

A G E N D A
LITTLE SILVER
BOROUGH COUNCIL MEETING
BOROUGH HALL – 7:00 P.M.
MARCH 23, 2020

1. Meeting called to Order and Statement of Compliance with Open Public Meetings Act by Mayor Neff.
2. Salute to the Flag
3. Moment of Silence
4. Roll Call
5. Communications
6. Brief remarks on the Agenda from members of the Public

7. REPORTS OF COUNCILMEMBERS:

COUNCILMEMBERS

BUDGET AND INSURANCE

(IT and Cyber Security, Board of Health,
Municipal Court and Two River Water
Reclamation Authority)

Mr. McNally

POLICE AND EMERGENCY PREPAREDNESS:

(Open Space, Capital Projects and Emergency
Planning)

Mr. Galante

PUBLIC WORKS AND INFRASTRUCTURE

(Shade Tree, Recreation and Business and
Professional Association)

Mr. Smith

TRAFFIC AND PEDESTRIAN SAFETY

(Traffic Safety, Parker Homestead Liaison and
Red Bank Regional High School)

Mr. Healy

PLANNING AND TELECOMMUNICATIONS:

(COAH Litigation, Planning Board Environmental
Commission and Little Silver Schools)

Mr. Holzapfel

PERSONNEL AND PUBLIC RELATIONS:

(Shared Services Legislative ,
Library Trustees and Borough Charitable Events)

Mrs. Thygeson

Mayor's Report

(FRAMES, Parker Homestead
and Two River Council of Mayors)

8. Other Reports.

9. Old Business.

10. New Business

A. Introduction of the 2020 Bond Ordinance.

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS AND ACQUISITIONS, APPROPRIATING THE SUM OF \$1,310,225.00 AND AUTHORIZING THE ISSUANCE OF \$988,214.00 BONDS AND NOTES TO FINANCE A PORTION OF THE COSTS THEREOF, AUTHORIZED IN AND BY THE BOROUGH OF LITTLE SILVER, IN THE COUNTY OF MONMOUTH, NEW JERSEY.

Motion:

Second:

Roll Call:

B. Resolution authorizing the introduction of the 2020 Municipal Budget

C. Resolution extending the Temporary Budget

D. CONSENT AGENDA

Motion:

Second:

Council and Public discussion:

Roll Call:

1. RESOLUTION: Authorizing the payment of bills.
2. RESOLUTION: Awarding Clean Contract for Borough Buildings
3. RESOLUTION: Awarding Clean Contract for the Train Station
4. RESOLUTION: Authorizing release of escrow funds.
5. APPROVAL: Regular Minutes of March 9, 2020.
6. APPROVAL: Workshop Minutes of March 9, 2020

13. Public Portion.

14. Adjournment

**BOROUGH OF LITTLE SILVER
COUNTY OF MONMOUTH**

BOND ORDINANCE NO. -20

**BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL
IMPROVEMENTS AND ACQUISITIONS, APPROPRIATING THE SUM
OF \$1,310,225.00 AND AUTHORIZING THE ISSUANCE OF \$988,214.00
BONDS AND NOTES TO FINANCE A PORTION OF THE COSTS
THEREOF, AUTHORIZED IN AND BY THE BOROUGH OF LITTLE
SILVER, IN THE COUNTY OF MONMOUTH, NEW JERSEY**

BE IT ORDAINED by the Mayor and Council of the Borough of Little Silver, in the County of Monmouth and State of New Jersey (not less than 2/3 of all the members thereof affirmatively concurring), as follows:

Section 1. The improvements described in Section 3 of this Ordinance are hereby authorized as general improvements to be made by the Borough of Little Silver, New Jersey (the "Borough"). For said improvements, as more fully stated in Section 3 hereof, there is hereby appropriated the sum of \$1,310,225.00, including \$270,000.00 grant funds expected to be received from the New Jersey Department of Transportation (NJDOT) and the sum of \$52,011.00 as the down payment for said purposes as required by the Local Bond Law, N.J.S.A. 40A:2-1 et seq. The down payment is now available by virtue of provision for down payment or for capital improvement purposes in the Capital Improvement Fund of one or more previously adopted budgets.

