

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
 Councilwoman Heather deJong
 Councilwoman Marianna Pontoriero
 Councilman Arthur Halloran
 Council Vice President Lisa Crate
 Council President Vince Minichino

Also Present

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

Absent

Councilman Perry Albanese

Clerk Iannarone announced adequate notice of this meeting was provided and published in Asbury Park and The Ocean Star on January 7, 2022. 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 a salute to the flag followed by a moment of silence.

Budget Presentation:

Administration – Joanne Bergin said Administration staff includes four full-time employees. Administration is the front line for all in-person and telephone inquiries that come to the Township. They also track and ensure follow-up on all email inquiries that come through the web site. In 2021, we handled 41,970 cases through our Citizen Relationship Management system. Staff also handled 12,708 calls in 2021. 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. They have won several awards for their efforts to keep the public informed. The 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. Staff also manages the Buy In Brick Program, which continues to grow and benefit our taxpayers. There was \$664,729 Buy in Brick Sales (dollars processed) in 2021. Resident tax savings in 2021 was \$44,221.00. 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 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. The Salary and wage budget decreased 15% due to an unfilled vacancy and the operating budget decreased by \$50 in the office materials and supplies line item.

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. 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. 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 the 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. In terms of the Council's budget, the salary and wage budget remains flat. The operating budget for the Council totals \$1,620, which is a decrease of \$170.00. The council budget includes items like conferences, flowers for special events, plaques, nameplates, letterhead, business cards, presentation folders, publications and miscellaneous office supplies. Council members are very active in strategic planning and have working subcommittees including 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 Department - 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, the Local Public Contracts Law. The Purchasing Department operating budget for 2022 remained flat. In 2021, this office processed approximately:

- 4,500 Purchase Orders
- 25 Bids for Goods & Services
- 23 Professional Services Requests for Proposals
- 12 Capital Bid Projects
- 26 Formal Requests for Quotes

The above tasks were accomplished by an office staff of four. This office also oversees the central receiving/mail room, which includes one additional staff member. He has processed over 67,000 pieces of mail, plus delivery to post office for bulk mail projects, approximately 14,000 pieces of mail (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.

Postage encompasses 93% 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

Additional line items in the operating budget is \$4,000 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. The \$1,250 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. Memberships in these Associations provide discounted prices for seminars and conferences, as well as a resource for bid specifications and pertinent purchasing information. 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 433 full-time and 153 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. HR handles employee training including safety, the Employee Assistance Program and other workplace trainings. All health benefits are handled by Human Resources. 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. HR staff process all liability claims with our insurance company. They ensure compliance with safety regulations and vendor insurance. Highlights and accomplishments from 2021 include: COVID policy development, implementation and enforcement, COVID case tracking, CARES Act reimbursement submissions, started developing employee training programs, implemented employee exit interviews, began new hire clerical testing, continued implementation of additional measures for medical claim oversight and completed 2021 Employee Handbook and policies updates/revisions. Special projects for 2023 include implementation of a new Payroll/HR/Attendance/Police scheduling software, continued oversight of Horizon, HR data consolidation, continue developing an overall training schedule/plan, mandatory supervisor training, develop a comprehensive new employee orientation, begin negotiations for all union

contracts, revise and update the Safety Manual. HR's salary and wage budget increased by 8%. The operating budget increased 3% as a direct result of expert services line item increase for doctors' fees as needed for new hire physicals, psychological exams, fit for duty exams. CDL physicals, random drug/alcohol screenings, post-accident testing and the Employee Assistance Program.

