Borough of Neptune City
Regular Meeting of the Mayor and Council
Agenda
November 8, 2021

Call to Order
Roll Call:
Open Public Meetings Act
Flag Salute

MINUTES

COMMUNICATIONS

PRESENTATIONS
Discussion of Best Practices

BOARD OF EDUCATION REPORT

MAYORS REPORT

COUNCIL REPORTS
Administration & Finance - John Pietrunti
Public Works – Pamela Renee
Law & Ordinance – Brian Thomas
Administration & Justice – Glen Kocsis
Special Services- Danielle Pappas
Human Services- Dave Calhoun

ADMINISTRATORS REPORT

PUBLIC PARTICIPATION (FOR AGENDA ITEMS)

UNFINISHED BUSINESS

NEW BUSINESS

CONSENT AGENDA
All items listed are considered to be routine and non-controversial by the Mayor and Council and will be approved by one motion. There will be no separate discussion on these items unless a Council member(s) so request it, in which case the item(s) will be removed from the Consent Agenda and considered in its normal sequence on the agenda. The one motion signifies and adoption of all resolutions, receive and file letters, correspondence, reports and approval of applications and minutes.

Resolution 21-148 Payment of Bills
Resolution 21-149 Contract with Next Request/Archive Social
Resolution 21-150 Authorization for Cancellation of Taxes Block 2 Lot 15
Resolution 21-151 Authorization for Cancellation of Taxes Block 126 Lot 20
Resolution 21-152 Authorization for Electronic Tax Sale
Resolution 21-153 Establishing tax sale notice fees
Resolution 21-154 Appointment of Fire Police Member
Resolution 21-155 Budget Amendment
Resolution 21-156 Budget Transfer
Resolution 21-157 Authorization for LSRP Services
Resolution 21-158 2019 Budget Amendment

Resolution 21-159 2020 Budget Amendment
Resolution 21-160 2021 Budget Amendment

PUBLIC PARTICIPATION

AJOURN

RESOLUTION 21-148
AUTHORIZING PAYMENT OF THE BILLS

BE IT RESOLVED that the bills as presented, all have been certified and approved as complete as to form, goods having been delivered, and/or services performed and sufficient funds being available for payment for said bills, be paid in the amount of ***$121,092.62***

Councilperson	Motion	2nd Motion	Aye	Nay	Abstain
Calhoun					
Kocsis					
Pappas					
Pietrunti					
Renee					
Thomas					

CERTIFICATION

I, Tamara Brown, Municipal Clerk of the Borough of Neptune City, hereby certify the foregoing to be a true copy of a resolution adopted by the Council of the Borough of Neptune City at their meeting held November 8, 2021.

WITNESS, my hand and the seal of the Borough of Neptune City this 8th day of November, 2021.

TAMARA BROWN, MUNICIPAL CLERK

RESOLUTION 21-149

AWARDING CONTRACT TO NEXT REQUEST/ARCHIVE SOCIAL

WHEREAS, the Borough of Neptune City is in need of a an OPRA Tracking System and Social Media Archive System, and

WHEREAS, the Borough of Neptune City is permitted to participate in county, state and national cooperative purchasing agreements under the authority of N.J.S.A. 52:34-6.2 (b) (3); and

WHEREAS, Next Request/Archive Social, is a sole source for both systems and also State Contract Agreement number 20-M0003-ARSO01, and

WHEREAS, the total cost for these services is $5980.00, and

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Neptune City, County of Monmouth, State of New Jersey hereby authorizes the services of Next Request/Archive Social, and

BE IT FURTHER RESOLVED, that the Mayor and Municipal Clerk be authorized to sign a contract for the above contract and a certified copy of this resolution be forwarded to the Chief Financial Officer, Next Request/Archive Social.

CERTIFICATION

I, Tamara Brown, Municipal Clerk of the Borough of Neptune City, hereby certify the foregoing to be a true copy of a resolution adopted by the Council of the Borough of Neptune City at their meeting held November 8, 2021.

WITNESS, my hand and the seal of the Borough of Neptune City this 21st day of November, 2021.

