

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\*  
 Councilman Paul Mummolo\*  
 Councilwoman Mariana 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)

Absent:

Councilwoman Heather deJong

Clerk Iannarone announced adequate notice of this meeting was provided and published in Asbury Park Press on January 30, 2021 and The Ocean Star on February 5, 2021. 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)).

President Crate thanked everyone for participating in this evening's Township Council meeting. She said the COVID-19 pandemic prevents them from meeting in the traditional way, but they have adjusted accordingly so that they can continue to conduct the business of the Township, and serve the residents. She said this meeting is available through the Zoom application, where you can see and hear tonight's meeting, and participate during all public comment periods as you would if they were all together in person. She said to ask a question or comment, please click on your device and a bar will appear on the bottom of your screen. One of the icons posted there is a "Raise your hand" button - click that to indicate you have a question. She also noted the "Raise your Hand" icon can also be found by clicking on the "More" option. She said they can see that on their end and will call on people one at a time. Questions and comments are also welcome by email. The address is [publicmeetingquestions@bricktownship.net](mailto:publicmeetingquestions@bricktownship.net) and they will be checking emails throughout the meeting and will read those questions into the minutes and respond accordingly.

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

Motion by Councilwoman Zapcic and seconded by Vice President Halloran to dispense with the reading of the minutes of February 9, 2021 meeting and approve the same.

All Council Members voted AYE on Roll Call.

**Budget Presentation:**

**Administration** – Joanne Bergin said Administration staff includes six full-time employees. She stated Administration is the front line for all in-person and telephone inquiries that come to the Township. She said they also track and ensure follow-up on all email inquiries that come through the website. In 2020, they handled 44,084 cases through the 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 noted they have won several awards for their efforts to keep the public informed. She said 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; 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 the taxpayers. She said there was \$771,332 Buy in Brick Sales (dollars processed) in 2020 and the resident tax savings in 2020 was \$46,371. She said

Administration also manages constituent relations and publications such as advertisements, promotional materials, recycling brochures, event flyers, and any other publications as needed. Administration manages the design and creation of the Recreation Brochure and Senior Booklet, reducing the overall cost by bringing this work in-house. She said the Administration staff also provides support to Municipal Boards and Commissions. She advised the salary and wage budget decreased 13% and the operating budget up \$375.00 based on actual

expenditures from 2020.

**Mayor's Office & Council** - The Office of the Mayor includes the Mayor and two full-time staff members. She said Mayor Ducey maintains office hours each week. She said 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. She said the Mayor participates in the Ocean County Mayor's Association, the New Jersey League of Municipalities and the New Jersey Conference of Mayors. She said the salary and wage budget for the Mayor's Office increased by \$1,000 and the operating expenses have decreased by 8% from last year as a result of a reduction in costs for printing and binding based on last year's actual expenditures. She said in terms of the Council's budget, the salary and wage budget remains flat. The operating budget for the Council totals \$1,840 down 19% from last year as a result of a decrease in the printing and binding line item based on actual expenditures last year. She said the council budget includes items like conferences, flowers for special events, plaques, nameplates, letterhead, business cards, presentation folders, publications and misc. office supplies. She said council members are very active in strategic planning and have working subcommittees including Redevelopment, Recreation, Land Use, Public Works, Public Safety, and Business & Finance and 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 services, in accordance with the applicable laws of the State of New Jersey, more specifically N.J.S.A. 40A:11-1 et seq., the Local Public Contracts Law. She said the Purchasing Department overall budget for 2021 decreased \$525 from the 2020 budget due to the reduced need for educational courses for Purchasing staff. She said 2020, this office processed approximately:

- 4700 Purchase Orders
- 34 Bids for Goods & Services
- 23 Professional Services Requests for Proposals
- 12 Capital Bid Projects
- 32 Formal Requests for Quotes

She advised the above tasks were accomplished by an office staff of four. She explained this office also oversees the central receiving/mail room, which includes one (1) additional staff member. He has processed over 75,000 pieces of mail, plus delivery to post office for bulk mail projects (tax delinquent notices, neighborhood watch mailings, etc.). He delivers mail, packages and supplies throughout the municipal complex and all off-site locations, manages the central receiving and stockroom. She said postage encompasses 92% of the operating budget.

