

**Borough of Matawan
Public Session
September 19, 2023**

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 September 19, 2023, 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 6, 2023, by sending notice to the *Star Ledger*, 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 7:06 PM, requesting a roll call.

On roll call the following members responded present:

Yes: Councilwoman Deana Gunn
 Councilman Steven Russell
 Councilwoman Stephanie Buckel
 Councilman Brian Livesey
 Councilwoman Melanie S. Wang
 Councilman Charles Ross

Also present were Ryan Michelson, Borough Administrator, and, in the absence of Borough Attorney Pasquale Menna, Esq., Gregory J. Cannon, Esq., Borough Special Counsel.

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

Mayor Altomonte asked everyone to stand for a Moment of Silence keeping in mind the family of our Borough Attorney, Pasquale Menna, in the loss of his father.

Mayor Altomonte announced, except for any first responders, please silence all cell phones. Council and members of the public, please speak directly and clearly into the microphone to properly record for the audio system.

Presentation on the Status of the Aberdeen Road and Dam Project

Mayor Altomonte introduced Joseph M. Ettore, PE of the Monmouth County Division of Engineering & Traffic Safety and Sarah Steib of French & Parello Associates. Mr. Ettore updated the assembled on the project and its schedule for the raising of Aberdeen Road from FEMA flood elevation 4 to elevation 14, along with the replacement of County Bridge MA-11.

Mr. Ettore related Aberdeen Road's current sea level elevation and its flooding issues as well as the need for the bridge's replacement. Lake Lefferts Dam and Bridge, and Ravine Drive, are under mandate by the NJS Department of Environmental Protection (DEP) to upgrade the Dam. The County has chosen to replace the Bridge in conjunction with the Dam. The County and the Borough have entered into a cost agreement to replace both the Dam and Bridge. The Ravine Drive reconstruction project will also require a complete shutdown of the road with no real viable detour other than Aberdeen Road. Since Aberdeen Road routinely floods, we thought it best to raise Aberdeen Road well above flood stage so we would assure at no point while Ravine Drive was under construction and closed to traffic that Aberdeen Road was impassable. The detour for Aberdeen Road will be Matawan Avenue to Ravine Drive and then back to Main Street. The reverse will be used when we do the Lake Lefferts Project.

Prior to the Lake Lefferts Dam Replacement Project we must ensure there is a viable detour putting the Aberdeen Road elevation and bridge repair ahead of the Lake Lefferts Dam. Aberdeen Road will be elevated to 10 feet over the existing roadway placing it above FEMA standard. The road will also be slightly widened, road shoulders and sidewalks.

The construction is anticipated to take 17 months of road closure and bridge reconstruction. Pedestrian access will be maintained throughout the 17 months. This will be done through a combination of using

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the existing roadway when possible and a shuttle service that will take pedestrians from Aberdeen Road to Main Street and back. Whenever the road is not available to pedestrians, they will be accommodated to the Aberdeen-Matawan train station through a shuttle service.

There is no permanent impact on Borough-owned property. Working with the Matawan Police Department, there will be a short-term closure of their firing range to reconstruct its driveway access with the new elevation.

This is much more than just a bridge replacement project. It is a significant effort in terms of raising roads above the flood elevation. Open rail systems will mean you will be able to see the water through the open rails making it unimposing and will not block line of sight. New black railing, wide sidewalks and new lighting will make an enhancement over what it looks like today.

The purpose of today's discussion is to update the project. It is not where we wanted it to be in January 2023. We submitted what should have been final plans and bid documents to the NJS Division of Transportation (DOT). They returned with comments on our specifications stating projects over \$10 million dollars must be submitted to the State Comptroller's office for project review. We did that in February. The Comptroller's Office came back and stated new State law requires that only contractors that are pre-qualified are allowed to bid on this project and the County was not allowed to use our past DOT list. However, on this project the Comptroller decided that wasn't good enough and we needed a public hearing so that the County could adopt the DOT list as our own, adding more time to the project.