Section 2. In order to finance the costs of said improvements or purposes not provided for by the application of the down payment, negotiable bonds are hereby authorized to be issued in the principal amount not to exceed \$988,214.00, pursuant to the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The acquisitions and improvements hereby authorized, and for the financing of which said obligations are to be issued, are as follows:

- (1) Improvements to public roads, including curbing, sidewalks, drainage and repairs, with a total appropriation and estimated cost of \$670,000.00 including \$270,000.00 grant funds expected to be received from NJDOT, estimated amount of bonds and notes therefor of \$380,000.00, and an average period of usefulness of twenty (20) years;
- (2) Purchase of fire equipment, with a total appropriation and estimated cost of \$89,000.00, estimated amount of bonds and notes therefor of \$84,550.00, and an average period of usefulness of **five (5) years**;
- (3) Purchase of public works equipment, with a total appropriation and

estimated cost of \$132,000.00, estimated amount of bonds and notes therefor of \$125,400.00, and an average period of usefulness of **fifteen (15) years**;

(4) Purchase of police equipment, with a total appropriation and estimated cost of \$153,500.00, estimated amount of bonds and notes therefor of \$145,825.00, and an average period of usefulness of **five (5) years**;

(5) Purchase of emergency medical services equipment, with a total appropriation and estimated cost of \$61,225.00, estimated amount of bonds and notes therefor of \$58,164.00, and an average period of usefulness of **five (5) years**;

(6) Public property improvements, with a total appropriation and estimated cost of \$30,000.00, estimated amount of bonds and notes therefor of \$28,500.00, and an average period of usefulness of **fifteen (15) years**;

(7) Purchase of administration equipment, with a total appropriation and estimated cost of \$12,000.00, estimated amount of bonds and notes therefor of \$11,400.00, and an average period of usefulness of **five (5) years**;

(8) Future purchase of building generator, with a partial funding appropriation of \$2,500.00 and estimated total cost of \$25,000.00, estimated amount of bonds and notes therefor of \$2,375.00, and an average period of usefulness of **fifteen (15) years**;

(9) Future purchase of ambulance, with a partial funding appropriation of \$50,000.00 and estimated total cost of \$205,000.00, estimated amount of bonds and notes therefor of \$47,500.00, and an average period of usefulness of **five (5) years**; and

(10) Future purchase of fire rescue engine, with a partial funding appropriation of \$100,000.00 and estimated total cost of \$600,000.00, estimated amount of bonds and notes therefor of \$95,000.00, and an average period of usefulness of **ten (10) years**; and

(11) Purchase of recreation equipment, with a total appropriation and estimated cost of \$10,000.00, estimated amount of bonds and notes therefor of \$9,500.00, and an average period of usefulness of **five (5) years**, and

together with all purposes necessary, incidental or appurtenant thereto, all as shown on and in accordance with contracts, plans, specifications or requisitions therefor on file with or through the Borough Clerk, as finally approved by the governing body of the Borough.

(b) The estimated maximum of said Bonds or Notes to be issued for the improvements or purposes described in Section 3(a) hereof is \$988,214.00, as stated in Section 2 hereof.

(c) The estimated cost of the improvements or purposes described in Section 3(a) hereof

is \$1,310,225.00, which is equal to the amount of the appropriation herein made therefor. The excess of the appropriation of \$1,310,225.00 over the estimated maximum amount of bonds or notes to be issued therefor being the amount of said \$52,011.00 down payment for said purposes, and the \$270,000.00 grant funds expected to be received from the NJDOT.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer of the Borough, provided that no note shall mature later than one (1) year from its date. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. 40A:2-8. The notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer, who shall determine all matters in connection with notes issued pursuant to this ordinance, and the chief financial officer's signature upon the notes shall be conclusive evidence as to all such determinations. The chief financial officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of such notes occurs, such report shall include the amount, the description, the interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

Section 5. The following matters are hereby determined, declared, recited, and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not a current expense and are improvements or purposes that the Borough may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of the improvements or purposes, within the limitations of the Local Bond Law and taking into consideration the amount of the obligations authorized for said purposes, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is **12.95** years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the Office of the Borough Clerk and a complete executed duplicate thereof has been filed in the Office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this Ordinance by \$988,214.00 and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding **\$208,045.00** for items of expense listed in and permitted under Section 20 of the Local Bond Law is included in the estimated cost of the improvements, as indicated herein.

(e) To the extent the moneys of the Borough are used to finance, on an interim basis, costs of said improvements or purposes, the Borough reasonably expects such costs to be paid or reimbursed with the proceeds of obligations issued pursuant hereto. This ordinance shall constitute

a declaration of official intent for the purposes and within the meaning of Section 1.150-2(e) of the United States Treasury Regulations.

Section 6. The capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Borough Clerk and is available there for public inspection.

Section 7. Any grant or similar moneys from time to time received by the Borough for the improvements or purposes described in Section 3 hereof, shall be applied either to direct payment of the cost of the improvements within the appropriation herein authorized or to payment of the obligations issued pursuant to this ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are received and so used.

Section 8. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and, unless paid from other sources, the Borough shall be obligated to levy ad valorem taxes upon all the taxable property within the Borough for the payment of the obligations and the interest thereon without limitation as to rate or amount.

Section 9. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by the Local Bond Law.