This line item 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 mailed every January
- Chapter 75 (tax assessment notification) mailed every January
- Township newsletter mailed to every resident in town
- certified and registered mail, regular, priority and overnight postage

She said additional line items in the operating budget is \$6,000 for conferences & education. All staff members are certified in the area of Public Procurement through Rutgers educational program. Certifications are required to be maintained through continuing education by attending conferences and seminars. She said \$1,250 is budgeted for dues includes membership dues for Stafford Township Cooperative Pricing System, Governmental Purchasing Association of New Jersey and the Southern Jersey Chapter of the National Institute of Governmental Purchasing for every staff member. She said the Memberships in these associations provide discounted prices for seminars and conferences, as well as a resource for bid specifications and pertinent purchasing information. She said another line item is storeroom supplies at \$1,500. This office purchases and stocks frequently requested office materials and supplies requested by all departments. Items are purchased off the State,

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

**Human Resources** - The HR department manages all Township employees – currently 432 full-time and 164 part-time/seasonal. She said 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. HR handles employee training including safety, the Employee Assistance Program and other workplace trainings. She advised all health benefits are handled by Human Resources. And they coordinate with the brokers for contract proposals, renewals, rate changes, fee submissions and compliance with federal guidelines. They handle required reporting as well as resolving claims issues. She said the HR staff processes all liability claims with our insurance company and they ensure compliance with safety regulations and vendor insurance. She said highlights and accomplishments from 2020 include: COVID – policy development, implementation and enforcement, COVID case tracking, administration of the FFCRA, CARES Act reimbursement submissions, administration of the six (6) week furlough, transition of the new Safety Inspector, began implementation of additional measures for medical claim oversight. Special projects for 2021 include implementation of a new Payroll/HR/Attendance software, continued implementation of Horizon improvements, HR data consolidation, implement overall training schedule/plan, supervisor training, implement exit interviews, develop a new employee orientation, revise and update Employee Handbook and Safety Manual, and continue CARES Act reimbursement submissions. She said HR's salary and wage budget decreased 11% following a retirement and the operating budget increased 75% as a direct result of expert services line item increase for legal services.

**Township Clerk** - The Clerk's Office is comprised of six staff members. The Clerk and Deputy Clerk hold Registered Municipal Clerk certifications and the Township Archivist has begun the classes to obtain that certification as well and three staff members hold the Certified Municipal Registrar certification and a fourth began classes for that certification last year. She advised 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: The Township Archivist, who holds state and federal records management certifications and two clerks. She advised there is also a clerk assigned to Police Records that is working on major police scanning project in Archives. She explained the Township Clerk's office issues 30 different types of licenses and permits brought in \$155,171.35 for 2020 and issued 1,366 dog and cat licenses totaling \$26,597.00. The Office of Vital Statistics which includes all records of births, deaths and marriages issued 1,543 death certificates, 387 marriage applications, 678 marriage certificates, 1,696 birth certificates totaling \$50,296.00. She noted in addition, they collected \$14,590.00 in Tourism fees. She said the operating budget for the Clerk's Office totals \$38,625.00 down 10% from what was appropriated last year, with Expert Services being one the largest line items. She said the Archivist would like to take on another major back file imaging project this year for \$6,000 and the project will either include Payroll or Engineering records. She said they do not have the resources to do this project in house and they have secured a contract with NJ Office Systems (who is on State Contract). She noted the payroll project was scheduled for last year but an overwhelming amount of closed out building permits required that to take precedence. She said advertising and codification of the Township Code is also a significant part of the budget, legislation is what drives those two-line items. She said operating 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 paid for by the Township and noted this is unchanged from last year and there is no salary line item associated with this budget.