Township Clerk - The Clerk's Office is comprised of five full time staff members the Township Clerk and Assistant Township Clerk, Jessica hold Registered Municipal Clerk certifications. Five staff members hold the Certified Municipal Registrar certification. Every staff member is a Notary Public and one is fluent in English and Spanish. 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. Another staff member is assigned to Police Records but is working on large police scanning project in the Archives. The Township Clerk's office issues over 30 different types of licenses and permits brought in \$197,464.13 for 2021 and issued 1,439 dog and cat licenses totaling \$27,584.00. The Office of Vital Statistics which includes all records of births, deaths and marriages issued 5,007 certificates totaling \$57,762.00. Additionally, we have collected \$13,150.00 in Tourism fees. 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. The Archivist would like to take on another major back file imaging project this year for \$6,000. The project will either include Payroll or Engineering records. We do not have the resources to do this project in house and we have secured a contract with NJ Office Systems (who is on State Contract). The payroll project was scheduled for last year but an overwhelming amount of closed out building permits required that to take precedence. Advertising and Codification of the Township Code is also a significant part of the budget, legislation is what drives those two line items. The operating budget for the Clerk's Office totals \$40,025.00, Expert Services being one the largest line items. 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 paid for by the township. There is an increase in this line item due to an increase in the number of registered voters. There is not a salary line item associated with this budget.

Finance Department - The finance department consists of six full-time employees, two of whom are dedicated to payroll.

The Finance Department conducts the following:

- Creates and signs all purchase orders (4,511 created in 2021) and checks (3,490 in Claims and Manuals created in 2021.)
- 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 cancelation resolutions for Grants, creates Chapter 159's as needed and enters all new Grants into Edmunds. At this time there are 47 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 41 open Ordinances.
- Performs 40 Bank Reconciliations monthly.
- Analyzes 931 Open Escrow accounts.
- Analyzes 176 Electric Accounts, 58 Water/Sewer Accounts, 25 Natural Gas Accounts and 29 Telecommunication Accounts monthly.
- All aspects of Payroll Processing - printing and stuffing of checks, implement payroll into Edmunds, make changes to employee's 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.

The Township was able to maintain its Moody's Financial Services Aa2 rating on all of its bond (long-term financing) issues during 2021 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.

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. The Finance Department's salary and wage budget increased to accommodate the new payroll staff and the operating budget increased as needed for expert services including accounting consultant, ADS and AFS budget, and actuarial services for a full year, not just a roll over year. Additional money was added for all costs covering a bond and BAN sale instead of including those costs in the capital budget.

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.
- 3 high availability environments including but not limited to the Police dispatch system, file servers, Alchemy, NetMotion VPN Servers, CRM/RFA system, and more. These high availability environments greatly reduces any downtime.

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 deploying new security camera systems 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. Hank Waltonowski Park is the latest security camera installation to be completed as well as replacing the football field cameras at Drum Point Sports Complex. Upcoming projects this year include implementing and training employees on a new time & attendance/payroll/HR software system, replacing our old camera recording system at all locations, Police Department renovations in the Operations Division, the new Operations building behind Town Hall and setting up Senior Services and EMS in the Aurora First Aid building. They are also replacing one of the high availability virtual server environments, replacing 119 desktop computers, deploying CrewForce for EMS and replacing our Police Call Recording System. The IT salary and wage budget increased 3% and the operating budget increased 8% as a result of additional software costs.