We are through that process and on February 14 the Division of Local Government Services accepted the County request to use the DOT pre-qualified list that was based off a public hearing Monmouth County had on August 24. The remaining step is to have the Comptroller accept what the DLGS had already approved. We expect to have that on September 29 to allow us to be out to bid on October 4, open on November 9, execute contracts in December, schedule a pre-construction meeting in January 2024. Unfortunately, environmentally there is a permit window where you cannot work in the water between March 1 to June 30. As we must be out of the water by March 1 rather than shut down the road, start work, and then have to stop work on March 1 and not be able to continue until June 30, our recommendation is to wait until after the window opens up on June 30, shut the road down two weeks prior to do some of the demo and clearing. In the meantime, we'll have all our supplies ordered, delivered and ready to go. That really starts the active construction between July 1 and December 2025. This is the 17 months needed to build a bridge and raise the road.

We are confident this schedule will be held, that we are past all of the surprises with the Comptroller and DLGS. We are looking for the bid to come in on budget and will report back once all bids are received.

Councilwoman Buckel questioned with the diversion of traffic onto Ravine Drive what the travel impact on pedestrians and bicyclists is, more specifically children. Mr. Ettore replied, after the Council's comments in this regard at his last presentation, the County has developed some plans for signage and crosswalk striping. Preliminary plans were sent to the Borough Engineer, Robert Keady of T&M Associates. It is his belief the Governing Body will consult with the Police on proposed options as soon as details are finalized. We will be able to implement prior to construction and the detour traffic.

Councilwoman Buckel added previous discussion also included a change in the timing of the Ravine Drive and Main Street traffic signal. Mr. Ettore stated that will be monitored during the construction with traffic signal timing adjustments applied to accommodate changes in traffic pattern(s).

Councilwoman Buckel proposed considering making Little Street traffic temporarily one way to assist in the change of traffic flow. Mr. Ettore answered if the Borough asks the County to make that consideration it can be reviewed with recommendations made to the Borough and its Engineer.

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Councilwoman Gunn thanked Mr. Ettore for tonight's presentation and summarized stating the project was scheduled to begin July 2023 but with the Comptroller requirements it is pushed back almost a year. Mr. Ettore reiterated the Comptroller's public hearing process.

Councilman Ross questioned the initial cost of the project and the increased cost with this delay. Mr. Ettore said the cost has increased but the Borough's portion has remained the same.

Councilman Russell questioned the pavement conditions that may affect High and/or Main Street. Mr. Ettore said the elevation is raised to meet where High goes to Main.

Mayor Altomonte opened the floor to public comment.

Nicolas Reeve, 500 Cliffwood Ave, Matawan. Mr. Reeve asked what the anticipated date of the completion of this construction is. Mr. Ettore replied, 2026. Mr. Reeve questioned the Borough's dollar amount. Mayor Altomonte replied, \$2M.

There were no further comments.

Mayor Altomonte thanked Mr. Ettore for updating the Governing Body and its residents. Mr. Ettore and Ms. Steib left the meeting, and announced the

Mayor Altomonte announced a five-minute recess.

The meeting resumed with all members of the Governing Body and its professionals present.

Privilege of the Floor for Agenda Items Only

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

There were no comments.

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

Old Business

Mayor Altomonte read by title Resolution 23-09-06: Awarding 2023-2024 Biennial Maintenance Contract for Emergency and Maintenance Repair Service for Water, Sanitary Sewer & Drainage KKD Enterprises, Inc. Councilwoman Gunn made the motion, seconded by Councilman Livesey. Mayor Altomonte requested a roll call. A roll call vote was taken.

Yes: Councilwoman Deana Gunn
Councilman Steven Russell
Councilwoman Stephanie Buckel
Councilman Brian Livesey
Councilwoman Melanie S. Wang
Councilman Charles Ross

Motion passed.