**Finance** - The finance department consists of six full-time employees, two of whom are dedicated to payroll and:

- The Finance Department creates and signs all purchase orders (4,900 created in 2020) and checks (3,808 in Claims and Manuals created in 2020.)
- Creates the Current (Temporary and Adopted) and Capital Fund Budgets. Posts budget at the beginning of the year and does all transfers and close out procedures at year end, creating all pertinent resolutions to process all.
- Agrees 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.
- Sends out the W9's and the W2's at year end.
- Keeps a Township Fixed Asset Inventory that is added to or deleted from as needed.
- Creates cancellation resolutions for Grants, creates Chapter 159's as needed and enters all new Grants into Edmunds. At this time there are 43 Grants open.
- 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 38 Ordinances open.

- Performs 43 Bank Reconciliations monthly.
- Analyzes approximately 900 Open Escrow accounts.
- Analyzes 170 Electric Accounts, 58 Water/Sewer Accounts, 25 Natural Gas Accounts and 28 Telecommunication Accounts monthly.
- All aspects of Payroll Processing.... printing and stuffing of checks, implement payroll into Edmunds, make changes to Employees files that will need to be reflected in S/W such as (yearly increase, longevity, steps, etc.), health care contribution, pensions, direct deposit information, court subpoenaed garnishments etc.

She said the Township was able to maintain its Moody's Financial Services Aa2 rating on all of its bond (long term financing) issues during 2020 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. She said 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. She said the Finance Department's salary and wage budget decreased 12% based on actual costs last year and the operating budget increased by \$11,050 as needed for expert services including accounting consultant, ADS and AFS budget, actuarial services for a full year, not just a roll over year.

**Data Processing (IT)** - The IT department supports:

- Close to 100 servers including over 50 virtual servers
- Over 500 PCs, Laptops and tablets
- 142 FirstNet cellular devices and 73 Verizon cellular accounts. This includes Township and Police assigned cell phones, hotspots and mobile accounts for laptops and tablets. The IT Department has also assumed the responsibilities of managing the deployment and setup of all Township cell phones and upgrades.
- Almost 200 printers including the eTicket printers in Police Vehicles
- More than 30 scanners and copiers
- Currently managing 109 Security cameras at 14 different locations with more cameras being added each year.
- 4 high availability environments including but not limited to the Police dispatch system, Email server, file servers, Alchemy, NetMotion VPN Servers, Township Websites, CRM/RFA system, and more. These high availability environments greatly reduce any downtime.

She said the Township has more than 60 separate software/hardware 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. The IT Department is also in the process of installing/planning security cameras at Hank Waltonowski Park, Bayside Park, the park in Cedar Bridge Manor and Pinewood Park as well as adding additional and/or replacing cameras at Drum Point Sports Complex, Town Hall, Frede Park and Arrowhead Park and the EMS building on Lanes Mill Road is the latest security camera installation to be completed. She said upcoming projects this year include implementing a new time & attendance/payroll/HR software system, replacing our old camera recording system at all locations, Police Department renovations in the Records Division, Operations Division, the new Operations building behind Town Hall and setting up Senior Services and EMS in the Aurora First Aid building. She said the IT salary and wage budget increased 2% and the operating budget increased 13% as a result of additional software costs.

**Tax Collector and Tax Assessor** – Tax Collector Office duties and responsibilities are directed pursuant to State Statutes, specifically Title 54. The Levy for 2020 was in excess of \$244M with a 98.77% of collection and the total collected was \$241,746,935.67. She said the salary and wage line item has continued to decrease due to the internal promotion of current staff members subsequent to retirements. The Tax Collector's office is currently in need of one staff member when hiring resumes. She said the operating/expense budget request totals \$48,610, an increase of \$1,660 - this is due to training and Paymentus direct billing costs. She said the Tax Assessor's Office, with a staff of eight, oversees almost 32,000 residential and 800 commercial properties with a total assessed value of over \$10.4 billion dollars. She said last year they placed more than \$70 million dollars of added assessed value on our tax list and part of their responsibilities includes not only maintaining a record of the specifics about a property, but also monitoring any deed recordings to assure that any changes in ownership are made in our public record. Implementing any changes to the tax maps is also the duty of the Tax Assessor's office.