INTRODUCED:

APPROVED:

ADOPTED:

Robert C. Neff, Jr., Mayor

Attest: _____

Kimberly A. Jungfer,
Administrator/Borough Clerk

RESOLUTION

BE IT RESOLVED, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2020;

General Appropriations for:	
Appropriations within "CAPS"	
Municipal Purposes	\$ 9,007,036.96
Appropriations excluded from "CAPS":	
Municipal Purposes	\$ 1,223,519.77
Reserve for Uncollected Taxes	\$ 819,846.33
Total General Appropriations	\$11,050,403.06
Less: Anticipated Revenues other	
than current property tax	\$ 3,287,329.55
Difference: Amount to be raised by Taxes	
for Support of Municipal	
Budget as follows:	
Local Tax for Municipal Purposes	
including Reserve for Uncollected Taxes	\$ 7,763,073.51

BE IT ALSO RESOLVED, that said Budget be published in the Two River Times in the issue of April 3; and

BE IT FURTHER RESOLVED, that the Governing Body of the Borough of Little Silver does hereby approve the following as the Budget for the year 2020.

BE IT FINALLY RESOLVED that a Hearing on the Budget and Tax Resolution will be held at Little Silver Borough Hall on April 20, 2020 at 8:00 p.m. at which time and place objections to said Budget and Tax Resolution for the year 2020 may be presented by taxpayers or other interested persons.

RESOLUTION

EMERGENCY APPROPRIATION EXTENDING THE TEMPORARY BUDGET FOR 2020 FOR THE PERIOD APRIL 1 TO JUNE 30, 2020

WHEREAS, in the normal operation of the Borough of Little Silver, it will be necessary for making contracts, commitments and payments prior to the adoption of the regular budget for the Borough of Little Silver for the year 2020; and

WHEREAS, the 2020 Temporary Budget expires on March 31, 2020; and

WHEREAS, adoption of the 2020 Municipal Budget is anticipated on a date to be set during the second quarter of 2020; and

WHEREAS, in order to meet the obligations of the Borough for the period of April 1, 2020 to June 30, 2020, it becomes necessary to extend the Temporary Budget for 2020 to include additional appropriations; and

WHEREAS, the total amount of the appropriations made hereunder do not exceed fifty two and fifty hundredths percent (52.50%) of the budget for the year 2019, exclusive of the amount appropriated for capital improvements, interest and debt redemption charges;

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Little Silver that, pursuant to N.J.S.A. 40A:4-20, the following Temporary Budget be and is hereby amended to include the following additional appropriations for the period April 1, 2020 through June 30, 2020; and

BE IT FURTHER RESOLVED that certified copies of this Resolution are transmitted to the Director of the Department of Community Affairs and the Borough Chief Financial Officer.

EXTENDED TEMPORARY BUDGET
2020

GENERAL ADMINISTRATION		
Salaries & Wages	01-20-100-011	58,700
Other Expense	01-20-100-021	51,000
MAYOR & COUNCIL		
Salaries & Wages	01-20-110-012	6,255
MUNICIPAL CLERK		
Salaries & Wages	01-20-120-010	61,800
FINANCIAL ADMINISTRATION		
Salaries & Wages	01-20-130-010	59,400
Other Expense	01-20-130-022	6,000
AUDIT SERVICE	01-20-135-020	39,000
REVENUE ADMINISTRATION		
Salaries & Wages	01-20-145-010	32,500
Other Expense	01-20-145-021	3,000
TAX ASSESSMENT ADMINISTRATION		
Salaries & Wages	01-20-150-011	22,067
Other Expense	01-20-150-028	6,000
ELECTIONS	01-20-151-022	3,346
LEGAL SERVICES		
Other Expense	01-20-155-028	55,000
ENGINEERING SERVICES	01-20-165-020	30,000
PLANNING BOARD		
Salaries & Wages	01-21-180-011	30,100
Other Expense	01-21-180-021	10,000
OTHER CODE ENFORCEMENT FUNCTIONS		
Salaries & Wages	01-22-200-010	5,050
Other Expense	01-22-200-022	2,000
LIABILITY INSURANCE	01-23-210-090	123,595
WORKERS COMP. INSURANCE	01-23-215-020	144,900

