

BOROUGH OF LONGPORT  
COMMISSION MEETING MINUTES  
APRIL 16, 2014

- ❖ **CALL TO ORDER @ 4:30 pm**
- ❖ **PLEDGE OF ALLEGIANCE conducted**
- ❖ **OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT** -This regular meeting was called pursuant to the provisions of the Open Public Meeting Law. The Press of Atlantic City and the Downbeach Current were notified and notice of this meeting was posted on the bulletin board in Borough Hall.
- ❖ **ROLL CALL- Mayor Russo, Commissioner Leeds and Commissioner Lawler present**
- ❖ **APPROVAL OF MINUTES FOR 3/19 AND 4/8 MEETING AND CLOSED SESSION MINUTES ON 4/8**  
Mayor Russo made motion to approve three sets of minutes. Commissioner Lawler seconded the motion. **ALL AYES- no oppose**
- ❖ **PUBLIC COMMENT OR QUESTIONS REGARDING ON RESOLUTIONS LISTED ON THIS AGENDA (3 MINS)** No comments or questions from anyone in attendance

**RESOLUTIONS**

**R2014-49 Setting Dates and Hours for Beach Picnicking and Barbequing 2014**

**BOROUGH OF LONGPORT**

RESOLUTION 2014-49

**A RESOLUTION SETTING DATES AND HOURS FOR  
BEACH PICNICKING AND BARBEQUING 2014**

**WHEREAS**, picnicking and barbequing on Longport beaches is permitted by ordinance. This resolution sets for the dates, times and other conditions for picnicking and barbequing.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Borough of Longport hereby sets forth the dates, times and conditions for picnicking and barbequing on the Longport oceanfront public beaches as follows:

- (1) Picnicking and barbequing shall be permitted between the hours of 10 a.m. and 8 p.m. on the following dates:

**MEMORIAL DAY** Saturday, May 24 /Sunday, May 25/ Monday, May 26

**4<sup>TH</sup> JULY** Friday, July 4/ Saturday, July 5/ Sunday, July 6

**LABOR DAY** Saturday, August 30/ Sunday August 31/ Monday, Sept 1

(2) The barbeque shall be charcoal only, and the grilling surface shall not exceed 36 inches in diameter measured from any one point to another;

(3) All coals shall be extinguished with water, wrapped in aluminum foil and deposited next to the trash receptacles at the beach entrances. All trash and other waste shall be collected and placed in the trash receptacles or otherwise properly disposed of.

(4) No alcoholic beverages shall be opened or consumed.

**AND BE IT FURTHER RESOLVED**, that the Borough of Longport reserves the right to amend the terms and conditions of, and prohibit, beach picnicking and/or barbequing.

**RESOLVED**, that all resolutions or parts of Resolutions inconsistent herewith are hereby repealed and this Resolution shall take effect immediately according to law.

***Mayor Russo made motion and seconded by Commissioner Lawler- ALL AYES/no oppose***

**R2014-50 Authorizing Application for Tonnage Grant Reporting Year 2013**

**BOROUGH OF LONGPORT**

RESOLUTION 2014-50

**A RESOLUTION AUTHORIZING APPLICATION FOR TONNAGE GRANT REPORTING YEAR 2013**

**WHEREAS**, the Mandatory Source Separation and Recycling Act, P.L. 1987, c.102 has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

**WHEREAS**, it is the intent and spirit of the Mandatory Source Separation and Recycling Act to use tonnage grants to develop new municipal recycling programs and to continue and expand existing programs; and

**WHEREAS** the NJDEP is promulgating recycling regulations to implement the mandatory Source Separation and Recycling Act; and

**WHEREAS**, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

**WHEREAS**, a resolution authorizing the Borough to apply for such tonnage grants will memorialize the commitment of this municipality to recycling and indicate the consent of the Board of Commissioners of the Borough of Longport to the efforts undertaken by the Borough and the requirements contained in the Recycling Act and Regulations; and

**WHEREAS** such a resolution shall designate the individual authorized to ensure that the application is properly completed and timely filed.

**NOW THEREFORE BE IT RESOLVED** by the Board of Commissioners of the Borough of Longport that the Borough hereby endorses this submission and designates FRANZ ADLER, Recycling Coordinator of the Borough of Longport to ensure that said application is properly filed.

***Commissioner Lawler made motion and seconded by Commissioner Leeds. ALL AYES/no oppose***

**R2014-51 Authorizing a Tax Appeal Refund**

**BOROUGH OF LONGPORT**

RESOLUTION 2014-51

**AUTHORIZING A TAX APPEAL REFUND**

**WHEREAS**, the below listed overpayment for the years designated is held in reserve by the Borough of Longport; and

**WHEREAS**, the property owner had a successful state tax appeal for 2012 and 2013; and

**WHEREAS**, the 2012 and 2013 taxes were paid in full and the property owner is entitled to a refund with statutory interest; and

**WHEREAS**, the property owner has requested the refund be sent to him;

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of the Borough of Longport that the following overpayments be refunded to the property owner.