She said Brick Township has approximately 2,900 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 decreased 1% and the operating budget increased 4%. The expert services line item increased as a result of anticipated costs for statutory mailings including Chapter 75 postcards, tax appeal appraisal services and tax map / GIS updates.

**Seniors** - The Brick Senior Services office is staffed with four full-time outreach workers, two part-time employees and one program director. Their main focus is providing advocacy, information and assistance applying to various state benefit service programs. She said the staff conducts in-person evaluations in office or at home to determine eligibility for these social service programs. She said the full-time staff are certified State Health Insurance Counselors providing counseling on Medicare issues. She advised in addition, Senior Services offers a variety of activities and programs to keep seniors engaged, promoting health and wellness through exercise, art and providing numerous opportunities to socialize in a welcoming environment. She said as a result of the pandemic, in-home visits are temporarily suspended but virtual programs have been expanded. She said they have a fleet of two ADA compliant buses and vehicles used to provide much needed transportation services for Medical appointments, shopping and accessing services. There are two full-time bus drivers and one part-time dispatcher for the Senior Bus Shuttle Program. She said according to the current data from the Census Bureau, 20% of the population in Brick Township is age 65 or older. In 2020, Brick Seniors provided services to over 3,350 seniors and family caregivers - Brick Seniors provided services to 350 family caregivers and approximately 3000 older adults - the staff delivered 3,100 counseling units in their office to 700 seniors - 3595 seniors attended the various activities and programs; staff provided 5,910 transportation trips to 305 seniors - the staff made 23,100 wellness calls (300% increase from the prior year) to 113 homebound seniors and provided follow-up reevaluations to over 200 elderly homebound residents receiving Meals on Wheels. She said the overall, staff addressed over 11,033 calls and provided approximately 44,500 units of service in all categories and had a cumulative total of 3,600 attendees to all our events. She advised Brick Senior Services received \$135,100.00 in Title IIIB and IIIE grant funding from the Ocean County Board of Commissioners. In 2020, they received \$5,350.00 in donations. She noted any donations received are used to offset the costs involved in providing services to our seniors. and the Cares Act funding in the amount of \$40,282 was awarded for Senior Services. She said the 2021 operating expenses decreased \$2,000 from the previous year and the salary and wage budget also decreased by 3%.

**Municipal Court** - The Brick Municipal Court is the 3<sup>rd</sup> largest of the 33 Municipal Courts in Ocean County. She said annual filings for 2020 were 8,561 which is a increase from 2019 of 6,998 filings. She explained 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 the Jurisdiction of Brick Township. She advised court sessions are held every Monday at 9:00am, with the exception of the 2<sup>nd</sup> Monday which is at 10:00am, every Wednesday at 9:00am and every Thursday at 9:00am. She noted the 2<sup>nd</sup> Monday 10:00am court session is for Code Enforcement violations only. She said the Public Defender schedule varies monthly with approximately 9-10 sessions monthly. The Public Defender will occasionally be required to represent a detained indigent defendant being held on Domestic Violence disorderly person's violations where the defendant is appealing the detainment. She advised in 2021 they project holding 141 court sessions and this total includes 12 Code Enforcement Violation sessions. She said the current staff consists of the Court Administrator, two Deputy Court Administrators and seven additional staff members. She advised \$15,455.00 is being requested for their 2021 operating and expense budget and noted this is a \$1,050.00 decrease from last year and the salary and wage budget increased 2.8%.

President Crate opened the public hearing on the Administrative Budget.

There were no comments from the public.

President Crate closed the public hearing on the Administrative Budget.