***RESOLUTION 23-09-06
AWARDING 2023-2024 BIENNIAL MAINTENANCE CONTRACT FOR
EMERGENCY AND MAINTENANCE REPAIR SERVICE FOR WATER, SANITARY SEWER & DRAINAGE
KKD ENTERPRISES, INC.***

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WHEREAS the Borough of Matawan previously authorized the receipt of bids for the 2023-2024 Biennial Maintenance Contract for Emergency and Maintenance Repair Service for Water, Sanitary Sewer & Drainage; and

WHEREAS, pursuant to law the Borough of Matawan solicited bids for the Emergency and Maintenance Repair Service for Water, Sanitary Sewer & Drainage; and

WHEREAS, the Borough of Matawan received one (1) bid from KKD Enterprises, Inc., 3300 Shafto Road, Suite B, Tinton Falls, New Jersey 07753 for the 2023-2024 Biennial Maintenance Contract for Emergency and Maintenance Repair Service for Water, Sanitary Sewer & Drainage.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, upon recommendation of T&M Associates, Borough Engineer, hereby awards the 2023-2024 Biennial Maintenance Contract for the Emergency and Maintenance Repair Service for Water, Sanitary Sewer & Drainage to KKD Enterprises, Inc. in an amount not to exceed Fifty Thousand Dollars and No Cents (\$50,000.00), and in accordance with all bid specifications, contracts and documents, subject to certification by the Chief Financial Officer that funds are available, review and approval of bid documents by the Borough Attorney, as well as approval of the New Jersey Department of Labor, Division of Wage and Hour Compliance, commencing twenty (20) days after publication.

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

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, Public Works as well as the Borough Engineer and KKD Enterprises, Inc.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Nicola Trasente, Deputy Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification, funds are available from the 3-09-55-500-200 Budget of the Borough of Matawan to KKD Enterprises, Inc. associated with 2023-2024 Biennial Maintenance Contract for the Borough of Matawan Emergency and Maintenance Repair Service for Water, Sanitary Sewer & Drainage Contract to fund the first year of the contract; and the continuation of the contract for any subsequent year shall be dependent upon the further appropriation of funds for that contract period and the contract shall so provide; and

Upon the adoption of the budget for the subsequent years of the contract which provides an appropriation of funds for this contract the Chief Financial Officer shall provide a certification, to be affixed to this Resolution, as to the availability of funds for that contract year.

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)

Nicola Trasente, CMFO

Dated: September 5, 2023

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MATN-04171

August 29, 2023

Ryan Michelson, Borough Administrator
Borough of Matawan
201 Broad Street
Matawan, NJ 07747

**Re: Recommendation of Award
2023 Biennial Maintenance Contract for Emergency and Maintenance Repair Services for
Water, Sanitary Sewer and Drainage Rebid**

Dear Mr. Michelson:

On Tuesday, August 29, 2023, bids were received for the above referenced project. A detailed bid summary is attached for your reference. There were two (2) contractors that submitted bids on the project; the following are the results:

Bidder	Base Bid
Karl Deigert Enterprises, Inc. (KKD Enterprises)	\$535,735.00*
B&W Construction Co. of NJ, Inc.	\$1,104,458.40*
<i>Engineer's Estimate</i>	<i>\$750,825.00</i>

The apparent low bidder is Karl Deigert Enterprises, Inc., 3300 Shafto Road, Suite B, Tinton Falls, NJ 07753. Both the Borough and our office have had past work experience with the apparent low bidder and their work was found to be satisfactory.

Our office also conducted a review of the bid documents submitted by both bidders from an engineering perspective and noted the following:

KKD Enterprises, Inc. (Apparent Low Bidder)

- Bid Proposal (Pages 51 through 53 of 91) – A review of the Proposal Forms indicated a mathematical error in the amount bid for Bid Item #1, Mobilization and Demobilization. When corrected this increases the Total Bid Amount from \$499,965, as shown on the Bid Proposal form, to \$535,735.00. Please note that this correction does not change the order of the bid results received.

B&W Construction Co. of NJ, Inc.

- Bid Proposal (Pages 51 through 53 of 91) – A review of the Proposal Forms indicated a mathematical error in the Total Bid Amount. The Proposal Form provided in their bid package includes a Total Bid Amount of \$1,103,753.00; however, the sum of the bid prices provided totals to the amount of \$1,104,458.40. As noted above, this correction does not change the order of the bid results received.