Tax Collector and Tax Assessor - During 2021, the Tax Collector's Office collected more than \$252 million in payments through the office, more than \$1.7 Million in cash, \$130 Million in checks and \$121 Million in electronic payments. In addition to regular collections, we sent out nearly 11,000 delinquent notices, completed more than 2,800 Senior Tax Freeze applications, handled more than 18,600 phone calls, processed \$102,000 in tax appeals and collected nearly \$4,600 in property maintenance fees. The Tax 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. The total collected was \$241,746,935.67. The salary and wage line item has increased as a result of being fully staffed. The Operating/ Expense budget request totals \$50,035, an increase of \$1,425. This is due to training. Tax Assessor's office, with a staff of seven oversees almost 32,000 residential and 800 commercial properties with a total assessed value of over \$10.5 billion dollars. Last year they placed more than \$70 million dollars of added assessed value on our tax list. 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. Brick Township has approximately 2900 residents receiving Senior Citizen or Veteran property tax deductions which they also manage on behalf of the Division of Taxation on a yearly basis. The salary and wage budget for the Tax Assessor budget decreased 4% with a staff vacancy and the operating budget increased as a direct 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. Staff conducts in-person evaluations in office or at home to determine eligibility for these social service programs. Full time staff are certified State Health Insurance Counselors providing counseling on Medicare issues. 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. As a result of the pandemic, in-home visits are temporarily suspended but virtual programs have been expanded. In September of 2021, they opened an office at Civic Plaza dedicated to providing services to our seniors. At this location are the outreach workers and the program director. Appointments for assistance and in person assessments for eligibility of services are seen at this site. The VFW remains as the activity center. All events, recreational and educational activities are held there. The transportation program is also run from the VFW site. In 2021, they received close to 550 referrals for assistance with Meals on Wheels, home care, transportation, Medicare, and completion of applications for state programs. These calls come from family members, medical providers and other social service agencies. In 2021, Brick Seniors provided services to over 3,350 seniors and family caregivers and provided one-on-one counseling to 600 seniors, linking them to various services and assisted to obtain these services. We provided follow-up reevaluations to over 200 elderly homebound residents receiving Meals on Wheels. Our telephone reassurance program linked us to 210 homebound seniors. As a result, they made a total of 18,000 wellness calls throughout the year to the participants of this program. There is an expressed need for transportation services within the elderly community. Our Senior Transportation fleet is comprised of two ADA compliant buses and three vehicles used to provide needed transportation services for medical appointments, shopping and accessing services. They have two full time bus drivers and one part-time dispatcher on staff for the Senior Bus Shuttle Program. Staff provided 6,864 transportation trips to approximately 300 seniors in 2021. In addition, Senior Services offers a variety of social activities and programs promoting health and wellness through exercise, art and opportunities to socialize in a welcoming environment. Attendance has increased in our activities and programs. In 2021, the center slowly resumed social events for our seniors during the year. Brick seniors have been isolated and were excited to finally get back to our center to see their friends. They began with outdoor events in the spring & summer such as car bingo, utilizing our local parks with gardening, a picnic & musical concerts. The seniors shared a special Halloween, Thanksgiving & Christmas party together, which was missed by our isolated seniors. The center added a Mahjong group & floor yoga class. Our program changes to meet our seniors expressed needs. Also added, is one-on-one computer assistance for any devices, phones, tablets & laptops. Together with Georgian Court College Nursing Students, the students gave various health presentations to our seniors after our classes. Not only did these students provide educational information to our seniors, but also benefited their nursing grades. For 2022, we will be reintroducing the Congregate Site at the VFW to welcome back our seniors that will benefit from a hot meal. This will be done twice a week and will provide a nutritious meal delivered by Community Services Inc, as well as an opportunity for socialization to our most vulnerable. They are also introducing a new software to capture attendance at the center and signing up for events. Brick Senior Services received \$165,642.00 in Title IIIB and IIIE grant funding from the Ocean County Board of Chosen Freeholders. In 2021, we received \$6,028.00 in donations. Any donations received are used to offset the costs involved in providing services to our seniors. 2021 Operating Expenses decreased \$655 from the previous year.

Municipal Court - The Brick Municipal Court is the 2nd largest of the 33 Municipal Courts in Ocean County. Annual filings for 2021 were 12,918 which is an increase from 2020 of 2,751 filings. 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. Court sessions are held virtually every Monday, Wednesday & Thursday at 9:00am, with the exception of the 2nd Monday which is in-person at 9:30am. The 2nd Monday 9:30am court session is for Code Enforcement violations only. The Public Defender schedule varies monthly with approximately 9-12 sessions monthly. It will occasionally be required the Public Defender represent a detained indigent defendant being held on Domestic Violence disorderly person's violations where the defendant is appealing the detainment. In 2022 they project holding 140 court sessions. This total includes 12 Code Enforcement Violation sessions. The current staff consists of our Court Administrator, two Deputy Court Administrators and seven additional staff members. He advised \$16,680 is being requested for their 2022 Operating and Expense Budget. This is a \$1,235.00 increase from last year. The salary and wage budget increased 5.5%.

President Minichino opened the public hearing on the Administration Budget.

Jim Fozman, 456 Rhode Island Avenue, questioned how many Township vehicles are taken home by non-essential employees; he asked for a list of who takes home the vehicles.

Joanne Bergin explained and gave him the departments that are allowed to take home Township vehicles; she advised a list can be obtained by filling out an OPRA request.

Nan Coll, 18 Greenbriar Boulevard, stated her displeasure with the reporting of this budget; she asked several other questions.