**BE IT FURTHER RESOLVED** that certified copies of this resolution be forwarded to the Tax Collector and the Finance Officer by the Borough Clerk

<u>Block</u>	<u>Lot</u>	<u>Property Owner</u>	<u>YEAR</u>	<u>Amount</u>	<u>Interest</u>
27	2	John Stroebele	2012	1141.79	81.19
			2013	1326.66	29.11
			TOTAL =	2578.75	

**Mayor Russo made motion and seconded by Commissioner Lawler. ALL AYES/no oppose**

**R2014-52 Approving the Application of the Longport Volunteer Fire Department for Conducting a Coin Drop on Ventnor Ave, a County Road**

**BOROUGH OF LONGPORT**

RESOLUTION 2014-52

**A RESOLUTION APPROVING THE APPLICATION OF THE LONGPORT VOLUNTEER FIRE DEPARTMENT FOR CONDUCTING A COIN DROP ON VENTNOR AVENUE, A COUNTY ROAD**

**WHEREAS**, the Longport Volunteer Fire Department has applied to the Borough of Longport for approval to conduct a coin drop on Ventnor Avenue on Sunday, May 29, 2014 in accordance with the County of Atlantic coin drop guidelines; and

**WHEREAS**, the Longport Volunteer Fire Department, being totally noncommercial, is exempt from the Peddling and Soliciting regulations except that the hours of soliciting must be between the hours of 8:00 a.m. and 9:00 p.m. pursuant to Chapter 132 of the Longport Code.

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Borough of Longport, Atlantic County, does hereby grant approval to the Longport Volunteer Fire Department to conduct a coin drop in the Borough on Ventnor Avenue, a County road on Sunday, May 25, 2014 and it is further

**RESOLVED**, that the County of Atlantic relax its rule regarding solicitation on County roads on holidays and holiday weekends and approve the requested solicitation dates since the Borough of Longport, being a resort community, does not have sufficient traffic for a successful coin drop on non-holidays; and it is further

**RESOLVED**, that a certified copy of this resolution be duly submitted to the County of Atlantic as part of the Longport Volunteer Fire Department County Roadway Solicitation application.

This resolution shall be effective immediately.

**Mayor Russo made motion and seconded by Commissioner Lawler. ALL AYES/no oppose**

***R2014-53 Authorizing Contracts with Certain Approved Cooperative Pricing Agreements for Contracting Units Pursuant to N.J.S.A. 40A: 11-12a and N.J.A.C. 5:34-7.29(c) - Municipal Equipment Enterprises***

**BOROUGH OF LONGPORT**

RESOLUTION 2014-53

**A RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED COOPERATIVE PRICING AGREEMENTS FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 40A: 11-12a and NJAC 5:34-7.29(c )**

**WHEREAS**, the Borough of Longport, pursuant to N.J.S.A.40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contract entered into on behalf of the State Division of Purchase and Property in the Department of Treasury; and

**WHEREAS**, the Borough of Longport has the need to on a timely basis to purchase goods or services utilizing State contracts; and

**WHEREAS**, the Borough of Longport intends to enter into a contract with **Municipal Equipment Enterprises Contract # 82926** in amount not to exceed \$30,318.77 through this resolution and properly executed contracts, which shall be subject to all conditions applicable to the current State contracts;

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Longport authorizes the Purchasing Agent to purchase certain goods and services from Municipal Equipment Enterprises Contract # 82926 in an amount not to exceed \$30,318.77, pursuant to all conditions of the individual State contracts; and

**BE IT FURTHER RESOLVED**, that the Governing Body of the Borough of Longport, pursuant to N.J.A.C. 5:30-5.5(b) the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods and services are ordered or otherwise call for prior to placing the order, and a certification of availability of funds is made by the Chief Financial Officer; and

***Mayor Russo made motion and seconded by Commissioner Leeds. ALL AYES/no oppose***

***R2014-54 Authorizing Contracts with Certain Approved Cooperative Pricing Agreements for Contracting Units Pursuant to N.J.S.A. 40A: 11-12a and N.J.A.C. 5:34-7.29 (c) – KML***

**BOROUGH OF LONGPORT**

RESOLUTION 2014-54

**A RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED COOPERATIVE PRICING AGREEMENTS FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 40A: 11-12a and NJAC 5:34-7.29(c )**

**WHEREAS**, the Borough of Longport, pursuant to N.J.S.A.40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contract entered into on behalf of the State Division of Purchase and Property in the Department of Treasury; and

