

April 14, 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

(\*Present via Zoom)

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](http://www.bricktownship.net)).

This meeting began with the salute to the flag followed by a moment of silence.

Motion by Councilwoman Pontoriero and seconded by Councilwoman Zapcic to dispense with the reading of the minutes of March 10, 2020 and approve the same.

All Council Members voted AYE on Roll Call.

**Budget Presentation:**

**Recreation Department**

Joanne Bergin explained throughout the past year, the Recreation Department, including operation of Township Beaches and Traders Cove Marina, plays an important role in bringing the Brick community together, serving over 350,000 residents through an array of various programs and facilities including special events, camps, recreational sports, Youth Service programs, Early Childhood development classes, Challenger programs, our extraordinary beaches, our state-of-the-art Marina and 20 parks. The Recreation Department's mission is to improve the quality of life for all Brick Township residents through the provision of high-quality recreational facilities and a wide variety of programs that promote a healthy and enriching lifestyle. Their goal is to foster a greater sense of community while enhancing the social, cultural and physical well-being of the citizens of Brick Township. She said throughout the year they host various special events like Summer Fest, Fall Fest, The Cultural Art Concert Series, Movies in the Park, and Drive In movies at our neighborhood parks. This year they are also hosting a family camp out. Events like this offer people a chance to come together not only as a community but also spend quality time with their families. The Farmers Market and annual Town wide Craft and Yard Sale, gains popularity each year and promotes the benefits of buying and supporting local and small business. Recreation Staff here also offer community programs specifically for Brick kids including National Kids Night Out, Kids to Park Day, an annual fishing derby, Mom and her Little Prince Ball, a Daddy Daughter Dance, and The Polar Express family event and let's not forget that they honor and come together to embrace the community and its people with our 9/11 Remembrance Ceremony, Memorial Day Parade and Christmas Tree and Menorah lighting. She said the Recreation's Summer Camp has been such a success over the past few years growing in attendance and popularity and establishing the benefits of outside activity. Last year they introduced the school break camp for Fall after the previous year's Winter break camp was such a success. This year they will introduce a camp for all three breaks: Fall, Winter, and Spring. These camps will help the children of our community become more active while also helping to develop social skills. She said Brick has a rich history in sports and here at Recreation they have developed a great array of programs for our youth and adults providing opportunities to learn, play and become part of a team. They run basketball leagues and clinics, youth softball and t-ball, adult softball, pickleball, volleyball and have built up our youth wrestling program. They also introduced youth yoga and are starting a youth fitness program. She said the Recreation Department oversees a Youth Service Program for young adults in grades 6 -12 who want to make a difference in the community through service. Volunteers in the Community Youth Services Program assist Recreation staff at events throughout the year and participates in activities such as park and beach cleanups. She said Brick is home to many families with young

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children. The Staff at recreation oversees a comprehensive, state-certified preschool program at Civic Plaza: Bright Start and Jump Start ranges in age 3 to 5. These programs help children to develop academic skills to help them get a jump start in their elementary school career. They also offer Mommy/Daddy and Me and First Time On My Own programs that help the development of everyday activities for infants and toddlers. They are always looking to improve and transcend the way the youth learn. They recently brought in new technology called the beam that helps children learn by using play. Not only does this tool help develop their ever-growing minds but it keeps them active and engaged. This program is also fiscally successful as they are able to offset the cost of our teachers through program and class fees. She said at Recreation they also provide excellent opportunities for young people with physical and intellectual disabilities with our Challenger Program. This program lets these young people participate in athletic and social activities such as summer and winter camps, bowling basketball, baseball, dances, an Autism Surf Day and Halloween Fest.

### **Brick Beaches**

She explained set record breaking numbers in 2019! They generated \$495,718.30, a 17.25 % growth from last year. The salary and wage budget for 2020 is decreasing 3.3% based on actual expenditures in 2019. They part-time, seasonal staff includes 74 lifeguards, 21 badges checkers and 15 maintenance workers including Windward Beach and the Marina. They will have about 60 returning life guards who are recognized for being some of the best trained life guards at the shore. Between these guards and badges checkers they will be able to provide our beachgoers clean, safe and well managed beaches.