Joanne gave her an explanation on each.

Vic Fanelli, 24 Meadow Point Drive, questioned what is not included in the council's operating budget amount of \$1,620.00 and he questioned if medical benefits are included in that.

Joanne Bergin responded plaques, flowers, membership fees, dues things along those lines and medical benefits are not included in that – that would be in the health insurance line item.

There were no further comments from the public.

President Minichino closed the public hearing on the Administration Budget.

Budget Presentation - Police Department

Chief Riccio said the Department of Public Safety is comprised of several areas of responsibility. 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, Because We Care, T.E.A.M. as well as a number of other programs which are designed to bring our department and the community closer together. He said the department is staffed with 278 employees. That includes, 144 sworn officers, 22 fulltime and five part-time communications operators, 28 fulltime and 27 part-time EMS personnel, 17 crossing guards, 17 Class 1 special police officers, one civilian deputy emergency management coordinator, one radio technician, one fleet maintenance worker, and 15 civilian clerical staff. Part-time staff members are used to support the fulltime staff members as well as to reduce overtime costs. In 2021 there were over 86,000 calls for service. This included 1,713 fire calls and 10,658 EMS calls. In 2020 they were faced with a unique set of challenges brought on by the pandemic. The effects continued into 2021, negatively impacting the health of our staff and resulting in our having to change the way in which they conduct day to day operations. A spike in Covid positive cases made it difficult to maintain proper staffing levels which resulted in increased cost specifically in the area of overtime. Despite the challenges, He said he is proud to report that the department continues to handle the crisis professionally and tirelessly, and despite the risks, all the officers are doing whatever is required to serve the residents of Brick Township and they continue to do what is necessary to reduce the need for overtime whenever possible. He said 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. It should also be noted that aside from the pandemic, our department incurred unanticipated costs throughout the year associated with large scale events such as the Cedar Bridge Ave brush fire, a homicide, pop up parties and weather events to name a few. Unfortunately, unlike last year the town was unable to recover money through the CARES act however the possibly of submitting costs associated with the pandemic through FEMA are being explored.

Police Budget - This year the regular salary and overtime request is \$21,500,000. It should be noted that the salaries of the clerical and support personnel are also charged to the police salary line item. In 2021 they budgeted \$1,125,000 for police overtime and spent \$1,112,186.38. That is \$12,813.62 less than what was budgeted. It should also be noted that \$183,153 of the overtime spent was related to the pandemic and the unanticipated events that occurred throughout the year. This year's requested budget amount for overtime will be \$1,150,000. He said he does 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 they department faced they managed to remain well under budget for the past five years. The police supervision and command staff will continue to be conscientious of the need to reduce and keep overtime costs under budget. The police general operating budget for 2021 was \$207,550. Of that budget they expended \$206,922.85 which is \$627.18 less than what was budgeted. This year they are asking for \$247,500, an increase of \$39,950. The increase is attributed to our having to bring the ammunition budget back to the amount that we typically budget as well as an anticipated increase in cost.

Police Dispatch - In 2021 \$1,500,000.00 was allocated for dispatcher salaries. In 2022 the request is for \$1,695,000. In 2021 they budgeted \$160,000 for overtime and we spent \$204,038 which was \$44,038 more than what was budgeted. He said they attribute the increase in cost for overtime to our having less than a full complement of dispatchers. The personnel shortage created a situation where overtime was used to maintain shift minimums. He said they recently hired two fulltime and one part time dispatcher which has brought them closer to full staffing levels and should help to reduce the need for overtime. In 2022 they will be allocating \$250,000 for overtime leaving three remaining dispatch budget items. They are \$2,000.00 for training, \$500 for uniforms and \$100 for dues. Those numbers will remain the same.

