

**BOROUGH OF ALLENHURST**  
**MINUTES**  
**January 22, 2019**

The Meeting of the Board of Commissioners of the Borough of Allenhurst was held on the above date with Mayor McLaughlin presiding and Commissioner McLoughlin and Commissioner Bolan answering the roll call. Also in attendance was the Borough Clerk/Administrator and Borough Attorney.

The meeting was called to order at 7:30 P.M. with a salute to the flag.

Mayor McLaughlin announced that the notice requirements of R.S. 10:4-18 had been satisfied by delivering the required notice to the Coaster, posting the notice on the board in Borough Hall and filing a copy of said notice with the Borough Clerk.

**COMMUNICATIONS:**

-Resolution from the Monmouth County Board of Chosen Freeholders authorizing the annual Allocation from the Monmouth County Open Space, recreation, Floodplain Protection, and Farmland and Historic Preservation Trust Fund.

**ANNOUNCEMENTS:**

- The Borough has been selected by the Monmouth County Board of Chosen Freeholders to receive a \$50,000 Open Space Grant for improvements to the Railroad Park Gazebo.

**ORDINANCES FINAL READING**

**ORDINANCE #2019-01 – Final Reading**

Offered By: Mayor McLaughlin                      Seconded By: Comm. McLoughlin

**ORDINANCE #2019-01**

**AN ORDINANCE TO AMEND THE ORDINANCE ENTITLED, "AN ORDINANCE FIXING THE SALARIES OF ALL APPOINTED OFFICIALS AND EMPLOYEES OF THE BOROUGH OF ALLENHURST IN THE COUNTY OF MONMOUTH AND STATE OF NEW JERSEY (EXCEPTING MEMBERS OF THE POLICE DEPARTMENT)"**

**BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE BOROUGH OF ALLENHURST, COUNTY OF MONMOUTH, AS FOLLOWS:**

**SECTION I.** That Ordinance No.: 2018-01 entitled “*An ordinance fixing the salaries of all appointed officials and employees of the Borough of Allenhurst in the County of Monmouth and State of New Jersey (excepting members of the police department)*” be and is hereby revised and amended to read as follows:

Section 1.

The salaries to be paid to elected and appointed officials, and employees of the Borough of Allenhurst, County of Monmouth (excepting members of the Police Department) and the time and payment for same is hereby affixed as follows:

<u>POSITION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
Borough Clerk	\$30,000.00	\$90,000.00
Borough Administrator	\$10,000.00	\$60,000.00
Commissioner	\$1,500.00	\$3,000.00
Mayor	\$1,750.00	\$5,000.00
Dep. Borough Clerk	\$1,000.00	\$5,000.00
Dep. Borough Treasurer	\$1,000.00	\$5,000.00

<u>POSITION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
Admin/Finance Clerk/Beach Membership Administrator	\$20,000.00	\$80,000.00
Administrative Clerk	\$12 per hour	\$25 per hour
Records Coordinator	\$2,500.00	\$5,000.00
Public Works CDL Drivers	\$27,000.00	\$80,000.00
Public Works Supervisor	\$50,000.00	\$130,000.00
Full-time Communication Officer	\$22,000.00	\$50,000.00
Part-time Communication Officer	\$10.00 per hour	\$20.00 per hour
Emergency Management Police Coordinator	\$1,500.00	\$4,000.00

- A. A clothing and maintenance allowance in the amount of \$600.00 shall be provided to all full-time DPW employees. Said allowance shall be provided annually.
- B. A clothing and maintenance allowance in the amount of \$375.00 shall be provided to all full-time Communication Officers. Said allowance shall be provided annually.

Section 2.

The following described officials shall receive annual compensation not to exceed the amounts hereafter set forth:

<u>POSITION</u>	<u>MAXIMUM</u>
Municipal Court Administrator (F/T)	\$70,000.00
Tax Assessor	\$10,000.00
Tax Collector	\$10,000.00
Municipal Court Judge	\$25,000.00
Chief Finance Officer	\$40,000.00
QPA	\$5,000.00
Code Official	\$7,500.00
Fire Official	\$7,500.00
Deputy Fire Official	\$5,000.00
Zoning Officer	\$12,000.00
Recycling Coordinator	\$5,000.00
Right-To-Know Coordinator	\$1,000.00
Certified Pool Operator	\$2,500.00
Planning Board Secretary	\$14,000.00
Sewer Operator	\$7,500.00
Treasurer	\$2,500.00

Section 3.