**WHEREAS**, the Borough of Longport has the need to on a timely basis to purchase goods or services utilizing State contracts; and

**WHEREAS**, the Borough of Longport intends to enter into a contract with **KML Technology, Inc. Contract # 83903** in amount not to exceed \$25,000 through this resolution and properly executed contracts, which shall be subject to all conditions applicable to the current State contracts; payments shall be \$12,500.00 in year 2014 and \$12,500.00 in year 2015;

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Longport authorizes the Purchasing Agent to purchase certain goods and services from Municipal Equipment Enterprise Contract # 83903 in an amount not to exceed \$25,000.00, pursuant to all conditions of the individual State contracts; and

**BE IT FURTHER RESOLVED**, that the Governing Body of the Borough of Longport, pursuant to N.J.A.C. 5:30-5.5(b) the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods and services are ordered or otherwise call for prior to placing the order, and a certification of availability of funds is made by the Chief Financial Officer; and

**Mayor Russo made motion and seconded by Commissioner Lawler. ALL AYES/no oppose**

**R2014-55 Awarding Professional Service Contract- Employee Assistance Program to ASSOCIATES FOR LIFE ENHANCEMENT**

**BOROUGH OF LONGPORT**  
**RESOLUTION #2014-55**  
**RESOLUTION AWARDING PROFESSIONAL SERVICE CONTRACT**  
**(EMPLOYEE ASSISTANCE PROGRAM)**

**WHEREAS**, the Borough of Longport has the need for a Borough Employee Assistance Program; and

**WHEREAS**, the local Public Contracts Law (N.J.S.A.40:11-1 et seq) exempts professional services from public advertising for bids which may be awarded by resolution of the governing body.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Borough of Longport, in the County of Atlantic and the State of New Jersey, as follows:

1. The Mayor of the Borough of Longport is hereby directed to execute and deliver a professional service contract for a one-year term commencing April 1, 2014 to March 31, 2015 as follows:

Description of Professional Service: Employee Assistance Program

Name of Professional: Associates for Life Enhancement, Inc. of Northfield, NJ

Cost: \$255.00 per month

2. Funds are available for this purpose and the required certificate of availability of funds issued by the Borough's Chief Financial Officer is annexed hereto.
3. A brief notice stating the nature, duration, service, reference to the contract regarding the amount and that this resolution and the contract are on file and available for public inspection in the Borough of Longport Clerk's Office.

4. All resolutions inconsistent herewith are hereby repealed, and this resolution shall be effective immediately.

*Commissioner Lawler made motion and seconded by Commissioner Leeds. ALL AYES/no oppose*

***R2014-56 Authorizing Longport Police Department to Participate in Mutual Aid/Emergency Response within the County of Atlantic***

**BOROUGH OF LONGPORT**

RESOLUTION 2014-56

**AUTHORIZING LONGPORT POLICE DEPARTMENT TO PARTICIPATE IN MUTUAL AID/ EMERGENCY RESPONSE WITHIN THE COUNTY OF ATLANTIC**

**WHEREAS**, Longport is one of 23 Municipalities located in Atlantic County, New Jersey and **WHEREAS**, this municipality maintains an organized Police Department under the jurisdiction of this Governing Body; and

**WHEREAS** this municipality may have an emergency with its boundaries requiring additional police assistance to protect life and property or to assist in suppressing a riot or disorder; and

**WHEREAS** a Municipality or Municipalities in Atlantic County may experience similar emergency requiring additional police assistance; and

**WHEREAS**, New Jersey Revised Statute 40A:14-156 and 1976 Supplement thereto authorize the Chief or other of any Municipal Police Department or the Mayor or Chief Executive Officer of the Municipality to request assistance from the Chief or other head of the Police Department or force of any Municipality within this County to provide aid during and after said emergency;

**NOW, THEREFORE BE IT RESOLVED** by this Governing Body of the Borough of Longport that it hereby authorizes and directs that the Chief or Head of the Police Department of this Municipality shall provide assistance to a Municipality or Municipalities in the County of Atlantic, making a valid request for same to supply such personnel and equipment as requested to extent possible without endangering person or property within its own municipality; and

**BE IT FURTHER RESOLVED** that this Municipality shall, upon providing assistance to another Municipality; assume the cost and expense of providing its personnel and equipment to the requesting Municipality except in such instances when and where the requesting Municipality receives State or Federal Aid by way of reimbursement. In such circumstances the costs incurred would then be submitted to the community requesting assistance; and

**BE IT FURTHER RESOLVED** that members of the police force suffering injury, or their legal representatives, if death results, while rendering assistance shall be entitled to all such benefits they would realize if injury or death occurred in the performance of duty in this Municipality; and

**BE IT FURTHER RESOLVED** that any member of a police force rendering assistance to another Municipality pursuant to this Resolution, shall have all the powers, authority, and immunities of the members of the police force of the Municipality to which to which assistance is rendered; and

**BE IT FURTHER RESOLVED** that the terms of this Resolution shall apply to all Municipalities of this County who adopt a similar Resolution or Ordinance substantially containing the terms set forth herein.