### **Trader's Cove Marina and Park**

She explained Trader's Cove Marina has become a valued resource for boaters. The Marina offers concrete floating docks, transient slips, a double wide boat ramp, jet ski ports, a canoe/kayak launch area, kayaks and stand up paddle board storage, a large playground, and public restrooms. The transient boating facility offers amenities such as a lounge area and laundry facilities for our boaters in need of these services. She said in 2019, Trader's Cove Marina and Park generated \$366,686.50 in net revenue. This summer all 120 boat slips have been rented as well as our jet ski ports. They had 113 boats for winter storage this past winter which brought in \$96,355.00. The profit margin for the Marina continues to do well, generating \$200,872.45 in profit. The boat ramp continues to be very popular and more accessible thanks to the use of credit cards. The 2019 revenue from the boat ramp was \$45,140.00, which is an increase of \$1,960 from 2018. All jet ski ports are rented for 2020, totaling \$20,000 in revenue.

She advised the operating budget for recreation decreased 4.8%. She said this year they will keep progressing and continue to improve the lives of our community. None of this would be possible without the extraordinary work of the Recreation entire staff!

She advised this report was drafted weeks ago when they first introduced the budget. So much has changed in our world since then. So many of the programs, services and facilities referenced in this report are on hold. But, that doesn't mean they are not adapting to the crisis and recognizing the need to find new and innovative ways to serve the public and engage our families. Recreation, in general, is taking the hardest hit as schools are closed, group activities are not allowed, and all parks, playgrounds and beaches are closed. The Recreation staff have been hard at work identifying ways to stay connected and remind our families that spending time together can include fun, uplifting and creative activities. She said in the coming weeks, they will provide daily information on new programs and activities offered by Brick Recreation. Brick Township Recreation Department has a group on our Township Facebook page, *Play at Home with Brick Rec*, where families can participate in activities and share them with our community. Recent activities included a Driveway Chalk Drawing Contest and a pizza party, where families were able to get a free personal pan pizza kit, make their favorites and share to the Facebook page. This is just the beginning of a variety of fun activities that can be done safely at home. Please visit the Facebook page for more information and know that they remain dedicated to our mission of unifying the community by developing and offering programs that promote a healthy and enriching lifestyle.

President Crate opened the public hearing on the Recreation Department Budget.

There were no comments from the public

President Crate closed the public hearing on the Recreation Department Budget.

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### **Parks Department**

Joanne Bergin explained the Parks is a division under the Department of Public Works. She said 17 full-time employees oversee the Township parks and sports fields and also the grounds at township facilities. There are 20 parks that the employees maintain including 10 Basketball courts, 8 tennis courts, 3 bocce courts, 3 horseshoe pits, 3 football fields, 15 soccer fields, 6 miles of bike trails, and 22 softball & baseball fields. They also maintain the sports fields including the 40-acre sports complex at Drum Point. This complex is constantly recognized as one of the best in the state. The efforts to maintain these recreation areas and maximize their useful life will be greatly enhanced thanks to the Township's efforts to secure a Water Allocation Permit from the NJDEP. This allows us to properly irrigate these areas. The DPW capital budget request for 2019 includes a \$525,000.00 line item for the replacement of the synthetic fields at Drum Point Sports Complex. The field was 12 years old in August and the warranty ended after the 8th year. The salary and wage and operating budgets both decreased slightly this year based on continued efforts to manage more in-house and the support they receive in terms of the necessary equipment needed.

