

March 10, 2020

A Caucus/Public meeting of the Township Council was held in the Municipal Building at 7:00 p.m. and was called to order at 7:00 p.m.

Present

Councilwoman Andrea Zapcic
Councilman Vince Minichino
Councilwoman Heather deJong
Councilman Paul Mummolo
Councilwoman Marianna Pontoriero
Council Vice President Arthur Halloran
Council President Lisa Crate

Also Present

Mayor John G. Ducey
Kevin Starkey, Township Attorney
Lynnette A. Iannarone, Township Clerk
Joanne Bergin, Business Administrator

Clerk Iannarone announced adequate notice of this meeting was provided and published in Asbury Park Press and The Ocean Star on January 7, 2020. Copies of the agenda were provided to the newspapers, posted on public bulletin boards and the township website (www.bricktownship.net).

This meeting began with the salute to the flag led by Girl Scouts Junior Group #263 followed by a moment of silence.

Clerk Iannarone was directed to accept and file the Building & Construction, Certificate of Occupancy, Engineering, Sewer & Water and Vital Statistics Reports for the month of February 2020.

Motion by Councilwoman Zapcic and seconded by Councilman Minichino to dispense with the reading of the minutes of January 28, 2020 and approve the same.

All Council Members voted AYE on Roll Call.

Brick Memorial High School Girls Varsity Bowling Team

Mayor Ducey along with Councilwoman deJong recognized the Brick Memorial High School Girls Varsity Bowling Team. Mayor Ducey said this past season, the Brick Memorial Girls Bowling Team added their own chapter – as well as a number of trophies - to the Mustangs' storied history. He said the Mustangs, under the leadership of Head Coach David Thompson, had an exceptional year on the lanes, winning seven of the thirteen tournaments they competed in, capturing the Shore Conference Title, the Central Jersey Group III Title and the overall Group III Championship. He said the season culminated in the Mustangs capturing the NJSIAA Tournament of Champions Title by defeating the Toms River North High School Mariners in the fifth and deciding game of the tournament final. He presented a proclamation to the team and proclaimed Wednesday, March 11, 2020 to be Brick Memorial High School Girls Bowling Team Day. Councilwoman deJong named and presented Certificates of Commendation to: Emily Hehir, Briana Rodriguez, Julia Carty, Sandy Horner, Leah Varela and Erica Cuccurullo. Mayor Ducey said one of the bowlers who made invaluable contributions to the team was freshman Leah Varela, who served as the anchor for the team during the season and throughout the post-season tournaments and in addition to her contributions to the team's success, Leah won the NJSIAA Individual Tournament held at Bowlero in New Brunswick by defeating her opponent by the score of 224 – 220. He presented a proclamation to Leah Varela and proclaimed Thursday, March 12, 2020 to be Leah Varela Day.

Budget Presentation:

Administration - Joanne Bergin explained Administration staff includes six full-time employees. In 2019 they are experiencing a decrease in salary and wages and operating expenses and Administration is the front line for all in-person and telephone inquiries that come to the Township. She said as an example, in 2019, the staff handled 35,000 telephone calls. They also track and ensure follow-up on all email inquiries that come through the web site. In 2019, they handled 39,928 cases through our Citizen Relationship Management system. She said Public relations, marketing and special events are also handled by Administration including monitoring and updating of the Township's website and social media sites including Facebook and Twitter; preparation and dissemination of press releases; and oversight of Brick Township's PEG Channel, BTV. She advised they have won several awards for our efforts to keep the public informed. She advised their work includes creating and posting bulletin board slides and preparing and posting all content; creating advertisements and promotional materials for various departments; preparing and disseminating email updates from the Township;

March 10, 2020

photography at Township events; and the continued implementation of a seamless document program for on-line forms. She said the staff also manages the Buy in Brick Program, which continues to grow and benefit our taxpayers and noted they now have 74 businesses enrolled in the program, up six from 2017 (including attrition, businesses that have closed and or dropped out of program). She said the Buy in Brick has over 6,100 households registered and 9,680 individuals registered and there was \$1,127,056 Buy in Brick Sales (dollars processed) in 2018. She noted in 2018, resident tax savings was \$71,414.00 which is up \$8,505 from 2017 and noted that is an increase of 13.5%. She said the Administrative staff also assists in events such as the Green Fair. She said Administration also manages constituent relations and publications such as advertisements, promotional materials, recycling brochures, event flyers, and any other publications as needed. She said Administration manages the design and creation of our Recreation Brochure and Senior Booklet, reducing the overall cost by bringing this work in-house. Administration staff also provides support to municipal Boards and Commissions.

Mayor's Office & Council - The Office of the Mayor includes the Mayor and two full-time staff members. Mayor Ducey maintains office hours each week and his active schedule includes regular meetings with groups and organizations within town and he hosts many initiatives to engage the public, such as the tremendously popular Facebook Live and regular attendance at Council meetings. She said the Mayor's Teen Advisory Committee continues to engage young adults in activities and through Lounge 270, a place for teens to connect with peers and mentors in a safe, positive environment. He continues to meet regularly with the Senior Advisory Committee and readily accepts all invitations to speak at older adult communities, social service organizations, schools, businesses and wherever else he is invited. He promotes the town's interests and advocates for our needs at the State and Federal level. The Mayor participates in the Ocean County Mayor's Association, the New Jersey League of Municipalities and the New Jersey Conference of Mayors. She advised the salary and wage budget for the Mayor's Office increased slightly and operating expenses are flat from the previous year. She said in terms of the Council's budget, the salary and wage budget remains flat. She said the operating budget for the council totals \$2,290.00 down 8.5% from last year. The council budget includes items like conferences, flowers for special events, plaques, nameplates, letterhead, business cards, presentation folders, publications and misc. office supplies. She stated council members are very active in strategic planning and have working subcommittees including Redevelopment, Recreation, Land Use, Public Works, Public Safety, and Business & Finance. They regularly attend community events and represent the Township at a variety of events and activities.

