BOROUGH OF LAKEHURST WORK SESSION/REGULAR MEETING MAY 16, 2013 MINUTES

MEETING OPENED AT 7:30 P.M. BY COUNCIL PRESIDENT STEVEN OGLESBY.

ALL STOOD FOR THE PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE.

PUBLIC MEETINGS STATEMENT READ INTO RECORD BY MUNICIPAL CLERK DUGAN:

"IN COMPLIANCE WITH N.J.S.A. 10:4, OPEN PUBLIC MEETINGS ACT, NOTICE WAS GIVEN TO TWO NEWSPAPERS, AND POSTED, THAT A WORK SESSION AND REGULAR MEETING OF THE MAYOR AND COUNCIL IS SCHEDULED FOR THE SIXTEENTH DAY OF MAY, 2013, WITH THE WORK SESSION TO BEGIN AT THE HOUR OF 7:30 P.M. AND THE REGULAR MEETING TO BEGIN IMMEDIATELY FOLLOWING AT THE LAKEHURST COMMUNITY CENTER, 207 CENTER STREET, LAKEHURST, NEW JERSEY, AT WHICH TIME, THE BUSINESS OF THE BOROUGH WILL BE CONDUCTED."

ROLL CALL:

ROBIN BUSCH: PRESENT

JAMES DAVIS: ABSENT

GARY LOWE: ABSENT

GLENN MCCOMAS: PRESENT

STEVEN OGLESBY: PRESENT

EDWARD SEAMAN: PRESENT

MAYOR HARRY ROBBINS: ABSENT

WORK SESSION:

REVIEW OF REGULAR MEETING AGENDA:

Municipal Clerk Dugan reviewed the regular meeting agenda.

PUBLIC COMMENTS ON AGENDA ITEMS:

Time opened: 7:32 p.m.

NO PUBLIC COMMENTS

Time closed: 7:32 p.m.

Councilman Seaman asked about Ordinance #13-05 concerning the salary range for the position of recreation leaders.

Municipal Clerk Dugan replied that the position creates a salary range for two positions.

Councilwoman Busch requested that pet waste bags be ordered and a pet waste bag holder be placed at Lake Horicon.

Municipal Attorney Sean Gertner reported that he attended a meeting with New Jersey Department of Environmental Protection representatives concerning funding for site remediation for the former landfill. Mr. Gertner added the Borough needs to have "some focus on the end use" for the site. Mr. Gertner further added that he is working with Excel Environmental Resources, Inc. who had filed both the Phase I and Phase II applications with the Department of Environmental Protection for remediation studies of the former landfill.

ADJOURNMENT OF WORK SESSION:

Motion by: Glenn McComas Seconded by: Robin Busch To adjourn work session. Roll call vote held. All votes affirmative.

APPROVAL OF MINUTES:

Motion by: Glenn McComas Seconded by: Robin Busch To approve minutes of May 2, 2013 Regular Meeting. Roll call vote held. All votes affirmative with the exception of Councilman Seaman who abstained due to his absence at the meeting of May 2^{nd} .

CONSENT AGENDA:

All matters to be considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items. If any discussion is desired by Council, that particular item will be removed from the Consent Agenda and will be considered separately.

RESOLUTIONS:

- 1. #13-097: Resolution re: Payment of Bills
- 2. #13-098: Resolution re: Click It or Ticket program
- 3. #13-099: Resolution re: Appointment of Conflict Assessor for residential tax appeal4. #13-100: Resolution re: Appointment of Conflict Tax Appeal Attorney for residential tax appeal
- 5. #13-101: Resolution re: Disabled Veteran tax refund
- 6. #13-102: Resolution re: Raffle License for Lakehurst First Aid Squad
- 7. #13-103: Resolution re: Request for Quotes for Reassessment Services

ORDINANCES APPROVED ON FIRST READING:

"AN ORDINANCE OF THE BOROUGH OF LAKEHURST FIXING AND DETERMINING THE AMOUNT OF SALARIES AND WAGES FOR CERTAIN

EMPLOYEES OF THE BOROUGH OF LAKEHURST, COUNTY OF OCEAN, STATE OF NEW JERSEY" (#13-05)

Motion by: Robin Busch Seconded by: Glenn McComas To approve consent agenda. Roll call vote held. All votes affirmative with the exception of Council President Oglesby and Councilman McComas who abstained from the resolution concerning the raffle license for the Lakehurst First Aid Squad as they are both members of the organization.

ORDINANCES NOT ON CONSENT AGENDA:

Motion by: Glenn McComas Seconded by: Robin Busch
To approve on second reading and open the public hearing on Ordinance #2013-04
entitled: "AN ORDINANCE OF TIHE BOROUGH OF LAKEHURST, COUNTY OF
OCEAN, STATE OF NEW JERSEY TO EXCEED THE MUNICIPAL BUDGET
APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK." Roll call vote held.
All votes affirmative.

