

BOROUGH COUNCIL MEETING
BOROUGH HALL – 7:00 P.M.
March 13, 2023

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: Oceanport Avenue and Tinton Place Closing for twenty-four (24) hours per day for five (5) days starting Monday March 20, 2023
6. Brief remarks on the agenda from members of the Public.

7. REPORTS OF COUNCILMEMBERS:

TRAFFIC AND PEDESTRIAN SAFETY,
PUBLIC WORKS, INFRASTRUCTURE AND
(Traffic Safety Committee and Municipal Court)

Mr. Brennan
(Council President)

POLICE AND EMERGENCY PREPAREDNESS:
(Open Space, Capital Projects, Emergency
Planning, Information Technology and Cyber Security)

Mr. Galante

BUDGET AND INSURANCE (Finance)
(Shade Tree, Little Silver Schools,
Little Silver Business Community and CFO)

Mr. Smith

PLANNING AND ZONING, COAH, AND
TELECOMMUNICATIONS:
(COAH, Litigation, Planning Board,
Assessor's Office and Environmental Commission)

Mr. Holzapfel

PERSONNEL
(Two River Water Reclamation Authority
Recycling and 100th Birthday Celebration Committee)

Mrs. Brannagan

PUBLIC COMMUNICATION AND INFORMATION
(Shared Services w/ Mayor, Library Trustees,
Board of Health, Red Bank Regional and Recreation.

Mr. Christensen

Mayor's Report
(Two River County of Mayors, Monmouth County Commissioners,
Governor's Office and local legislators, Parker Homestead and
Shared services in conjunction with Mr. Christensen)

Mayor Neff

Administrator's Report:

Mr. Burke

Old Business.

8. New Business

9. Public Comment

10. CONSENT AGENDA

Motion:

Second:

Council and Public discussion:

Roll Call:

1. Resolution: Authorizing the payment of bills
 2. Resolution: Approval of membership in the Little Silver Volunteer Fire Department
 3. Resolution: Approving the reimbursement to Alderbrook Condominium Association in the amount of \$3,809.52 in lieu of providing snow plowing and street lighting for calendar year 2022.
 4. Resolution: Approving the procurement of Edmunds GovTech in the amount of \$40,505.00 for the purposes of modernizing and streamlining the Borough's technology and software systems.
 5. Resolution: In recognition of John G. Clausing III and his achievement of attaining the rank of Eagle Scout; the highest rank in Scouting.
 6. Resolution: In recognition of Mathias Lazewski and his achievement of attaining the rank of Eagle Scout; the highest rank in Scouting.
 7. Resolution: In recognition of Brady Prunty and his achievement of attaining the rank of Eagle Scout; the highest rank in Scouting.
 8. Resolution: In recognition of Max Van De Graaf and his achievement of attaining the rank of Eagle Scout; the highest rank in Scouting.
 9. Approval of the Meeting Minutes of January 5, 2023.
 10. Approval of the Meeting Minutes of January 23, 2023.
11. Resolution: Approving the governing body to enter executive session reference personnel and potential litigation matters.

Motion:

Second:

Roll Call:

12. Adjournment

**BOROUGH OF LITTLE SILVER
VOUCHERS PAYABLE
March 13, 2023**

I offer this Resolution in favor of the payment of the following vouchers which have been authenticated and presented for payment. These payments represent expenditures for which an appropriation was duly made in the budget adopted by the governing body, including any emergency expenditures. The Chief Financial Officer has certified that sufficient funds are available to pay the same from each designated appropriation.