They currently manage 392 irrigation zones with 2,025 sprinkler heads. There are 147 acres of maintainable grass fields maintained by parks. There are also many intersections, roadsides, and detention basins maintained by the parks department. They also maintain all township owned properties such as Town Hall, Civic Center, and the Bob Anstett Cultural Arts Center. One of the most time-consuming tasks is the annual fall and spring leaf collection which takes 10 weeks – starting at the end of October until the second week in January. They then immediately move into Christmas Tree collection for three weeks. Spring leaf collection begins in April for three weeks. Throughout the year they pick-up brush and leaves, deliver and repair township issued automated cans and complete tax liens issued by the township code enforcement. She said outside of the daily maintenance they also oversee our Lake Management, Fertilization Program, Solar Field Maintenance and Synthetic Field Cleaning. The department is also responsible for set up and breakdown of all events at Civic Center and Senior Center along with Summerfest, Trunk or Treat and other recreational events. The department continues to take on more responsibilities as they move forward in renovating our parks. They look forward to that challenge and will continue to work hard in keeping them safe and enjoyable for all of Brick.

President Crate opened the public hearing on the Parks Department Budget.

There were no comments from the public

President Crate closed the public hearing on the Parks Department Budget.

### **Budget Presentation:**

#### **Department of Public Works**

Joanne Bergin explained Department of Public Works includes Utility Crew, Solid Waste Collection, Buildings & Grounds and Vehicle Maintenance. The Sanitation Department makes more than 2.7 million stops per year to residents' homes. In 2019 they collected 35,086 tons of solid waste and 4,368 tons of bulk. They drive over 600,000 miles per year. Salary and wage budget for sanitation has decreased 4.2% and the operating budget increased 11% (an increase of \$9,600) as a direct result in the costs to purchase garbage cans and a \$5,000 increase in the permit line item for vehicle registration, composting classes and Class B and Class C permits as required for the DPW site. The Utility Crew does an outstanding job year-round. Along with all the drainage repairs and replacements, the crew also fill potholes, fix sinkholes and seal cracks in the streets. The salary & wage budget for the utility crew is included in the sanitation budget. The operating budget for the Utility Crew decreased 1.8% this year.

#### **Asphalt Recycler**

They have not purchased cold patch, instead they use milling and broken pieces of asphalt that they have accumulated from road work. They also save on the cost of disposal of the asphalt. In three months, they saved an estimated \$25,000.00 in materials alone. Cold patch was not a permanent fix and the asphalt recycler saves on manpower and wear and tear on vehicles and fuel.

#### **Paving Machine**

With the purchase of the paving machine in 2017 they were able to do larger jobs instead of outsourcing them. They milled and paved about 53 jobs in 2019. In 2018 they spent \$53,167.21 on asphalt. Then in 2019 they spent \$92,747.97 on asphalt. The smaller jobs that

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they would have to do by hand would take a few days, now they are being completed in one day. This is a safer and more productive way of paving. One example is paving Brick High Schools Dragon way. They were able to lay 272.15 tons of asphalt in 2 days. This process could never have been done by hand. When paving with the machine the job comes out flawless, meaning no dips or bumps. They have built block bins and paved them in the back of the DPW, this was a requirement by the State for our sweeping debris. The jobs they have completed left the residents extremely happy. The Utility Crew would like to thank the Council for the purchase of the paving machine.

### ***In-house Construction***

In-house construction does a variety of projects at Township-owned properties throughout the town. They have been working continuously on renovating the Police Detective Bureau in Town Hall. Their work has saved the Township hundreds of thousands of dollars from not having to use an outside contractor. The ten employees on this crew complete a significant list of projects that would cost significantly more to outsource – and they do a better job! Th Buildings & Grounds salary & wage budget increased 0.6%. The operating budget increased 13% as they look to fund more in operating as opposed to extending it out over several years through capital bonds. This increase includes the need to fund a duct cleaning project at township properties, which is not an annual expenditure. In this budget, variances are more common and are based on the year's projects at hand. Along with this major project, the crew built storage containers for beaches, a locker room with new doors for Police Department, and winterized all beach & sports complex concession stands. The Township's electrician has also done numerous in-house jobs saving the town significant costs incurred when using an outside contractor. This includes servicing the lights at all Sports Complexes and Parks, installed lights and renovated heat rails under canopies at DPW and he has also been working continuously doing the electric for Detective Bureau renovation.