*Solicitor Pat Agnellini suggested to the Governing Body to have this resolution tabled citing more time is needed for review. Mayor Russo made motion to table the resolution and Commissioner Leeds seconded the motion. ALL AYES/no oppose. RESOLUTION TABLED*

**R2014-57 Award of Contract to Michael Angerman Landscaping, INC for 2014 Lawn Care and Spring Clean Up**

**BOROUGH OF LONGPORT  
ATLANTIC COUNTY – NEW JERSEY  
RESOLUTION 014 - 57  
AWARD OF CONTRACT TO  
MICHAEL ANGERMAN LANDSCAPING, INC.  
P.O. BOX 660  
NORTHFIELD, NJ 08225  
FOR THE  
2014 LAWN CARE & SPRING CLEAN UP  
At Various Locations**

**WHEREAS**, the Longport Public Works received six informal bids for the **Lawn Care & Spring Clean up at Various Locations**, which information is on file with the Chief Financial Official; and

**WHEREAS**, the Commissioner of Public Works has reviewed the Bid Proposals and has recommended award to the apparent lowest responsible Bidder, **MICHAEL ANGERMAN LANDSCAPING, INC.** of Northfield, New Jersey for their Total Bid Amount not to exceed \$13,250.00.

**NOW, THEREFORE, BE IT RESOLVED** by the Longport Borough Board of Commissioners that the recommendation of the Commissioner of Public Works is hereby accepted and that said Governing Body hereby awards, and the Chief Financial Officer is hereby authorized to execute Purchase Order/Contract for **LAWN CARE & SPRING CLEAN UP at Various Locations** to **MICHAEL ANGERMAN LANDSCAPING, INC.** of Northfield, New Jersey for a amount not to exceed \$13,250.00; and

**BE IT FURTHER RESOLVED** that a Certificate of Availability of Funds from the Municipal Chief Financial Officer is attached hereto.

*Commissioner Lawler made motion and seconded by Mayor Russo. ALL AYES/no oppose*

**R2014-58 Award of Contract to Brinkerhoff Environmental Services**

**BOROUGH OF LONGPORT  
ATLANTIC COUNTY – NEW JERSEY  
RESOLUTION 2014 - 58  
AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH  
BRINKERHOFF ENVIRONMENTAL SERVICES of MANASQUAN, N.J.  
FOR ENVIRONMENTAL SERVICES RELATING TO THE  
PUBLIC WORKS YARD**

**WHEREAS**, the Borough of Longport has been notified by the N.J.D.E.P. that there still remains a complaint about a reported gasoline spill at the Public Works Yard that apparently occurred in 1998; and

**WHEREAS**, the N.J.D.E.P. and Borough have been unable to locate files specifically dealing with a gasoline spill at the Public Works Yards; and

**WHEREAS**, it will be necessary to employ a Licensed Site Remediation Professional in order to investigate the site and provide the necessary documentation to the N.J.D.E.P. in order to resolve this matter; and

**WHEREAS**, **Brinkerhoff Environmental Services** is a Qualified and Licensed Site Remediation Professional and has been successfully employed by the Borough on previous environmental investigations; and

**WHEREAS**, **Brinkerhoff Environmental Services** has prepared a Proposal dated March 28, 2014 to address this situation and aid the Borough in resolution.

**NOW, THEREFORE BE IT RESOLVED** by the Governing Body of the Borough of Longport that it hereby accepts the Proposal from **Brinkerhoff Environmental Services** for the providing of Environmental Services for the investigation and resolution regarding a potential gasoline spill at the Public Works Site for an amount not to exceed \$6,700.00; and

**BE IT FURTHER RESOLVED**, that a Certificate of Availability of Funds from the Chief Financial Officer attached to this Resolution; and

**BE IT FURTHER RESOLVED** that a Notice of this Professional Services Contract shall be published at least once in the Atlantic City Press pursuant to the requirements of Chapter 198 of the New Jersey Laws of 1971.