TAMARA BROWN, MUNICIPAL CLERK

RESOLUTION 2021-150
AUTHORIZING THE CANCELLATION OF TAXES

WHEREAS, the property known as Block 2, Lot 15, with an address of 136 Steiner, was granted a Totally Disabled Veteran Exemption as of May 20, 2021 and should be tax exempt; and,

WHEREAS, the Town Council of the Borough of Neptune City desires to cancel taxes assessed against the above property for 2021 as of May 20, 2021; and,

WHEREAS, the amounts to be canceled and refunded are as follow;

Tax Year	Amount to Cancel	Refund
2021	$3,523.74	$ 699.94

NOW THEREFORE BE IT RESOLVED, by the Borough of Neptune City, County of Monmouth, State of New Jersey, that the Tax Collector be and hereby is authorized to cancel and refund taxes as stated herein; and,

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Tax Collector, CFO and Auditor.

CERTIFICATION

I, Tamara Brown, Municipal Clerk of the Borough of Neptune City, hereby certify the foregoing to be a true copy of a resolution adopted by the Council of the Borough of Neptune City at their meeting held November 8, 2021.

WITNESS, my hand and the seal of the Borough of Neptune City this 21st day of November, 2021.

TAMARA BROWN, MUNICIPAL CLERK

RESOLUTION 2021-151
AUTHORIZING THE CANCELLATION OF TAXES

WHEREAS, the property known as Block 126, Lot 20, with an address of 16 Oliver, was granted a Totally Disabled Veteran Exemption as of August 5, 2021 and should be tax exempt; and,

WHEREAS, the Town Council of the Borough of Neptune City desires to cancel taxes assessed against the above property for 2021 as of August 5, 2021; and,

WHEREAS, the amounts to be canceled and refunded are as follow;

Tax Year	Amount to Cancel	Refund
2021	$3,305.67	$ -

NOW THEREFORE BE IT RESOLVED, by the Borough of Neptune City, County of Monmouth, State of New Jersey, that the Tax Collector be and hereby is authorized to cancel and refund taxes as stated herein; and,

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Tax Collector, CFO and Auditor.

CERTIFICATION

I, Tamara Brown, Municipal Clerk of the Borough of Neptune City, hereby certify the foregoing to be a true copy of a resolution adopted by the Council of the Borough of Neptune City at their meeting held November 8, 2021.

WITNESS, my hand and the seal of the Borough of Neptune City this 21st day of November, 2021.

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TAMARA BROWN, MUNICIPAL CLERK

RESOLUTION 21-152

BOROUGH OF NEPTUNE CITY
COUNTY OF MONMOUTH
STATE OF NEW JERSEY

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Government Services, and

WHEREAS, the Director of the Division of Local Government Services has promulgated rules and regulations for electronic tax sales, and

WHEREAS, the Director of the Division of Local Government Services has approved NJ Tax Lien Investors/RealAuction.com to conduct electronic tax sales, and

WHEREAS, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more complete tax sale process, and

WHEREAS, the Borough of Neptune City wishes to participate in an electronic tax sale.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Neptune City, New Jersey, that the Tax Collector is hereby authorized to participate in an electronic tax sale and submit same to the Director of the Division of Local Government Services if necessary.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Tax Collector, Chief Financial Officer, and Auditor.

CERTIFICATION

I, Tamara Brown, Municipal Clerk of the Borough of Neptune City, hereby certify the foregoing to be a true copy of a resolution adopted by the Council of the Borough of Neptune City at their meeting held November 8, 2021.

WITNESS, my hand and the seal of the Borough of Neptune City this 21st day of November, 2021.

TAMARA BROWN, MUNICIPAL CLERK

RESOLUTION 21-153

BOROUGH OF NEPTUNE CITY
COUNTY OF MONMOUTH
STATE OF NEW JERSEY

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Local Government Services, and

WHEREAS, the rules and regulations require a municipality to send two (2) notices of tax sale to all properties included in said sale; and

WHEREAS, the rules and regulations allow said municipality to charge a fee of $25.00 per notice for the creation, printing and mailing of said notice; and

WHEREAS, in an effort to more fairly assign greater fiscal responsibility to delinquent taxpayers, the Borough of Neptune City wishes to charge $25.00 per notice mailed which will be assessed specifically to the delinquent accounts that are causing the need for a tax sale and not to the general tax base.

