-06-01
RESOLUTION TO READ THE BUDGET BY
TITLE ONLY AT THE PUBLIC HEARING***

***WHEREAS**, NJSA 40A:4-8 provides that the budget be read by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full Governing Body, providing that at least one week prior to the date of hearing, a complete copy of the approved budget as advertised has been posted in the Borough Hall for public inspection, posted on the Borough's website, and copies have been made available by the Clerk to persons requiring them; and*

***WHEREAS**, these conditions have been met.*

***NOW, THEREFORE, BE IT RESOLVED** that the Council of the Borough of Matawan does hereby adoption of this Resolution confirming the 2022 budget of the Borough of Matawan shall be read by title only.*

***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 the Borough Auditor.*

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2022 Budget Public Hearing

Mayor Altomonte requested a motion to open the public hearing. Councilman Ross made the motion, seconded by Councilman Cannon. Council agreed. Motion passed. Mayor Altomonte requested comments.

There were no comments.

Mayor Altomonte requested a motion to close the public hearing. Councilwoman Gunn made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed.

Mayor Altomonte read by title Resolution 22-06-02: Adoption of 2022 Budget. Councilman Ross made the motion, seconded by Councilman Cannon. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Deana Gunn
Councilman Brian Livesey
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilman Charles Ross

Motion passed.

**RESOLUTION 22-06-02
ADOPTION OF 2022 BUDGET**

BE IT RESOLVED by the Governing Body of the Borough of Matawan, County of Monmouth that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

- (a) \$9,723,380.88 (Item 2 below) for municipal purposes, and
- (b) \$0.00 (Item 3 below) for school purposes in Type I School Districts only (NJS 18A:9-2) to be raised by taxation and,
- (c) \$0.00 (Item 4 below) to be added to the certificate of amount to be raised by taxation for local school purposes in Type II School Districts only (NJS 18A:9-3) and certification to the County Board of Taxation of the following summary of general revenues and appropriations.
- (d) \$0.00 (Sheet 43) Open Space, Recreation, Farmland and Historic Preservation Trust Fund Levy
- (e) \$0.00 (Sheet 44) Arts and Culture Trust Fund Levy
- (f) \$439,301.00 (Sheet 11) Minimum Library Levy (RS 40:54-8 et seq.)

Councilman Charles Ross made the motion, seconded by Councilman Brett Cannon

RECORDED VOTE
(insert last name)

Ayes: Buckel
Cannon
Gunn
Livesey
Ross

Abstained:

Nays:

Absent: Wang

Absent:

SUMMARY OF REVENUES

1. General Revenues			
Surplus Anticipated	08-100		\$1,503,000.00
Miscellaneous Revenues Anticipated	13-099		\$2,386,038.20
Receipts from Delinquent Taxes	15-499		\$0.00
2. AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSES (Item 6(a), Sheet 11)	07-190		\$9,723,380.88
3. AMOUNT TO BE RAISED BY TAXATION FOR <u>SCHOOLS IN TYPE 1 SCHOOL DISTRICTS ONLY:</u>			
Item 6(b), sheet 11 (NJS 40A:4-14)	07-191	\$0.00	
Total Amount to be Raised by Taxation for Schools			\$0.00
4. To Be Added TO THE CERTIFICATE FOR AMOUNT TO BE RAISED BY TAXATION FOR <u>SCHOOLS IN TYPE 11 SCHOOL DISTRICTS ONLY:</u>			

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Item 6(b), Sheet 11 (NJS 40A:4-14)	07-191	\$0.00
5. AMOUNT TO BE RAISED BY TAXATION MINIMUM LIBRARY LEVY	07-192	\$439,301.00
Total Revenues	13-299	\$14,051,720.08

Borough of Matawan, Monmouth County – 2022 Budget

Borough of Matawan, Monmouth County – 2021 Budget

2021 SUMMARY OF APPROPRIATIONS

5. GENERAL APPROPRIATIONS	XXXXXXXX	XXXXXXXXXXXX.XX
Within "CAPS"		XXXXXXXX XXXXXXXXXXXX.XX
(a&b) Operations Including Contingent	34-201	\$9,013,487.90
(e) Deferred Charges and Statutory Expenditures - Municipal	34-209	\$1,345,325.40
(g) Cash Deficit of Preceding Year	46-885	\$0.00
Excluded from "CAPS"		XXXXXXXX XXXXXXXXXXXX.XX
(a) Operations - Total Operations Excluded from "CAPS"	34-305	\$793,706.78
(c) Capital Improvements	44-999	\$150,000.00
(d) Municipal Debt Service	45-999	\$2,034,200.00
(e) Deferred Charges - Municipal	46-999	\$15,000.00
(f) Judgements	37-480	\$0.00
(n) Transferred to Board of Education for Use of Local Schools (NJS 40:48-17.1 & 17.3)	29-405	\$0.00
(g) Cash Deficit of Preceding Year	46-885	\$0.00
(k) For Local District School Purposes	29-410	\$0.00
(m) Reserve for Uncollected Taxes (include Other Reserves if Any)	50-899	\$700,000.00
Total Appropriations	34-499	\$14,051,720.08

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the 9th day of June, 2022. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2022 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

(Signature on File)
Certified by me this 9th day of June, 2022, _____ Borough Clerk.
Karen Wynne, RMC

Old Business

Mayor Altomonte read by title Ordinance 22-05: Amending and Supplementing the Revised General Ordinances of the Borough of Matawan Chapter 34 – Development Regulations, Section 34-8(A) Application Fees. Mayor Altomonte requested a motion to open the public hearing. Councilman Ross made the motion, seconded by Councilwoman Gunn. Council agreed. Motion passed. Mayor Altomonte requested comments. There were no comments. Mayor Altomonte requested a motion to close the public hearing. Councilman Ross made the motion, seconded by Councilwoman Gunn. Council agreed. Motion passed. Mayor Altomonte read by title Ordinance 22-05: Amending and Supplementing the Revised General Ordinances of the Borough of Matawan Chapter 34 – Development Regulations, Section 34-8(A) Application Fees requesting a motion to adopt. Councilman Cannon made the motion, seconded by Councilwoman Gunn. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilwoman Deana Gunn
Councilman Brian Livesey
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilman Charles Ross

Motion passed.

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**ORDINANCE 22-05
AMENDING AND SUPPLEMENTING THE REVISED GENERAL ORDINANCES
OF THE BOROUGH OF MATAWAN
CHAPTER 34 – DEVELOPMENT REGULATIONS, SECTION 34-8(A) APPLICATION FEES**

***WHEREAS**, the Borough of Matawan has entered into a Shared Services Agreement between the Borough of Matawan and the Township of Aberdeen for Shared Construction and Zoning Department Services and Personnel; and*

***WHEREAS**, the Revised General Ordinances of the Borough of Matawan, Chapter 34 – Development Regulations, Section 34-8(a) Application Fees, shall be amended and supplemented.*

***NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the Borough of Matawan, County of Monmouth, State of New Jersey, that the Revised General Ordinances of the Borough of Matawan, Chapter 34 – Development Regulations, Section 34-8(a) Application Fees, shall be amended and supplemented as follows:*

34-8 Application Fees

The applicant shall, at the time of permit application in the Construction Department, pay the following non-refundable fees to the ~~Borough of Matawan~~ Township of Aberdeen by cash, certified check, bank money order or check.

a. Zoning permits:

- ~~1. Residential dwelling: \$35.00 per unit*~~
- ~~2. Nonresidential construction: \$100.00~~
- ~~3. Fences or walls: \$35.00~~
- ~~4. Sheds and accessory structures: \$25.00~~
- ~~5. Above ground swimming pools and spas: \$35.00~~
~~In ground swimming pools: \$75.00**~~

- 1. All zoning permit fees shall be \$65.00***

**A single-family dwelling where there was no dwelling prior or grade changes substantially. A ~~\$750.00~~ \$1,500.00 escrow is to be posted with the Borough of Matawan Municipal Clerk for the purpose of review of topographic survey, and inspections of the site. The unused portion will be returned to the applicant; however, additional escrow may have to be posted as to the extent and required inspections.*

**A ~~\$750.00~~ \$1,500.00 escrow to be posted to the Borough of Matawan Municipal Clerk for the purpose of review of topographic survey, and inspection of the site. The unused portion will be returned to the applicant; however, additional escrow may have to be posted as to the extent and required inspections.*

***BE IT FURTHER ORDAINED**, any Ordinances or portions thereof which are inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistencies only.*

***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 New Jersey State law.*

Mayor Altomonte read by title Ordinance 22-06: Amending and Supplementing the Revised General Ordinances of the Borough of Matawan, Chapter 4, Licensing and Business Regulations, Section 4-16 – Cannabis Licensing, Establishing an Application Procedure and Licensing Fees for Cannabis Business Licenses. Mayor Altomonte requested a motion to open the public hearing. Councilman Cannon made the motion, seconded by Councilman Ross. Council agreed. Motion passed. Mayor Altomonte requested comments. There were no comments. Mayor Altomonte requested a motion to close the public hearing. Councilman Cannon made the motion, seconded by Councilman Livesey. Council agreed. Motion passed. Mayor Altomonte read by title Ordinance 22-06: Amending and Supplementing the Revised General Ordinances of the Borough of Matawan, Chapter 4, Licensing and Business Regulations, Section 4-16 – Cannabis Licensing, Establishing an Application Procedure and Licensing Fees for Cannabis Business Licenses requesting a motion to adopt. Councilman Cannon made the motion, seconded by Councilman Ross. Mayor Altomonte requested a roll call. A roll call vote was taken.

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Yes: Councilwoman Deana Gunn
Councilman Brian Livesey
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilman Charles Ross

Motion passed.

ORDINANCE 22-06

**AMENDING AND SUPPLEMENTING THE REVISED GENERAL ORDINANCES OF THE
BOROUGH OF MATAWAN, CHAPTER 4, LICENSING AND BUSINESS REGULATIONS,
SECTION 4-16 – CANNABIS LICENSING ESTABLISHING AN APPLICATION PROCEDURE AND
LICENSING FEES FOR CANNABIS BUSINESS LICENSES**

WHEREAS, in November 2020, New Jersey voters approved Public Question No. 1, which amended the New Jersey Constitution to legalize a controlled form of marijuana called “cannabis” for adults at least 21 years of age; and

WHEREAS, on February 22, 2021, Governor Murphy signed into law P.L. 2021, c. 16, known as the New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act (the “Act”), which legalizes the recreational use of cannabis by adults 21 years of age or older, and establishes a comprehensive regulatory and licensing scheme for commercial recreational cannabis operations, use and possession; and

WHEREAS, on August 4, 2021, the Mayor and Council of the Borough of Matawan adopted Ordinance 21-13, which gave effect to the NJ Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act (hereinafter, the “Act”) in the Borough of Matawan and amended Chapter 34; Chapter 11.1-2; Chapter 3:3-12; and Chapter 2-12 of the Municipal Code to implement said changes; and,

WHEREAS, it is the desire of the Mayor and Council to provide for an orderly, transparent, open, neutral process for the administrative processing of all desired applications for locations of Cannabis related establishments of the Borough of Matawan, consistent with the Act and the Administrative Rules and Regulations for the municipal administration of the Act by local municipalities:

NOW, THEREFORE, BE IT ORDAINED by the MAYOR and COUNCIL of the Borough of Matawan, as follows:

NOW, THEREFORE, BE IT ORDAINED, the Mayor and Council of the Borough of Matawan, Monmouth County, New Jersey, hereby amends and supplements the Code of the Borough of Matawan Chapter 4 – Licensing and Business Regulations as follows:

SECTION 4-16: CANNABIS LICENSING

- a) Each application shall be submitted in writing to the Office of the Clerk of the Borough of Matawan. Each Application for a license shall include a “Retail Cannabis Endorsement Application Scoring Matrix” attached herewith to this Ordinance as Exhibit A; which shall be adopted by the Council and be part of every application for a Cannabis license application requested by any person or entity. Said “Exhibit A” shall be submitted by all applicants as part of the Licensing review application process. Failure to submit the “Exhibit A” shall constitute a material defect in any submitted application.
- b) The Borough Clerk shall publish a “Retail Cannabis Endorsement Application” that shall be adopted by Resolution upon the passage of the within Ordinance. The application shall accompany any request for the issuance of a Cannabis License in the Borough of Matawan.
- c) The application fee payable to the Borough of Matawan for a Cannabis License under the within Ordinance shall be a non-refundable fee of \$2,000.00 to be submitted by Bank check or Certified check upon submission of the application. In addition to the non-refundable application fee; each applicant shall submit a Registration Fee to the Borough of Matawan at the time of application in the amount of \$10,000. The Registration fee of \$10,000.00 shall be refunded to the applicant should the applicant be unsuccessful in obtaining a State or other administrative license for the business in the Borough of Matawan.
- d) The license of any approved Cannabis business must be renewed yearly. All Cannabis licenses shall be subject to a renewal fee of \$2,500.00 due on December 31st of every year at Midnight. The termination of licenses as a result of nonpayment of renewal fees shall be subject to the provision of Chapter 4, Section 4-1 – General Provisions, et seq.