### **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 as well as a number of other programs which are designed to bring our department and the community closer together. He stated the department is staffed with 277 employees that includes, 140 sworn officers, 22 fulltime and 4 part-time communications operators, 28 fulltime and 29 part-time EMS personnel, 16 crossing guards, 18 Class 1 special police officers, 1 civilian deputy emergency management coordinator, 1 radio technician, 1 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 2020 there were over 95,000 calls for service and this included 1,814 fire calls and 9,551 EMS calls. He said 2020 they were faced with a unique set of challenges brought on by the pandemic and their greatest challenge was continuing to do the job while trying to keep the workforce healthy. He said he is proud to report that the department continues to handle the crisis professionally and tirelessly, and despite the risks, doing whatever has been necessary to serve the residents of Brick Township. He advised 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. He noted that the department incurred unanticipated costs throughout the year associated with the pandemic which impacted their operating budgets. He said as a result of detailed recorded keeping and the hard work of Township Safety Officer Ron Gaskill they were able to recover some of the associated costs from the CARES Act Reimbursement program which was used to offset those expenditures. He advised the amount recovered to date is approximately \$260,000 with additional monies anticipated being approved in the near future.

**Police Budget** - This year the regular salary and overtime request is \$20,971,000. He noted that the salaries of their clerical and support personnel are also charged to the police salary line item. In 2020 they budgeted \$1,125,000 for police overtime and spent \$931,246 and noted that is \$41,237 less than what was expended the previous year and \$193,754 less than what was budgeted and noted that \$127,648 of the overtime spent was related to the pandemic. He said

he requested budget amount for overtime will remain at \$1,125,000. He advised he did not anticipate a significant increase in overtime spending they need 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. Despite the unanticipated events our department faced such as the pandemic, homicides and other large-scale events they managed to remain well under budget for the past four years. 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 2020 was \$239,300 of that budget they expended \$221,589 which is \$17,711 less than what was budgeted and this year they are asking for \$207,550, a decrease of \$31,750 and noted the decrease is attributed to their ability to reduce what is being allocated for radio repairs, uniforms and ammunition.

**Police Dispatch** - In 2020 \$1,570,000.00 was allocated for dispatcher salaries and the request for 2021 \$1,500,000. In 2020 they budgeted \$170,000 for overtime and of that amount they spent \$148,823, which is \$21,177 less than what was budgeted. In 2021 they will be allocating \$160,000 for overtime, which is a \$10,000 decrease and noted that they have since filled full-time vacancies, therefore reducing overtime costs. There are only three remaining dispatch budget items. They are \$2,000.00 for training, \$500 for uniforms and \$100 for dues and those numbers will remain the same.

**Special Police** - They currently have 18 Class 1 special officers which are now being used as booking officers, and when Municipal Court resumes in-person sessions, for court room security as well as regular parking enforcement details. In 2020 they allocated \$270,000 for special police salaries and spent \$195,610. In 2020 they are asking for \$320,000. The increase will account for the anticipation of hiring up to a full complement of 25 officers and in-person Municipal Court and Township meetings being back in session. The overtime budgeted in 2020 was \$8,000, of which they spent \$4,094. In 2021 there will be a decrease and the budgeted amount will be \$6,000. He said the only other line items in the special police budget are for uniforms and equipment. In 2020 they allocated \$8,775 for uniforms and equipment and in 2021 they will be decreasing the uniform line item to \$8,500 and noted they anticipate hiring in 2021 feels that they are able to decrease this line of the budget because they will be able to recycle some uniform and equipment items.

**Emergency Management** - Last year they budgeted \$57,000 for OEM salaries and this year they will be allocating \$58,500 and noted that a portion of the salary is paid for by grant monies which are received at different times throughout the year. In 2020 they budgeted \$500 for OEM overtime. In 2021 OEM overtime budget will remain the same at \$500 and the only other item in the OEM budget is \$500 to be used for training which will remain the same.

**Police Cadet formerly called Police Explorers** – He said the program currently has sixteen (16) participants who are overseen by two officers who are the program counselors. This program gives children from 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 2020 they budgeted \$4,000 of which \$2,880 was spent and noted that because of COVID the majority of meetings and in-person training evolutions were suspended. He said they are hopeful that the program can fully resume at some point this year so the budgeted amount will remain the same and those monies will be used for expenses such as annual dues, uniforms, competitions and costs associated with police camp.