Purchasing - The Office of Purchasing and Contracting is a division within the Department of Administration and Finance. It is the responsibility of the Division of Purchasing and Contracting to conduct all purchasing, the acquisition of all goods and or services, in accordance with the applicable laws of the State of New Jersey, more specifically N.J.S.A. 40A:11-1, the Local Public Contracts Law. She said The Purchasing Department overall budget for 2020 increased \$355 from the 2019 budget due in increases in membership dues for various organizations. She advised in 2019, the purchasing office processed approximately: 5200 Purchase Orders, 30 Bids for Goods & Services, 22 Professional Services Requests for Proposals, 14 Capital Bid Projects, 53 Formal Requests for Quotes, 5 Auctions (IT Equipment, Avaya Phones, Public Works Vehicles, Police and Forfeited Vehicles, Solar and Class 1 Renewable Energy Certificates). She said the above tasks were accomplished by an office staff of four (4). This office also oversees the central receiving/mail room, which includes one (1) additional staff member. The Mail Clerk has processed over 95,000 pieces of mail, plus delivery to the Post Office for bulk mail projects (newsletter, delinquent notices, Neighborhood Watch mailings etc.). He delivers mail, packages and supplies throughout the complex and all off-site locations, manages the central receiving and stockroom. She said postage encompasses almost 92% of the Purchasing Budget and includes postage for all departments' and divisions' outgoing mail, mailing of property tax bills (Homestead Benefit adjusted bills for second quarter, estimated third quarter, final tax bills and added/omitted assessment tax bills), delinquent tax notices mailed after each quarter, Tax Sale notices, Post-Tax Year Income Statements, Tax Assessment notification, Township newsletter, certified and registered mail, regular, priority and overnight postage. She said three staff members are certified in the area of Public Procurement through Rutgers educational program. One member is currently enrolled in the same program and will finish the series of classes this year. Certifications are required to be maintained through continuing education by attending conferences and seminars. One new member of the staff will be starting the program in May. She noted this office purchases and stocks frequently requested office materials and supplies requested by all departments. Items

March 10, 2020

are purchased off the State, County and Stafford Township Cooperative Program contracts. On a quarterly basis, the purchases are totaled and charged back to each department's budget.

Human Resources - The HR department is comprised of six full-time employees – manages all Township employees: currently 431 full-time and 178 part-time/seasonal. During the summer months, they coordinate all hiring and employee management for the approximately 150 additional employees. They create and institute HR policies and maintain compliance with State and Federal laws. She said the salary & wage budget increased by 3% with a 17% increase in the operating budget specifically doctor's fees for new hire physicals, psychological exams, fit for duty exams, CDL physicals, random drug screenings, post-accident testing and the Employee Assistance Program. She said HR handles employee training including safety, the Employee Assistance Program and other workplace trainings. She advised all health benefits are handled by Human Resources. They coordinate with our brokers for contract proposals, renewals, rate changes, fee submissions and compliance with federal guidelines. They handle required reporting as well as resolving claims issues. They process all liability claims with our insurance company and ensure compliance with safety regulations and vendor insurance. She said some highlights and accomplishments from 2019 include: continued biannual claims reviews, completed contract negotiations, anti-harassment training for all employees, retirement preparation training, the launching of several wellness initiatives including team activity challenges and several fitness challenges. She noted special projects for 2020 include transition for Safety Officer, HR data consolidation, supervisor training, implement exit interviews, and develop a new employee orientation.

Township Clerk - The Clerk's Office is comprised of six staff members, two of whom hold Registered Municipal Clerk certifications and a third has begun the classes to obtain that certification as well. Three staff members are Certified Municipal Registrars and a fourth is beginning classes for that certification this year. Every staff member is a Notary Public and one staff member is fluent in English and Spanish. She said the Division of Archives has a staff of three full-time employees, an Archivist who holds state and federal records management certifications, and two clerks. One staff member is assigned to Police Records and is working on a large scanning project for the Police Department. She said the Township Clerk's office issues various licensing that collected \$878,293.51 in 2019 and Vital Statistics, which includes all records of births, deaths and marriages, collected \$54,420.00. She advised the operating budget for the Clerk's Office totals \$42,771.00 down 7.5% from what was appropriated last year, with expert services being one the largest line items. The Township Archivist plans to take on another major back file imaging project this year involving payroll records. She noted they do not have the resources to do this project in house and they have secured a contract with Ricoh USA (who is in U.S. Communities National Cooperative Program). That project was scheduled for last year but an overwhelming amount of closed out building permits required that to become precedent. Advertising and Codification of the Township Code is also a significant part of the budget, legislation is what drives those line items. She said the operation budget for Elections is the printing and mailing of the sample ballots for the primary election - a service that is provided by the County Clerk but is paid by the township. This is unchanged from last year.

Finance - The Finance Department consists of six full-time employees, two of whom are dedicated to payroll. She said the Finance/Payroll Department creates and signs all purchase orders (5,197 created in 2019), checks (4,168 in Claims and Manuals) and Payroll checks (16,156) created in 2019. They create the Current (Temporary and Adopted) and Capital Fund Budgets, post budgets at the beginning of the year and does all transfers and close out procedures at year end, creating all pertinent resolutions to process all. She said staff confirms receivables to tax reports, ties general ledger appropriations and reserves to budget reports, balances all Inter-Funds, keeps a Cash Flow Analysis monthly and ties all cash receipts and disbursements in entry excel books to posted reports. They send out the W9s and the W2s at year end, keep a Township Fixed Asset Inventory that is added to or deleted from as needed and they create cancelation resolutions for Grants, create Chapter 159's as needed and enters all new Grants into Edmunds. At this time there are 44 open grants. She said the CFO analyzes monies in Capital Budget to keep track of when a BAN sale is needed and when needed to roll into Bonds, creates Supplemental Debt Statements, creates cancelation resolutions when needed, inputs capital charge-backs, creates and signs all Certificates of Availability of Funds and enters all new Capital Ordinances into Edmunds. At this time there are 31 open Ordinances. She said the staff performs 40 Bank Reconciliations monthly, analyzes approximately 919 Open Escrow accounts, analyzes 170 Electric Accounts, 56 Water/Sewer Accounts, 22 Natural Gas Accounts and 26 Telecommunication Accounts monthly. She said also staff completes all aspects of Payroll Processing, inputting payroll into Edmunds, making changes to Employees files that will need to be reflected in S/W such as (yearly increase,

March 10, 2020

longevity, steps, etc.), health care contribution, pensions, direct deposit information, court subpoenaed garnishments etc. She said thanks to their hard work the Township was able to maintain its Moody's Financial Services Aa2 rating on all of its bond (long term financing) issues during 2019 based upon its financial strength and fiscal practices, as well as a MIG1 rating on its notes (short term financing) which is the highest rating offered by Moody's. In addition, the Township maintained its bond rating from Standard & Poor's of an AA and this allows the Township to borrow and issue its debt at the best possible rates which saves the taxpayers interest costs year in and year out while addressing the capital needs of the Township to maintain infrastructure and maintain service levels to its residents.