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BE IT FURTHER ORDAINED, in the event of any inconsistencies between the provisions of this Ordinance and any prior Ordinance of the Borough, the provisions hereof shall be determined to govern. All other parts, portions and provisions of the Revised General Ordinances of the Borough of Matawan are ratified and confirmed, except where inconsistent with the terms hereof.

BE IT FURTHER ORDAINED, by the Governing Body of the Borough of Matawan that this Ordinance shall take effect immediately upon passage, adoption and publication according in accordance with the laws of the State of New Jersey.

**EXHIBIT A
RETAIL CANNABIS ENDORSEMENT APPLICATION
SCORING MATRIX**

Applicant Name (legal name of business)

Application Number

Reviewer and Date Reviewed

Address of Proposed Matawan Retail Cannabis Location

In order to consider endorsement by Borough Council, an applicant must provide documented proof that they have secured a location AND receive a minimum of 75 total points on the scoring matrix on the following page. Failure to meet these two criteria will be render the application as failed.

A blank copy of this document will be provided to each applicant for informational purposes only. Only authorized Borough staff can complete this document.

Application Number: _____

Criteria	Max Points	Score
Applicant’s owners’ or principals’ qualifications and experience operating in highly regulated industries, including cannabis, healthcare, pharmaceutical manufacturing, and retail pharmacies, with preference to experience operating such businesses within the State of New Jersey and where the value of owners’ experience shall outweigh the experience of non-owner principals;	15	
Applicant’s description for the storage of products, physical security, video surveillance, security personnel, and visitor management;	15	
Applicant's commitment to cooperate with the Matawan Police Department;	5	
Applicant’s demonstrated commitment or sufficient experience as responsible employers, for example providing employee health care insurance and/or paid family leave; paying a \$15 minimum wage the alternative, if an applicant entity or its parent company is a party to a collective bargaining agreement in the regulated cannabis industry for at least one year prior to an application for a Municipal Cannabis license, the applicant will automatically receive 10 points and no further response for this Item is necessary;	15	
Applicant’s written commitment to employ residents of the Borough of Matawan in at least 50% of full-time equivalent positions;	5	
Summary of the applicant’s environmental impact and sustainability plan;	5	

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<i>Applicant's ties to the host community, demonstrated by at least one owner's proof of residency in the Borough Matawan for five or more years or at least one owner's continuous ownership of a business based in Matawan for five or more years in the past ten years;</i>	<i>5</i>
<i>Applicant's proposal to provide community benefits;</i>	<i>15</i>
<i>Applicant's demonstrated commitment to diversity in its ownership composition and hiring practices.</i>	<i>5</i>
<i>Social Equity Business</i>	<i>5</i>
<i>Diversely Owned Business</i>	<i>5</i>
<i>Microbusiness</i>	<i>5</i>
<i>Total Points</i>	

Consent Agenda

Mayor Altomonte read by title Resolutions 22-06-03 through and including 22-06-20 requesting a motion to approve en masse. Councilman Ross made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Brian Livesey
Councilman Brett Cannon
Councilman Charles Ross

Abstain: Councilwoman Deana Gunn (Resolutions 22-06-18 & 22-06-20 Only)
Councilwoman Stephanie Buckel (Resolutions 22-06-18 and 22-06-20 Only)

**RESOLUTION 22-06-03
AUTHORIZING REFUND OF WATER/SEWER OVERPAYMENT
24 CHESTNUT DRIVE
BLOCK 65.02, LOT 38**

WHEREAS, the following property overpaid water/sewer charges as a result of the reason(s) outlined below; and

WHEREAS, the following refund has been verified as accurate by the Tax Collector.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that the Borough Tax Collector refund according to the following:

<u>Block/Lot</u>	<u>Vendor</u>	<u>Amount of Refund</u>	<u>Notation</u>
65.02/38	Premium Title Services, Inc. 1000 Abernathy Road NE Building 400, Suite 200 Atlanta, GA 30328	\$27.00	Overpayment

Acct #1108801-1

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

**RESOLUTION 22-06-04
APPROVAL OF SOLICITORS PERMIT
POWER HOME REMODELING**

WHEREAS, Power Home Remodeling, has passed the required Police Department background checks; and

WHEREAS, Power Home Remodeling has read Chapter 3-2.11 Handbills of the Borough of Matawan Code.

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

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Business: *Power Home Remodeling
2147 Route 27 South
2nd Floor
Edison, NJ 08817*

Applicants:

- 1. Jonathan Green**
- 2. Thomas Fey**
- 3. Ryan Gryeszczak**
- 4. David Silverman**
- 5. Robert Snyder**
- 6. Brandon Pallante**

***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 Power Home Remodeling.*

**RESOLUTION 22-06-05
APPROVAL OF SOLICITORS PERMIT
SAMMY “GUNZ” PERSONAL TRAINING**

***WHEREAS, Sammy “Gunz” Personal Training,** has passed the required Police Department background checks; and*

***WHEREAS, Sammy “Gunz” Personal Training,** has read Chapter 3-2.11 Handbills of the Borough of Matawan Code.*

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

Business: *Sammy “Gunz” Personal Training
20 High Street
Matawan, NJ 07747*

Applicants:

Soheil Younesi
Danielle Lucente

***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 Sammy “Gunz” Personal Training.*

**RESOLUTION 22-06-06
RENEWAL OF 2022-2023 ABC LIQUOR LICENSES**

***BE IT RESOLVED** by the Borough Council of the Borough of Matawan that the following liquor licenses be renewed, subject however to the rules, regulations, receipt of Tax Clearance Certificates, statutes and ordinances affecting the same, said licenses to expire June 30, 2022:*

<u>LICENSE #</u>	<u>NAME</u>	<u>ADDRESS</u>
<u>Plenary Retail Consumption License</u>		
\$1,600.00		
1329-33-011-004	MJs of Matawan, LLC	845 Route 34
1329-33-013-007	Green Valley Corp. (Park Place Diner)	1040 Route 34
1329-33-003-009	Liberty Corner, Inc. (Brass Rail)	89 Route 79
1329-33-001-011	Ginkaku, LLC	787 Route 34
1329-33-009-007	Mayer Catering, Inc.	172 Freneau Ave.
1329-33-016-010	Mediterranean Chateau Corp.	27 Freneau Ave.
1329-33-017-005	Huang Inc. (JFJ Liquor & Bar)	1070 Route 34
1329-33-012-003 227	Freneau Caterers LLC (Sterling Gardens)	227 Route 79

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Plenary Retail Distribution License

\$950.00

1329-44-002-011	Chirag Patel, Inc. (Save Rite Liquors)	1016 Route 34, Suites 6-8
1329-44-007-008	Liquor Pros, Inc. (79 Liquors)	78 Freneau Avenue
1329-44-014-007	VSLN Inc. (Camelot Wine Merchants)	952 Route 34

Club License

\$188.00

1329-31-020-001	Washington Engine	176-178 Jackson Street
1329-31-024-001	Shore Knights SAC	21 Orchard Street

RESOLUTION 22-06-07

**RESOLUTION TEMPORARILY SUSPENDING THE PROVISIONS OF BOROUGH OF MATAWAN CODE
CHAPTER 11 – PARKS AND RECREATIONAL AREAS, SECTION 11-1.2(A) – CONDUCT IN PARK OR
RECREATION AREA FOR LAKE LEFFERTS “LAKEFRONT DINING DESIGNATED AREA” ONLY**

WHEREAS, the Borough of Matawan, its residents and commercial partners are experiencing an extraordinary emergency in the period of the Pandemic by the consequences of COVID-19; and,

WHEREAS, the Mayor and Council are sensitive to the economic sacrifices which our commercial community is making and wish to join with the residents and businesses of Matawan in re-opening the vital commercial and social life of the Borough of Matawan; and

WHEREAS, the Mayor and Council wish to incorporate a socially distancing greater utilization of our lakefront recreation area in cooperation with food service establishments in creating a Lakefront Dining Program that benefits the social and recreational well-being of all our residents.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Matawan that the provisions of Ordinance 11-1.2 are suspended until December 31, 2022.

BE IT FURTHER RESOLVED that, notwithstanding the provisions of Ordinance 11-1.2, the Mayor and Council herewith adopt the attached “Rules and Regulations Concerning Lakeside Dining” to be applicable to the events at the designated Lakefront Dining Area.

BE IT FURTHER RESOLVED that activities that were prohibited in Ordinance 11-1.2 regarding persons “under the influence of intoxicating liquor” is still prohibited in all areas of the Parks, and those violations are enforced under the Borough of Matawan Code Chapter 3 Police Regulations, Section 3-8.1 General Disorderly Persons.

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 Department, Fire Prevention, Police, Public Information Officer as well as Public Works.

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“Rules and Regulations Concerning Lakeside Dining”



BOROUGH OF MATAWAN

**MATAWAN LAKESIDE DINING
RESTAURANT POLICIES & PROCEDURES**

Matawan Lakeside Dining is a comprehensive program developed by the Borough of Matawan to benefit local restaurants and residents during the COVID-19 pandemic. The program was designed to provide participating restaurants increased capacity while their normal operating procedures are limited by restrictions related to COVID-19. The program will also be a safe way for residents to enjoy a meal in a beautiful setting, outside of their homes

Eligibility Requirements:

1. Applicants address of their establishment must be in Matawan.
2. Applicants must be a “Risk 3” retail food establishment licensed to operate in Matawan.
3. Applicants must receive approval from the Monmouth County Health Department as part of the application process.

Scheduling:

1. Matawan Borough will set opening and closing dates for this program on an annual basis. The Borough will also establish an opening date each year to accept applications from eligible restaurants. Eligible restaurants submitting applications within the first 10 business days of the opening date will be considered “priority applicants”.
2. All eligible restaurants will be invited to participate on an annual basis.
3. Permits will be provided to cover specific weeks (a week being Thursday – Sunday).
4. The permit is for 4:00pm – 9:00pm on permit days, inclusive of set-up and clean-up.
5. Eligible restaurants will be allowed to request multiple weeks. All “priority applicants” will have their first week scheduled before any applicants have a second (or 3rd, 4th...) week scheduled.
6. Eligible restaurants will be allowed to request specific weeks. If eligible restaurants consider any weeks to be a higher priority than others, this must be spelled out in the application. Matawan Borough cannot commit to accommodating these requests.
7. If a scheduled restaurant does not intend to use all four nights during their scheduled week, they must notify the Borough of which nights they will not be using. Under this scenario, the scheduled restaurant can “donate” one or more of

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- their nights to another eligible restaurant and notify the Borough. Only one restaurant can utilize the program per night.
8. The Borough will retain a master schedule.

Planning/Preparation:

1. The Borough is providing a specific area of Lake Lefferts Park that will be exclusive to the permit holder during their prescribed time. This includes:
 - a. Access to bathrooms on site.
 - b. Electrical outlets.
 - c. The BEST view in Matawan.
2. The Borough will provide folding tables and chairs with a maximum capacity of 80 people.
3. The Borough will also provide shade sails, citronella candles, and will have the area safely treated for mosquitos.
4. The Borough will provide trash and recycling receptacles.
5. Restaurants have to prepare all food at their permanent establishment and deliver it to the site.
6. Restaurants have to provide staff for waiting and busing tables and designate a person in charge on site.
7. BYOB will be allowed for the dates and times that the permit is valid.

During Permitted Time:

1. Restaurants can make deliveries using the entrance nearest to the Lake Lefferts Boathouse.
2. Restaurant staff have to park in parking lot at corner of Ravine Drive and Matawan Avenue.
3. All ABC regulations are in effect.
4. Smoking remains prohibited anywhere in the Park.
5. Any warming/cooling equipment must be identified on application and pre-approved by the Monmouth County Board of Health and Matawan's Fire Official.
6. Restaurants are responsible to leave the park each night the way they found it. Trash and recycling must be left bagged near the bathroom entrances of the boathouse.