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Copies of the bid documents have been forwarded to the Borough Attorney. The deficiencies noted in this letter should be reviewed with the Borough Attorney for conformance to the contract documents and applicable law. If found acceptable then T&M recommends that the Borough award the contract to Karl Deigert Enterprises, Inc. in the amount of \$535,735.00. Award of any contract should be subject to availability of funds, and approval of the N.J. Department of Labor, and the Office of Wage and Hour Compliance.

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

Very truly yours,

T&M ASSOCIATES

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

RRK:RRS
Enclosures

cc: Karen Wynne, Clerk, via email
Pasquale Menna, Attorney, via email (w/copies of bid documents received)
Nicole Horvath, CFO via email

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Clerk's Report

The Clerk informed Council she was notified by Trinity Solar that the applicant is no longer with their company. In addition, as there was a small escrow scheduled to be returned for 9 Spring Street but we received additional billing that needs to be paid out of that remaining escrow. Therefore, the Clerk respectfully asked the Mayor to solicit a motion from the Council to table Resolutions 23-09-14 and 23-09-15. Mayor Altomonte requested a motion to table Resolutions 23-09-14 and 23-09-15. Councilwoman Gunn made the motion, seconded by Council Ross. Council agreed. Motion passed.

The Clerk reported this Thursday she will be attending the Monmouth County Clerks Association business meeting for annual elections electronic voting system training. Lastly, she will be taking the day off on Friday.

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Mayor's Report

Mayor Altomonte reported on the success of the Aberdeen Road and Ravine Drive Dam Projects moving forward and cited the Agreement details he negotiated wherein the County is assuming the total cost of Aberdeen Road and most of the cost for Ravine Drive and Main Street dams.

Administrator's Report

Mr. Michelson reported he will be out of the office next Friday to attend the Municipal Manager's conference in Princeton. Also, last Friday he was informed that due to a technical error in the uploading of the utility meter readings the reads were lost and the DPW had to re-read 1,100 meters. Due to the time lapsed to complete the re-reads those 1,100 residents will have three billing cycles instead of two resulting in a higher payment this period but conversely the next billing should be lower for those 1,100 affected. A letter of notification to those affected is being sent out tomorrow. Pursuant to the Borough Code, a payment plan for extraordinary circumstances is available.

Attorney's Report

No report.

Engineer's Report

Mr. Keady related the status of the following projects:

- 2022 Road Program – The sanitary sewer portion of the program continues with design and expect it to be ready for review in mid-October.
- The Spring Street Viaduct Outfall Project – We received the permit for the Aberdeen Road Outfall and we await the Permit for the Spring Street Viaduct Outfall.
- The Water Plant Well Pump Upgrade – We await the DEP Permit and have inquired about the timeline; it is currently in supervisory review and approval.
- The Clinton Street and Penniplede Park Improvements Project – Is out to bid with a bid opening date of September 27.

Economic Business Development, Planning & Zoning, Police

Councilwoman Gunn reported on the success of the EBD's July 'shark' 5K run, and we look to host next year in June for slightly cooler weather. Lake Lefferts Lakeside Dining began last Friday with food and entertainment. She thanked all who participated in making each event a success. Matawan Day is scheduled for October 7 with a rain date of October 8.

Councilwoman Gunn cited the Borough of Matawan Police Department Operations report for the month of August 2023 relating the number of calls and arrests responded to by the Patrol Division including motor vehicle incidents.

Historical Sites & Personnel

Councilman Russell informed no report for Personnel. For Historical Sites, as stated as previously reported the refurbishing of the historical markers is underway; On September 28 a video of the re-enactment at Burrowes Mansion will be shown in the Mansion's background with Councilman Russell hosting a Jeopardy trivia as well.

Recreation, Recycling & Sanitation

Councilwoman Buckel reported the Recreation Commission is soliciting November 25, 2023 Turkey Trot sponsorship(s). This year runner registration will be an on-line portal and with that registration we are also soliciting donations for the Matawan Food Pantry. Our Halloween Extravaganza is scheduled for October 28. Also, on tonight's Agenda Resolution 23-09-18 stipend for our Recreation Director is in recognition of her additional duty as this summer's acting Recreation Camp Director. Under our Recycling Coordinator, Grace Rainforth, the Borough has started an 'Adopt a Catch Basin'

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program; our third annual Clean Communities partnership with the Matawan Aberdeen Regional High School students for our fall senior citizen leaf pick-up program is underway.