THEREFORE, BE IT RESOLVED by the Council of the Borough of Neptune City that a fee of $25.00 per notice be established and is hereby authorized and directed to be charged for each notice of tax sale that is sent in conjunction with the 2021 electronic tax sale.

CERTIFICATION

I, Tamara Brown, Municipal Clerk of the Borough of Neptune City, hereby certify the foregoing to be a true copy of a resolution adopted by the Council of the Borough of Neptune City at their meeting held November 8, 2021.

WITNESS, my hand and the seal of the Borough of Neptune City this 21st day of November, 2021.

TAMARA BROWN, MUNICIPAL CLERK

RESOLUTION 2021-154
APPOINTMENT ON FIRE POLICE

WHEREAS, the Borough of Neptune City has need for Fire Police, and

WHEREAS, the Neptune City Fire Department has made a recommendation to appoint Juan Strazdas to become a member of the Neptune City Fire Police, and

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Neptune City appoint Juan Strazdas as a member of the Neptune City Fire Police.

CERTIFICATION

I, Tamara Brown, Municipal Clerk of the Borough of Neptune City, hereby certify the foregoing to be a true copy of a resolution adopted by the Council of the Borough of Neptune City at their meeting held November 8, 2021.

WITNESS, my hand and the seal of the Borough of Neptune City this 21st day of November, 2021.

TAMARA BROWN, MUNICIPAL CLERK

RESOLUTION 2021 - 155

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE BUDGET OF THE BOROUGH OF NEPTUNE CITY PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)

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 such item of revenue in the budget of the 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 any item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Neptune City, 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 2021 which item is now available as a revenue from monies held pursuant to the provisions of statute.

Active Shooter	$13,000.00

BE IT FURTHER RESOLVED that a like sum of $13,000.00 and the same is hereby appropriated under the following captions:

Active Shooter	$13,000.00

AND, BE IT FURTHER RESOLVED that the Borough Clerk shall submit one copy of the Certification for State and Federal Grants to the Director of the Division of Local Government Services for approval.

Adopted:

I hereby certify that the above resolution was adopted by the Borough of Neptune City Council at their meeting held on the 8th day of November 2021

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Tamara Brown, Municipal Clerk
Borough of Neptune City

BOROUGH OF NEPTUNE CITY

TRANSFER RESOLUTION

RESOLUTION 2021-156

MEETING NOVEMBER 8, 2021

WHEREAS, N.J.S.A. 40A:4-58 provides for appropriations transfers during the last two months of the fiscal year, when it has been determined that it is necessary to expend for any purposes specified in the budget an amount in the excess of the sum appropriated therefore and where it has been further determined that there is an excess in any appropriation over and above the amount deemed to be necessary to fulfill the purpose of such appropriation.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Neptune City that the following transfers be made in the 2021 Municipal Budget:

Budget Account		Amount
TRANSFERS FROM (INSIDE CAPS):		
Administration - Other Expenses	$	5,600.00
Information Technology - Other Expenses		3,500.00
Tax Collection - Salaries and Wages		7,600.00
Crossing Guards - Salaries and Wages		2,000.00
Community Center - Salaries and Wages		6,000.00
Library - Salaries and Wages		10,000.00
Electric - Other Expenses		15,000.00
TOTAL TRANSFERS FROM (INSIDE CAPS)	$	49,700.00
TRANSFERS TO (INSIDE CAPS):		
Financial Administration - Salaries and Wages	$	12,100.00
Land Use Board - Salaries and Wages		1,100.00
Sub-Code Officials - Salaries and Wages		2,400.00
Police Clerical - Salaries and Wages		2,000.00
Fire Prevention - Salaries and Wages		1,100.00
Buildings and Grounds - Salaries and Wages		6,000.00
Legal - Other Expenses		15,000.00
Engineering - Other Expenses		10,000.00
TOTAL TRANSFERS TO (INSIDE CAPS)	$	49,700.00

CERTIFICATION

I, Tamara Brown, certify this to be a true copy of a Resolution adopted by the Governing Body of the Borough of Neptune City at a meeting held on November 8, 2021.