That temporary, casual, or seasonal employees hereinafter enumerated in this section shall be paid salaries or compensation as prescribed herein, based upon length of service and to be fixed by resolution of the Board of Commissioners:

<u>POSITION</u>	<u>MAXIMUM</u>
<b><u>Beach Club / DPW</u></b>	

<u>POSITION</u>	<u>MAXIMUM</u>
Beach Club Manager, Salary	\$20,000.00
Beach Club Assistant Manager, Salary	\$15,000.00
Facilities Supervisors	\$20,000.00
Preseason Membership Staff	\$25 per hour
Lifeguard Supervisor, per season	\$15,000.00
Cabana/Deck Supervisor	\$9,000.00
Recreation Supervisor, per season	\$7,000.00
Swim Coach, per season	\$3,000.00
Lifeguards	\$17.00 per hour
Gate, Cabana, Deck, Poolside Supervisors	\$15.00 per hour
Office/Finance Staff	\$20.00 per hour
Gate Security Staff	\$12.00 per hour
Cabana Staff	\$10.00 per hour
Deck Staff	\$10.00 per hour
Poolside Staff	\$10.00 per hour
Recreation Staff	\$9.00 per hour
Maintenance	\$15.00 per hour
Pool Cleaner	\$100.00 per cleaning
Beach Rake	\$20.00 per hour
Laborers	\$25.00 per hour
Shuttle Bus Driver	\$15.00 per hour
<b><u>Administrative</u></b>	
Municipal Court Personnel	\$15.00 per hour **
Matron	\$50.00 callout fee & \$12.50 per hour after 2nd hour

\*\* Limited to a maximum of \$150.00 per Court Session.

**SECTION II.**

All Ordinances, or parts of ordinances, in conflict with the within Ordinance or portions of same, are hereby repealed to the extent of their inconsistency.

**SECTION III.**

The within Ordinance shall take effect twenty (20) days after adoption and publication according to law and shall be retroactive to January 1, 2019.

There was no response to Mayor McLaughlin’s request for public comments.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin –AYE

## **RESOLUTIONS**

### **RESOLUTION #2019-41 A RESOLUTION TO RATIFY AND APPROVE MINUTES**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**BE IT RESOLVED**, That the minutes of the regular meeting of January 8, 2019 be ratified and approved.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin –AYE\_

### **RESOLUTION #2019-42 A RESOLUTION TO DISPENSE WITH READING OF MINUTES**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**BE IT RESOLVED**, That the Clerk dispense with the reading of the minutes of the regular meeting of January 8, 2019.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin –AYE\_

### **RESOLUTION #2019-43 A RESOLUTION TO ACCEPT RESIGNATION**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**WHEREAS**, Patrolman Anthony Carafa has submitted his resignation as a Patrolman in the Allenhurst Police Department, effective January 31, 2019;

**NOW, THEREFORE, BE IT RESOLVED**, By the Board of Commissioners of the Borough of Allenhurst, that the resignation of Anthony Carafa be accepted with regret and they thank both Patrolman Carafa and his partner Bia for their years of service, and;

**NOW, THEREFORE, BE IT RESOLVED**, That the following earned overtime, vacation and holidays be paid at the next payroll:

12 Vacation Days @ \$323.28	= \$3,879.36
2 holidays @ \$323.28/day	= \$646.56
40 Hour OT in Bank - @ \$40.41	= \$1,616.40
<b>TOTAL -</b>	<b>= \$6,142.32</b>

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin –AYE

### **RESOLUTION #2019-44 A RESOLUTION TO AUTHORIZE COUNTY TO PERFORM AERIAL SPRAYING FOR MOSQUITOS**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**WHEREAS**, The Monmouth County Board of Chosen Freeholders, pursuant to N.J.S.A. 26:9-27 et seq. has elected through its Mosquito Control Division to perform all acts necessary for the elimination of mosquito breeding areas and/or to exterminate mosquitos within the county; and,

**WHEREAS**, The County has instituted an Integrated Pest Management Program consisting of surveillance, water management, biological control, and chemical control to exterminate the mosquito population within the County of Monmouth; and,

**WHEREAS**, Prior to conducting aerial dispensing operations over a designated “congested area”, the County is required, pursuant to Federal Aviation Administration Regulation (FAR Part 13.51), to secure prior written approval from the governing body of the political subdivision over which the aircraft is to be operated; and,

**WHEREAS**, The Borough of Allenhurst is designated as a “congested area” by the Federal Aviation Administration and the county has requested that this governing body consent to its proposed aerial dispensing operations;

**NOW, THEREFORE, BE IT RESOLVED**, As follows:

**WHEREAS**, The Public Works Director has received a quote from Cherry Valley

Tractor Sales for a Kubota RTV-X1100CWL-H 4, at a price of \$27,021.94; and,

**WHEREAS**, Cherry Valley Tractor Sales is a member of the MRESC, a Co-op recognized by the State of New Jersey, and this item is being purchased under Contract #042815-KBA; and,

**WHEREAS**, Funds for this purpose are available in the Current Account, known as Capital Improvements, Line Item Department of Public Works Improvements, and the Chief Finance Officer has so certified;