**Mayor Russo made motion and seconded by Commissioner Leeds. ALL AYES/no oppose**

**R2014-59 Authorizing a Tax Refund due to Overpayment**

**BOROUGH OF LONGPORT**

**RESOLUTION 2014-59**

**AUTHORIZING A TAX REFUND DUE TO OVERPAYMENT**

**WHEREAS**, the below listed overpayment for the year designated is held in reserve by the Borough of Longport; and

**WHEREAS**, the 4<sup>th</sup> quarter of 2013 was paid by both National Title Agency and Corelogic creating an overpayment; and

**WHEREAS**, National Title Agency has requested the overpayment be refunded.

**NOW, THEREFORE, BE IT RESOLVED** by the Commission of the Borough of Longport that the following overpayment be refunded to National Title Agency.

**BE IT FURTHER RESOLVED** that certified copies of this resolution be forwarded to the Tax Collector and the Finance Officer by the Borough Clerk.

REFUND TO:	BLOCK	LOT	AMOUNT	YEAR
NATIONAL TITLE AGENCY	116	15.01	1353.12	2013

**Commissioner Lawler made motion and seconded by Commissioner Leeds. ALL AYES/no oppose**

**R2014-60 Authorizing Contracts with Certain Approved Cooperative Pricing Agreements for Contracting Units**

**BOROUGH OF LONGPORT**

**RESOLUTION 2014-60**

**A RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED COOPERATIVE PRICING AGREEMENTS FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 40A: 11-12a and NJAC 5:34-7.29(c )**

**WHEREAS**, the Borough of Longport, pursuant to N.J.S.A.40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contract entered into on behalf of the State Division of Purchase and Property in the Department of Treasury; and

**WHEREAS**, the Borough of Longport has the need to on a timely basis to purchase goods or services utilizing State contracts; and

**WHEREAS**, the Borough of Longport intends to enter into a contract with Municipal Equipment Enterprises Contract # T-0106 in amount not to exceed \$5,922.65 through this resolution and properly executed contracts, which shall be subject to all conditions applicable to the current State contracts;

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Longport authorizes the Purchasing Agent to purchase certain goods and services from Municipal Equipment Enterprises Contract # T-0106 in an amount not to exceed \$5,922.65, pursuant to all conditions of the individual State contracts; and

**BE IT FURTHER RESOLVED**, that the Governing Body of the Borough of Longport, pursuant to N.J.A.C. 5:30-5.5(b) the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods and services are ordered or otherwise call for prior to placing the order, and a certification of availability of funds is made by the Chief Financial Officer; and

*Commissioner Lawler made motion and seconded by Commissioner Leeds. ALL AYES/no oppose*

**R2014-61 Authorizing Contracts with Certain Approved Cooperative Pricing Agreements for Contracting Units/Aspire Technologies**

**BOROUGH OF LONGPORT**

RESOLUTION 2014-61

**A RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED COOPERATIVE PRICING AGREEMENTS FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 40A: 11-12a and NJAC 5:34-7.29(c )**

**WHEREAS**, the Borough of Longport, pursuant to N.J.S.A.40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contract entered into on behalf of the State Division of Purchase and Property in the Department of Treasury; and

**WHEREAS**, the Borough of Longport has the need to on a timely basis to purchase goods or services utilizing State contracts; and

**WHEREAS**, the Borough of Longport intends to enter into a contract with Aspire Technologies Contract # T-0106 in amount not to exceed \$6,998.96 through this resolution and properly executed contracts, which shall be subject to all conditions applicable to the current State contracts;

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Longport authorizes the Purchasing Agent to purchase certain goods and services from Aspire Technologies Contract # T-0106 in an amount not to exceed \$6,998.96, pursuant to all conditions of the individual State contracts; and

**BE IT FURTHER RESOVED**, that the Governing Body of the Borough of Longport, pursuant to N.J.A.C. 5:30-5.5(b) the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods and services are ordered or otherwise call for prior to placing the order, and a certification of availability of funds is made by the Chief Financial Officer; and

**Mayor Russo made motion and seconded by Commissioner Lawler. ALL AYES/no oppose**

**R2014-62 Approval of Change Order Number 1 for Municipal Hall & HVAC Improvements/Levy Construction**

**BOROUGH OF LONGPORT**  
ATLANTIC COUNTY- NEW JERSEY  
RESOLUTION 2014 - 62  
**APPROVAL OF CHANGE ORDER NUMBER 1 FOR  
THE MUNICIPAL HALL ADMINISTRATIVE OFFICES  
WINDOW AND HVAC IMPROVEMENTS  
LEVY CONSTRUCTION COMPANY**

**WHEREAS**, the Borough of Longport previously awarded a Contract per Resolution 2013-106 to **Levy Construction Company** in the amount of **\$325,600.00** for the **2013 Municipal Hall Administrative Offices Window and HVAC Improvements**; and

**WHEREAS**, during the course of construction, it was necessary to add work due to unforeseen and unanticipated conditions relative to the wall and floor coverings pertinent to the fan coil replacements and to provide for the successful completion of the Project; and

**WHEREAS**, the Project Architect has reviewed and recommended approval of the Wall/Floor Repair Change Order submitted by the **Levy Construction Company** in the amount of **\$6,142.87**; and

**WHEREAS**, the approval of Change Order Number 1 will now adjust the Original Contract Amount to an **Adjusted Contract Amount** of **\$331,742.87**, which results in a **1.9%** increase in Project cost.