**RESOLUTION 22-06-08
AUTHORIZATION TO CONNECT TO THE
BOROUGH OF MATAWAN SANITARY SEWER AND WATER SYSTEM
WILLIAM & ROSEMARIE CLIFTON
27 CRESCENT PLACE – BLOCK 110, LOT 7.03**

WHEREAS, William & Rosemarie Clifton, for the property located at 27 Crescent Place, Matawan, New Jersey, also known as Block 110, Lot 7.03, is requesting to connect the property to the Borough of Matawan's sanitary sewer and water system; and

WHEREAS, Robert R. Keady, Jr. of T&M Associates, Borough Engineer, has reviewed the water and sewer requirements for the proposed Application provided by William & Rosemarie Clifton, determined fees and escrow, and has no objection to the connection subject to the conditions as outlined in his attached letter of November 22, 2021; and

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WHEREAS, the Department of Public Works has previously reviewed the Application and has no objection to the connection.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that it hereby grants permission for William & Rosemarie Clifton, 27 Crescent Place, Matawan, New Jersey, also known as Block 110, Lot 7.03, to connect into the Borough's sanitary sewer and water system.

BE IT FURTHER RESOLVED, that prior to connection to the Borough's sanitary sewer system, William & Rosemarie Clifton, Block 110, Lot 7.03, must comply with all the terms and conditions outlined in the Borough Engineer letter dated November 22, 2021, as well as all regulations as cited in the Borough Code of the Borough of Matawan.

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 Department, Fire Prevention, Police, Public Works as well as William & Rosemarie Clifton.

**RESOLUTION 22-06-09
A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF MATAWAN AUTHORIZING THE SALE OF
SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE ON AN ONLINE
AUCTION WEBSITE
SNOWPLOWS**

WHEREAS, the Borough of Matawan has determined that the following property are no longer needed for public use:

- *One (1) 1990 Meyer C8-8' Snowplow*
- *Two (2) 1990 Meyer C8.5 8 ½' Snowplows*

WHEREAS, the Borough of Matawan intends to utilize the online auction services of Municibid.com, LLC, located at 1608 Walnut Street, Floor 12, Philadelphia, Pennsylvania, NJ State Contract #T2581; and

WHEREAS, the sales are being conducted pursuant N.J.S.A. 40A:11-36 and the guidance set forth in the Division of Local Government Services' Local Finance Notice 2019-15.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, in the County of Monmouth, State of New Jersey, that the Borough is hereby authorized to sell the surplus personal property as indicated above on an online auction website entitled Municibid.com.

BE IT FURTHER RESOLVED, that the terms and conditions of the agreement entered into between Municibid.com, LLC and the Borough of Matawan are available at Municibid.com and in the Borough of Matawan Administrator's office.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, and Public Works.

**RESOLUTION 22-06-10
2020 ROAD IMPROVEMENT PROGRAM
BLACK ROCK ENTERPRISES, LLC
AUTHORIZING CHANGE ORDER NO. 1**

WHEREAS, the Borough Engineer, T&M Associates, has informed the Council that Various Items are Reduced to reflect as-built quantities in the 2020 Road Improvement Program, for a total Extra this Change Order No. 1 of One Hundred Ninety-Three Thousand, Eighty-Eight Dollars and Nineteen Cents (\$193,088.19); and

WHEREAS, T&M Associates has informed the Council that Various Items are Increased to reflect as-built quantities in the 2020 Road Improvement Program, for a total Increase this Change Order No. 1 of Fifty-Six Thousand, Six Hundred Eighty-Seven Dollars and Eighty-Seven Cents (\$56,687.87); and

WHEREAS, T&M Associates has informed the Council that Various Items C-S1 through and including C-S8 are Supplemental in association with the investigation of groundwater issue and installation of drainage at Route 34 and Overhill Road, including Route 34 Lane Closure and Traffic Control Measures in the 2020 Road Improvement Program, for a total Supplemental this Change Order No. 1 of One Hundred Thirty-Six Thousand, Four Hundred Dollars and Thirty-Two Cents (\$136,400.32).

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NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, based upon the recommendation of T&M Associates, that they hereby authorize the attached contract modification proposal, Change Order No. 1, for the 2020 Road Improvement Program, a Net Change This Change Order No. 1, in an amount of Zero Dollars and No Cents (\$0.00).

BE IT FURTHER RESOLVED this amount reflects No Net Change in Contract (\$0.00).

BE IT FURTHER RESOLVED the Mayor of the Borough of Matawan is hereby authorized to execute the attached contract modification proposal and acceptance.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Construction, Finance, Public Works as well as T&M Associates and Black Rock Enterprises, LLC

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

SHEET NO. 1 OF 3
PROJECT NO. MATN-04153

CHANGE ORDER NO. 1

DATE: May 16, 2022

PROJECT: 2020 Road Improvement Program

OWNER: Borough of Matawan

CONTRACTOR: 2020 Road Improvement Program

DESCRIPTION OF CHANGE:

REDUCTIONS:

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

EXTRA:

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

SUPPLEMENTARY:

C-S16" Insertion Valve

C-S28" DIP Force Main

C-S38" SDR 35 PVC Sanitary Sewer Lateral Pipe

C-S4Repair Leaking Water Valve at Overhill/Route 34

C-S5Sanitary Sewer Manhole

C-S612" PVC Pipe

C-S710" CIPP Lining (MH to MH)

C-S8Investigation of groundwater issue and installation of drainage at Rt. 34 and Overhill. Including Rt. 34 Lane Closure and Traffic Control Measures

APPROVAL RECOMMENDED:

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

ACCEPTED: Jacqueline Keady

CONTRACTOR: Black Rock Enterprises, LLC

OWNER'S APPROVALS:

Mayor Joseph Altomonte

Borough of Matawan

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

SEE ATTACHED DETAIL	ADDITIONAL	REDUCTION
A. TOTAL REDUCTIONS THIS C.O.	XXXXXXXXXX	\$193,088.19
B. TOTAL EXTRAS THIS C.O.	\$56,687.87	XXXXXXXXXX
C. TOTAL SUPPLEMENTARY THIS C.O.	\$136,400.32	XXXXXXXXXX
TOTALS THIS C.O.	\$193,088.19	\$193,088.19
NET CHANGE THIS CHANGE ORDER	\$0.00	\$0.00
PREVIOUS CHANGE ORDERS	\$0.00	\$0.00
TOTAL CHANGE ORDERS TO DATE	\$193,088.19	\$193,088.19
NET CHANGE IN CONTRACT	\$0.00	\$0.00

ORIGINAL CONTRACT BID PRICE

\$1,012,800.00

CHANGE ORDERS TO DATE

\$0.00

REVISED CONTRACT PRICE

\$1,012,800.00

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CHANGE ORDER NO. 1

SHEET NO. 2 OF 3
PROJECT NO. MATN-04153

PROJECT: 2020 Road Improvement Program

OWNER: Borough of Matawan

CONTRACTOR: 2020 Road Improvement Program

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	PRICE	AMOUNT
A1	Police Traffic Directors	13938.99	DOL	\$1.00	\$13,938.99
A2	Inlet Filter, Type 1	8.00	SF	\$0.01	\$0.08
A3	Breakaway Barricade	50.00	UN	\$0.01	\$0.50
A4	Drum	50.00	UN	\$0.01	\$0.50
A5	Traffic Cone	50.00	UN	\$0.01	\$0.50
A6	Construction Signs	52.00	SF	\$0.01	\$0.52
A9	Excavation, Test Pit	1.00	UN	\$250.00	\$250.00
A10	Allowance For Work Not Specified	1.00	LS	\$50,000.00	\$50,000.00
A11	Coarse Aggregate No 4 Broken Stone, 6" Thk (As Dir)	250.00	SY	\$0.01	\$2.50
A12	DGA Base Course, 6" Thick	227.00	SY	\$0.01	\$2.27
A13	HMA Milling, 3" or Less	138.00	SY	\$5.00	\$690.00
A14	Polymerized Joint Adhesive	650.00	LF	\$1.00	\$650.00
A15	Tack Coat	140.00	GAL	\$2.50	\$350.00
A16	HMA, 9.5M64, Surface Course, 2" Thick	59.72	TON	\$83.00	\$4,956.76
A17	HMA, 19M64, Base Course, 6" Thick	106.79	TON	\$80.00	\$8,543.20
A18	6" Underdrain, Type SP	35.00	LF	\$42.00	\$1,470.00
A21	Reset Existing Casting	4.00	UN	\$275.00	\$1,100.00
A22	Bicycle Safe Grate	2.00	UN	\$384.00	\$768.00
A23	Curb Piece, Type N-ECO	2.00	UN	\$350.00	\$700.00
A25	Concrete Sidewalk, 4" Thick	27.00	SY	\$72.00	\$1,944.00
A26	HMA Driveway, 5" Thick	2.80	SY	\$35.00	\$98.00
A27	Concrete Driveway, Reinforced, 6" Thick	40.50	SY	\$75.00	\$3,037.50
A28	6" X 18" Concrete Vertical Curb	72.00	LF	\$26.00	\$1,872.00
A29	Detectable Warning Surface	0.22	SY	\$400.00	\$88.00
A30	Reset Manhole, Sanitary Sewer, Using Ex. Casting	1.00	UN	\$333.00	\$333.00
A31	Traffic Markings Lines, 4" Thick	20.00	LF	\$2.20	\$44.00
A32	Traffic Markings Lines, 6" Thick	4.00	LF	\$3.30	\$13.20
A33	Traffic Markings Lines, 24" Thick	15.00	LF	\$13.00	\$195.00
A34	Regulatory and Warning Signs	63.75	SF	\$38.00	\$2,422.50
A35	Tree Removal, 24" to 48" Diameter (As Dir)	3.00	UN	\$2,500.00	\$7,500.00
A36	Borrow Topsoiling, 4" Thick	3.00	SY	\$6.00	\$18.00
A37	Fertilizing and Seeding, Type G	3.00	SY	\$1.00	\$3.00
A38	Straw Mulching	3.00	SY	\$1.00	\$3.00
B3	Inlet Filter, Type 1	8.00	SF	\$1.00	\$8.00
B4	Breakaway Barricade	43.00	UN	\$0.01	\$0.43
B5	Drum	40.00	UN	\$0.01	\$0.40
B6	Traffic Cone	30.00	UN	\$0.01	\$0.30
B7	Construction Signs	118.00	SF	\$0.01	\$1.18
B11	Coarse Aggregate No. 4 Broken Stone, 6" (As Dir)	250.00	SY	\$0.01	\$2.50
B12	DGA Base Course, 6" Thick	584.07	SY	\$8.50	\$4,964.61
B13	HMA Milling, 3" or Less	225.00	SY	\$3.00	\$675.00
B15	Tack Coat	115.00	GAL	\$3.00	\$345.00
B16	HMA, 9.5M64, Surface Course, 2" Thick	79.23	TON	\$82.00	\$6,496.86
C12	6" DIP Force Main	510.00	LF	\$70.00	\$35,700.00
C13	Bypass System	1.00	LS	\$18,000.00	\$18,000.00
C17	8" CIPP Lining (MH to MH)	285.00	LF	\$63.00	\$17,955.00
C18	12" CIPP Lining (MH to MH)	17.31	LF	\$70.00	\$1,211.39
C19	8" SDR 35 PVC Sanitary Sewer Pipe	10.50	LF	\$165.00	\$1,732.50
C20	Sanitary Sewer Spot Repair, 8" Pipe	1.00	UN	\$5,000.00	\$5,000.00
A.	TOTAL REDUCTIONS				\$193,088.19

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CHANGE ORDER NO. 1
SHEET NO. 3 OF 3
PROJECT NO. MATN-04153

PROJECT: 2020 Road Improvement Program
OWNER: Borough of Matawan
CONTRACTOR: 2020 Road Improvement Program