### ***Recycling Information-Recycling Coordinator Trish Totaro***

- 2019 Single Stream Recycling - 8,726.58 tons
- Brush – 5,539.82 tons
- Leaves – approximately 1,981.53 tons

Trish does an excellent job with ongoing education to business owners, the general public and our school children. She has multiple approaches to education including special events, brochures and give-aways that outline the recycling do' and don'ts. She keeps the staff informed and she also completes continuous education programs through Rutgers. With grant money, they purchased and implemented Token Works. This is a hand-held device that scans residents' drivers license at both the Township's Recycling Center known as The Hill and the brush shack. Trish also continues to educate the public about recycling. They have packets that are sent out to residents with all the information needed to maintain a compliant single stream recycling pickup. Unfortunately, scheduled recycling events with both the Ocean Medical Center and the schools have been put on hold. But those were only two of a year full of ongoing events and activities.

### ***Vehicle Maintenance***

Vehicle Maintenance includes eight exceptional mechanics, two supervisors and a store keeper. They service more than 190 vehicles in DPW, including all sanitation trucks, trailers, bulldozers, dump trucks and plows/sanders. The mechanics also service the pump out boats and police boats along with their trailers. There are also 40 additional vehicles at Town Hall the mechanics service along with 180 pieces of Police equipment and ambulances that are maintained and kept operational. The mechanics use the Township's Tow Truck regularly and often, significantly reducing the expenditure to outside contractors. Mechanics also supervise the vehicle truck wash to ensure storm water compliance. The salary and wage budget for vehicle maintenance increased 1.3% and the operating budget increased 2.8%. This amount is also subject to fluctuation based on the fleet and needed repairs. The Township's Sign Shop has three staff members who manufacture and install hundreds of signs annually. They also mark township vehicles and are responsible for striping township facilities as needed. Last but not least are the professional and knowledgeable office staff that operate the Call Center. The Call Center consists of five exceptional employees who answer hundreds of calls from residents and assist them with their requests. They use an electronic database system that logs bulk, metal, brush, leaves, potholes, sinkholes and many residents' requests. Call Center staff makes sure all requests for assistance are addressed.

President Crate opened the public hearing on the Department of Public Works Budget.

There were no comments from the public

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President Crate closed the public hearing on the Department of Public Works Budget.

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

All Council Members voted AYE on Roll Call.

**Authorize Award of Bid – Beverly Beach Area Roadway Improvements**

Mayor Ducey stated this resolution authorizes the award of bid for roadway improvements in Beverly Beach that includes Beverly Beach Road and portions of South Beverly Drive to Earle Asphalt Company, in the amount of \$314,713.13. He explained the project scope includes milling base repair, asphalt paving, replacing inlet grates and curb pipes, reconstruction of drainage structures, installation of new curb in selected locations and replacement of existing concrete curb, restoration and other miscellaneous work. He said bid notices were provided to 68 prospective bidders from the bidders list and nine requested bid packages of which five bids were submitted with prices ranging from \$314,713.13 to \$449,715.00.

**Authorize Extension of Contract for Electrical Supply Services – Aggressive Energy, LLC**

President Crate stated this resolution authorizes the extension of a contract for electrical supply services to Aggressive Energy LLC. The Township's energy consultant, Concord Energy, previously held an auction for the Township's lighting accounts and street light accounts and advised the low bidder was Aggressive Energy. She noted the contract with Aggressive Energy expires on June 30, 2020. She said Concord requested renewal pricing from Aggressive and received proposals for both that include a cost savings to the Township: a 21 percent savings with an 18-month renewal for general accounts and a 10 percent savings for an 18-month renewal for street lighting accounts.