**NOW, THEREFORE, BE IT RESOLVED** by the Longport Borough Commission that it hereby accepts the recommendation of the Project Architect and hereby approves Change Order Number 1 in the amount of **\$6,142.87** and adjusting the Final Contract Amount to **\$331,742.87**; and

**BE IT FURTHER RESOLVED**, that a Certificate of Available Funds issued by the Municipal Chief Financial Officer is attached hereto.

**Mayor Russo made motion and seconded by Commissioner Lawler. ALL AYES/no oppose**

❖ **BILL PAY LIST AND FINANCIAL REPORT SUMMARY**

*Commissioner Leeds read the Financial Report Summary into record. Public was asked if there were any questions for either the Financial Report or the Bill Pay List. Hearing none, Commissioner Leeds made motion to approve both and Commissioner Lawler seconded the motion. All Ayes/no oppose*

❖ **COMMISSIONERS' REPORTS**

*Mayor Russo announced "Family Time by the Bay" scheduled for August 2<sup>nd</sup> Navy Seal Challenge is July 30<sup>th</sup>- Longport annual event*

**WATER TOWER update- weather breaking and project should start soon  
Commissioner Leeds asked for an update on the Dunes and bulkhead replacement. Mr. Carter gave the update.**

**Commissioner Leeds mentioned the Social Luncheon sponsored today by Matt Vassallo.**

❖ **PUBLIC COMMENT- no public comment**

❖ **ADJOURNMENT- Commissioner Leeds made motion to adjourn and seconded by Commissioner Lawler. ALL AYES/no oppose**