	ITEM NO.	DESCRIPTION	QUANTITY		UNIT PRICE	AMOUNT
	A7	Fuel Price Adjustment	778.72	DOL	\$1.00	\$778.72
	A8	Asphalt Price Adjustment	2701.27	DOL	\$1.00	\$2,701.27
	B9	Fuel Price Adjustment	8782.19	DOL	\$1.00	\$8,782.19
	B10	Asphalt Price Adjustment	17454.61	DOL	\$1.00	\$17,454.61
E	B14	Polymerized Joint Adhesive	3700.00	LF	\$0.65	\$2,405.00
X	B17	HMA, 19M64, Base Course, 6" Thick	31.76	TON	\$78.00	\$2,477.28
T	C2	Excavation, T	12.00	UN	\$250.00	\$3,000.00
R	C8	Water Service Connection	1.00	UN	\$2,000.00	\$2,000.00
A	C14	Set Sanitary Sewer Manhole Casting to Grade	1.00	UN	\$1,650.00	\$1,650.00
	C26	Concrete Sidewalk, 4" Thick	7.60	SY	\$100.00	\$760.00
	C31	I-14 Soil Aggregate	5.00	CY	\$50.00	\$250.00
	C34	Gabion Wall	16.00	CY	\$670.00	\$10,720.00
	C40	Fertilizing and Seeding, Type G	260.00	SY	\$2.00	\$520.00
	C41	Borrow Topsoiling, 4" Thick	260.00	SY	\$9.00	\$2,340.00
	C43	Topsoil Stabilization, Type 1 Mat	212.20	SY	\$4.00	\$848.80
B. TOTAL EXTRA						\$56,687.87
S U P P	C-S1	6" Insertion Valve	1.00	UN	\$9,500.00	\$9,500.00
	C-S2	8" DIP Force Main	508.00	LF	\$91.00	\$46,228.00
	C-S3	8" SDR 35 PVC Sanitary Sewer Lateral Pipe	120.00	LF	\$165.00	\$19,800.00
	C-S4	Repair Leaking Water Valve at Overhill/Route 34	1.00	UN	\$6,744.02	\$6,744.02
	C-S5	Sanitary Sewer Manhole	2.00	UN	\$6,700.00	\$13,400.00
	C-S6	12" PVC Pipe	14.00	LF	\$165.00	\$2,310.00
	C-S7	10" CIPP Lining (MH to MH)	278.00	LF	\$69.85	\$19,418.30
	C-S8	Investigation of groundwater issue and installation of drainage at Rt. 34 and Overhill. Including Rt. 34 Lane Closure and Traffic Control Measures	1.00	LS	\$19,000.00	\$19,000.00
C. TOTAL SUPPLEMENTARY						\$136,400.32

RESOLUTION 22-06-11
AWARD OF CONTRACT FOR PURCHASE OF BOROUGH OF MATAWAN
COMMUNICATIONS EQUIPMENT FOR THE
BOROUGH OF MATAWAN VOLUNTEER FIRE DEPARTMENT
SUNNY COMMUNICATIONS

WHEREAS, the Borough of Matawan previously authorized the receipt of bids for Communications Equipment for the Borough of Matawan Volunteer Fire Department; and

WHEREAS, pursuant to law the Borough of Matawan solicited bids for the Communications Equipment; and

WHEREAS, the Borough of Matawan received one (1) bids for the aforesaid contract.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Matawan, upon recommendation of the Borough of Matawan Volunteer Fire Department, hereby awards contract for the

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Communications Equipment for the Borough of Matawan Volunteer Fire Department to Sunny Communications, Inc., 12980 West Cedar Drive, Lakewood, Colorado 80228, in an amount not to exceed Fifty-Eight Thousand, Two Hundred Ninety-Seven Dollars and Twenty-Five Cents (\$58,297.25).

BE IT FURTHER RESOLVED said contract is performed in accordance with all bid specifications, contracts and documents, and subject to certification by the Chief Financial Officer that funds are available, review and approval of bid documents by the Borough Attorney, and the Mayor is hereby authorized to execute any necessary documents to implement the aforesaid award of contract.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, Fire as well as the Sunny Communications, Inc.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Nicole Horvath, Chief Financial Officer of the Borough of Matawan, County of Monmouth, State of New Jersey, do hereby certify that as of the date of this certification, funds are available from the C-04-NB-900-170 Budget of the Borough of Matawan to Sunny Communications, Inc. for the purchase of the Borough of Matawan Communications Equipment for the Borough of Matawan Volunteer Fire Department in amount not to exceed Fifty-Eight Thousand, Two Hundred Ninety-Seven Dollars and Twenty-Five Cents (\$58,297.25).

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)

Nicole Horvath, CMFO

Dated: June 9, 2022

**RESOLUTION 22-06-12
AWARD OF CONTRACT FOR THE SAPPHIRE LANE ROAD IMPROVEMENTS
IN ASSOCIATION WITH THE BOROUGH OF MATAWAN'S
2020 ROAD IMPROVEMENT PROGRAM
JADS CONSTRUCTION CO.**

WHEREAS, the Borough of Matawan Resolution 22-04-23 previously authorized the receipt of bids for Sapphire Lane Road Improvements; and

WHEREAS, pursuant to law the Borough of Matawan solicited bids for this Project; and

WHEREAS, the Borough of Matawan received four (4) bids for the aforesaid contract; and

WHEREAS, Jads Construction Co. has submitted a base bid in the amount of Ninety-Four Thousand, Four Hundred Six Dollars and Forty-Two Cents (\$94,406.42); and

WHEREAS, Terence Vogt of Remington & Vernick Engineers has reviewed, approved and recommended the bid of Jads Construction Co. for the aforesaid bid.

WHEREAS, Sapphire Lane Road Improvements funding is Borough of Matawan Bond Ordinance 20-10, including a grant expected to be received from the State Department of Transportation in the amount of \$150,000.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that the contract for the Sapphire Lane Road Improvements Project be and is hereby awarded to Jads Construction Co., 93 Browns Lane, South River, New Jersey 08882, for the amount as indicated above 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 that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, Public Works as well as Remington & Vernick Engineers and Jads Construction Co.

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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 W-06-55-520-100 Budget of the Borough of Matawan to Jads Construction Co. (RVE File No. 1331-T-002) for the Borough of Matawan Sapphire Lane Road Improvements Project in an amount not to exceed Ninety-Four Thousand, Four Hundred Six Dollars and Forty-Two Cents (\$94,406.42).

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)

Nicole Horvath, CMFO

Dated: June 9, 2022

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3 Jocama Boulevard, Suite 300-400
Old Bridge, NJ 08857
O: (732) 955-8000
F: (732) 591-2815

May 31, 2022

Scott Carew, Borough Administrator
Borough of Matawan
201 Broad Street
Matawan, New Jersey 07747

**Re: Borough of Matawan
 2021 NJDOT Sapphire Lane Road Improvements
 Recommendation of Award
 Our File: 1331-T-002**

Dear Mr. Carew:

On May 18, 2022, the Borough of Matawan received bids for the above referenced project. A tabulation of the bids is included for your review. The following bids have been received and reviewed by our office:

1. Jads Construction Co. South River, NJ	Base Bid Amount:	\$ 94,406.42
2. S. Brothers, Inc. South River, NJ	Base Bid Amount:	\$100,193.42
3. S & G Paving, Inc. Jamesburg, NJ	Base Bid Amount:	\$123,540.02
4. L & L Paving Company, Inc. Farmingdale, NJ	Base Bid Amount:	\$165,460.00

Our review of the above referenced bids indicates that the totals from Jads Construction Co., S. Brothers Inc. and L & L Paving Company, Inc. are mathematically correct. The bid received from S & G Paving, Inc. contained a mathematical error which caused their bid to increase slightly, having no impact on the bid result outcome. The bids appear to contain all required documentation and, we believe, were properly executed in accordance with the requirements of the bid specifications.

Per review of the bid prices for the Base Bid, we recommend that the Base Bid will be awarded to Jads Construction Co. as low responsive bidder, in the amount of \$94,406.42. Our recommendation is contingent upon the Township Solicitor’s review and monies available.

We are familiar with Jads Construction Co.’s work performance and find their work to be satisfactory.

Under separate cover, copies of the bids will be forwarded to the Solicitor for review and comment.

Should you have any questions regarding these bid results, please contact our Old Bridge office at (732) 955-8000.

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Borough of Matawan
2021 NJDOT Sapphire Lane Road Improvements
Recommendation of Award

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Sincerely,
REMINGTON & VERNICK ENGINEERS



Terence M. Vogt, P.E., P.P., C.M.E.
Principal, Regional Manager

TMV/tg

Enclosures

cc: Mayor Joseph Altomonte
Pasquale Menna, Esq., w/enc.
Nicole A. Horvath, CFO, w/enc.
Karen Wynne, Borough Clerk, w/enc.
Jeff Fedorchak, PE, CME
George Allan, Chief Inspector, w/enc.

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RVE

REMINGTON
& VERNICK

ENGINEERS

PROJECT NAME:

2021 NIDOT Sapphire Lane Road Improvements

PROJECT NUMBER:

1331-5-002

CLIENT:

Borough of Manaway

BID TABULATION

Jade Construction Co
92 Browns Lane
South River, NJ 08882
Ph: 732-254-9462

S. Brothers Inc.
P O Box 317
South River, NJ 08831
Ph: 732-446-3390

S & G Paving, Inc.
224C Forsgate Drive
Jamestown, NJ 08831
732-521-1936

L & L Paving Company, Inc.
89 Yellowbrook Road
Farmingdale, NJ 07727
732-922-6303

#	DESCRIPTION	QUANTITY & UNITS	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Inlet Filter, Type 1	3 UN	\$0.03	\$0.03	\$0.03	\$0.03	\$500.00	\$1,500.00
2	Silt Fence	1275 LF	\$0.01	\$12.75	\$0.01	\$12.75	\$0.00	\$0.00
3	Traffic Cones	60 UN	\$0.01	\$0.60	\$0.01	\$0.60	\$6.25	\$375.00
4	Drums	60 UN	\$0.01	\$0.60	\$0.01	\$0.60	\$1.00	\$60.00
5	Construction Signs	40 UN	\$0.01	\$0.40	\$0.01	\$0.40	\$1.00	\$40.00
6	Traffic Directors, Flaggers	40 HR	\$0.01	\$0.40	\$0.01	\$0.40	\$250.00	\$10,000.00
7	Police Officers and Vehicles	1 Allowance	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$150.00	\$6,000.00
8	Asphalt Adjustment	1 Dollar	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$10,000.00	\$10,000.00
9	Fuel Adjustment	1 Dollar	\$500.00	\$500.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00
10	Clearing Site, 2" Average Depth	1 LS	\$21,500.00	\$21,500.00	\$16,340.00	\$16,340.00	\$500.00	\$500.00
11	Hot Mix Asphalt, Mts 12.5M44	2000 SY	\$4.75	\$9,500.00	\$16,000.00	\$16,000.00	\$19,175.00	\$17,500.00
12	Surface Course, 2" Thick	235 TNS	\$140.00	\$32,900.00	\$8.00	\$1,880.00	\$8.75	\$17,500.00
13	Base Repair (As Directed)	200 SY	\$0.01	\$2.00	\$195.00	\$39,000.00	\$285.00	\$66,975.00
14	Track Coat	200 GAL	\$5.00	\$1,000.00	\$1.00	\$200.00	\$50.00	\$10,000.00
15	9" x 18" Concrete Curb complete with all items per plan detail	220 LF	\$45.00	\$9,900.00	\$5.00	\$1,100.00	\$8.00	\$1,600.00
16	Concrete Sidewalk, 4" Thick, complete with all items per plan detail	35 SY	\$108.00	\$3,780.00	\$4.00	\$880.00	\$60.00	\$13,200.00
17	Driveway Repair (As Directed)	20 SY	\$50.00	\$1,000.00	\$150.00	\$5,250.00	\$135.00	\$4,725.00
18	Detachable Warning Surface	2 SY	\$253.00	\$506.00	\$1.00	\$200.00	\$200.00	\$800.00
19	Mainline Riser Ring, 1'-3"	2 SY	\$250.00	\$500.00	\$400.00	\$800.00	\$400.00	\$800.00
20	Riser Ring, 1'-3"	2 UN	\$250.00	\$500.00	\$150.00	\$300.00	\$200.00	\$400.00
21	Traffic Markings, Thermoplastic	120 SF	\$7.00	\$840.00	\$12.00	\$240.00	\$350.00	\$700.00
22	Traffic Strips 4" Wide, Reflective Epoxy	200 LF	\$5.00	\$1,000.00	\$7.00	\$840.00	\$175.00	\$350.00
BASE BID TOTAL:			\$94,406.42	\$94,406.42	\$100,193.42	\$100,193.42	\$6.00	\$1,200.00

RESOLUTION 22-06-13
AUTHORIZING T&M ASSOCIATES TO PROVIDE PROFESSIONAL SERVICES IN ASSOCIATION WITH THE 2022 ROAD IMPROVEMENT PROGRAM FOR SPRING STREET OUTFALL REPLACEMENT AND SANITARY SEWER VIADUCT REHABILITATION, AND ABERDEEN ROAD OUTFALL REPLACEMENT

WHEREAS, the Mayor and Council of the Borough of Matawan received the attached Scope and Fee Estimate from T&M Associates for professional services for professional engineering design, permitting, bidding, construction administration and inspection services associated with the 2022 Road Improvement Program for Spring Street Outfall Replacement and Sanitary Sewer Viaduct Rehabilitation, and Aberdeen Road Outfall Replacement.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Matawan does hereby award the contract for professional services to T&M Associates associated with the 2022 Road Improvement Program for Spring Street Outfall Replacement and Sanitary Sewer Viaduct Rehabilitation, and Aberdeen Road Outfall Replacement as outlined in the attached Scope and Fee Estimate in an amount not to exceed Two Hundred Eighty-Eight Thousand, Nine Hundred Dollars and No Cents (\$288,900.00).