Special Police - He said they currently have 17 Class 1 special officers who perform parking enforcement and traffic details as well as being used as booking officers, Municipal Court security officers and for security during Board of Adjustment and Planning Board meetings. In 2021 they allocated \$320,000 for special police salaries and spent \$320,039. In 2022 we are asking for \$340,000. The increase will account for the anticipation of hiring up to a full complement of 25 officers. The overtime budgeted in 2021 was \$6,000 of which they spent \$9,749. The increase in overtime can be attributed to the return of in person meetings and court as well as adding a needed security detail at the Traders Cove marina during the summer months. In 2022 they will be allocating \$10,000 for overtime leaving one other line item in the special police budget which is for uniforms and equipment. In 2021 they allocated \$8,500 for uniforms and equipment and in 2022 they will be increasing the uniform line item to \$9,000. The increase is in anticipation of hiring additional officers bringing us to a full complement.

Emergency Management - He said Last year they budgeted \$58,500 for OEM salaries. This year they will be allocating \$60,000. It should be noted that a portion of the salary is paid for by grant monies which are received at different times throughout the year. In 2021 they budgeted \$500 for OEM overtime of which none was spent. In 2022 OEM overtime budget will be eliminated. The only other item in the OEM budget is \$500 to be used for training which will remain the same.

Police Cadets formerly called Police Explorers - He said the program currently has fourteen 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 2021 they budgeted \$4,000 of which \$3,755 was spent. It should be 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. The budgeted amount this year will be reduced to \$3,000. Those monies are 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 nonpatrol units within the department. In 2021 we budgeted \$327,950. For 2022 the requested amount is \$331,750.

Emergency Medical Services - Last year, they budgeted \$2,155,488 for EMS salaries and \$250,000 for overtime. This year they are asking that \$2,225,000 be budgeted for EMS salaries and that \$250,000 again be allocated for EMS overtime. The EMS operating budget was \$280,950 of that amount \$272,831.42 was expended, which is \$8,118.58 less than what was budgeted. This year they are asking that \$286,800 be budgeted which is a \$5,850 increase. The increase is in anticipation of a rise in costs associated with medical supplies.

Crossing Guard - Last year they budgeted \$480,000 in crossing guard salaries and \$5,000 for overtime. In 2022 they are asking for the same, \$480,000 be budgeted for salaries and \$5,000 for overtime. The only other line items associated with the crossing guards are uniforms and safety equipment and they are asking that \$10,487 be budgeted for uniforms and \$660.00 for equipment, a \$1,247 increase from last year. The increase is the result of us needing to hire two new guards and for the replacement of traffic vests, lighted batons and cones.

President Minichino opened the public hearing on the Police Budget.

John Sluka, 950 Sylvia Court, asked how will the budget be impacted with inflation that we are seeing now and said he feels the budget presentations do not reflect significant increases.

Joanne Bergin said they have tried very hard to be fiscally responsible and at this point they feel very confident that they have done that. She said there are two components in your question and one is what is funded in the operating budget and that will be covered in the presentations and then there is the municipal budget which will be done at the next council meeting when it introduced and that has some of the utility line items - then there is the capital budget. She said some of the recent council meetings they had to go out for re-bid on various items where the vendors were refusing to keep their prices because they are losing money. She said they have taken all that into account as they go forward with all aspect of this years' budget whether it be capital, operating or the overall municipal budget recognizing that they are already seeing that and experiencing that and they feel that they have applied that mythology to the budgets.

Nan Coll, 18 Greenbriar Boulevard, questioned if electric vehicles are being considered or will they be replaced for gas vehicles for the police department; she asked for in the future an update on what was researched about the use of electric vehicles.

Chief Riccio advised they will be replaced with gas vehicles and noted they actually have two officers on a committee researching the possibility of electric vehicles and at this point and too much to go into for a police department and with the number of hours the vehicles are run would not be feasible at this time; he advised they would give an update on electric vehicles.

Vic Fanelli, 24 Meadow Point Drive, mentioned they should look into the cost of the replacing the batteries for the electric vehicles because they are costly; he questioned the increase in numbers for special police.

Chief Riccio advised the batteries was one of the things that made it not feasible at this time; he advised the special police are limited in amount of time they can work and they only get paid for when they do come to work they do not receive a salary like the regular police do.

There were no further comments from the public.

President Minichino closed the public hearing on the Police Budget.

Motion by Councilwoman Pontoriero and seconded by Councilman Halloran to adopt the following Resolutions:

All Council Members voted AYE on Roll Call.