DPW, Fire Department, Shade Tree

Councilman Livesey reported Shade Tree Commission will be placing banners promoting trees and their beautification around our parks including two from Tree City USA. Shade Tree is promoting our tree planting program, as our budget permits. Our annual 9/11 memorial event was pushed back due to weather but a small break in the weather did allow us to carry the event and thank you to the Committee and Joseph Lopes. The Public Works the summer seasonal worker program has ended. The program provided the opportunity to get a lot of smaller projects done. There are many street lights out in the Borough; JPC&L has fixed those at the train station with additional lighting pending at the Lake Lefferts lakefront which will provide extra security. The Toomer Field bathroom has had an upgrade; Clinton Street Park building will be switching from a key access to a swipe card access; repair of damage to the Terhune Park matting has been made; a dog litter bag(s) disposal unit has been placed in Terhune Park; Freneau Park has picnic tables on order.

ADA, Animal Welfare Advisory, Property Maintenance

Councilwoman Wang had no report on ADA or Property Maintenance at this time and is working with Mr. Michelson to coordinate future meetings. Regarding Animal Welfare, the Committee met and, should this fall under the Committee's purview, is considering an adopt an animal event and/or the blessing of the animals, requesting donations, but further investigation is being done at this time.

Construction, Environmental, Finance

Councilman Ross informed he will be contacting Mr. Michelson and bringing some ideas for modifications to the building/construction code.

Consent Agenda

Mayor Altomonte read by title Resolution 23-09-16: Awarding 2023-2024 Biennial Maintenance Contract for Electrical Maintenance – Electro Maintenance, Inc. requesting a motion. Councilwoman Gunn made the motion, seconded by Councilwoman Buckel. Council agreed. Motion passed.

**RESOLUTION 23-09-16
AWARDING 2023-2024 BIENNIAL MAINTENANCE CONTRACT FOR
ELECTRICAL MAINTENANCE
ELECTRO MAINTENANCE, INC.**

WHEREAS the Borough of Matawan previously authorized the receipt of bids for the 2023-2024 Biennial Electrical Maintenance Contract; and

WHEREAS, pursuant to law the Borough of Matawan solicited bids for the Biennial Electrical Maintenance; and

WHEREAS, the Borough of Matawan received one (1) bid from Electro Maintenance, Inc., 2416 Route 35, Suite C, Manasquan, New Jersey 08736 for the Electrical Maintenance.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, upon recommendation of T&M Associates, Borough Engineer, hereby awards the 2023-2024 Biennial Electrical Maintenance Contract to Electro Maintenance, Inc. in an amount not to exceed Fifty Thousand Dollars and No Cents (\$50,000.00), and in accordance with all bid specifications, contracts and documents, subject to certification by the Chief Financial Officer that funds are available, review and approval of bid documents by the Borough Attorney, as well as approval of the New Jersey Department of Labor, Division of Wage and Hour Compliance, commencing twenty (20) days after publication.

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

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, Public Works as well as the Borough Engineer and Electro Maintenance, Inc.

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CERTIFICATION AS TO AVAILABLE FUNDING

I, Nicola Trasente, Deputy Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification, funds are available from the 3-09-55-500-200 Budget of the Borough of Matawan to Electro Maintenance, Inc. associated with 2023-2024 Biennial Electrical Maintenance Contract for the Borough of Matawan to fund the first year of the contract; and the continuation of the contract for any subsequent year shall be dependent upon the further appropriation of funds for that contract period and the contract shall so provide; and

Upon the adoption of the budget for the subsequent years of the contract which provides an appropriation of funds for this contract the Chief Financial Officer shall provide a certification, to be affixed to this Resolution, as to the availability of funds for that contract year.