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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, Finance, Public Works as well as Robert R. Keady, Jr. of T&M Associates.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Nicole Horvath, Chief Financial Officer of the Borough of Matawan, County of Monmouth, State of New Jersey, do hereby certify that as of the date of this certification, funds are available from the C-04-55-922-102 and W-06-55-522-102 Budgets of the Borough of Matawan to T&M Associates for professional services associated with the 2022 Road Improvement Program for Spring Street Outfall Replacement and Sanitary Sewer Viaduct Rehabilitation, and Aberdeen Road Outfall Replacement (T&M Project No. MATN-16002) for the Borough of Matawan in an amount not to exceed Two Hundred Eighty-Eight Thousand, Nine Hundred Dollars and No Cents (\$288,900.00).

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)

*Nicole Horvath, CMFO
Dated: June 9, 2022*

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YOUR GOALS. OUR MISSION.

MATN-16002

May 13, 2022

Scott Carew
Borough of Matawan
201 Broad Street
Matawan, NJ 07747

**Re: Spring Street Outfall Replacement & Sanitary Sewer
Viaduct Rehabilitation and Aberdeen Road Outfall Replacement
Scope and Fee Estimate
Borough of Matawan**

Dear Mr. Carew:

T&M Associates is pleased to submit this Scope and Fee Estimate for Professional Services associated with the approved referenced project.

The total project estimated construction cost is \$740,000. The program will be set up as one construction contract as described in the following assessment of existing conditions and proposed improvements that are based on recent field visits.

Spring Street Sanitary Sewer Viaduct Support Rehabilitation

- Replace Pier 2 in its entirety and the pipe should be temporarily supported until the pier replacement.
- Repair all the undermined areas of the footings of Piers 1, 10 and 11 and stabilized with grout pumped beneath the footings to fill all voids.
- The slope on both sides of the viaduct should be regraded and stabilized throughout to prevent further undermining and slope washout. Embankment stabilization and scour protection measures such as, properly sized riprap should be placed around the footings and throughout the embankment.
- Perform repairs on Piers 7, 8 & 9 including concrete and steel reinforcement repairs at the base of columns to ensure pier stability.
- Replace the steel strut angle at all locations where broken or missing.
- Clean the interior section of cast iron piping (approximately 170 LF) and install approximately 296 LF of 10" epoxy liner from MH #26 at Spring Street to MH #27 at Fountain Avenue.

Spring Street Outfall Replacement

- The existing outfall will be replaced with a new outfall.
- Restoration and cleanup, including topsoiling and sodding will be included.

Aberdeen Road Outfall Replacement

- The existing outfall will be replaced with a new outfall.
- Restoration and cleanup, including topsoiling and sodding will be included.

In order to achieve the Borough's objectives, we propose the following scope of services.

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Re: Spring Street and Aberdeen Road
Scope and Fee Estimate
Borough of Matawan

A. PRE-DESIGN PHASE

1. Field surveys will be acquired by conventional “on the ground” methods. Full survey will be required as denoted below.
 - a. A baseline will be set as an open traverse line with assumed coordinates to locate the items listed below.
 - b. Topographic features within the project areas will be surveyed.
 - c. Existing property corners will be located (along the roadway), where visible, for depicting existing right-of-way.
 - d. Benchmarks will be set for vertical control during construction.
 - e. Visible utilities will be located, and utility pole numbers recorded.
 - f. Grate and rim elevations for storm water and sanitary structures will be provided.
2. Base maps will be prepared at a scale of 1” = 20’. Tax map accuracy right-of-way lines will be shown on the base maps.
3. Copies of the base maps will be forwarded to each utility company (and the Borough Department of Public Works) so they can verify the location and sizes of their facilities. We will also inquire whether they have plans for future relocation or expansion.

B. DESIGN PHASE

1. Once field surveys have been completed and base maps prepared, a design for each site location will be prepared and will include the following items:
 - a. Site layouts for the proposed structural, drainage and slope improvements.
 - b. A graphical profile, where grade changes are required.
 - c. Proposed typical sections.
 - d. A preliminary construction cost estimate.
 - e. Potential areas of utility conflicts will be identified on the preliminary design.
 - f. The preliminary plans will be reviewed with appropriate Borough officials prior to proceeding with final design.
2. Structural drawings will be developed for the Spring Street sanitary sewer viaduct including the following:
 - a. General Plan and Elevations
 - b. Demolition & Temporary Shoring (for Pier 2)
 - c. Cofferdam Details (for Piers 7, 8, 9)
 - d. Footing Repairs (for Piers 1, 10, 11)
 - e. Pier elevations and Details (for Pier 2)
 - f. Concrete Pier Repairs (for Piers 7, 8, 9)
 - g. Misc. Structural Repairs

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**Re: Spring Street and Aberdeen Road
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Borough of Matawan**

3. Final construction plans will be prepared in AutoCAD and consist of the following:
 - a. Title Sheet with key map.
 - b. Standard Legend and Typical Section Sheet.
 - c. Construction and Layout Plan Sheets (1" = 20').
 - d. Existing Conditions and Grading Plan Sheets.
 - e. Soil Erosion and Sediment Control Plans.
 - f. Maintenance and Protection of Traffic Plan.
 - g. Construction Details Sheets.
4. Quantities will be estimated by item, and a final construction cost estimate will be provided.
5. Specifications will be prepared in book form, in T&M Associates' format, based on the 2019 New Jersey Department of Transportation Standard Specifications for Road and Bridge Construction with T&M standard terms and conditions.
6. An application for soil erosion and sediment control certification will be prepared and submitted for each location to the Soil Conservation District on behalf of the Borough. We estimate the soil conservation fees to be approximately \$6,000 and have included a line item for this permit fee.
7. Submit final plans and specifications to the Borough for final review prior to the preparation of bid documents.

C. PERMITTING PHASE

1. Schedule and attend a pre-application meeting with the NJDEP to review the regulated sites included with this project and discuss the required permits for the construction.
2. Delineate the wetlands and the Top of Bank of the streams at the regulated sites. The wetlands located on the sites will be delineated pursuant to NJDEP criteria and in accordance with the Federal Manual for Identifying and Delineating Jurisdictional Wetlands (1989), the method currently accepted by the NJDEP Land Use Regulation Program. This includes an analysis of the soil with a hand-held auger, signs of hydrology and review of hydrophytic vegetation onsite.
3. The resultant wetland delineation will be located and plotted on the existing conditions survey or available NJDEP aerial mapping using Global Positioning System (GPS) equipment. The information taken during the wetland delineation will be compiled into a field book and used for the Freshwater Wetlands General Permit Application
4. Any disturbance to the regulated wetlands, State open waters and/or wetland buffers would require a Freshwater Wetland Permit as regulated by the Freshwater Wetland Protection Act Rules (NJAC 7:7A). Depending on the total amount of disturbance to regulated wetlands and wetland buffer, the following Freshwater Wetland Permits would be required:

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- **Freshwater Wetlands General Permit 11-** As per N.J.A.C. - 7:7A-7.11 General permit 11—Outfalls and intake structures General permit 11 authorizes activities in freshwater wetlands, transition areas, and State open waters necessary for the construction of a stormwater outfall structure; if the regulated activities result in the disturbance to more than 0.10 acre of wetlands and State open Waters, mitigation is required. T&M Associates will address the mitigation requirement during the permit application process. If extensive mitigation (i.e., offsite or within same watershed) is required, a separate cost proposal will be prepared.
 - If the regulated activities include streambank stabilization, a **Freshwater Wetlands General Permit 20 would be required.** As per, 7:7A-7.20 Freshwater Wetlands General permit 20 authorizes activities in freshwater wetlands, transition areas, and/or State open waters necessary to stabilize the bank of a water body in order to reduce or prevent erosion. General permit 20 does not authorize the channelization of a stream or the stabilization of the bottom of the stream.
 - Based on the results of the wetland delineation of the Spring Street elevation sewer, a **Freshwater Wetland General Permit 1** and a **Flood Hazard Permit by Rule** to perform maintenance would be required. This task includes the preparation of the required administrative application paperwork, notification to all property owners within 200 feet of the project site, comprehensive NJDEP compliance narrative, color photographs, soil borings and site NJDEP Permitting Plan depicting the regulatory impacts
5. The proposed slope stabilization and outfall improvements will also require NJDEP Flood Hazard Area Permits due to the proposed impacts to the flood plains and associated riparian zones. Given the size of the channels at both locations, neither open channel hydraulic analysis using a mannings equation based model, nor a more detailed hydrologic and hydraulic modeling are included in this scope. Should the NJDEP require H&H calculations, the scope can be determined in coordination with the NJDEP, and a fee can be provided to the municipality.
6. Plans, stability calculations and details of the bank stabilization measures and outfall improvements will be developed for NJDEP review and acceptance. The outfalls shall be designed to meet the requirements of N.J.A.C. 7:13-12.9, including :
- The structure is built with a concrete headwall or flared-end section with footings that extend no less than three feet below grade;
 - The structure does not obstruct or interfere with flow in a channel or floodway;
 - The structure includes adequate conduit outlet protection.

Riparian zones are present along the stream and clearing, cutting, and removing vegetation from them is considered a regulated activity under the Department's Flood Hazard Area rules. An environmental impacts plan for each site will be prepared to quantify clearing, cutting, and removal of vegetation from the riparian zone to insure amounts remain below applicable limits, found at N.J.A.C. 7:13-11.2, so as to avoid riparian zone mitigation. As such, mitigation efforts are not anticipated and are therefore not included under this scope.

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7. Prepare both a Flood Hazard Area Permit and Freshwater Wetlands Permit application will include an Environmental Impact Report and compliance statement, fully executed Property Owner Certification Form, wetland delineation data logs, site location maps, color photographs, public notice documentation to all property owners within 200 feet and signed and sealed design plans. The NJDEP Permit Application is submitted electronically online and only the Municipal Clerk gets a complete copy of the application package.
8. Prepare and submit a Soil Erosion and Sediment Control Permit Application to the Freehold Soil Conservation District.

D. BIDDING PHASE

1. Upon completion of the plans and specifications, we will coordinate advertisement of the project for bid. Print and distribute the contract documents, including final plans and specifications, to prospective contractors. The cost of the printing will be offset by the purchase price of the plans and specifications.
2. Answer questions that arise during the bidding phase of each project, either from Borough officials or prospective bidders.
3. Attend each receipt of bids with the appropriate municipal officials.
4. Assist Borough officials with each bid review process including an evaluation of the contractors' bid submissions. As part of this effort, we will prepare a bid tabulation sheet comparing the various bids received, review the credentials of the low bidder, and prepare a recommendation for award for each project.

**E. CONSTRUCTION PHASE –
CONTRACT ADMINISTRATION AND CONSTRUCTION OBSERVATION**

We will provide a part-time Project Manager (PM) and a part-time Inspector with additional support services from our office staff, as required by the PM, for the inspection portion of the contract. In addition to supporting the PM, the inspector will be responsible to observe and document the construction effort to determine that the materials were manufactured, and the work installed, in general conformance with the contract documents and approved submittals. The following is a description of the services we will provide, the anticipated performance period for these services and the budget for the cost of same.

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The PM will perform the following tasks:

1. Prepare and distribute construction contract package for execution, provide engineering review of contract, insurance certification, performance and payment bond and subcontractor registration certificate and distribute executed package to the Borough Attorney for final review and execution by the Mayor and receive and distribute executed copies.
2. Conduct a pre-construction conference among project's participants, inviting the contractor, Borough officials, utility representatives, police and our construction team, and produce minutes of this meeting. Coordinate and review initial project submittals including baseline project schedule, insurance certificates, emergency call lists, etc. Pre-construction phase assumed to last less than one month.
3. Conduct periodic job meetings, as determined by the PM, with representatives of the contractor, subcontractor, and utility companies to review progress, performance and to address any questions or problems that may have arisen. Borough representatives or other officials, as determined by the PM, will be invited to attend these meetings. Minutes of these meetings will be generated and distributed.
4. Review and coordinate submittals received from the contractor including contractor's schedules, shop drawings, product data and samples and material certifications of conformance for general compliance with Contract Documents.
5. Perform quality assurance audits of the project file, determining that contemporaneous documentation, such as inspection reports, quantity logbooks, material submittals and certifications, material testing records, labor interview forms, manpower status reports, is being generated and complete.
6. After review and input from the Inspector, prepare monthly estimates of payment to the Contractor.
7. Review and issue written recommendation to the Borough following receipt of a written claim or dispute from Contractor.
8. Receive punch list from Inspector and administer the monitoring of its completion.
9. Prepare final closeout documents, including Final Payment Certificate and Change Order, and other closeout documents.