Recognize Patrolman Kris DeMarco Officer of the Year Award Recipient

Councilwoman Zapcic stated this resolution recognizes Patrolman Marc Alexander as the recipient of this year's Kris DeMarco Officer of the Year Award. She said Patrolman Alexander possesses many of the same qualities and attributes as Patrolman Kris DeMarco including professionalism, humility, integrity, selflessness and kindness towards others.

Recognize Lt. Thomas McNelis Award Recipient

Councilwoman Pontoriero stated this resolution recognizes Sergeant Will Vendrell as the recipient of this year's Lt. Thomas McNelis Award. She said Sergeant Vendrell is known by his colleagues as being a very capable and knowledgeable police officer and is always working to share that knowledge and make every officer of the department better at what they do for the Township.

Authorize Emergency Temporary Appropriations

Councilwoman deJong stated this resolution authorizes emergency temporary appropriations for the Municipal Budget as needed through the end of April. She advised 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 adoption of the budget.

Authorize Receipt of Bids - Summerfest Food Truck Vendors

Vice President Crate stated this resolution authorizes the receipt of bids for Summerfest food truck vendors that includes the annual Car Show and an option for the Craft Fair and Night Out Against Crime.

Authorize Receipt of Bids – Automated Chest Compression Devices

Councilman Halloran stated this resolution authorizes the receipt of bids for automated chest compression devices used by Brick Township EMS.

Authorize Receipt of Bids for HVAC Services and Use of Proprietary Language for the Municipal Complex

President Minichino stated this resolution authorizes the receipt of bids for HVAC services at the Municipal Complex. He said in 2010, the Township replaced the antiquated HVAC system in the Municipal Complex with a new, energy efficient Andover/Schneider software system. He advised this system needs occasional updates and maintenance and the mechanical components of the system require quarterly inspections, maintenance, service or repair from time to time.

Authorize Award of Bid – Seasonal Turf Chemical Application Program

Councilwoman deJong stated this resolution authorizes award of bid for seasonal turf application to TruGreen. She said the contract provides for four (4) weed control and fertilizer applications per year for approximately 71 total acres per application at 15 locations including township parks, recreational facilities and the Municipal Complex. She advised it begins with an early spring soil test at each location to determine the proper application of each and there is an early and late spring application and an early and late fall application. She said this is a unit price bid with a cost per application based on the seasonal treatment not to exceed \$60,000.00 for the two-year contract period. She advised 26 bidders were notified, of which eight received bid packages. She advised bids were received from four bidders with TruGreen being the lowest responsive, responsible bidder.

Authorize Award of Bid – Purchase & Delivery of Janitorial Supplies

Councilwoman Zapcic stated this resolution authorizes award of bid for the purchase and delivery of janitorial supplies to the following vendors: Central Poly-Bag Corp, CooperFriedman Electric Supply, Interboro Packaging Company and W.B. Mason. She noted this is a two-year contract with a not-to-exceed amount of \$45,000.00. She advised bid packages were provided to 16 bidders and five bids were received.

Authorize Award of Bid – Oregon Avenue Drainage Improvements – Pipe Reconstruction

Mayor Ducey stated this resolution authorizes the award of bid for Oregon Avenue Drainage Improvements to R. Moslowski Excavating, in the amount of \$62,626.00. He explained this project generally consists of replacement of reinforced concrete drainage pipe and restoration of concrete driveways, curb and sidewalk. He advised bid notices were provided to 11 prospective bidders and 11 requested bid packages of which five bids were received with prices ranging from \$62,626.00 to \$90,647.00.

Authorize Close Out Change Order No. 1 – Improvements to Barrier Island Roads

Councilman Halloran stated this resolution authorizes a change order decrease and close out for the Improvements to Barrier Island Roads project. He advised the change order decreases the contract with Earle Asphalt by \$33,153.98 as a result of final as-built quantities.

Authorize Sale of Surplus Property – Online Auction Mincibid.com

Councilwoman Pontoriero stated this resolution authorizes the sale of surplus property no longer needed for public use on Mincibid, an online auction website. She said the auction items include police vehicles and other equipment.