Data Processing (IT) - The IT Department consisting of six full-time employees supports approximately: More than 70 servers including over 30 virtual servers, Over 500 PCs, Laptops and tablets, 144 Smartphones plus 13 other cellular devices, Over 200 printers including the eTicket printers in Police Vehicles, More than 30 scanners and copiers, Currently managing 105 Security cameras at 13 different locations with 4 more parks and more than 30 additional cameras being added including additional at Ocean Beach III and Town Hall, 4 high availability environments including but not limited to the Police dispatch system, Email server, file servers, Edmunds, Alchemy, NetMotion VPN Servers, Township Websites, CRM/RFA system, and more. These high availability environments greatly reduce downtime.

She said the Township has more than 40 systems used by the different Departments at Town Hall. The IT department completes software updates on all Township Servers and keeps all desktop computers current with a 5-year replacement schedule. She said they are currently in the process of upgrading our Email and CRM systems to the latest versions. The IT Department is also in the process of installing/planning the infrastructure needed for security cameras at Hank Waltonowski Park, Bayside Park, Cedar Bridge Manor Park and Pinewood Park as well as adding additional and/or replacing cameras at Drum Point Sports Complex, Town Hall, Frede Park and Arrowhead Park. She advised Herbertsville Park and Bernie Cooke Park are the latest security camera installations to be completed. She said the salary and wage budget increased slightly based on actual overtime expenditures and the operating budget increased 3.2% based on actual expenditures in the computer software line item.

Tax Collector and Tax Assessor - The Tax Collector's Office duties and responsibilities are directed pursuant to State Statutes, specifically Title 54. The levy for 2019 was in excess of \$236 million with a 98.73% rate of collection. The total collected was \$240,495,966.91. Specifics are addressed in the Tax Collector's annual report. The salary and wage line item has continued to decrease due to the internal promotion of current staff members as opposed to hiring new personnel subsequent to retirements. The Operating/ Expense budget request totals \$46,850.00 an increase of \$2,600.00 from 2018. This is the first time in five years they have increased the Tax Collector operating budget and is the direct result of the costs to produce tax bills, envelopes, delinquent notices and required forms. She said during 2019, the Tax Collector's Office collected more than \$240 million, including \$2.39 million in cash, \$129.6 million in checks, and \$108.4 million in electronic payments. They sent out approximately 15,000 delinquent notices, completed 2,965 Property Tax Reimbursement applications, handled more than 20,000 telephone inquiries, and processed \$273,240 in appeals, collected \$25,000 in property maintenance charges and sold 784 garbage and recycling cans. They also received Final Judgment of an In-Rem Foreclosure. She said the Tax Assessor's Office, with a staff of eight, oversees almost 32,000 residential and 810 commercial properties with a total assessed value of over \$10.3 billion dollars. Last year they placed more than \$66 million of added assessed value on our tax list. She said part of their responsibilities includes not only maintaining a record of the specifics about a property, but also monitoring any deed recordings to ensure that any changes in ownership are made in our public record and also implementing any changes to the tax maps is also the duty of the Tax Assessor's office. She advised Brick Township has almost 3,100 residents receiving Senior Citizen or Veteran property tax deductions which they also manage on behalf of the Division of Taxation on a yearly basis. She said the salary and wage budget for the Tax Assessor budget decreased 1.2% and the operating budget remained flat has slight increases in the conference, convention, education and travel line items to cover continuing education credits for the Township's two certified tax assessors and education for new hires and noted classes range in cost from \$776.00 to \$1,400.00 each.

Seniors - The Brick Senior Center provides services to a growing population of older adults and their families within our community. The Senior Center offers a variety of programs encouraging a healthy lifestyle through exercise, dance, art and providing numerous opportunities to socialize in a welcoming environment. She said the staff includes four full-time outreach workers, four part-time employees and one program director, providing advocacy, information and assistance applying to various social service programs. She said for homebound elderly,

March 10, 2020

staff conducts home visits to determine eligibility for these social service programs. She said there are two full-time bus drivers and one part-time dispatcher for the Senior Bus Shuttle. She said the salary and wage budget increased by \$46,000.00 to allow for the new hires needed to provide transportation, specifically two bus drivers and a part-time dispatcher and the operating budget increased less than one-half of a percent. She said the Brick Senior Services and Senior Center is located offsite at the VFW building on Adamston Road. According to the current data from the Census bureau, 19.7% of the population in Brick Township is age 65 or older. In 2019, Brick Seniors provided services to over 3,200 seniors and family caregivers - Brick Seniors provided services to 270 family caregivers and approximately 3,000 older adults. They delivered 2463 counseling units during in-home visits or at the Senior Center. Additionally, 1,730 seniors attended various activities and program and the staff provided 220 medical transportation trips to 23 seniors, made 7,186 wellness calls to 41 homebound seniors and provided follow-up reevaluations to over 150 elderly homebound residents receiving Meals on Wheels. She said overall, staff addressed over 10,443 calls and provided approximately 42,000 units of service in all categories and had a cumulative total of 18,984 attendees to all events. She advised in June of 2019, the Township introduced the Brick Senior Bus Shuttle program. They received a 16 passenger ADA compliant bus through a NJ Transit 5310 grant program and the Township purchased a similar sized bus. She noted from June – December of 2019, they have serviced 3,153 riders providing 6,092 rides.