**Police Vehicles** – He advised 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 nonpatrol units within the department. In 2020 they budgeted \$307,950 and for 2021 the requested amount is \$327,950.

**Emergency Medical Services** - Last year, they budgeted \$1,962,465 for EMS salaries and \$250,000 for overtime and noted that 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 \$2,155,488 be budgeted for EMS salaries and that \$250,000 again be allocated for EMS overtime. The EMS operating budget was \$278,100 of that amount \$267,086 was expended, which is \$11,013 less than what was budgeted. He said this year they are asking that \$280,950 be budgeted which is a \$2,850 increase and noted this increase is in anticipation of a rise in costs associated with medical supplies.

**Crossing Guards** - Last year they budgeted \$490,000 in crossing guard salaries and \$2,000 for overtime. In 2021 they are asking that \$480,000 be budgeted for salaries and \$5,000 for overtime. The only other line item associated with the crossing guards is uniforms and safety equipment and they are asking that \$9,900 be budgeted for uniforms and equipment, a \$4,295 decrease from last year and noted the decrease is the result of not having to replace jackets this year, which are a contractual requirement on a cycle of every three years.

President Crate opened the public hearing on the Police Budget.

There were no comments from the public.

President Crate closed the public hearing on the Police Budget.

Motion by Councilman Minichino and seconded by Councilman Mummolo to adopt the following Resolutions:

All Council Members voted AYE on Roll Call.

#### **Authorize Emergency Temporary Budget Appropriations**

President Crate stated this resolution authorizes emergency temporary appropriations for the municipal budget as needed through the end of April. She 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 Cancellation of Grant Appropriated Reserves & Receivables**

President Crate stated this resolution authorizes the cancellation of grant appropriated reserves and receivables in programs where the funds cannot be spent within the contract period.

#### **Authorize Award of Bid – Pinewood Park Parking Lot Improvements**

President Crate stated this resolution authorizes an award of bid to S&G Paving Construction, Jamesburg, in the amount of \$243,888.80 for Pinewood Parking Lot improvements. She explained the project generally consists of mill and overlay of the Pinewood Park parking lot located off Rt. 88 near Pinewood Drive. She said bid notices were provided to 68 prospective bidders from the bidders list and ten requested bid packages of which 12 bids were submitted with prices ranging from the low bid of \$243,888.80 to \$543,013.00.

#### **Authorize Award of Bid – Improvements to Laurelhurst Phase I & II**

Mayor Ducey stated this resolution authorizes award of bid to Meco Inc., Clarksburg, in the amount of \$802,008.95 for improvements to Laurelhurst Phase I and II. He explained the project generally consists of general pavement, sidewalk and drainage improvements as well as curb ramp upgrades and other associated work on various roads throughout the Township. He advised the project scope for Phase I includes: Glenmere Drive, Sunnycrest Drive, Salem Road, Laurelwood Road, and Forest Drive and Phase II includes: Laurelhurst Drive, Robbins

Street, Robbins Court, Diane Drive and Edgewood Drive, with West Drive and East Drive added as alternates. He said Bid notices were provided to 68 prospective bidders and 14 requested bid packages of which 8 bids were received from the low bid for the base project plus alternates of \$802,008.95 to \$1,146,282.25.

**Authorize Execution of Agreement – Life Guard Services – Ocean Club at Mantoloking**

President Crate stated this resolution authorizes an agreement with the Ocean Club at Mantoloking for lifeguard services for the 2021 summer season. She advised in this agreement, the Association will reimburse the Township for the use of the lifeguards.

**Authorize Special Events Permit – St. Patrick’s Day Event**

President Crate stated this resolution authorizes a Special Events permit for PJ Sweeney’s to conduct a St. Patrick’s Day Event on March 17<sup>th</sup> between the hours of Noon and 10 pm at the restaurant on Brick Boulevard.