Authorize Special Events Permit – Jersey Shore Rocks Dementia Benefit

Vice President Crate stated this resolution authorizes a special event permit for Caregivers Volunteers of Central Jersey to conduct a Jersey Shore Rocks Dementia Benefit Event on March 25, 2022 between the hours of 7 am and 11 pm at Town Square, also known as Laurel Square.

Bond Releases/Reductions:

Clerk Iannarone advised the following:

- Inspection Fund Release – Brick Plaza, Phase 2 – Chambers Bridge Road in the amount of \$3,129.62.
- Performance Bond Release – Salvatore Maiorino – Baywood Boulevard in the amount of \$11,133.38.

Tax Collector:

Joanne Bergin advised the following:

- 100% DAV Refund & Cancel Taxes – Block 324.35 Lot 8.
- 100% DAV Refund & Cancel Taxes – Block 382.03 Lot 8.
- Tax Overpayments – 2022 there are two.

Authorize Submission of Application – NJ Clean Community Energy Plan Grant Program

President Minichino stated this resolution authorizes the submission of grant application to the NJ Clean Energy Program. He explained this program will help the Township of Brick to plan for and invest in renewable energy and work towards a better environment for all residents by using the State's Energy Master Plan as a guide to develop sustainable strategies that increase clean energy production, reduce energy use and cut emissions.

President Minichino opened the public hearing on the Resolutions.

John Sluka, 950 Sylvia Court, asked for clarification on the change order resolution.

Joanne Bergin replied the change orders happen on almost every job because as built quantities are projected ahead of time and in the field it is different – for the most part they see as built quantity decreases and advised every once in awhile they can do an increase where they have an opportunity they could go a little further with the scope of the project because they had enough of a decrease in the contract.

Nan Coll, 18 Greenbriar Boulevard, questioned several resolutions.

Joanne Bergin and Mayor Ducey answered her concerns.

There were no further comments from the public.

President Minichino closed the public hearing on the Resolutions.

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

There were no comments from the public.

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

Motion by Vice President Crate and seconded by Councilwoman Zapcic to adopt the following Resolution:

All Council Members voted AYE on Roll Call; except:
President Minichino ABSTAINED on Teamsters.

2022 Computer Bill Resolution in the amount of \$11,174,067.96

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

There were no comments from the public.

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

Motion by Councilwoman Zapcic and seconded by Councilman Halloran to adopt the following Resolution:

All Council Members voted AYE on Roll Call.

2022 Manual Bill Resolution in the amount of \$1,770,983.60

President Minichino opened the public hearing portion of the meeting.

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

Nan Coll, 18 Greenbriar Boulevard, questioned where she could find the Administrative Code; she stated her displeasure with the accessing the Township website and her concerns with the Township website address.

Kevin Starkey advised her where she can access the code on the Township website.

Jim Fozman, 456 Rhode Island Avenue, asked there was an answer to his question from last council meeting regarding lowering the percentage of the bond for the securing/demolition of properties; he asked if the code enforcement judge was appointed yet.

Kevin Starkey replied that is governed by the State statute and it is set at 10 percent and the Township cannot vary that amount - the mayor and council do not have the discretion to reduce the amount of the bond.

Mayor Ducey responded the regular judge is Judge Grisanti and the code enforcement prosecutor it is out on the street right now and they are waiting on proposals.

There were no further comments from the public.

President Minichino closed the public hearing portion of the meeting.

Mayor Ducey mentioned the events he attended and some upcoming events.

Councilwoman Zapcic mentioned when she was the Township Recreation Director she was offered a Township vehicle, but declined the offer.

Councilwoman deJong advised that she is on the EV Committee and reported that electric vehicles are not good for the police department and advised the committee is looking into obtaining grants for charging stations and gave some particulars of other things they are looking into; she mentioned some upcoming Senior Outreach services.

Councilman Halloran thanked Joanne Bergin and Chief Riccio for the budget presentations; he congratulated Patrolman Alexander and Sergeant Vendrell for their PBA Awards.

Motion by Councilwoman deJong and seconded by Councilwoman Pontoriero to Adjourn the meeting at 8:36 p.m.

All Council Members voted AYE.

Vince Minichino
Council President

Lynnette A. Iannarone
Township Clerk