CHECK DISBURSEMENTS

Operating-Current Year	\$	77,409.90
Operating-Prior Year		2,465.00
Capital		8,875.00
Grant		0.00
Various Trusts & Reserves		5,239.76
Escrow Projects		1,025.00

PAYROLL 3/3 158,543.14

VOID CHECKS

MANUAL CHECKS

ACH DEBIT	Ameriflex Mar. 2023	197.00
	Ameriflex Claims-Feb. 2023	1,340.38
	Capturepoint-Feb. & Mar. 2023	760.47
	Chase Paymentech-Mar 2023	953.99
	Lincoln Nat. Life Insur.-Mar. 2023	352.99

WIRE TRANSFERS

Monmouth County Treasurer	1,196,614.01
American Express-Feb. 2023	550.88
SHBP-Mar. 2023	120,028.50
Retiree Healthcare Stipends Mar. 2023	7,490.75

TOTAL **\$** **1,581,846.77**



Craig R. Marshall, CFO

RESOLUTION

Borough of Little Silver

County of Monmouth, State of New Jersey

A resolution in support of Christopher Faherty for membership in the Little Silver Volunteer Fire Department.

WHEREAS, The Chief of the Little Silver Volunteer Fire Department, (LSVFD) Anthony “Rocky” Nolin and the majority of the membership of the LSVFD by affirmative vote have approved the nomination of Christopher Faherty for membership in the LSVFD and;

NOW, THEREFORE, BE IT RESOLVED, based on the recommendation of Chief Nolin and the majority affirmative vote of the LSVFD membership, the Mayor and Council of the Borough of Little Silver approve the membership of Christopher Faherty.

RESOLUTION

WHEREAS, the Borough of Little Silver and Alderbrook Condominium Association have reached an agreement on the services which the Borough will provide and those for which Alderbrook will be compensated in lieu of providing the services; and

WHEREAS, the Borough provides and will continue to provide garbage, leaf and branch collection and will compensate Alderbrook Condominium Association for street lighting and snow plowing in lieu of providing the services.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Little Silver that the Mayor and Borough Clerk be and are hereby authorized to enter into agreement with Alderbrook Condominium Association for compensation in the amount of \$3,809.52 in lieu of providing snow plowing and street lighting for the calendar year 2022.

RESOLUTION

WHEREAS, the Borough of Little Silver wishes to modernize and streamline the Borough's technology and software systems and has created a Technology Committee to review different characteristics, qualities, and systems available; and

WHEREAS, based on detailed research, along with staff input and recommendations and under the Borough Administrator's direction; and

WHEREAS, all the various aspects of the Borough's work systems are recorded and implemented with Edmunds GovTech; and

WHEREAS Edmunds GovTech is a proprietary system; and

WHEREAS, the Borough Administrator recommends the proposals for electronic requisitions, human resources, and payroll, submitted by Edmunds GovTech

Edmunds GovTech
Northfield, NJ

\$40, 505.00; and

WHEREAS, this is to include all software services – license, support services, implementation, and conversion services; and

WHEREAS, adequate funding for these upgrades is contained in Capital Ordinance #865-23.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Little Silver that the proposals submitted by Edmunds GovTech in the combined amount of \$40,505.00 for electronic requisitions, human resources and payroll be and is hereby accepted.



Sales Proposal prepared for Little Silver Borough, NJ

Prepared by: Mark Pryzbylkowski, Regional Sales Director

Proposal Date: 02/22/2023

Expiration Date: 03/29/2023

	Amount
Software Services - License	
Employee Self-Service	\$5,000.00
Human Resources	\$6,500.00
Payroll	\$7,000.00
	One-Time Fees: \$18,500.00
Professional Services - Implementation	Amount
Standard Personnel Implementation I	\$5,000.00
	One-Time Fees: \$5,000.00
Conversion Services	Amount
Payroll - Base Conversion	\$4,950.00
- Employee Master Information	
- Current Year Check History	
- Gross Pay	
- Detailed Deductions	
- Detailed Taxes	
- Net Pay	
- Leave Time Balances	
	One-Time Fees: \$4,950.00
Support Services	Amount
Employee Self-Service Maintenance	\$1,842.00

Support Services	Amount
Human Resources Maintenance	\$2,000.00
Payroll Maintenance	\$2,709.00
Annual Fees:	\$6,551.00

Total Year 1 Investment: \$35,001.00

Software Services - Licensing

With an Edmunds GovTech solution, a true Windows application with a graphical user interface is delivered. All applications are ODBC compliant and utilize a SQL database, which allows for seamless integration with products such as MS Excel™, MS Word™, and many GIS packages to name a few.