**Authorize Change Order No. 1 – Purchase & Delivery of Janitorial Supplies**

President Crate stated this resolution authorizes a change order to the contract for the purchase and delivery of janitorial supplies. She said one of the vendors on the supply list was awarded item #28, germicidal spray, at \$22.99 per case. She advised that company erroneously bid the wrong product and, as a result, item #28 shall be awarded to the next lowest responsive and responsible bidder, General Linen and Paper Supply.

**Authorize Change Order No. 1 – Purchase & Delivery of Doors & Ballistic Doors**

President Crate stated this resolution authorizes a change order to the contract for the purchase and delivery of doors and ballistic doors. She said the contract was awarded at authorized rates with an aggregate amount not to exceed \$45,000.00 per year. She advised the Deputy Police Chief recommended the change order allowing for the aggregate amount to be increased not to exceed \$220,000.00.

**Authorize Execution of a Shared Services Agreement with Ocean County Prosecutor's Office – Fatal Accident Support Team**

President Crate stated this resolution authorizes the execution of a shared services agreement in place with the Ocean County Prosecutor's Office to designate Brick Township Police officers to be assigned to the Fatal Accident Support Team for the purpose of assisting in investigation, prosecution of fatal accidents and in traffic enforcement and education. She said during times where additional manpower is needed for investigations and/or training, members of the F.A.S.T. will be called upon to assist. She noted officers will be paid from money in the Prosecutor's Program fund which has been designated by the Ocean County Prosecutor and the Board of Chosen Freeholders.

**Opposing New Jersey Turnpike Authority Toll Hike**

Mayor Ducey stated this resolution opposes a toll increase proposed by the New Jersey Turnpike Authority. He said the proposed increase will place an extra burden on the residents who commute to work.

**Authorize Special Events Permit – Dinner to Feed Ocean Medical Center**

President Crate explained that this resolution approves a special event permit, contingent upon approval by the Brick Township Police Department and Fire Bureau, for a Dinner for Ocean Medical Center event from 2 to 10 pm on Thursday, April 23 at Brick Hospital.

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**Tax Collector:**

- Reducing Interest on 2<sup>nd</sup> Quarter Property Taxes

Mayor Ducey explained this resolution authorizes a reduction of the interest rate for delinquent taxes to zero percent for the month of May 2020, which effectively provides a 30-day grace period to property owners for a delinquent second quarter tax payment.

- State Tax Appeal Granted – Block 380.18 Lot 1.02 – 30-68 Brick Blvd

Joanne Bergin stated this a commercial tax appeal for the years 2017, 2018 and 2019 totaling \$44,387.00.

**Recognize National Telecommunicators Week – April 12 – 18, 2020**

President Crate stated this resolution recognizes April 12 - 18 as National Public Safety Telecommunications Week. She said this national crisis is a perfect time to recognize the dispatchers - the men and women who work behind the scenes making sure all calls for assistance are answered. Brick dispatchers are the calm, friendly, helpful voices who answer calls 24 hours a day, seven days a week and make sure the proper help is dispatched. They are a vital link in to emergency response. The dispatchers know the town, the neighborhoods and the abilities. They are the unsung heroes and tonight we are thrilled to have an opportunity to say thank you!

**Authorize Execution of a Shared Services Agreement with BTMUA – EMT Health Screenings**

President Crate stated this resolution authorizes the execution of a shared services agreement with the Brick Township Municipal Utilities Authority for the Township's emergency medical technicians to provide health screenings to their employees as the COVID pandemic continues. She said in this agreement, EMTs will provide the same screening process that they conduct for township employees. Each day, employees are screened with a series of medical questions and an EMT takes their temperatures in an effort to identify any potential COVID symptoms. She advised the Township will be fully reimbursed for this service including salaries and supplies.

President Crate opened the public hearing on the Resolutions.

There were no comments from the public.

President Crate closed the public hearing on the Resolutions.

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

There were no comments from the public.

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

Motion by Vice President Halloran and seconded by Councilman Mummolo to adopt the following Resolution.