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**Re: Spring Street and Aberdeen Road
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Borough of Matawan**

The following tasks will be accomplished by our inspector during the construction phase:

1. Provide part-time construction observation services for the duration of the construction contract. We do not anticipate, or have budgeted for, a stop and go, less than full time effort by the contractor. We anticipate a total of 4 months of fully engaged on-site construction effort. In addition, we anticipate a part-time two-week effort after substantial completion for project closeout.
2. Perform on-site observation of work to determine general conformance to the contract plans and specifications.
3. Determine that certificates of conformance are submitted for those materials used on site that require such.
4. Prepare job reports indicating weather, equipment, personnel, work accomplished on the project and other relevant matters such as issues discussed, and direction given. Reports will be furnished to the Borough upon request.
5. Respond to Contract Document interpretation requests and other requests for information from the Contractor and assist in resolution of questions and/or disputes.
6. Review Contractor's monthly estimates of work performed, and invoices submitted for payment. Measure pay items of work for the Contractor's monthly estimates. Provide payment input to the Project Manager.
7. Support Project Manager with review and input following receipt of a written claim or dispute from Contractor.
8. Prepare punchlist and monitor corrective action work and also monitor any required corrective action cited.
9. Finalize with the contractor as-built quantities.

If the contractor does not reach substantial completion of the work by the agreed upon contract completion time, and our budget for contract administration and inspection services prior to substantial completion is fully expended, we will ask the Borough to enforce the section of the contract allowing the Borough to deduct payment to the contractor in order to pay for continued engineering services or we will request a change order for the additional services. Similarly, should our services be required beyond 10 hours on any day and/or on Sundays, we will also ask the Borough to enforce the section of the contract allowing the Borough to deduct payment to the contractor in order to pay for the excess hours.

ASSUMPTIONS/EXCLUSIONS

The aforementioned scope items are based on the following assumptions/exclusions:

- In-water footings (Piers 7-9) are assumed to be in good condition and can be reused. Repair/rehabilitation to the footings is beyond the scope of this estimate. If, during construction,

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Scope and Fee Estimate
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the footings are found to be in poor condition, an extra request will be developed which will include a scope and fee to address the defects.

- Suggested Temporary Shoring will be developed at a schematic level. It will be the responsibility of the contractor to design the temporary shoring.
- This proposal does not include submission of a NJDEP Letter of Interpretation.
- This proposal does not include the submission of a Freshwater Wetland Individual Permit.
- This proposal does not include threatened and endangered species survey or cultural resource studies.
- This proposal does not include wetland mitigation or riparian mitigation services.
- Services not specifically listed are not included.

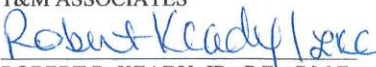
FEE ESTIMATE

We are prepared to proceed upon your authorization and suggest a lump sum fee of \$288,900.00. Following are the estimated “soft cost” requirements for the project:

Pre-Design Phase	\$14,000.00
Design Phase	\$75,000.00
Permitting Phase (3 separate submissions)	\$62,100.00
Bid Phase.....	\$ 4,000.00
Construction Admin & Inspection Phase	\$91,800.00
T&M Engineering Fee	\$246,900.00
Geotechnical Engineer Subconsultant.....	\$ 18,000.00
NJDEP Permit Fees.....	\$ 18,000.00
SESC Permit Fees	\$ 6,000.00
Total Fee	\$288,900.00

On behalf of T&M Associates, I would like to thank you and the Governing Body for the opportunity to submit this scope of services and fee estimate. We look forward to our continued successful work with you and members of your staff.

Very truly yours,

T&M ASSOCIATES

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

RRK:PB:lkc

c: Karen Wynne, Borough Clerk
Nicole Horvath, CFO

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RESOLUTION 22-06-14
A RESOLUTION TO FIX AND DETERMINE THE 2022 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 SUPERVISOR PAYROLL

WHEREAS, the following resolution sets the individual salaries and wages for 2022, effective January 1, 2022; and

WHEREAS, funds for this purposes are available in the 2022 Budget and the Chief Financial Officer as so certified in writing.

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NOW, THEREFORE, BE IT RESOLVED that the 2022 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>TITLE</u>	<u>EMPLOYEE</u>	<u>2022</u> <u>SALARY</u>
Administration/Finance-Revenues, Assessing Supervisor Payroll	C. Adamski	\$50,898.30

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 as well as Employee.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Nicole Horvath, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from Various Department Budgets (Salary & Wages) of the Borough of Matawan.

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)

Nicole Horvath, CMFO

Dated: June 9, 2022

**RESOLUTION 22-06-15
AUTHORIZING THE HIRING OF FULL-TIME FIELD TECHNICIAN WITH THE
BOROUGH OF MATAWAN DEPARTMENT OF PUBLIC WORKS
ARSENIO CRUZ**

WHEREAS, the Mayor and Council has been advised by the Borough Administrator and Department of Public Works Superintendent that there exists the need for an additional full-time Field Technician within the Borough of Matawan; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan authorizes the hiring of Arsenio Cruz as a full-time Field Technician for the Department of Public Works (Roads/Water Sewer), effective June 16, 2022, at salary of Forty-Five Thousand, Seventy-Two Dollars and Thirty-Four Cents (\$45,072.34) per annum, pursuant to the provisions of the Contract between the Borough of Matawan and the International Brotherhood of Electrical Workers (IBEW) Local 400 dated January 1, 2017 through December 31, 2019.

BE IT FURTHER RESOLVED said employment is contingent upon pending favorable outcome of his physical and background examination, and completion of probationary period.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, Operations Coordinator, Public Works, Payroll as well as Arsenio Cruz.

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 2-01-26-290-100 Budget of the Borough of Matawan to Arsenio Cruz in an amount not to exceed Forty-Five Thousand, Seventy-Two Dollars and Thirty-Four Cents (\$45,072.34).

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)

Nicole Horvath, CMFO

Dated: June 9, 2022

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**RESOLUTION 22-06-16
AUTHORIZING THE HIRING OF PART-TIME HOURLY FIRE PREVENTION INSPECTOR
ED LEE**

WHEREAS, the Mayor and Council has been advised by the Borough Administrator that there exists the need for a Part-Time Hourly Fire Prevention Inspector within the Borough of Matawan; and

WHEREAS, it is the recommendation of the Borough Administrator and the Fire Official to hire Ed Lee, a qualified and experienced applicant, for the position of Part-Time Hourly Fire Prevention Inspector.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Matawan approves the recommendation and authorizes the hiring of Ed Lee for the position of Part-Time Hourly Fire Prevention Inspector effective June 16, 2022, at a rate of \$25.00 per hour, in an amount not to exceed Five Thousand Dollars and No Cents (\$5,000.00) per annum.

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 as well as Ed Lee.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Nicole Horvath, Chief Financial Officer of the Borough of Matawan, County of Monmouth, State of New Jersey, do hereby certify that as of the date of this certification, funds are available from the 2-01-25-265-100 Budget of the Borough of Matawan to Ed Lee as Part-Time Hourly Fire Prevention Inspector effective June 16, 2022, at a rate of \$25.00 per hour, in an amount not to exceed Five Thousand Dollars and No Cents (\$5,000.00) per annum.

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)

Nicole Horvath, CMFO
Dated: June 9, 2022

**RESOLUTION 22-06-17
AUTHORIZING THE HIRING OF PART-TIME HOURLY SEASONAL PERSONNEL
2022 SUMMER RECREATION PROGRAM CANOE RENTALS
BRANDON FALCO
ZIARE WILLIAMS**

WHEREAS, the Council has been advised that there is a need part-time hourly seasonal personnel for the Summer Recreation Canoe Rentals for the year 2022 within the Borough of Matawan, effective June 11, 2022 through and including September 5, 2022; and

WHEREAS, Daria Dieterle, Recreation Director, has recommended to Council the hiring of Brandon Falco and Ziare Williams, each at a rate of \$13.50 per hour, for the Summer Recreation Canoe Rentals for the year 2022 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 hourly seasonal personnel, Brandon Falco and Ziare Williams, each at a rate of \$13.50 per hour, for the 2022 Summer Recreation Canoe Rentals effective June 11, 2022. The last day of rentals will be on September 5, 2022.

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 as well as Brandon Falco and Ziare Williams.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Nicole Horvath, 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.

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Chief Financial Officer

(Signature on File)

Nicole Horvath, CMFO

Dated: June 9, 2022

**RESOLUTION 22-06-18
AUTHORIZING THE HIRING OF PART-TIME HOURLY SUBSTITUTE SEASONAL PERSONNEL
2022 SUMMER RECREATION PROGRAM CANOE RENTALS**

WHEREAS, the Council has been advised that there is a need part-time hourly substitute seasonal personnel for the Summer Recreation Canoe Rentals for the year 2022 within the Borough of Matawan, effective June 11 through and including September 5, 2022; and

WHEREAS, Daria Dieterle, Recreation Director, has recommended to Council the hiring of the following at a rate of \$13.50 per hour on a rotating, as-needed basis, for the Summer Recreation Canoe Rentals for the year 2022 within the Borough of Matawan:

*Guy Buckel
Olivia Dieterle
Tyler Gunn*

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 hourly substitute seasonal personnel at a rate of \$13.50 per hour for the 2022 Summer Recreation Canoe Rentals effective immediately. The last day of rentals will be on September 5, 2022.

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.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Nicole Horvath, 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)

Nicole Horvath, CMFO

Dated: June 9, 2022

**RESOLUTION 22-06-19
AUTHORIZING THE HIRING OF PART-TIME SEASONAL PERSONNEL
2022 SUMMER RECREATION PROGRAM DIRECTOR
KAITLYN KNAUER**

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

WHEREAS, Kaitlyn Knauer is desirous of the position of part-time Summer Program Director.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that they hire Kaitlyn Knauer as the part-time 2022 Summer Program Director, at the rate of compensation of \$3,500.00 per annum.

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 Kaitlyn Knauer.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Nicole Horvath, 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-14-56-850-804 Budget of the Borough of Matawan to Kaitlyn

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Knauer as Part-Time Summer Program Director in the total amount not to exceed Three Thousand, Five Hundred Dollars and No Cents (\$3,500.00).

This certification is based solely on the information encumbered into the financial records of the Borough by the appropriate using division as of this date and relies on the completeness of financial records.

Chief Financial Officer

(Signature on File)

Nicole Horvath, CMFO

Dated: June 9, 2022

**RESOLUTION 22-06-20
AUTHORIZING THE HIRING OF PART-TIME HOURLY SEASONAL PERSONNEL
2022 SUMMER RECREATION PROGRAM COUNSELORS**

WHEREAS, *the Council has been advised that there is a need for part-time personnel for the Summer Recreation Program for the year 2022 within the Borough of Matawan; and*

WHEREAS, *the rate of pay will be as follows:*

<i>Junior Summer Counselors</i>	<i>\$12.50 per hour</i>
<i>Senior Summer Counselors</i>	<i>\$13.50 per hour</i>

WHEREAS, *the number of Summer Counselors will be determined by the Recreation Commission.*

WHEREAS, *the Recreation Director has recommended the hire of the following as part-time seasonal personnel as junior and senior counselors for the 2022 Summer Recreation Program:*

Junior Counselors \$12.50/Hour	Senior Counselors \$13.50/Hour
<i>Kate Devlin</i>	<i>Jake Bonetto</i>
<i>Ryann Healy</i>	<i>Guy Buckel</i>
<i>Angelo Koempel</i>	<i>Olivia Dieterle</i>
<i>Lily Wiley</i>	<i>Tyler Gunn</i>
<i>Paige Yuen</i>	<i>Michael Kovacs</i>
	<i>Alex Roarke</i>

NOW, THEREFORE, BE IT RESOLVED *by the Council of the Borough of Matawan that the Matawan Borough authorizes the hiring of the above part-time personnel, each at their respective rate as outlined above, for the Summer Recreation Program for the year 2022.*

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.*

CERTIFICATION AS TO AVAILABLE FUNDING

I, Nicole Horvath, Chief Financial Officer of the Borough of Matawan, County of Monmouth, State of New Jersey, do hereby certify that as of the date of this certification funds are available from the T-14-56-850-804 Budget of the Borough of Matawan for the hire of Part-Time Seasonal Personnel-Counselors for the 2022 Summer Recreation Program for the Borough of Matawan.

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)

Nicole Horvath, CMFO

Dated: June 9, 2022

New Business

Mayor Altomonte read by title Resolution 22-06-21: Granting Relief from the Five-Year Moratorium Road Opening Permit – 114 Vermont Court East requesting a motion. Councilman Livesey made the motion, seconded by Councilwoman Gunn.