She said the Brick Senior Services received \$135,100.00 in Title IIIB and IIIE grant funding from the Ocean County Board of Chosen Freeholders. Mid-year, they received an additional \$10,000.00 in IIIB grant funding for our Senior Outreach Program and an additional \$4,846.00 towards our National Caregiver Support Program bringing our total award in 2019 to \$149,946.00 In addition, in 2019 they received \$18,128.00 in donations - these funds are used to offset the costs involved in providing services to our seniors.

Municipal Court - The Brick Municipal Court is the 2nd largest of the 33 Municipal Courts in Ocean County and the Annual filings for 2019 were 15,559 which is an increase from 2018 of 1,354 filings. She said this number consists of filings not only from the Brick Police Department, but also State Police, the Ocean County Prosecutor's Office, Division of Fish and Wildlife, Department of Weights and Measures, Marine Police, Animal Control, Code Enforcement, Zoning, Building and private citizens for any incidents occurring in Brick Township. She said court sessions are held the 1st, 2nd & 3rd Monday at 9:00am, with the exception of the 2nd Monday which is at 9:30am, every Wednesday at 9:00am and every Thursday at 4:00pm and mediation sessions are held every 4th Monday of each month at 4:00pm. She said the 2nd Monday at 9:30am court session is for Code Enforcement violations only. She advised in 2020 they project holding 142 court sessions - this total includes 11 Mediation sessions and 11 Code Enforcement Violation sessions. She said the current staff consists of a Court Administrator, two Deputy Court Administrators and seven additional staff members along with the Municipal Court Judge. The court's salary and wage budget decreased 2.8% as a result of continued reduction in overtime costs and the operating budget decreased as well due to a reduction in the request for office supplies.

President Crate opened the public hearing on the Administrative Budget.

Vic Fanelli, 24 Meadow Point Drive, asked why is the Buy in Brick Program down \$14,000.00 from last year; he asked for explanations and clarifications on the various department's budgets; he questioned the possible increase in licensing fees in the Clerk's Office; he asked what the term "annual filings" means with the Municipal Court.

Joanne Bergin said with the Buy in Brick Program the number is based on sales and addressed his concerns with the various departments.

Clerk Iannarone advised the licensing fees did not increase the dollar amount includes a liquor license that was sold last year.

Kevin Starkey and Mayor Ducey addressed his concerns with the Court's Annual filings.

John Sluka, 950 Sylvia Court, questioned the increase of part time employees.

Joanne Bergin addressed his concerns.

George Scott, 16 Queen Ann Road, questioned several items in the Human Resources Budget; he gave praise to the senior services program.

March 10, 2020

Kevin Starkey and Joanne Bergin addressed his concerns.

Budget Presentation: Police Department

Chief Riccio said the Department of Public Safety is comprised of several areas of responsibility. He said in addition to traditional police services the department is also responsible for the management of police dispatchers, the special police, emergency medical services, emergency management, crossing guards and a number of community-oriented programs such as the police cadets, the DARE program, Not even Once Program, Lead & Seed, CERT (Community Emergency Response Team), Neighborhood Watch and the newly-branded Blue HOPE program. He said recently they started two new initiatives which are Cops and Clergy and Because We Care which are also being run out of our Community Policing Division. He stated

the department is staffed with 265 employees that includes, 135 sworn officers, 22 full-time and four part-time communications operators, 28 full-time and 15 part-time EMS personnel, 19 crossing guards, 23 Class 1 special police officers, one civilian deputy emergency management coordinator, one radio technician, one fleet maintenance worker, and 16 civilian clerical staff and noted part-time staff members are used to support the fulltime staff members as well as to reduce overtime costs. He said in 2019 there were 92,676 calls for service which is nearly 5000 more calls than were generated in 2018 and this included 1,636 fire calls and 10,194 EMS calls. He said officers responded more than 81,000 times, an increase from 2018 of over 3,300 times.

He stated the majority of the budget line items have remained the same however some adjustments were made taking into consideration the previous year's spending or those required based upon the current collective bargaining agreement.

Police Budget - This year the regular salary and overtime request is \$20,670,000.00 an increase of approximately 6.2% from last year. It should be noted that the salaries of the clerical and support personnel are also charged to the police salary line item and the roster of patrol officers has increased, thanks to the support of Mayor and Council. In 2019 they budgeted \$1,125,000.00 for police overtime and spent \$972,483.16 and noted that is \$152,516.84 less than what was budgeted. He said the requested budget amount for overtime will remain at \$1,125,000.00 and noted he did not anticipate a significant increase in overtime spending, but advised he needs to plan for situations which could arise such as weather events and any other large-scale incident which could result in a need for overtime and said for example, in 2019 they unfortunately had a number of large-scale and tragic incidents which resulted in overtime costs which exceeded \$90,000.000. He said these were of course unanticipated but contributed to the rise in overtime costs in 2019 - had these incidents not occurred they would have actually spent \$64,322.82 less in overtime in 2019 than they did in 2018. He said the police supervision and command staff will continue to be conscientious of the need to reduce and keep overtime costs under budget. He advised the police general operating budget for 2019 was \$201,100.00 and of that budget they expended \$196,453.34 which is \$4,646.66 less than what was budgeted. He said this year they are asking for \$239,300.00 -the increase is to account for the purchase of uniforms for the hiring of new officers and to replace those that have and that will be retiring in 2020. He said in addition they anticipate adding additional personnel and/or replacing personnel in the Bike Unit and Honor Guard and as a result, there will be a need to purchase or alter uniforms worn by officers in these units.

Police Dispatch - In 2019 \$1,465,000.00 was allocated for dispatcher salaries and the request for 2020 is for \$1,570,000.00. In 2019 they budgeted \$180,000.00 for overtime and of that amount they spent \$155,385.32, which is \$24,614.68 less than what was budgeted. In 2020 they will be allocating \$170,000.00 for overtime a \$10,000.00 decrease and noted that they have since replaced employees they lost in 2018, therefore, reducing overtime costs. There are only three remaining dispatch budget items: \$2,000.00. for training, \$500.00 for uniforms and \$100.00 for dues - those numbers will remain the same.