Smart Phone Apps – All applicable Smart Phone Apps are included with the associated MCSJ module at no additional cost.

Security – The software features a single sign-on approach that allows for user-based security. This provides access to modules based on the employee's security profile. The security is module and task specific.

Integration – All modules are fully integrated. A single source of entry minimizes data entry errors and streamlines organizational processes. The system dynamically posts all related entries to the appropriate modules.

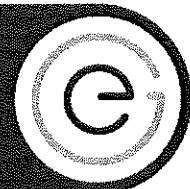
Reporting – Along with standard system reports, customized reporting is also provided. Through built-in custom reporting tools, users can create and save personalized reports that can be exported directly into MS Excel™. Reporting flexibility allows users to create unlimited custom reports that are accessible at any time.

PDF Forms - All required forms can be generated within the application. This reduces the need to have pre-printed forms, such as pre-printed checks or utility bills. Create customized letters by merging in any field from the system. Letters can be created, printed, and documented in the corresponding record.

Attachments - The ability to attach any type of file to records, accounts, and employees along with scanning images directly into the software is provided. There is no limitation with the amount or size of those items you wish to attach.

Implementation & Project Management

Edmunds GovTech has a goal to make the transition from a legacy system as painless as possible. Project management includes planning, monitoring, and reporting of progress to ensure the success of the software implementation. The Client's Project Manager and EGT Staff will work in concert to identify the scope of the project, estimate the work involved, and create a project schedule with appropriate resources. The project plan is then developed to describe the tasks that will lead to a successful implementation. The project is carefully planned, implemented, monitored, and controlled. Problem resolution, risk management, opportunity management, change management, software configuration management, and data management are included, identified, and documented throughout the project. Project Managers and Training and Implementation Employees have been involved in hundreds of similar successful projects.



Payment Terms

One-time License Fees: 100% will be due upon execution of the contract (Effective Date).

One-time Implementation Fees: 50% will be due upon execution of the contract, 25% will be invoiced 60 days after the Effective Date and the remaining 25% will be invoiced upon the earlier of project acceptance or first production use.

Support Services Fees: 100% will be invoiced on the Effective Date for the first annual term. Thereafter, 100% of each subsequent annual fee will be invoiced annually, 60 days prior to each anniversary of the Effective Date.

One-time Data Conversion Fees: 50% will be due upon execution of the contract, 25% will be invoiced 60 days after the Effective Date and the remaining 25% will be invoiced upon the earlier of project acceptance or first production use.

All invoices shall be paid within 30 days of the invoice date. Fees may increase annually with renewal terms subject to the National Consumer Price Index (CPI) or four percent (4%) of prior year's fees.

**Please return executed Sales Orders
via DocuSign or Email to:
Edmunds GovTech
SalesOrders@EdmundsGovTech.com
P: 888.336.6999 | F: 609.645.3111
www.EdmundsGovTech.com**

Little Silver Borough

**Kevin Burke
Borough Administrator**

Date



Sales Proposal prepared for Little Silver Borough, NJ

Prepared by: Matthew Cozzan, Business Development Representative

Proposal Date: 12/12/2022

Expiration Date: 03/29/2023

Software Services - License	Amount
Electronic Requisitions	\$4,500.00
One-Time Fees:	\$4,500.00
Support Services	Amount
Electronic Requisitions Maintenance	\$1,004.00
Annual Fees:	\$1,004.00
Total Year 1 Investment:	\$5,504.00

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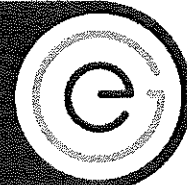
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Little Silver Borough