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The Applicant seeks relief from the moratorium on Vermont Court East, paved in 2019, for an oil to gas conversion as the oil tank was removed after receipt of a Permit from the Construction Department but then informed by the Clerk’s Office of the moratorium on opening the street to connect to New Jersey Natural Gas lines.

Council related the purpose of the five-year moratorium on new roads being opened for utility work barring an emergency to prevent the new road from being destroyed. In the past the Borough has denied these requests in that the Borough has invested millions of dollars a year on its road infrastructure program. Previous requests of this nature have been denied for this reason.

The Clerk informed a process of coordination between the Construction and Clerk was put in place after a similar situation transpired in 2021. As of April 1, 2022 a Shared Service Agreement between the Township of Aberdeen and the Borough of Matawan for Construction, Zoning and Property Maintenance was enacted, and the information must not have followed with the move to Aberdeen. That error has been rectified.

Dakya Tinkov, Realtor for 114 Vermont Court. Ms. Tinkov informed her client, the contractor for IMK Investments, Inc., has started construction on the home. The oil tank was removed upon receipt of Permits from the Construction Department. There is currently no heat in the house. Ms. Tinkov stated her client is willing to repair the road in accordance with Borough requirements. A CO cannot be issued without the utility connection.

After discussion, Council directed a process be determined between the Construction and Clerk’s Office to avoid re-occurrence as well as establish a moratorium “inventory.” The Applicant’s property is on the cul-de-sac portion of Vermont Court with only 2-3 houses being affected. Council elected to approve the street opening under the conditions to return the street to its original condition, final inspection of approval by the Borough Engineer, as well as posting of all required fees and escrow.

Mayor Altomonte requested a roll call vote.

- Yes:
- Councilwoman Deana Gunn
 - Councilman Brian Livesey
 - Councilwoman Stephanie Buckel
 - Councilman Brett Cannon
 - Councilman Charles Ross

Motion passed.

**RESOLUTION 22-06-21
GRANTING RELIEF FROM THE
FIVE-YEAR MORATORIUM ROAD OPENING PERMIT
114 VERMONT COURT EAST
BLOCK 120, LOT 25**

WHEREAS, LMK Investments, Inc., owner of 114 Vermont Court East, has requested the Council of the Borough of Matawan grant emergency relief from the five-year moratorium to open 114 Vermont Court East for the purpose of retiring oil service and to connect to the New Jersey Natural Gas facilities; and

WHEREAS, the homeowners’ contractor(s) shall contact the Borough Clerk to submit an Application for Street Opening Permit and shall review methods with and obtain an approving Street Opening Permit from T&M, the Borough Engineer.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, they hereby grant IMK Investments, Inc. relief from the five-year moratorium road opening on 114 Vermont Court East to connect to the New Jersey Natural as facilities subject to all conditions and fees as outlined above, and as any and all conditions cited in the Borough of Matawan Permit for Street Opening to be issued.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Construction, Fire, Police, Public Works as well as the Borough Engineer, New Jersey Natural Gas, and IMK Investments, Inc.

Mayor Altomonte read by title Ordinance 22-07: Amending Ordinance 22-03 An Ordinance to Fix and Determine the Salaries and Wages of Officers, Management, Supervisory Personnel and

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General Employees Not Represented by an Organized Bargaining Unit and Employed by the Borough of Matawan, Monmouth County, NJ Recreation Director. Mayor Altomonte requested a motion to introduce. Councilman Ross made the motion, seconded by Councilman Cannon. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilwoman Deana Gunn
Councilwoman Stephanie Buckel
Councilman Brian Livesey
Councilman Brett Cannon
Councilman Charles Ross

Motion passed.

**ORDINANCE 22-07
AMENDING ORDINANCE 22-03
AN ORDINANCE TO FIX AND DETERMINE THE 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, NJ
RECREATION DIRECTOR**

Be it ordained by the Mayor and Council of the Borough of Matawan, in the County of Monmouth, NJ as follows;

Section 1. The annual salaries or compensations of the officers, management, supervisory personnel and general employees of the Borough of Matawan not covered by any organized bargaining unit, effective upon final passage and publication as provided by law, shall be as follows:

<u>DEPARTMENT/TITLE</u>	<u>STATUS</u>	<u>PAYMENT CATEGORY</u>	<u>RANGE FROM</u>	<u>TO</u>
<u>Recreation</u> Director	Part Time	Annual	\$10,000.00	\$43,000.00

Section 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance shall be and the same are hereby repealed.

Section 3. If any section, paragraph, subdivision, clause or provision of this ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision clause or provision so adjudged and the remainder of the ordinance shall be deemed valid and effective.

Section 4. This ordinance shall take effect upon final passage and publication as provided by law.

The Clerk announced the public hearing is scheduled for 7 PM, June 21, 2022.

Mayor Altomonte read by title Ordinance 22-08: Amending and Supplementing the Revised General Ordinances of the Borough of Matawan – Chapter 13 – Building and Construction, Section 13-1.2 Local Office and Section 13-1.4 Fees. Mayor Altomonte requested a motion to introduce. Councilwoman Gunn made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call vote.

Yes: Councilwoman Deana Gunn
Councilman Brian Livesey
Councilwoman Stephanie Buckel
Councilman Brett Cannon
Councilman Charles Ross

Motion passed.

**ORDINANCE 22-08
AMENDING AND SUPPLEMENTING THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF
MATAWAN – CHAPTER 13 – BUILDING AND CONSTRUCTION
SECTION 13-1.2 LOCAL OFFICE
SECTION 13-1.4 FEES**

WHEREAS, the Borough of Matawan has entered into a Shared Services Agreement between the Borough of Matawan and the Township of Aberdeen for Shared Construction and Zoning Department Services and Personnel.

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NOW, THEREFORE, BE IT ORDAINED, the Mayor and Council of the Borough of Matawan, County of Monmouth, State of New Jersey, that the Revised General Ordinances of the Borough of Matawan, Chapter 13 – Building and Construction, Section 13-1.2 Local Office and Section 13-1.4 Fees, shall be amended and supplemented as follows:

Section 13-1.2 Local Office.

The public shall the right to do business with the enforcing agency at the one office location, except for emergencies and unforeseen or unavoidable circumstances. The offices are hereby established at ~~Borough Hall, 201 Broad Street, Matawan, New Jersey~~ **Aberdeen Township One Aberdeen Square, Aberdeen, New Jersey.**

Section 13-1.4 Building Subcode Fees.

Delete in its entirety and Replace with the following:

Section 13-1.4 Fees.

a. General.

1. The fee for plan review, computed as a percentage of the fee for a construction permit, shall be paid at the time of application for a permit. The amount of this fee shall then be deducted from the amount of the fee due for a construction permit, when the permit is issued. Plan review fees are not refundable.
2. The fee to be charged for a construction permit will be the sum of the basic construction fees plus all applicable special fees. This fee shall be paid before a permit is issued and proposed work commencing.
3. The fee to be charged for a certificate of occupancy shall be paid before a certificate is issued. This fee shall be in addition to the construction permit fee.
4. All fees shall be rounded to the nearest dollar.
5. All fees paid under the regulations shall be nonrefundable except as otherwise specifically set forth in the regulations. All fees shall be paid by cash, check or money order, payable to the "Township of Aberdeen."

b. Fee Schedule. The fees shall be as follows:

1. Plan Review Fee. The fee for plan review shall be twenty (20%) percent of the amount to be charged for a new construction permit. Elevator device plan review shall be in the amount noted in N.J.A.C. 5:23-12.
2. The basic construction permit fee shall be the sum of the parts computed on the basis of the volume or cost of construction, the number of plumbing fixtures and pieces of equipment, the number of electrical fixtures and rating of electrical devices, the number of sprinklers, standpipes and detectors (smoke and heat) at the unit rates and/or the applicable flat fees as provided herein plus any special fees. The minimum fee for a basic construction permit covering any and all of the technical subcodes shall be (90) Ninety dollars.

(a) Building Volume or Cost. The fees for new construction or alteration are as follows:

- (1) Fees for new construction shall be based upon the volume of the structure. Volume shall be computed in accordance with N.J.A.C. 5:23-2.28. The new construction fee shall be in the amount of \$0.055 per cubic foot of volume for buildings and structures of all use groups and types of construction as classified and defined in Articles 3 and–6 of the Building Subcode; except that the fee shall be \$0.0011 per cubic foot for structures on farms, including commercial farm buildings under N.J.A.C. 5:23-3.2(d), with the maximum fee for such structures on farms not to exceed \$1602.
- (2) Fees for renovations, alterations and repairs or site construction associated with pre-engineered systems of commercial farm buildings, pre-manufactured construction, and the external utility connection for pre-manufactured construction shall be based upon the estimated cost of work. The fee for use groups R-3, R-4 and R-5 shall be in the amount of \$30 per \$1,000. From \$50,001 to and including \$100,000, the additional fee shall be in the amount of \$18 per \$1,000 of estimated cost above \$50,000. Above \$100,000, the additional fee shall be in the amount of \$15 per \$1,000 of estimated cost above \$100,000. The fee for all other use groups shall be in the amount of \$30 per \$1,000. From \$50,001 to and including \$1000,000, the additional fee shall be in the amount of \$21 per \$1,000 of estimated cost above \$50,000. Above \$100,000, the additional fee shall be in the amount of \$18 per \$1,000 of estimated cost above \$100,000. For the purpose of determining estimated cost, the applicant shall submit to the Agency such cost data as may be available and produced by the architect or engineer of record, or by a recognized estimating firm, or by the contractor. A bonafide contractor's bid, or contract if available, shall be submitted. The Construction Official and/or Subcode Official shall make the final decision regarding the estimated cost/value.

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(3) Fees for additions shall be computed on the same basis as for new construction for the added portion.

(4) Fees for combination renovations and additions shall be computed as the sum of the fees computed separately in accordance with items (2) and (3) above.

(5) The fee for replacement type roof coverings shall be in all use groups except for R-3, R-4, and R-5 type structures shall be \$50 per \$1,000 of the estimated cost with a minimum fee of \$90.

(6) The fee for replacement siding shall be in all use groups except for R-3, R-4, and R-5 type structures shall be \$50 per \$1,000 of the estimated cost with a minimum fee of \$90.

(7) The fee charged for a private above-ground swimming pool as defined in the building subcode, in use group R-3, R-4 and R-5 shall be \$95. The fee charged for a private in-ground swimming pool as defined in the building subcode, in use group R-3, R-4 and R-5 shall be \$250. The construction fee for public swimming pools as defined in the building subcode in all use groups other than R-3, R-4 and R-5 shall be computed and based upon the cubic volume of the structure. § 12-1.5 § 12-1.5 :2 The minimum fee shall be \$250.

(8) The fee for replacement barriers surrounding and enclosing public or private swimming pools shall have a flat rate of \$90.

(9) Tents: The fee for tents in excess of 900 square feet or more than thirty (30) feet in any dimension shall be \$130.

(b) Plumbing Fixtures and Equipment. The fees shall be as follows:

(1) The fees shall be the amount of \$35.00 per fixture, piece of equipment or appliance connected to the plumbing system, and for each appliance connected to the gas piping, propane or oil piping system, except as indicated in paragraph (2) below.

(2) The fee shall be \$105 per special device for the following: gas piping, grease traps, oil separators, refrigeration units, water service connection, sewer service connection, backflow preventers equipment with test ports (double check valve assembly, reduced pressure zone and pressure vacuum breaker backflow preventers), active solar systems, sewer pumps and interceptors. There shall be no inspection fee charged for gas service entrances.

(c) Electrical Fixtures and Devices. The fee shall be as follows:

(1) For the first block consisting of one to 50 receptacles, fixtures or devices, the fee shall be \$80 for each additional block consisting of up to 25 receptacles, fixtures or devices, the fee shall be \$30. For the purpose of computing this fee, receptacles, fixtures or devices shall include lighting fixtures, wall switches, convenience receptacles, sensors, dimmers, alarm devices, smoke and heat detectors, communications outlets, light-standards eight feet or less in height including luminaries, emergency lights, electric signs, exit lights or similar electric fixtures and devices rated 20 amperes or less including motors or equipment rated less than one horsepower (hp) or one kilowatt (kw).

(2) For each motor or electrical device rated from one hp or one kw to 10 hp or 10 kw; for each transformer or generator rated from one kw or one kva to 10 kw or 10 kva; for each replacement of wiring involving one branch circuit or part thereof; for household electric cooking equipment rated up to 16 kw; for each fire security or burglar alarm control unit; for each receptacle rated from 30 amperes to 50 amperes; for each light-standard greater than eight feet in height including luminaries; and for each communications closet, the fee shall be \$40.