EMPLOYEE GROUP INSURANCE	01-23-220-092	760,000
HEALTH BENEFIT WAIVER	01-23-221-011	7,500
UNEMPLOYMENT INSURANCE	01-23-225-020	5,000
POLICE DEPARTMENT		
Salaries & Wages	01-25-240-011	1,110,000
Other Expense	01-25-240-022	65,000
POLICE DISPATCH - 911/School Resource Officer		
Other Expense	01-25-250-020	6,000
OFFICE OF EMERGENCY MANAGEMENT		
Salaries & Wages	01-25-252-010	3,000
Other Expense	01-25-252-020	3,000
AID TO VOLUNTEER FIRE DEPT.	01-25-255-026	41,100
AID TO VOL. AMBULANCE	01-25-260-026	16,000
MUNICIPAL PROSECUTOR'S OFFICE		
Salaries & Wages	01-25-275-010	7,100
STREET & ROAD MAINTENANCE		
Salaries & Wages	01-26-290-011	327,955
Other Expense	01-26-290-026	82,000
SHADE TREE		
Other Expense	01-26-300-020	10,000
RECYCLING		
Other Expense	01-26-305-022	165,000
BUILDING & GROUNDS		
Other Expense	01-26-310-024	70,000
VEHICLE MAINTENANCE		
Salaries & Wages	01-26-315-011	80,900
Other Expense	01-26-315-030	80,000
COMMUNITY SERVICE ACT (CONDO)	01-26-325-020	10,000
PUBLIC HEALTH SERVICES		
Salaries & Wages	01-27-330-010	4,200
Other Expense	01-27-330-022	30,000

ENVIRONMENTAL HEALTH SERVICES		
Salaries & Wages	01-27-335-020	2,000
RECREATION SERVICES & PROGRAMS		
Salaries & Wages	01-28-370-012	29,000
Other Expense	01-28-370-028	55,000
MAINTENANCE OF PARKS		
Salaries & Wages	01-28-375-011	37,700
Other Expense	01-28-375-026	25,000
MUNICIPAL LIBRARY		
Salaries & Wages	01-29-390-011	73,300
Other Expense	01-29-390-022	5,700
ACCUMULATED LEAVE COMPENSATION	01-30-415-020	15,000
ELECTRICITY	01-31-430-020	40,000
STREET LIGHTING	01-31-435-020	34,000
TELEPHONE	01-31-440-100	35,000
FIRE HYDRANTS	01-31-444-020	56,728
WATER	01-31-445-100	10,000
GAS	01-31-446-100	20,000
FUEL OIL	01-31-447-270	7,000
SEWERAGE PROCESSING & DISPOSAL	01-31-455-100	3,600
(8 accts. @ 360 = 2880)		
GASOLINE	01-31-460-100	34,389
GARBAGE DISPOSAL	01-32-465-126	122,000
P.E.R.S.	01-36-471-020	236,608
SOCIAL SECURITY	01-36-472-020	100,000
P.F.R.S.	01-36-475-020	485,525
D.C.R.P.	01-36-477-020	3,500
REVERSE 911	01-42-330-020	5,600

UNIFORM CONSTRUCTION CODE	01-42-331-020	106,000
MUNICIPAL COURT		
Salaries & Wages	01-42-490-011	61,000
Other Expense	01-42-490-022	6,000
PUBLIC DEFENDER O/E	01-42-495-020	1,000
GREEN ACRES LOAN PAYMENTS	01-45-940-020	7,975
CAPITAL IMPROVEMENTS	01-44-900-020	0
TOTAL EXTENDED TEMPORARY BUDGET		5,252,093

RESOLUTION

WHEREAS, the Borough of Little Silver requires janitorial services for Borough buildings and sites, for a one year contract period, April 1, 2020 thru March 31, 2021; and

WHEREAS, the Qualified Purchasing Agent solicited the following quote:

ACCSES NJ (Association for Choices in Community Supports and
Employment Services-New Jersey)
Trenton, NJ \$36,722.16; and

WHEREAS, general janitorial services are listed under State Contract #T-1480; and

WHEREAS, funding for this service is provided under the Operating Budget; and

WHEREAS, the Borough Administrator/Clerk has reviewed the quote and finding it to be in order, recommends said quote to the Mayor and Council.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Little Silver that the quote received for janitorial services for Borough buildings and sites from ACCSES NJ be and is hereby accepted.

Res.JanitorialBoroSitesStateContract2020

RESOLUTION

WHEREAS, the Borough of Little Silver requires janitorial services for the Borough of Little Silver Railroad Station, for a one year contract period, April 1, 2020 thru March 31, 2021; and

WHEREAS, the Qualified Purchasing Agent solicited the following quote:

ACCSES NJ (Association for Choices in Community Supports and
Employment Services-New Jersey)
Trenton, NJ \$9,705.60; and

WHEREAS, general janitorial services are listed under State Contract #T-1480; and

WHEREAS, funding for this service is provided is the Railroad Trust Account; and

WHEREAS, the Borough Administrator/Clerk has reviewed the quote and finding it to be in order, recommends said quote to the Mayor and Council.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Little Silver that the quote received for janitorial services for the Borough of Little Silver Railroad Station from ACCSES NJ be and is hereby accepted.

RESOLUTION

WHEREAS, the Zoning Administrative Officer has determined that the property owners have abandoned the project and recommends that the escrow balance on deposit with the Borough be refunded:

Little Silver Investors	\$ 500.00
44 Orchard Place	
Block 50, Lot 6	

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Little Silver that the above escrow balance be and is hereby released.