- All Council Members voted AYE on Roll Call; except:  
Councilman Minichino ABSTAINED on Teamsters and;  
Councilwoman deJong ABSTAINED on CME Associates

**2020 Computer Bill Resolution in the amount of \$3,666,419.89**

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

There were no comments from the public.

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

Motion by Vice President Halloran and seconded by Councilwoman Pontoriero 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 \$3,386,345.14**

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**Ordinance on Second Reading: CAP Rate Index Ordinance**

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

President Crate stated this allows the Township to establish a cap bank for future use. She explained the ordinance allows for increases to budget appropriations, and allows the Township to bank any unused monetary room. This cap bank ordinance allows the Township to increase budget appropriations by 3.5 percent over the prior year's appropriations, and to bank any unused appropriation for the next two succeeding years. She noted the ordinance is simply precautionary. It is not funded through a tax increase, since it is only used in subsequent years should they need to fund a one-time expenditure. She advised the monies available by this cap rate index ordinance may be used to offset costs of any future disasters and the need for any future emergency appropriation. She said they are not generating cash, they are creating the ability to raise money should they need it. She noted if the funds are not needed in the succeeding two years the bank is simply dissolved.

President Crate opened the public hearing on the Ordinance.

There were no comments from the public.

President Crate closed the public hearing on the Ordinance.

Motion by Vice President Halloran and seconded by Councilwoman Zapcic 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.

**CALENDAR YEAR 2020 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)**

President Crate opened the public hearing portion of the meeting.

Vic Fanelli, 24 Meadow Point Drive, questioned the increase in Ballistic Door resolution; he questioned the way residents can pay their property taxes due to no public allowed in the building.

Joanne Bergin replied there was misunderstanding between the number of doors that were part of this purchase and advised they need doors for the whole entire project that includes the upstairs and downstairs police department renovations so the total number of all doors was significantly higher than what they originally requested which includes not only the doors but all the hardware and the frames.

Mayor Ducey gave the various ways the residents can pay their taxes.

There were no further comments.

President Crate closed the public hearing portion of the meeting.

Mayor Ducey said it's National Public Safety Telecommunicators week and normally they would have had them here in person but obviously they are not able to honor them that way tonight – he thanked and named all the Public Safety Telecommunicators; he gave an update on the Coronavirus, and the various testing sites for the Coronavirus; he spoke about the Ocean County Health Department hotline to help with many issues due to this pandemic; he gave particulars on the St. Thomas Lutheran's Church blood drive; he advised the Seeds of Service on Mantoloking Road are looking for donations of canned vegetables; he said shortly the Governor will be announcing if and when the schools can open; he expressed to stay safe, be well and enjoy your family.

Councilwoman Zapcic said to stay on course - it's hard but it's the only way out of it; she gave

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the particulars on some free webinars that the DART Prevention Coalition of Ocean County is offering on various topics/resources; she wished everyone well.

Councilwoman deJong thanked Joanne Bergin for facilitating everything this evening and also giving the budget presentations and said everyone stay safe.

Councilman Mummolo thanked Joanne Bergin for the budget presentations; he gave particulars on ARH Associates Go Fund Me Site to support the local restaurants that are feeding Brick Hospital Frontline staff; he said everyone stay safe.

Councilwoman Pontoriero thanked Joanne Bergin for the budget presentations; she pointed out not to forget about the elderly residents.

Vice President Halloran thanked the department heads for putting together their presentations and certainly to Joanne Bergin for presenting them; he said talking about all the first responders and all the people that are helping – if and when you do have the opportunity to get to grocery store or drug store please thank those people who are still working there – they are doing a great job and they are putting themselves at risk every day.

Motion by Councilman Mummolo and seconded by Vice President Halloran to Adjourn the meeting at 8:10 p.m.

All Council Members voted AYE.

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Lisa Crate  
Council President

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Lynnette A. Iannarone  
Township Clerk