(3) For each motor or electrical device rated from greater than 10 hp or 10 kw or 50 hp or 50 kw; for each service equipment, panel board, switch board, switch gear, motor-control-center, or disconnecting means rated 225 amperes or less; for each transformer or generator rated from greater than 10 kw or 10 kva to 45 kw or 45 kva; for each electric sign rated from greater than 20 amperes to 225 amperes including associated disconnecting means; for each receptacle rated greater than 50 amperes; and for each utility load management device, the fee shall be \$80.

(4) For each motor or electrical device rated from greater than 50 hp or 50 kw to 100 hp or 100 kw; for each service equipment, panel board, switch board, switch gear, motor-control-center or disconnecting means rated from greater than 225 amperes to 1,000 amperes; and for each transformer or generator rated from greater than 45 kw or 45 kva to 112.5 kw or 112.5 kva, the fee shall be \$145.

(5) For each motor or electrical device rated greater than 100 hp or 100 kw; for each service equipment, panel board, switch board, switch gear, motor-control-center or disconnecting means

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rated greater than 1,000 amperes; and for each transformer or generator rated greater than 112.5 kw or 112.5 kva, the fee shall be \$640.

(6) The fee charged for electrical work for each permanently installed private above-ground swimming pool as defined in the building subcode, spa, hot tub or fountain shall be a flat fee of \$100 and \$175 for in-ground swimming pools which shall include any "required" bonding, and associated equipment such as filter pumps, motors, disconnecting means, switches, required receptacles, and heaters, etc., excepting panelboards. For each storable pool or hydro massage bath the fee shall be \$75. For public swimming pools, the fee shall be charged on the basis of number of electrical fixtures and rating of electrical devices involved in accordance with paragraph (1) through (5) above. The fee charged for the annual electrical inspection of swimming pools, spas or hot tubs shall be \$100.

(7) The fee charged for the installation of single and multiple station smoke or heat detectors and fire, burglar or security alarm systems in any one- or two-family dwelling shall be a flat fee of \$75 per dwelling unit. For fire, burglar and security alarm systems and detectors in building other than one- or two-family dwellings, the fee shall be a flat fee of \$150.

(8) For installations consisting of multimeter stacks, the fee shall be based on the ampere rating of the main bus and not upon the number of meters or rating of disconnects on the meter stack. Individual loadside panel boards shall be charged in accordance with paragraph (3), (4) or (5) above. There shall be no additional fee charged for the concurrent installation of individual feeder conductors.

(9) For motors or similar devices requiring concurrent installation of individual controls, relays and switches, the fee shall be based only upon the rating of the motor or device. There shall be no additional fee charged for the concurrent installation of individual circuit components, for example, controllers, starters, and disconnecting means.

(10) For electrical work requiring replacement of service entrance conductors or feeder conductors only, the fee shall be in accordance with paragraph (2) through (5) above based on the designed ampere rating of the overcurrent device of the service or feeder.

(11) The fee charged for process equipment shall be based on the ampere rating of the overcurrent device protecting the conductor feeding the process equipment or the cutoff device.

(12) For the purpose of computing these fees, all electrical and communications devices, utilization equipment and motors, which are part of premises wiring, except those which are portable plug-in type, shall be counted.

(13) For photovoltaic systems, the fee shall be based on the designated kilowatt rating of the Solar photovoltaic systems as follows:

- (A) One to 50 kilowatts shall be \$350.00*
- (B) Fifty one to 100 kilowatts, the fee shall be \$550.00*
- (C) Greater than 100 kilowatts the fee shall be \$640.00*

(14) The fee for any item not listed and that is regulated by the NJ Uniform Construction Code shall be \$35.

(d) For fire protection and hazardous equipment, sprinklers, standpipes, detectors (smoke/heat/carbon monoxide), pre-engineered suppression system, gas and oil fired appliances not connected to the plumbing system, kitchen exhaust systems, incinerators and crematoriums, the fee shall be as follows:

(1) The fee for 20 or fewer heads or detectors shall be \$91; for 21 to and including 100 heads, the fee shall be \$168; for 101 to and including 200 heads, the fee shall be \$321; for 201 to and including 400 heads, the fee shall be \$831; for 401 to and including 1,000 heads, the fee shall be \$1150. In computing fees for heads and detectors, the number of each shall be counted separately and two fees, one for heads and one for detectors shall be charged.

(2) The fee for each individual standpipe shall be \$321.

(3) The fee for each independent pre-engineered system shall be \$150.

(4) The fee for each gas, oil or propane fired appliances in "existing" buildings and use groups R-3, R-4 and R-5 shall be \$65 per unit and \$75 per unit for all other use groups.

(5) The fee for each solid fuel-burning device shall be \$75 per unit.

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- (6) *The fee for each fire pump shall be \$250 per unit.*
- (7) *The fee for each commercial-type kitchen exhaust system shall be \$180.*
- (8) *The fee for each incinerator shall be \$510.*
- (9) *For single and multiple station smoke detectors, heat detectors, carbon monoxide detectors and fire alarm systems installed in R-3, R-4 and R-5 type dwellings, there shall be a flat fee of \$55 per dwelling unit. For detectors and fire alarm systems installed in all other buildings and use groups other than R-3, R-4 and R-5 type dwellings, the fee shall be charged in accordance with paragraph (1) above.*
- (10) *The minimum fee for the installation, relocation or replacement of illuminated or self-luminous Exit Signs, Exit Directional Signage and/or Emergency Lighting fixtures shall be \$75 for the first twelve § 12-1.5 § 12-1.5 :6 (12) devices and \$15 for each additional device thereafter.*
- (11) *The fee for placards and/or replacement placards shall be \$55 per set.*
- (12) *The fee for the installation, relocation or replacement of each fire protection device not specified above or otherwise shall be \$40 per device. Such devices may include, but not be limited to, voice alarms, speakers, Fire Department communication devices, equipment controls, replacement valves and fittings, etc.*
- (13) *The fee for any item not listed and that is regulated by the NJ Uniform Construction Code shall be \$35.*

c. Fees for Certificates and other Permits are as follows:

- 1. *The fee for a demolition permit shall be \$150 for any single structure. The fee for a tank abandonment or removal permit shall be \$80 per tank. Each additional structure demolished shall be \$25.*
- 2. *The fee for a permit to construct a sign shall be in the amount of \$7 per square foot surface area of the sign, computed on one side only for double-faced signs. The minimum fee shall be \$95. Exception: No permit is required for signs installed in accordance with N.J.A.C. 5:23-2.14(b)6.*
- 3. *The fee for a certificate of occupancy shall be in the amount of 10 percent of the total construction permit fee. The minimum fee shall be \$75 for R-3, R-4 and R-5 type use groups and the minimum fee for all other use groups shall be \$150 per building, tenant space or unit.*
- 4. *The fee for an extension of an expired temporary certificate of occupancy shall be \$45 per extension.*
- 5. *The fee for a certificate of occupancy granted pursuant to a change of use group shall be \$250.*
- 6. *The fee for a certificate of continued occupancy issued under N.J.A.C. 5:23-2.23(c) shall be \$250.*
- 7. *The fee for plan review of a building for compliance under the alternate systems and non-depletable energy source provisions of the energy subcode shall be \$385 for one- and two-family homes (use groups R-3, R-4 and R-5 of the building subcode), and for light commercial structures having the indoor temperature controlled from a single point, and \$1915 for all other structures.*
- 8. *The fee for an application for a variation in accordance with N.J.A.C. 5:23-2.10 shall be \$820 for class I structures and \$120 for class II and class III structures. The fee for resubmission of an application for a variation shall be \$300 for class I structures and \$90 for class II and class III structures.*
- 9. *The fee for a permit for lead hazard abatement work shall be \$195. The fee for § 12-1.5 § 12-1.5 :7 a lead abatement clearance certificate shall be \$40.*
- 10. *The fee to reinstate lapsed, suspended or revoked permits noted in N.J.A.C. 5:23-2.16(b) or N.J.A.C. 5:23-2.16(f) or otherwise shall be \$25 per outstanding subcode. This fee may be waived at the discretion of the Construction Official.*
- 11. *The fee for DCA plan review for elevator devices shall be in the amount as published and noted in N.J.A.C. 5:23-4 and N.J.A.C. 5:23-12.*
- 12. *The fee for a mechanical inspection in a Use Group R-3 or R-4 structure by a mechanical inspector shall be \$43 for the first device and \$10 for each additional device. No separate fee shall be charged for gas, fuel oil, or water piping connections associated with the mechanical equipment.*
- 13. *The fee for the annual electrical inspection of swimming pools, spas or hot tubs shall be \$125 per unit.*

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d. (Reserved)

e. Annual Permit Requirements are as follows:

1. The fee to be charged for an annual construction permit shall be charged annually. This fee shall be a flat fee based upon the number of maintenance workers who are employed by the facility, and who are primarily engaged in work that is governed by a subcode. Managers, engineers and clericals shall not be considered maintenance workers for the purpose of establishing the annual construction permit fee. Annual permits may be issued for building/fire protection, electrical and plumbing.

2. Fees for annual permits shall be as follows:

(a) One to 25 workers (including foremen) \$667/worker; each additional worker over 25, \$232/worker.

(b) Prior to the issuance of the annual permit, a training registration fee of \$140 per subcode and a list of not more than three (3) individuals to be trained per subcode shall be submitted by the applicant to the Department of Community Affairs, Bureau of Code Services, Training Section along with a copy of the construction permit (Form F170).

f. Elevator Devices: Test and Inspection Fees. The Elevator Unit at the Department of Community Affairs ("DCA") performs all plan review and inspection services of Elevator Devices and equipment for the Township. The fees established, effective and published by DCA for plan review, inspections, variations, etc., shall be in the amount as noted in N.J.A.C. 5:23-4 and N.J.A.C. 5:23-12 respectively. A copy of the current DCA fee schedule is available upon request and adopted herein.

BE IT FURTHER ORDAINED any Ordinances or portions thereof which are inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistencies only.

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.

Mayor Altomonte read by title Resolution 22-06-22: Payment of Bills. Councilwoman Gunn made the motion, seconded by Councilman Livesey. Mayor Altomonte requested a voice vote. Council agreed. Motion passed.

**RESOLUTION 22-06-22
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	\$2,546,979.67
Water/Sewer	\$414,564.72
Borough Capital	\$228,425.26
Water Capital	\$150,604.46
Grant	\$347.02
Borough Trust	\$31,695.18
Recreation Trust	\$464.30
Total	\$3,373,080.61

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

Privilege of the Floor

Mayor Altomonte opened the Privilege of the Floor.

**Borough of Matawan
Workshop Session
June 9, 2022**

Dr. Mariam Mauro, 123 Main Street, Matawan. Dr. Mauro is a business owner and continues to experience sewerage issues in the building for many years now with little to no resolution by the property owner. Larry Kasica from the Monmouth County Board of Health recommended she contact the Governing Body. Fire Official Jose Pujols has issued 52 violations to the landlord when water had leaked into the light fixtures. Mayor Altomonte requested Borough Attorney Menna to assist with the issue. Mr. Menna asked if she had addressed her issues with DPW or Ken Marr, Property Maintenance Officer. Dr. Mauro replied, no, but informed Mr. Kasica was to reach out to Mr. Marr on her behalf. Mr. Menna asked Ms. Mauro to remain after the meeting to discuss. The Clerk also advised her to contact the Clerk's Office to document any concerns.

Richard Galasso, 288 Main Street, Matawan. Mr. Galasso asked why the Memorial Day parade route has been changed. Mayor Altomonte informed there were various reasons: Many parade participants cannot handle the long walk, crossing Route 34 and the permission from the State to close same for the event, at times the length between parade participants was excessive.

Florence Holt, 49 Ravine Drive, Matawan. Ms. Holt inquired as to why the canoe rentals weren't open yet. Councilwoman Buckel informed, due to lack of staff, the scheduled Memorial Day weekend opening was cancelled. Staff was hired tonight. Ms. Holt expressed concern over the lack of maintenance, loitering and vandalism at the lake. Ms. Holt was assured DPW and Police will be notified but it is a public park and the public is welcome.

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

Adjourn to Executive Session

Mayor Altomonte requested a motion to adjourn to Executive Session. Councilwoman Gunn made the motion, seconded by Councilman Cannon. Mr. Menna announced the purpose of the Executive Session is to discuss litigation. No formal action will be taken. This meeting is not open to the public. Council agreed. Motion passed.

Meeting adjourned at 7:50 PM.

Karen Wynne

Karen Wynne, RMC
Municipal Clerk