Tamara Brown, RMC
Municipal Clerk

RESOLUTION 2021-157

AUTHORIZING THE BOROUGH ENGINEER TO PROVIDE LICENSED SITE REMEDIATION PROFESSIONAL (LSRP) SERVICES RELATING TO THE REMEDIATION OF UNDERGROUND STORAGE TANKS LOCATED AT 106 W. SYLVANIA AVENUE

WHEREAS, CME Associates is currently retained as Borough Engineer to the Borough of Neptune City; and

WHEREAS, there exists a need to obtain licensed site remediation professional (LSRP) services related to various out of compliance underground storage tanks at 106 W. Sylvania Avenue; and

WHEREAS, the project is expected to aid the Borough to close out the Borough's environmental liabilities associated with the underground storage tanks; and

WHEREAS, CME Associates has submitted a proposal, which is attached hereto and incorporated by reference, proposing to complete the foregoing tasks for a total fee of not to exceed $10,000; and

WHEREAS, the governing body wishes to have the Borough Engineer complete the licensed site remediation professional (LSRP) services outlined in the attached document; and

WHEREAS, the Chief Financial Officer has certified as to the sufficiency of funds in budget line account Ordinance .

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Neptune City hereby approves the attached proposal and directs the Borough Engineer to proceed with same, consistent with the foregoing

Councilperson	Motion	2nd Motion	Aye	Nay	Abstain
Calhoun					
Kocsis					
Pappas					
Pietrunti					
Renee					
Thomas					

CERTIFICATION

I, Tamara Brown, Municipal Clerk of the Borough of Neptune City, hereby certify the foregoing to be a true copy of a resolution adopted by the Council of the Borough of Neptune City at their meeting held November 8, 2021.

WITNESS, my hand and the seal of the Borough of Neptune City this 8th day of November, 2021.

TAMARA BROWN, MUNICIPAL CLERK

RESOLUTION 2021-158

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE BUDGET OF THE BOROUGH OF NEPTUNE CITY PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)

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 such item of revenue in the budget of the 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 any item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Neptune City, 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 2021 which item is now available as a revenue from monies held pursuant to the provisions of statute.

Bullet Proof Vest Program - 2019	$1,243.39

BE IT FURTHER RESOLVED that a like sum of $1,243.39 and the same is hereby appropriated under the following captions:

Bullet Proof Vest Program - 2019	$1,243.39

AND, BE IT FURTHER RESOLVED that the Borough Clerk shall submit one copy of the Certification for State and Federal Grants to the Director of the Division of Local Government Services for approval.

Adopted:

I hereby certify that the above resolution was adopted by the Borough of Neptune City Council at their meeting held on the 8th day November of 2021.

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Tamara Brown, Municipal Clerk
Borough of Neptune City

RESOLUTION 2021-159

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE BUDGET OF THE BOROUGH OF NEPTUNE CITY PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)

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 such item of revenue in the budget of the 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 any item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Neptune City, 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 2021 which item is now available as a revenue from monies held pursuant to the provisions of statute.

Bullet Proof Vest Program - 2020	$1,820.00

BE IT FURTHER RESOLVED that a like sum of $1,820.00 and the same is hereby appropriated under the following captions:

Bullet Proof Vest Program - 2020	$1,820.00

AND, BE IT FURTHER RESOLVED that the Borough Clerk shall submit one copy of the Certification for State and Federal Grants to the Director of the Division of Local Government Services for approval.

Adopted:

I hereby certify that the above resolution was adopted by the Borough of Neptune City Council at their meeting held on the 8th day November of 2021.

Tamara Brown, Municipal Clerk
Borough of Neptune City

RESOLUTION 2021-160

RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE BUDGET OF THE BOROUGH OF NEPTUNE CITY PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948)

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 such item of revenue in the budget of the 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 any item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Neptune City, 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 2021 which item is now available as a revenue from monies held pursuant to the provisions of statute.

Bullet Proof Vest Program - 2021	$1,365.00

BE IT FURTHER RESOLVED that a like sum of $1,365.00 and the same is hereby appropriated under the following captions:

Bullet Proof Vest Program - 2021	$1,365.00

AND, BE IT FURTHER RESOLVED that the Borough Clerk shall submit one copy of the Certification for State and Federal Grants to the Director of the Division of Local Government Services for approval.

Adopted:

I hereby certify that the above resolution was adopted by the Borough of Neptune City Council at their meeting held on the 8th day November of 2021.

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Tamara Brown, Municipal Clerk
Borough of Neptune City