**NOW, THEREFORE, BE IT RESOLVED**, That a Kubota RTV-X1100CWL-H be purchased from Cherry Valley Tractor Sales at a cost of \$27,091.94.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin –AYE\_

#### **RESOLUTION #2019-48**

#### **RESOLUTION AUTHORIZING PRE-PAYMENT OF CERTAIN BILLS FOR 2019**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**WHEREAS**, the Borough of Allenhurst has budgeted funds for payment of recurring obligations including, utilities, payroll, debt service, governmental fees and other statutory payments, insurance, and for the advertising, printing and mailing costs of the Borough; and

**WHEREAS**, timely payment of these items occasionally become due out of time for placement on the next available list of bills and claims, thus inadvertently causing said obligations to be in arrears because of the schedule of Council meetings; and

**WHEREAS**, the Borough's Chief Financial Officer and Borough Attorney have advised that the governing body may provide for the pre-payment of these items, so that they may be paid in a timely manner to avoid incurring penalties.

**NOW THEREFORE, BE IT RESOLVED** by the Borough of Allenhurst that the statements contained in the foregoing preamble be and are hereby incorporated into this Resolution as if more fully set forth herein at length; and

**BE IT FURTHER RESOLVED** by the Borough of Allenhurst that the Chief Financial Officer and/or Borough Clerk/Administrator be and are hereby authorized and directed to make pre-payment of the following items prior to the same appearing on the next meeting's list of bills and claims:

1. All Utilities (electric, gas, water, sewer, telephone, cellular telephone, gasoline, diesel fuel, internet providers, and such other regular services as the Borough receives).
2. Borough payroll and payroll agencies.
3. Debt service as evidenced by pre-authorized bonds and/or notes.
4. Health, dental and other insurance premiums and/or claims.
5. Governmental fees and other statutory payments (school, county, sewage authority, state and county fees).
6. Bills pertaining to the advertising, printing and mailing costs of the Borough.
7. Third party fees collected through pre-authorized credit/debit card processing.
8. Bills where vendor discounts, or savings of Taxpayer funds, are granted for timely payment.
9. Inter-fund Obligations.
10. Purchase of investments.
11. Other items with written authorization of the Chief Financial Officer and/or Borough Clerk/Administrator.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin –AYE\_

#### **RESOLUTION #2018-49**

#### **A RESOLUTION TO TRANSFER APPROPRIATIONS**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**BE IT RESOLVED**, That the following 2018 appropriations be transferred:

FROM	TO	AMOUNT
OEM PART TIME	OEM O/E	\$588.00

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin –AYE\_

**RESOLUTION #2019-50**  
**A RESOLUTION TO CONFIRM PURCHASES**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**WHEREAS**, Purchases were made for amounts over \$1,000.00 and it is the policy of the Borough that the Board of Commissioners approve or confirm said purchases; and;

**NOW, THEREFORE, BE IT RESOLVED**, That the following contracts are hereby confirmed:

1. THE HOME DEPOT	\$2,111.49	MONTHLY PURCHASES
2. DEAL LAKE COMMISSION	\$2,750.00	YEARLY DUES
3. HOWELL POLICE DEPT	\$1,250.00	RANGE DUES
4. LIBERTY DOOR & AWNING	\$1,050.00	ROLL-UP DOOR SNACK BAR
5. OAKHURST VET	\$1502.20	BIA CHECK UP
6. PENGUIN MANAGEMENT	\$1080.00	E DISPATCH 2019
7. RILEIGHS OUT DOOR	\$1303.69	LARGE BANNERS
8. RCP SHELTERS, INC.	\$13426.00	HEXAGON SHELTER
9. STRATIX SYSTEMS	\$1500.00	YEARY MAINTENANCE
10. STATE SHORTHAND	\$1350.00	PLANNING BD MEETINGS

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin –AYE\_

**RESOLUTION #2019-51**  
**A RESOLUTION TO APPROVE EXECUTIVE SESSION**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**WHEREAS**, State law permits the exclusion of public in certain circumstances; and,  
**WHEREAS**, The Board of Commissioners of the Borough of Allenhurst finds that such circumstances currently exist; and,

**WHEREAS**, The Board of Commissioners will make public, minutes of the closed session when confidentiality no longer exists;

**NOW, THEREFORE, BE IT RESOLVED**, By the Board of Commissioners that they are hereby authorized to enter into closed session to discuss legal/contractual matters which are exempt from the public meeting under the Sunshine Law.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin –AYE\_

**RESOLUTION #2018-52**  
**A RESOLUTION TO APPROVE BILLS & PAYROLL (1/1/2019 to 1/31/2019)**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**BE IT RESOLVED**, That bills and payrolls totaling \$654,568.76 be approved for payment; and,

**BE IT FURTHER RESOLVED**, That, the January 31, 2019 consolidated bill list be attached hereto and made a part thereof.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin –AYE\_

**ITEMS FOR DISCUSSION**

The Borough Administrator discussed the contract with the Humane Society regarding Feral Cats. The Associated Humane Society has discontinued their TNR program. The Humane Society no longer has the TNR associate on staff. The program was not a success. They were overwhelmed and could not provide the TNR services as were originally offered.