Special Police – He said they currently have 23 class 1 special officers which are now being used as booking officers and for court room security as well as the regular parking enforcement details. In 2019 they allocated \$260,000.00 for special police salaries and spent \$252,469.18. In 2020 they are requesting \$270,000.00. The increase will account for the anticipation of hiring up to a full complement of 25 officers. The overtime budgeted in 2019 was \$8,000.00, of which they spent \$5,056.36. In 2020 there will be no increase and the budgeted amount will remain at \$8,000.00. He said the only other line items in the special police budget are for uniforms and equipment. In 2019 they allocated \$10,500.00 for uniforms and equipment and in 2020 they will be decreasing the uniform line item by \$1,725.00 and noted they are able to decrease this line of the budget because they will be able to recycle some uniform and

March 10, 2020

equipment items.

Emergency Management - Last year they budgeted \$57,000.00 for OEM salaries. This year they will be allocating the same amount and noted a portion of the salary is paid for by grant monies which are received at different times throughout the year. In 2019 they budgeted \$500.00 for OEM overtime and spent \$410.56. In 2020 OEM overtime budget will remain the same at \$500.00. The only other item in the OEM budget is \$500.00 to be used for training which will remain the same.

Police Cadet formerly Police Explorers - He said this program currently has sixteen (16) participants who are overseen by two officers who are the program counselors. This program gives children in our community an opportunity to interact with the police in a positive way while at the same time giving them the ability to see if they may want to pursue a career in law enforcement. In 2019 they budgeted \$4,000.00 and this year the budgeted amount will remain the same. Those monies will be used for expenses such as annual dues, uniforms, competitions and costs associated with police camp.

Police Vehicles - These monies are used to replace aging cars which are used by the patrol division. In most cases the older patrol cars which are still serviceable are repurposed in non-patrol units within the department. In 2019 they budgeted \$307,950.00 and for 2020 the requested amount will remain the same.

Emergency Medical Services - Last year, they budgeted \$1,740,573.00 for EMS salaries and \$250,000.00 for overtime and noted the salaries for the part-time EMT's are charged to the overtime line item but at a straight time rate not an overtime rate. This year they are asking that \$1,903,865.00 be budgeted for EMS salaries and that \$250,000.00 again be allocated for EMS overtime and noted in 2019 the EMS service generated \$1,839,789.35 in gross revenue. The EMS operating budget was funded at \$278,100.00 of that amount \$231,433.81 was expended \$46,666.19 less than what was budgeted and this year they are asking that \$278,100.00 be budgeted for the operating budget which is the same as last year.

Crossing Guards - Last year they budgeted \$430,000.00 in crossing guard salaries and \$2,000.00 for overtime. In 2020 they are asking that \$490,000.00 be budgeted for salaries and again \$2,000.00 for overtime. The only other line item associated with the crossing guards is uniforms and safety equipment and they are asking that \$13,195.00 be budgeted for uniforms and equipment a \$1,095.00 increase from last year. He explained the increase is in anticipation of replacing two guards as well as replacing fifteen (15) jackets which are a contractual requirement.

President Crate opened the public hearing on the Police Department Budget Presentation.

Mindy Murray, 1622 Forge Pond Road, praised the EMS Department and expressed how well-trained the EMT's are.

Vic Fanelli, 24 Meadow Point Drive, asked for clarifications on the number of police officers; he stated his displeasure with the police and dispatch salary/wage line items; he spoke of decrease in the EMS service revenue; he questioned if the EMS will be instituting paramedics; he spoke about the crossing guard budget.

Chief Ricco replied they are at a lower number due to retirements that have not been replaced yet and the number will be 146 an increase of four officers; he addressed his concerns with the salary/wage line items; he advised with regards to the decrease in the EMS service revenue was monies that were owed from the previous year carried over into 2018 and that did not happened in 2019; he said gave an update on the paramedic program that Hackensack Meridian will be handling.

George Scott, 16 Queen Ann Road, said the he met with the Chief and he explained the reasoning behind the hiring of police officers and noted he was happy what the Chief said; he stated his pleasure with the EMS revenue; he said the Township really need to have paramedics on staff.

Motion by Councilwoman Pontoriero and seconded by Vice President Halloran to adopt the following Resolutions.

All Council Members voted AYE on Roll Call.

Recognize Patrolman Kristopher DeMarco Officer of the Year Award Recipient

Vice President Halloran stated this resolution recognizes Patrolman Dan Kenny as the Kris DeMarco Officer of the Year award recipient. Officer Kenny has been with the Department since

March 10, 2020

2012 and handled more than 1,150 calls for service during 2019. Officer Kenny can be counted on to assist his fellow officers and serves as a Field Training Officer for new hires. He never hesitates to volunteer to take jobs and is always willing to help out his fellow officers on any assignment. Officer Kenny is a member of the SERT Team and Honor Guard. He said every year, the Brick Township Police Benevolent Association Local 230 bestows this award to an officer who works and lives in the unique spirit of Patrolman Kristopher DeMarco: one of brotherhood, commitment to the safety of the residents of Brick Township, and dedication to friends, family and community. Officer Kenny embodies the spirit of this award as part his service to the Brick Township Police Department.

Recognize Lt. Thomas McNelis Award Recipient

Councilwoman Pontoriero stated this resolution recognizes Sgt. Paul Catalina as the Lt. Thomas McNelis Award recipient. This award is given to an officer in a supervisory or specialty role within the department whose work, like that of Lt. Thomas McNelis, has been exemplary. Sgt. Catalina has been with the department since 2006 and was promoted to Sergeant in 2015. Sgt. Catalina is the supervisor of the K-9 unit and prides himself on ensuring the Brick Police Department has the best trained K-9s. Sgt. Catalina leads by example and shows tremendous diligence, dedication, and compassion in every aspect of his job. Sgt. Catalina is a highly trusted supervisor who exemplifies the attributes that represent the McNelis Award. She said every year, the Brick Township Police Benevolent Association bestows the Lt. Thomas McNelis Award to a member of the Brick Township Police Department in a supervisory or specialty role who has brought public acclaim to him or herself, the Department or the law enforcement profession.