**Kevin Burke
Borough Administrator**

Date

RESOLUTION

WHEREAS, John Grady Clausing, III, as a member of the Boy Scouts of America, Troop 67, has achieved the rank of Eagle Scout, the highest rank in Scouting; and

WHEREAS, Jack's Eagle Scout project involved the design and planting of an apple orchard at the Parker Homestead in Little Silver, NJ; and

WHEREAS, the project involved many volunteers led by Jack in this service to our community, and has already produced apples; and

WHEREAS, the project was the culmination of years of effort and service with Troop 67, during which Jack exemplified all of the attributes of a good Scout, a trusted friend, and community leadership;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Little Silver hereby recognizes the achievement of John Grady Clausing, III in attaining the rank of Eagle Scout, and congratulates, thanks, and commends him for his service to the Boy Scouts of America and to his community.

RESOLUTION

WHEREAS, Mathias Lazewski, as a member of the Boy Scouts of America, Troop 126, has achieved the rank of Eagle Scout, the highest rank in Scouting; and

WHEREAS, Mathias' Eagle Scout project involved refurbishing the playground perimeter at Winding Brook Nursery School in Tinton Falls, NJ; and

WHEREAS, the project involved many volunteers led by Mathias in this service to the community; and

WHEREAS, the project was the culmination of years of effort and service with Troop 126, during which Mathias exemplified all of the attributes of a good Scout, a trusted friend, and community leadership;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Little Silver hereby recognizes the achievement of Mathias Lazewski in attaining the rank of Eagle Scout, and congratulates, thanks, and commends him for his service to the Boy Scouts of America and to his community.

RESOLUTION

WHEREAS, Brady Prunty, as a member of the Boy Scouts of America, Troop 126, has achieved the rank of Eagle Scout, the highest rank in Scouting; and

WHEREAS, Brady's Eagle Scout project involved repairing the Christian Brothers Academy cross country track and putting up signs; and

WHEREAS, the project involved many volunteers and was a service to the community; and

WHEREAS, the project was the culmination of years of effort and service with Troop 126, during which Brady exemplified all of the attributes of a good Scout, a trusted friend, and community leadership;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Little Silver hereby recognizes the achievement of Brady Prunty in attaining the rank of Eagle Scout, and congratulates, thanks, and commends him for his service to the Boy Scouts of America and to his community.

RESOLUTION

WHEREAS, Max Van De Graaf, as a member of the Boy Scouts of America, Troop 126, has achieved the rank of Eagle Scout, the highest rank in Scouting; and

WHEREAS, Max's Eagle Scout project involved constructing a composting privy at Happy Animal Sanctuary in Howell, NJ; and

WHEREAS, the project involved many volunteers led by Max in this service to the community; and

WHEREAS, the project was the culmination of years of effort and service with Troop 126, during which Max exemplified all of the attributes of a good Scout, a trusted friend, and community leadership;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Little Silver hereby recognizes the achievement of Max Van De Graaf in attaining the rank of Eagle Scout, and congratulates, thanks, and commends him for his service to the Boy Scouts of America and to his community.

Resolution

Borough of Little Silver

WHEREAS, the Borough Council of the Borough of Little Silver is subject to certain requirements of the Open Public Meetings Act (N.J.S.A. 10:4-6, et seq.); and

WHEREAS, the Open Public Meeting Act (N.J.S.A. 10:4-12) provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Borough Council of the Borough of Little Silver to discuss in a session not open to the public certain matters relating to the item or items authorized by law (N.J.S.A. 10:4-12b) and designated as potential litigation and personnel matters.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Little Silver, assembled in public session on March 13, 2023, that an Executive Session closed to the public shall be held on March 13, 2023, at 7:00 p.m. at Little Silver Borough Hall, 480 Prospect Ave., Little Silver, NJ for matters relating to the specific items designated above.

BE IT FURTHER RESOLVED that formal action may be taken after the Executive Session.