With the Humane Society full service contract which Allenhurst will maintain in 2019, the following is what will happen if a resident calls about a feral cat:

1. If someone has been feeding cats and wants to fix them, the Humane Society recommends that they call MSPCA or the spay & neuter clinic in Holmdel. These 2 facilities have the means to do many cats at a reasonable cost. The Humane Society has only one vet and are unable to do TNR on a large scale or as quickly as the two clinics mentioned above.

If the person who is feeding cannot afford to pay regular clinic fees, the Humane Society will do what they can to accommodate and will ask for a donation to help.

2. If someone calls about a cat they are not feeding, the Humane Society will recommend that the resident trap the cat. Once trapped, the Human society will retrieve the cat. If the cat is ear tipped and healthy, the Humane Society will usually release it back in the area and give the property owner a list of cat deterrents to use.

If the cat is not ear tipped/fixed, the Humane Society will decide after 7 days if the cat should be adopted, fixed and returned, relocated, or euthanized. However, many things factor into making these decisions.

3. The Human Society does not provide traps. The resident should obtain their own trap. The only situation in which the Humane Society will provide a trap is when there is a very sick animal and there is a danger to the neighborhood.

## **PUBLIC COMMENTS**

### **No Public Comments**

There being no further business or comments, Commissioner McLoughlin moved, seconded by Comm. Bolan that the meeting move to executive session at 7:45PM. Motion carried.

After reconvening at 8:10PM, Allenhurst Powerhouse LLC, developers of the JCP&L property, asked to make their case on the redevelopment agreement.

The developers stated they looked over the draft redevelopment plan and would like the municipality to consider the following changes:

- I. East Side
  - a. The plan calls for 2 ½ stories maximum. The garage level as designed is a living level and might be fully above ground. The developer is requesting 3 Stories not to Exceed 35 Feet, consistent with the plans they have shown at every meeting.
- II. West Side
  - a. The developer looked at every option for increasing parking and due to physical restraints can only provide a total of 188 spaces including off street parking as set forth below. Using RSIS of 1.8/1bdm and 2.0/2bdm, yields a requirement of 162. They can only meet that requirement using on-street parking or a requirement of 1.8 per unit using only off-street. The developer believes this is a reasonable reduction given the proximity of the project to mass transit and the fact that parking will not be assigned, allowing for the maximum efficiency in utilization.
    - i. 27 Spaces on Main Street
    - ii. 10 Spaces on the East Side
    - iii. 135 Spaces within the garage
    - iv. 16 Spaces on Lot 4
  - b. The developer noted that the plan requires additional parking for retail and restaurant, but RSIS provides that parking shall be shared in mixed use developments. At a minimum, retail and restaurant should be allowed to utilize on-street parking.
  - c. The developer is proposing 84 Units which is driven by the building configuration. The breakdown is as follows:
    - i. 51 (2) Bedrooms, Average Size of 1,200 sft
    - ii. 33 (1) Bedrooms, Average Size of 900 sft
    - iii. The plan as drafted has a minimum unit size of 900 and an average of 1,200. They can meet the minimum, but the total average is 1,050
    - iv. The unit split between 1 and 2 Bedroom Units may change
- III. Affordable Housing
  - a. For the avoidance of doubt all affordable housing the developer will provide 10% of total units on the West Side property
  - b. Assuming 31 Townhomes and 84 Apartments, the developer will provide 11 Units on the West Side on the first floor of residential units.
- IV. Eminent Domain
  - a. The developer asked if the adjacent lot to the West be included as part of the Redevelopment Area.
- V. No Summer Construction Ordinance



- a. The developer needs Relief from that ordinance. They don't propose hammering out the details here, but are asking if the ordinance would apply to redevelopment areas and can be addressed on an individual basis in a Redevelopment Agreement (RDA).
- VI. The developer would like to know if the Borough is considering making a liquor license available exclusively within the redevelopment area.

The Governing Body took their requests under advisement and will discuss.

There being no further business or comments, Commissioner McLoughlin moved, seconded by Comm. Bolan that the meeting move to executive session at 8:30PM. Motion carried.

After reconvening, Commissioner McLoughlin moved, seconded by Comm. Bolan that the meeting be adjourned at 9:15PM. Motion carried.

Donna M. Campagna, RMC  
Borough Clerk/Administrator