Recognize the Stigma-Free Campaign

Councilwoman Zapcic stated this resolution recognizes the efforts of the Brick Municipal Anti-Drug Coalition's support of the Mental Health Awareness Committee of Ocean County in raising awareness about stigma as it relates to mental illness in an effort to reduce that stigma and the barriers it creates for people seeking help. She said in an effort to create a supportive environment for those struggling with mental illness and substance abuse and addiction, the Township Council is declaring Brick Township a Stigma-Free Zone.

Support the 2020 Census

Councilman Minichino stated this resolution supports the Ocean County Complete Count Committee to achieve a complete and accurate count in Census 2020. He explained an accurate and complete population and housing unit count is extremely important to the residents of Brick Township. Census data directly affects how more than \$22.7 billion per year is allocated in our state. He advised Census 2020 is important for Brick Township as the data is used for important infrastructure improvements and essential programs and services for seniors, public health, education, transportation and planning by government and businesses.

Authorize Emergency Temporary Appropriations

Councilman Mummolo stated this resolution authorizes emergency temporary appropriations for the Municipal Budget as needed through the end of May. He said this resolution allows the Township to increase line item department budgets by the amount specified which has been calculated to get all departments through to the time of the adopted budget.

Authorize Road Improvements to Lawrence Drive & Old Silverton Road

Mayor Ducey stated this resolution authorizes receipt of bids for Roadway Improvements to Lawrence Drive and Old Silverton Road as approved in the 2019 Capital Budget.

Authorize Award of Bid – Adamston Area Roadway Improvements

Mayor Ducey stated this resolution authorizes the award of bid for Roadway Improvements in the Adamston area to Meco, Inc. in the amount of \$275,981.00. He said the project scope includes milling, base repair, asphalt paving, replacing inlet grates and curb pieces, reconstruction of drainage structures, installation of new curbs in selected locations and replacement of existing concrete curb, restoration and other miscellaneous work. He advised bid notices were sent to 68 prospective bidders from the bidders list and 10 requested bid packages of which six bids were received with prices ranging from \$275,981.00 to \$372,478.98.

Authorize Award of Bid – Roadway Improvements to Riviera Beach Phase II

Mayor Ducey stated this resolution authorizes the award of bid for Phase 2 of the Riviera Beach Roadway Improvement Project to Meco Inc. in the amount of \$286,306.60. He said the project

March 10, 2020

includes milling, base repair, asphalt paving, replacing inlet grates and curb pieces, crack sealing, cleaning of drainage pipes and structures, installation and replacement of concrete curb, restoration and other miscellaneous work for the project area in Riviera Beach. He advised bid notices were sent to 68 prospective bidders from the bidders list and 11 requested bid packages of which eight bids were received with prices ranging from \$268,306.60 to \$482,332.00.

Authorize Award of Bid – Public Works Emergency Diesel Generator

President Crate stated this resolution authorizes the Award of Bid for installation of an emergency diesel generator at the Department of Public Works to Dee-En Electrical Contracting in the amount of \$166,000.00. She noted this project is being funded by a Hazard Mitigation Grant made available from the New Jersey Office of Emergency Management. She said the project generally consists of furnishing and installation of a new 275-kilowatt diesel generator, new sound attenuated enclosure, delivery and installation of the new concrete pad, all electrical equipment, wiring, hookup and labor, final testing of the generator and associated site work. She advised bid notices were sent to 20 prospective bidders from the bidders list and 16 requested bid packages of which eight bids were submitted with prices ranging from \$166,000.00 to \$256,400.

Authorize Award of Bid – Janitorial Supplies

Councilwoman deJong stated this resolution authorizes the Award of Bid for Janitorial Supplies to the following vendors: Central Poly-Bag Corp, Cooper Friedman Electric Supply Company, General Chemical & Supply, General Linen & Paper, Interboro Packaging Corporation, Pyramid School Projects, Spruce Industries and W.B. Mason. She advised bid notices were sent to 38 vendors from the bidders list and nineteen bidders requested the bid package and ten bids were received. She noted this is a two-year contract beginning March 11, 2020 and expiring March 10, 2022. She advised to date, the Township has encumbered approximately \$59,000.00 for the current two-year contract.

Authorize Award of Contract through New Jersey Cooperative Purchasing Program for Microsoft Software Assurance

Councilman Mummolo stated this resolution authorizes contracts with certain approved State contract vendors under the State of New Jersey Cooperative Purchasing Program. He said this resolution authorizes the Township's Purchasing Agent to purchase certain goods or services from approved New Jersey State contract vendors pursuant to all conditions of the individual State contracts.

Authorize Award of Bid – CDBG Housing Rehabilitation Program Project #18-02

Councilwoman deJong stated this resolution authorizes an Award of Bid to Premier Property Management in the amount of \$29,630.00 for a housing rehabilitation project as part of the Township's Community Development Block Grant program. She advised bid notices were sent to 32 prospective bidders from the bidders list and six picked up bid packages and three bids were received. She said Premier Property Management was the lowest responsive, responsible bidder.

Authorize Award of Bid – CDBG Housing Rehabilitation Program Project #19-03

Councilman Minichino stated this resolution authorizes an Award of Bid to Premier Property Management, in the amount of \$27,650.00 for a housing rehabilitation project as part of the Township's Community Development Block Grant program. He advised bid notices were sent to 32 prospective bidders from the bidders list and six picked up bid packages and two bids were received. He said Premier Property Management was the lowest responsive, responsible bidder.

Authorize Award of Bid – CDBG Housing Rehabilitation Program Project #19-04

Vice President Halloran stated this resolution authorizes an Award of Bid to Premier Property Management, in the amount of \$13,475.00 for a housing rehabilitation project as part of the Township's Community Development Block Grant program. He advised bid notices were sent to 32 prospective bidders from the bidders list and six picked up bid packages and two bids were received. He said Premier Property Management was the lowest responsive, responsible bidder.