Time opened: 7:40 p.m.

NO PUBLIC COMMENTS

Time closed: 7:40 p.m.

Motion by: Edward Seaman Seconded by: Glenn McComas To adopt Ordinance #2013-04. Roll call vote held. All votes affirmative.

UNFINISHED BUSINESS:

PUBLIC HEARING ON 2013 MUNICIPAL BUDGET:

Motion by: Glenn McComas Seconded by: Robin Busch To open public hearing on 2013 Municipal Budget. Roll call vote held. All votes affirmative.

Time opened: 7:40 p.m.

Borough Auditor William Antonides, Jr. stated that the 2013 budget contains a \$.047 tax increase per \$100 of assessed valuation which will generate \$63,000 in additional revenue. Mr. Antonides added that a one cent increase generates \$18,027.

Sue Barker, 409 Cedar Street, thanked Chief Financial Officer Alan Murray and Assistant Chief Financial Officer Christine Thorne for reviewing the budget with the members of the Citizens Budget Advisory Committee. Mrs. Barker added that she had been reviewing the budget and was "concerned that expenses have been overstated on several line items." Mrs. Baker further added that the fire department has to submit requisitions

and purchase orders while the First Aid Squad is given a donation and stated that the "process should be the same for all departments." Mrs. Barker asked if there is a threshold for capital improvements.

Chief Financial Officer Alan Murray replied that capital improvements must have a useful life of five years and over.

Borough Auditor Antonides stated that police vehicle purchases cannot be capital improvements.

In response to Mrs. Barker's suggested of implementing a capital improvement plan, Council President Oglesby replied that "about twenty-five years ago, everything was let go" and added that capital "plans have been created." Mr. Oglesby further added that creative acquisitions have allowed a dump truck to be procured at no cost to the Borough. Mr. Oglesby also stated that replacement of police vehicles is not done every eighteen months as opposed to every year.

Mr. Antonides stated that the capital budget can be amended.

Time closed: 7:51 p.m.

Motion by: Glenn McComas Seconded by: Edward Seaman To close public hearing on 2013 Municipal Budget. Roll call vote held. All votes affirmative.

ADOPTION OF 2013 MUNICIPAL BUDGET:

Motion by: Glenn McComas Seconded by: Robin Busch To approve resolution #13-104 adopting 2013 Municipal Budget. Roll call vote held. All votes affirmative.

RESOLUTION REGARDING SELF-EXAMINATION OF MUNICIPAL BUDGET:

Motion by: Glenn McComas Seconded by: Robin Busch To approve resolution #13-105 regarding self-examination of the 2013 municipal budget. Roll call vote held. All votes affirmative.

COMMITTEE/COUNCIL REPORTS:

Councilman Seaman reported that the annual town-wide yard sale is scheduled for Saturday, May 18th.

Mr. Seaman added that the Fire Department is sponsoring a circus on Monday, June 17th.

Mr. Seaman further reported that plans are underway for July 4th festivities.

Council President Oglesby reported that the members of the Public Safety committee met with Police Chief Higgins for their monthly meeting. Mr. Oglesby added that two Class II officers will be completing the police academy this week. Mr. Oglesby further added that Officer Panzano is "working out well."

COMMENTS FROM PUBLIC:

Time opened: 7:54 p.m.

Sue Barker, 409 Cedar Street, stated that there were not enough tables for the recent Spring Flower and Garden Expo and suggested that new tables be purchased.

Councilman McComas stated that he believes that Public Works Supervisor David Winton has placed the purchase of tables in this budget.

James Malden, 201 Cedar Street, stated that the drainage on Cedar Street needs to be improved.

Municipal Clerk Dugan stated that she will inform the Public Works Department of the matter.

Time closed: 7:56 p.m.

CLOSED SESSION:

Clerk Dugan reads resolution to go into closed session:

RESOLUTION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P. L. 1975, permits the exclusion of the public from a meeting in certain circumstances, **and**

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, as follows:

The public shall be excluded from discussion of and action upon the hereinafter specified subject matter.

The general nature of the subject matters to be discussed is as follows:

PERSONNEL MATTERS CONTRACT NEGOTIATIONS

It is anticipated at this time that the above stated subject matter will be made public.

This resolution shall take effect immediately.

Motion by: Glenn McComas Seconded by: Robin Busch To approve resolution to go into closed session. Roll call vote held. All votes affirmative.

Time into closed session: 7:57 p.m.

Time out of closed session: 8:45 p.m.

Motion by: Glenn McComas Seconded by: Edward Seaman

To end closed session. Roll call vote held. All votes affirmative.

ADJOURNMENT:

Motion by: Glenn McComas Seconded by: Robin Busch To adjourn meeting. Roll call vote held. All votes affirmative. Time: 8:45 p.m.

Bernadette Dugan, RMC/CPM Municipal Clerk