**Bond Releases/Reductions:**

Clerk Iannarone advised the following:

- Inspection Fund Release – P. Holding Co., Inc. on Brick Boulevard in the amount of \$437.76.
- Inspection Fund Release – CBT Realty on Princeton Avenue in the amount of \$322.41.
- Inspection Fund Release – PFG Construction, LLC., on Jordan Road in the amount of \$202.70.
- Inspection Fund Release – Colonial Funeral Home on Sally Ike Road in the amount of \$297.25.

**Tax Collector:**

Joanne Bergin advised the following:

- 100% DAV Refund & Cancel Taxes for Block 378.38 Lot 6 in the amount of \$2,457.10.
- 100% DAV Refund & Cancel Taxes for Block 902.18 Lot 12 in the amount of \$7,598.82.
- 100% DAV Refund & Cancel Taxes for Block 1192.37 Lot 24 in the amount of \$3,280.52.
- 100% DAV Refund & Cancel Taxes for Block 1386.01 Lot 2 in the amount of \$7,816.60.
- Tax Overpayments for 2020 there is one: Block 211.29 Lot 12 in the amount of \$1,691.04.
- Tax Overpayments for 2021 there are three: Block 921 Lot 13 in the amount of \$3,685.94; Block 279 Lot 12 in the amount of \$1,044.69 and Block 211.29 Lot 12 in the amount of \$291.47.

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

All Council Members voted AYE on Roll Call.

**2021 Computer Bill Resolution in the amount of \$9,593,730.37**

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 Councilman Mummolo to adopt the following Resolution:

All Council Members voted AYE on Roll Call.

**2021 Manual Bill Resolution in the amount of \$1,757,368.68**

**Ordinance on First Reading: Amending Chapter 445 – Trailers and Storage Containers**

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

President Crate stated this ordinance is being presented by the Land Use Committee for consideration. She said the Village Zone does not permit any exterior storage of materials or equipment. She explained the intent was to keep permitted uses less intense than many current non-conforming uses such as construction yards and mechanic shops so close to the residential zone. She advised the Zoning Official agrees with the idea of limiting uses that have an exterior presence, and he feels it excludes uses that may be a good fit to the surrounding areas and would not be a nuisance to the residential homes if the exterior storage component was controlled by ordinance. She said permitting a designated area, size based on a percentage of the lot, where outside storage is permitted would allow for uses that currently cannot be there. She advised many of the businesses that have been interested in the Village Zone properties are contractors, landscapers and other service style businesses that rely on exterior storage for their equipment. She explained this ordinance was designed to provide them with outside trailer space with limitations and the proposed ordinance stipulates that no more than 2% of the lot size can be used for storage including trailers. She said to make this a formal process for businesses to follow that is consistent and easy to manage, the ordinance allows for Land Use staff to approve trailers and sheds through the Conditionally Exempt Site Plan process, which is done in-house and does not require an appearance before the Planning Board. She advised existing trailers must also go through the Conditionally Exempt Site Plan process. She noted currently, storage trailers are not permitted in any business zones except M-1 and this ordinance revision is required to allow storage trailers in all business zones. She said the guidelines will stipulate that a Conditionally Exempt Site Plan can be considered for an applicant seeking one trailer for a parcel of 60,000 square feet or less. She said for lots greater than 60,000 square feet in area, two trailers can be considered.

Motion by Vice President Halloran and seconded by Councilman Mummolo to adopt the following Ordinance on First 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 THE TOWNSHIP CODE CHAPTER 445 TRAILERS AND STORAGE CONTAINERS**

President Crate opened the public hearing portion of the meeting.

There were no comments from the public.

President Crate closed the public hearing portion of the meeting.

Mayor Ducey gave an update on a new business in town; he stated his concerns with the new Marijuana Bill.

Council Members thanked Joanne Bergin and Chief Riccio for the budget presentations.

Motion by Vice President Halloran and seconded by Councilman Minichino to Adjourn the meeting at 8:00 p.m.

All Council Members voted AYE.

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Lisa Crate  
Council President

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Lynnette A. Iannarone  
Township Clerk