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)

Nicola Trasente, CMFO

Dated: September 19, 2023

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MATN-04174

September 15, 2023
(via Email & U.S. Mail)

Ryan Michelson, Borough Administrator
Borough of Matawan
201 Broad Street
Matawan, New Jersey 07747

**Re: Recommendation of Award
2023 Biennial Electrical Maintenance Contract Rebid
Borough of Matawan, NJ**

Dear Mr. Michelson:

Bids were received for the subject contract on September 15, 2023. A detailed bid summary is attached for your reference. There was one (1) contractor that submitted a bid on the project; the following are the results:

Bidder	Base Bid
Electro Maintenance Inc.	\$158,000.00
Engineer's Estimate	\$165,000.00

The apparent low bidder is Electro Maintenance Inc., 2416 Rt-35 Suite C, Manasquan, New Jersey 08736. T&M and the Borough have had experience with Electro Maintenance Inc in the past and found their work satisfactory.

Our office also conducted a review of the bid documents submitted and found discrepancies between the unit price amount and the bid amount listed on Line 5 in Electro Maintenance, Inc.'s Bid Proposal form. Under the "Bid Packet Procedures" section of the front end specifications for this contract, sub-section 3.2.7, Discrepancies in Bid Proposals, notes the following:

"B. In the event that there is a discrepancy between the unit price bid and the total bid amount, the unit price bid shall prevail. In the event there is an error of the summation of the total bid amount, the Engineer shall correct the error and the corrected computation shall govern."

As a result, we have corrected the Total Bid Amount from \$138,000 noted originally on the Bid Proposal form to the correct Total Bid Amount of \$158,000. The revised Total Bid Amount is below the Engineer's Estimate of \$165,000. Therefore, we recommend that the Borough award the contract to Electro Maintenance Inc. in the amount of \$158,000.

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Award of the contract should be subject to availability of funds, review and approval of the bid documents by the Borough Attorney for conformance to the contract documents and applicable law, and approval of the N.J. Department of Labor, and the Office of Wage and Hour Compliance. Please note that a copy of bid documents received have been forwarded to the Borough Attorney via email for his review and comment.

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

Very truly yours,

T&M ASSOCIATES


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

RRK:DWJ
Enclosure

cc: Karen Wynne, Clerk, via email (w/copies of bid documents received)
Pasquale Menna, Attorney, via email (w/copies of bid documents received)
Nick Trasente, Interim CFO, via email
Robin Klinger, Executive Assistant, via email

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New Business

Mayor Altomonte read by title Resolution 23-09-17: Resolution Authorizing the Insertion of Special Items of Revenues and Appropriations in the 2023 Municipal Budget Pursuant to N.J.S.A. 40A:4-87 – 2023 Spotted Lanternfly Reimbursement Program. Mayor Altomonte requested a motion. Councilwoman Gunn made the motion, seconded by Councilman Livesey. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Deana Gunn
Councilman Steven Russell
Councilwoman Stephanie Buckel
Councilwoman Melanie S. Wang
Councilman Charles Ross

Motion passed.

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**RESOLUTION 23-09-17
RESOLUTION AUTHORIZING THE INSERTION OF
SPECIAL ITEMS OF REVENUES AND APPROPRIATIONS IN THE
2023 MUNICIPAL BUDGET PURSUANT TO N.J.S.A. 40A:4-87
2023 SPOTTED LANTERNFLY REIMBURSEMENT PROGRAM**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount;

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Matawan in the County of Monmouth, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2023 in the sum of \$15,000, as a result of a letter/email having been received by the Borough of Matawan from the State of New Jersey Department of Forestry awarding Matawan this sum under Spotted Lanternfly Reimbursement Program.

BE IT FURTHER RESOLVED, that the like sum of \$15,000 be appropriated under the caption:

*Revenue: Spotted Lanternfly Reimbursement Program – FY 2023
Appropriations: Spotted Lanternfly Reimbursement Program – FY 2023*

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

Mayor Altomonte read by title Resolution 23-09-18: Authorizing a 2023 Stipend for Part-Time Recreation Director Daria Dieterle. Mayor Altomonte requested a motion. Councilwoman Gunn made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Deana Gunn
Councilman Steven Russell
Councilwoman Stephanie Buckel
Councilwoman Melanie S. Wang
Councilman Charles Ross

Motion passed.