Authorize Award of Bid – CDBG Housing Rehabilitation Program Project #19-08

Councilwoman Zapcic stated this resolution authorizes an Award of Bid to Premier Property

March 10, 2020

Management, in the amount of \$15,700.00 for a housing rehabilitation project as part of the Township's Community Development Block Grant program. She advised bid notices were sent to 32 prospective bidders from the bidders list and six picked up bid packages and three bids were received. She said Premier Property Management was the lowest responsive, responsible bidder.

Authorize Special Events Permit – Relay for Life Event

Councilwoman Pontoriero stated this resolution authorizes a special event permit for the American Cancer Society Relay for Life on Friday, June 12th at Windward Beach. The event will be held from 9 am on June 12th through 5 am June 13th.

Bond Releases/Reductions:

Clerk Iannarone advised the following:

- Performance Bond Release – Selman Savino Properties – Route 70 in the amount of \$76,880.40.
- Inspection Fund Release – MBI 1450 – Route 88 in the amount of \$260.74.
- Inspection Fund Release – TCB Associates – Harbor Road in the amount of \$2,519.16.
- Inspection Fund Release – Robert A. Parissi Electrical Contractor, Inc. – Route 88 in the amount of \$880.33.
- Inspection Fund Release – Douglas R. Newman Electrical Contractor – Herbertsville Road in the amount of \$450.80.
- Inspection Fund Release – Premix Sealcoatings, Inc. – Lanes Mill Road & Route 88 in the amount of \$966.23.

Tax Collector:

Joanne Bergin advised the following:

- 100% DAV Refund & Cancel Taxes – Block 92.03 Lot 1.
- 100% DAV Refund & Cancel Taxes – Block 958.22 Lot 2.
- 100% DAV Refund & Cancel Taxes – Block 1210.27 Lot 17.
- 100% DAV Widow of Veteran Refund & Cancel Taxes – Block 1398.23 Lot 45.
- Tax Overpayments – 2017 – there is one in the amount of \$2,004.20.
- Tax Overpayments – 2020 – there is one in the amount of \$2,269.02.
- State Tax Appeal Granted – Block 44.06 Lot 3. This is a multi-year appeal in the amount of \$3,916.44.

President Crate opened the public hearing on the Resolutions.

Vic Fanelli, 24 Meadow Point Drive, asked several questions regarding the generator.

Joanne Bergin and Mayor Ducey addressed his concerns.

Mindy Murray, 1622 Forge Pond Drive, stated her displeasure with the Stigma-Free resolution.

There were no further comments from the audience.

President Crate closed the public hearing on the Resolutions.

President Crate opened the public hearing on the Amended Computer Bill Resolution.

George Scott, 16 Queen Ann Road, asked several questions on the bill items for clarification and explanations.

Joanne Bergin and Kevin Starkey answered his questions.

There were no further comments from the audience.

President Crate closed the public hearing on the Amended Computer Bill Resolution.

Motion by Councilwoman Pontoriero and seconded by Vice President Halloran to adopt the following Resolution.

All Council Members voted AYE on Roll Call; except:
Councilwoman deJong ABSTAINED on CME Associates;

March 10, 2020

Councilman Mummolo ABSTAINED on Meridian Occupational Health

2020 Amended Computer Bill Resolution in the amount of \$1,647,150.28

President Crate opened the public hearing on the Manual Bill Resolution

There were no comments from the audience.

President Crate closed the public hearing on the Manual Bill Resolution.

Motion by Councilwoman Pontoriero and seconded by Vice President Halloran to adopt the following Resolution.

All Council Members voted AYE on Roll Call; except:
Councilwoman deJong ABSTAINED on CME Associates

2020 Manual Bill Resolution in the amount of \$1,812,603.85

Ordinance on Second Reading: Authorize Acceptance of the Donation of Property – Block 1428 Lot 2

Clerk Iannarone read the title of the Ordinance into the record.

Vice President Halloran explained the Township Council's Land Use Committee reviewed and approved the acquisition by donation for this property known as Block 1428 Lot 2 for no consideration. This property is adjacent to a recreational area.

President Crate opened the public hearing on the Ordinance.

There were no comments from the audience.

President Zapcic closed the public hearing on the Ordinance.

Motion by Councilwoman Zapcic and seconded by Councilwoman Pontoriero to adopt the following Ordinance on Second and Final Reading and said Ordinance be published as provided by law:

All Council Members voted AYE on Roll Call.

ORDINANCE OF THE TOWNSHIP OF BRICK, COUNTY OF OCEAN AND STATE OF NEW JERSEY, AUTHORIZING THE ACCEPTANCE OF THE DONATION OF PROPERTY KNOWN AS BLOCK 1428, LOT 2 FOR NO CONSIDERATION

Ordinance on Second Reading: Amend Chapter 168 – Engineering Permits/Standards

Clerk Iannarone read the title of the Ordinance into the Record.

Vice President Halloran explained the Township Council's Land Use Committee reviewed and approved the introduction of this ordinance to update three areas in the engineering permits and standards code. He said this amended ordinance includes reference to commercial parking lot improvements, which is currently under four different township divisions. He said including the reference to commercial parking lot improvements puts them all in one place, making it easier for applicants and the engineering department. He said additionally, this ordinance establishes a minimum bulkhead elevation of four feet and requires a permit prior to the start of construction on any retaining wall over eight inches tall, as opposed to 30 inches. He noted this height modification is consistent with the Township's zoning requirement.

President Crate opened the public hearing on the Ordinance.

Larry Reid, 475 Normandy Drive, questioned what was prior to a four-foot bulkhead; he questioned is four feet above sea level or what is being measured; he questioned the impact by the work of the ACT Engineers.

Vice President Halloran said he believes it was two feet; he said it is a new two feet above what it was.

Joanne Bergin said with the engineers their work will focus on what is happening in the

March 10, 2020

roadways and going out from there and noted she didn't think the bulkheads will greatly impact them, but will share this information with them

There were no further comments from the audience.