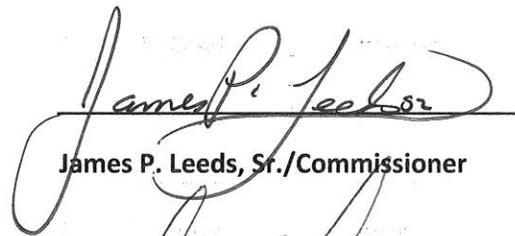
**Meeting adjourned at 5:05 pm**



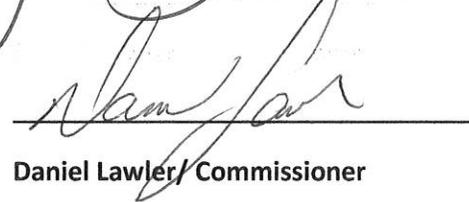
**Emilia R. Strawder/Municipal Clerk**



**Nicholas M. Russo/Mayor**



**James P. Leeds, Sr./Commissioner**



**Daniel Lawler/Commissioner**



P.O. Type: All  
Range: First to Last  
Format: Condensed

Open: N Paid: N Void: N  
Rcvd: Y Held: Y Aprv: N  
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
00018015	04/16/14	00155	JOHN SCOTT ABBOTT ESQ	ATTENDANCE AT PLANNING MEETING	Open	425.00	0.00
00021426	04/03/14	19064	EMERGENCY VEHICLE SERVICE,LLC	REPAIR SPOTLIGHT- LADDER 34	Open	130.00	0.00
00021427	04/08/14	10725	LEE'S EMERGENCY EQUIPMENT INC	MAINTENANCE OF EQUIP.	Open	209.73	0.00
00021428	04/08/14	18064	V.E. RALPH & SON, INC.	EMS SUPPLIES	Open	115.09	0.00
00021429	04/16/14	10752	P & W SERVICE CENTER	MOTOROLA MONITOR VI	Open	426.75	0.00
00021430	04/16/14	18559	ELECTRONIC MEASUREMENT LABS	CALIBRATE CO GAS PROBE/MISC	Open	181.52	0.00
00021431	04/16/14	18714	TREASURER, STATE OF NJ	FIRE OFFICIAL CERT - CLAYTON	Open	45.00	0.00
00021817	04/09/14	10583	COLMAR HOME CENTER	MISC HARDWARE SUPPLIES	Open	96.17	0.00
00022436	04/16/14	18832	ONE CALL CONCEPTS, INC	ONE CALL MESSAGES	Open	135.42	0.00
00022586	04/08/14	18658	DIVISION OF COMMUNITY AFFAIRS	TUNING FORK CERTIFICATES	Open	180.00	0.00
00022614	04/10/14	01147	WESTERN TERMITE & PEST CONTROL	PEST CONTROL SERVICES	Open	248.00	0.00
00022686	04/09/14	00304	FORD, SCOTT, & ASSOCIATES, LLC	AUDIT/BUDGET PREPARATION	Open	10,500.00	0.00
00022969	04/08/14	18831	POINT CAR WASH	CAR WASHES JAN-JUNE 2014	Open	432.00	0.00
00023331	04/08/14	10782	MCAA OF NJ	2014 MEMBERSHIP DUES - COURT	Open	45.00	0.00
00023335	04/08/14	10543	SJ COURT ADMIN ASSOC	MEMBERSHIP DUES	Open	45.00	0.00
00023526	04/09/14	00545	BILLOWS ELECTRIC SUPPLY	LIGHT BULBS	Open	227.88	0.00
00023598	04/10/14	19046	ATLANTIC TACTICAL	TELESCOPIC LADDER - PD	Open	283.24	0.00
00023644	04/08/14	18091	SYSTEMS FOR YOU , INC	ON SITE SERVICE	Open	90.00	0.00
00023646	04/16/14	18091	SYSTEMS FOR YOU , INC	ON SITE COMPUTER SERVICE	Open	180.00	0.00
00023648	04/09/14	18670	WATCHUNG SPRING WATER CO, INC.	WATER BOTTLES	Open	41.91	0.00
00023649	04/16/14	10710	GRAPHIC DESIGNS INTERNATIONAL	LETTERING FOR 14 CHEVY CARPICE	Open	176.56	0.00
00023977	04/08/14	00148	SOUTH JERSEY WELDING	CYLINDER RENTAL	Open	31.06	0.00
00023978	04/10/14	00148	SOUTH JERSEY WELDING	CYLINDER RENTS - PW	Open	56.94	0.00
00024016	04/16/14	18818	NEW ALBERTSONS INC	LUNCHEON SUPPLIES	Open	20.71	0.00
00024018	04/03/14	18826	FACTORY DIRECT PROMOS, INC	CRS INFO BAGS FOR RESIDENTS	Open	4,711.47	0.00
00024020	04/08/14	00696	SOUTH JERSEY OVERHEAD DOOR CO	REPAIR FIREHOUSE DOOR	Open	553.40	0.00
00024021	04/08/14	18883	MUNICIPAL RECORD SERVICE	UNIFORM TRAFFIC TICKETS	Open	385.00	0.00
00024022	04/03/14	00378	GENERAL CODE PUBLISHERS CORP	ECODE 360 ANNUAL MAINTENANCE	Open	1,195.00	0.00
00024024	04/16/14	10817	THE PRESS	PUBLIC NOTICES	Open	60.18	0.00
00024106	04/10/14	18169	JOHN STROEBELE	REFUND DUE TO TAX APPEAL 27/2	Open	2,578.75	0.00
00024107	04/16/14	18969	SJ MUNICIPAL TAX CONSULTING	TAX CONSULTING SERVICES	Open	325.00	0.00
00024108	04/16/14	19110	ROSE ENGEL, NAT'L TITLE AGENCY	TAX REFUND OVERPYMNT 116/15.01	Open	1,353.12	0.00
00024187	04/16/14	00575	CASA PAYROLL SERVICE	PAYROLL SERVICES	Open	434.50	0.00
00024272	04/08/14	10759	QC LABORATORIES	WATER TESTING	Open	172.00	0.00
00024297	04/09/14	01461	STETSON & CO	COFFEE - PW GARAGE	Open	122.00	0.00
00024299	04/09/14	00158	POMONA HEATING & COOLING LLC	HEATING OIL	Open	819.80	0.00
00024300	04/08/14	18804	UNIFIRST CORPORATION	PUBLIC WORKS UNIFORM EXPENSE	Open	424.80	0.00
00024304	04/08/14	19023	MOBILE LIFTS, INC.	ANNUAL ANSI SAFETY INSP.#L32	Open	602.50	0.00
00024327	04/09/14	18395	H.A. DeHART	SALT AWAY	Open	83.52	0.00
00024332	04/08/14	01438	GRAINGER, INC	FAN MOTOR - #3 WELLHOUSE	Open	166.81	0.00
00024333	04/08/14	01438	GRAINGER, INC	CLEAN-UP FOR GARDENING DEPT	Open	45.64	0.00
00024334	04/09/14	18652	GENTILINI	SEATBELT SUPPORT - L-34	Open	88.09	0.00
00024335	04/04/14	19108	PLAY SET PARTS	SWING SEAT/CHAIN - PLAYGROUND	Open	82.85	0.00
00024338	04/10/14	18272	LOWES/HOME IMPROVMENT WAREHSE	REPLACEMENT DOORS WELL #3	Open	259.62	0.00
00024406	04/08/14	10654	POLLARD WATER.COM	WATER & SEWER SUPPLIES	Open	112.93	0.00
00024410	04/08/14	10547	SEETON TURF WAREHOUSE LLC	LANDSCAPING SUPPLIES	Open	261.77	0.00
00024416	04/09/14	01458	ORCHARD'S HYDRAULICS INC.	REBUILD PLOW PUMP	Open	652.09	0.00
00024419	04/09/14	00294	HAJOCA CORPORATION	PIPE TO PUMP OUT DIESEL TANKS	Open	24.78	0.00
00024423	04/08/14	18811	LIBERTY PARKS & PLAYGROUND	MATERIALS FOR PLAYGROUND	Open	288.07	0.00
00024424	04/08/14	10632	VCS ELECTRONICS SYSTEMS	EMERGENCY EXIT LIGHT REPAIR-PD	Open	265.00	0.00