**RESOLUTION 23-09-18
AUTHORIZING A 2023 STIPEND FOR PART-TIME RECREATION DIRECTOR
DARIA DIETERLE**

WHEREAS, Daria Dieterle, the Part-Time Recreation Director of the Borough of Matawan, assumed the responsibilities of the positions of Director and Assistant Director for the Borough of Matawan 2023 Summer Recreation Program in addition to the course of her duties in 2023 beyond the scope of her usual recreational duties, such as, public events of a municipal wide scope that entails the development and enhancement of activities that benefit our business community as well as public good, at times over weekends and holidays; and

WHEREAS, it is the desire of the Governing Body of the Borough of Matawan to recognize Daria Dieterle for stepping into this role for the children and residents of Matawan.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that Daria Dieterle, Recreation Director, shall be given a stipend of \$5,500.00 for the calendar year 2023 in addition to her regular salary, subject to the Certification as to Available Funding by the Chief Financial Officer.

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 Officer as well as Daria Dieterle.

CERTIFICATION AS TO AVAILABLE FUNDING

I, Nicola Trasente, Deputy 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 to Daria Dieterle in an amount not to exceed Five Thousand, Five Hundred Dollars and No Cents (\$5,500.00).

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

Deputy Chief Financial Officer

(Signature on File)

Nicola Trasente, CMFO

Dated: September 19, 2023

Mayor Altomonte read by title Resolution 23-09-19: Payment of Bills. Mayor Altomonte requested a motion. Councilwoman Gunn made the motion, seconded by Councilwoman Buckel. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Deana Gunn
Councilman Steven Russell
Councilwoman Stephanie Buckel
Councilwoman Melanie S. Wang
Councilman Charles Ross

Motion passed.

**RESOLUTION 23-09-19
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	\$468,239.75
Water/Sewer	\$366,262.00
Borough Capital	\$6,066.81
Grant	\$242.15
Borough Trust	\$18,136.25
Developers Escrow Account	\$497.50
Recreation Trust	\$1,253.00
Total	\$860,697.46

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.

Chirali Patel, 134 Village Circle, Paramus. Ms. Patel spoke on behalf of cannabis applicant, Medisin, LLC, and related the background of the applicants, the company and the application. Mr. Cannon questioned the application’s off-street parking plan. Ms. Patel informed the site itself is on Mill Road and has 20 off-street parking spaces. There is an adjacent private parking lot across the street with over 100 parking spaces.

Michelle Miller, 22 Beechwood Terrace, Matawan. Ms. Miller related her filing of a police report of an ongoing issue with neighboring cats urinating and defecating on her property. The police referred to matter to Monmouth County SPCA who, on September 11 and 12, attempted to place traps on her property to assist with the trap, neuter and vaccinate the animals in the attempt for the animals’ owner to contain the cats but due to the weather they traps were placed but not set. Ms. Miller had informed Monmouth County that the animals do not come onto the property in bad weather. On September 13, Ms. Miller contacted the SPCA who informed this was a ‘drain on their resources.’ Mr. Licitra, the Animal Control Officer, suggested Ms. Miller invest in her own trap, ‘Have a Heart’, and if an animal

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was caught, contact Animal Control. Ms. Miller asks Council for their assistance in enforcement of property maintenance regulations. Mr. Michelson said though he cannot speak for Monmouth County, he has been in contact with both them and Ms. Miller on this issue. He reached out to Monmouth County today for an update but has not received one. There was an inquiry by Monmouth County to Ms. Miller but does not have that inquiry. It is his understanding that Ms. Miller is working with the proper channels on this issue. He will continue his conversations with Ms. Miller and Monmouth County. Ms. Miller referred to Chapter 5 of the Borough Code where it states there should be no roaming or running of dogs or cats on private property. The 'Have a Heart' trap is new to her, and she is looking into it but does not think it is a drain on Monmouth County resources. She thanked them for listening to her tonight, and the Matawan Police for their assistance, but to be in the same position now as when this began is disheartening.

Chirali Patel, 134 Village Circle, Paramus. Ms. Patel stated the Applicant is willing to pay for a guarded striped crosswalk during operational hours.

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

Adjourn to Executive Session

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

The meeting adjourned at 8:17 PM.

Karen Wynne

Karen Wynne, RMC
Municipal Clerk