President Crate closed the public hearing on the Ordinance.

Motion by Councilman Mummolo and seconded by Councilman Minichino to adopt the following Ordinance on First and Final Reading and said Ordinance be published as provided by law:

All Council Members voted AYE on Roll Call.

ORDINANCE OF THE TOWNSHIP OF BRICK, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 168 OF THE TOWNSHIP CODE ENTITLED "ENGINEERING PERMITS AND STANDARDS"

President Crate opened the public hearing portion of the meeting.

Ken Solan, 511 Broad Avenue, questioned if the ACT Engineers have started; he questioned the timeline; he questioned will they be reporting back on progress.

Mayor Ducey said yes, they signed the contract on February 25th and they are authorized to work.

Joanne Bergin said they did not go over timelines with them because they have to get survey data from the State which hasn't been released yet, which will be very helpful to them so their first approach was to meet with the State and talk about the urgency of needing that survey data – that is key to any plans they will put together for the elevations; she advised yes, they will be reporting to us.

Larry Reid, 475 Normandy Drive, spoke about a recycling tax and asked who it is paid to; he stated his displeasure with not making money on recycling; he said everybody is eligible to get one free full size can and out on the Barrier Island a lot of the new residents got a smaller can they did not get full size can and that creates a problem because they cannot get all their recycling in the can and it's only picked up every two weeks and with that you have stuff all over the street and suggested having two pick ups during the summer months and urged the council to add the extra pick ups during the summer; he stated his concerns with residents are putting their recycling in garbage cans; he noted the reason why some of them received smaller cans because they were told they were out of the big cans; he questioned what kind of interest rate is the Township getting on the deposits; he asked for detail information on Traders Cove income vs. expenses; he spoke of another flooding incident that happened in Normandy Beach and about raising the roads.

Joanne Bergin said she would look into that; she advised they have the bigger cans; she advised the Budget introduced at the next meeting and will talk in more detail about other line items and noted the CFO would be happy to go over that with you at the proper time; she advised the revenue vs. expenses will be in the Recreation Budget Presentation at the next council meeting.

Jean McCorty, 527 Broad Avenue, stated her concerns with the flooding in Normandy Beach and

feels it is the catch basins; she said she has trouble getting to her house and expressed that she has not seen any action to solve the flooding issues.

John Sluka, 950 Sylvia Court, read his letter regarding the parkway construction project and the need for a sound wall.

Bill McCorty, 527 Broad Avenue, questioned if ACT Engineers are a coastal engineering firm; he stated he has seen any action on the getting valves working or replacing them in the sewer system and noted this is a primary problem with the most recent flooding because it is coming up from the sewer system and flooding the streets and urged the Township to get this done sooner than later; he asked for a timeline for the valves; he spoke of having extra recycling pickups.

March 10, 2020

Mayor Ducey addressed his concerns with ACT Engineers and noted the plans come first and the projects come after; he said regarding the valves the Township Council are committed and it is going to be in the Capital Budget and noted sometime after June.

Joanne Bergin responded they were very clear on the timeline because they did not want to set unrealistic expectations of seeing something happen in an unreasonable amount of time and they explained the process and timeline for the Capital Budget which is unchangeable for a municipal entity and that is the only way they can spend money and noted the money is in the Capital Budget as of tonight's Business and Finance meeting.

Vic Fanelli, 24 Meadow Point Drive, stated his displeasure with the Ordinance for Engineering Permits and Standards with regards to the bulkheads; he spoke of the increases in healthcare and Township employees not paying the healthcare increases.

Roxanne Jones, Laurelton, stated her concerns with the local gangs and questioned what is the Township is doing about it.

Mayor Ducey advised the Chief started a new street crime unit which takes into account the street crimes and since the institution of this unit they have made 26 arrests.

Mindy Murray, 1622 Forge Pond Road, spoke about the landlord responsibility ordinance; she stated her displeasure with the MUA building in proximity to her property.

Mayor Ducey and Kevin Starkey addressed both her concerns.

There were no further comments from the audience.

President Crate closed the public hearing portion of the meeting.

Joanne Bergin thanked the council and public for the lengthy presentations tonight; she said the budget process is 100% guided how the best serve the residents not only from a service prospective whether collecting garbage, maintaining a park, issuing licenses, recreation and senior outreach program, but also from a financial prospective. She said they do recognize the expenditures matter and as department heads they have presented budgets that are not a wish list of what they want, but are truly representative of what they need to serve the residents. She said the budget process started months ago and she, the CFO and purchasing agent met with each department head and went line by line over their budgets and noted they developed budgets that are as practical as possible to predict the year out.

Mayor Ducey gave a Coronavirus update; he mentioned he attended the Parks and Recreation Award ceremony where Brick received two awards and congratulated the Recreation Department on the Bernie Cooke Park Award and Ed Moroney on the Recreation Brochure award; he said he is going to be testifying before a Senate Committee on the school funding issue and the affect it is going to have on the town if they keep up with the S2 Plan; he spoke and gave particulars on the Census; he announced some events he attended and mentioned some upcoming events.

Councilwoman Zapcic thanked the Girl Scout Troop for leading the pledge and congratulated the BMHS Girls Bowling Team; she spoke of the recent Voter Girl event she attended.

Councilman Minichino congratulated the BMHS Girls Bowling Team.

Councilwoman deJong spoke about the Buy in Brick Program; she mentioned she also attended the Voter Girl event and thanked all that were involved.

Councilman Mummolo thanked Girls Scouts for leading the pledge and congratulated the BMHS Girls Bowling Team.

Councilwoman Pontoriero she echoed her colleagues' comments tonight.

Vice President Halloran thanked all for their budget presentations; he congratulated the PBA Award recipients.

March 10, 2020

President Crate also thanked all for their budget presentations and congratulated the PBA Award Recipients; she mentioned the upcoming fundraiser at the VFW.

Motion by Councilwoman Pontoriero and seconded by Councilman Mummolo to Adjourn the meeting at 10:17 p.m.

All Council Members voted AYE.

Lisa Crate
Council President

Lynnette A. Iannarone
Township Clerk