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
00024425	04/08/14	01458	ORCHARD'S HYDRAULICS INC.	HYDRAULIC HOSE - L-38	Open	127.79	0.00
00024427	04/08/14	01128	CHALIE MCLAUGHLIN	STREET SIGNS & SUPPLIES	Open	444.34	0.00
00024428	04/04/14	18205	HD SUPPLY WATERWORKS, LTD	NEW WATER METER SUPPLIES	Open	4,218.00	0.00
00024429	04/09/14	18525	TACTICAL PUBLIC SAFETY, LLC	BACKUP BATTERIES FOR RADIOS	Open	300.90	0.00
00024432	04/09/14	10547	SEETON TURF WAREHOUSE LLC	FERTILIZER&CHEMICAL FOR SEASON	Open	608.31	0.00
00024434	04/16/14	18374	OLD CAPE INC.	MULCH FOR PLAYGROUND	Open	227.50	0.00
00024436	04/16/14	01403	GALLOWAY NURSERY	FLOWERS FOR PARKS	Open	238.80	0.00
00024438	04/16/14	10784	MCNAUGHTON'S GARDEN CENTER	PART FOR FOUNTAIN - 30TH	Open	11.88	0.00
00024440	04/16/14	19111	GROVELAND CLEANERS	CLEAN DRAPES - MAYOR'S OFFICE	Open	80.00	0.00
00024441	04/16/14	18558	LED ELECTRICAL & MECHANICAL	REPAIR WATER TOWER LIGHT	Open	202.50	0.00
00024451	04/09/14	19109	CORPORATE APPAREL	SUMMER SHIRTS FOR PW	Open	263.88	0.00
00024452	04/08/14	01017	VENTNOR PRINT SHOP	BUSINESS CARDS - W TRINKLE	Open	129.00	0.00
00024453	04/09/14	18762	W.B. MASON CO., INC.	JANITORIAL/OFFICE SUPPLIES	Open	250.75	0.00
00024454	04/09/14	18109	TREAS.STATE OF NJ/NJ DCA	1ST QTR STATE TRAINING FEES	Open	2,497.00	0.00
00024455	04/09/14	00240	ACMJIF	1ST QTR JIF INSURANCE PAYMENTS	Open	64,415.00	0.00
00024507	04/10/14	00102	ATLANTIC COUNTY UTILITIES AUTH	TRASH COLLECTION FEE- MARCH	Open	4,281.25	0.00
00024508	04/10/14	00102	ATLANTIC COUNTY UTILITIES AUTH	RECYCLING COLLECTION - MARCH	Open	3,035.50	0.00
00024509	04/10/14	00102	ATLANTIC COUNTY UTILITIES AUTH	TIP FEES FOR WASTE DISPOSAL	Open	1,613.46	0.00
00024534	04/09/14	01427	MOSSMAN BUSINESS MACHINES	STAPLES/SERVICE FOR BLD COPIER	Open	200.00	0.00
00024535	04/08/14	01017	VENTNOR PRINT SHOP	BEACH BADGE FORMS (FOLDED)	Open	369.00	0.00
00024536	04/09/14	01107	STANDARD INSURANCE COMPANY	DENTAL INSURANCE - APRIL	Open	3,481.88	0.00
00024537	04/08/14	01461	STETSON & CO	COFFEE-BOROUGH HALL	Open	79.00	0.00
00024538	04/03/14	18815	RICHARD CARTER	REIMBURSEMENT FOOD - DEP MTNG	Open	148.10	0.00
00024539	04/16/14	01190	REGISTRARS' ASSOCIATION OF NJ	MEMBERSHIP STRAWDER/KELLY	Open	50.00	0.00
00024540	04/08/14	18762	W.B. MASON CO., INC.	OFFICE SUPPLIES	Open	400.89	0.00
00024545	04/03/14	10641	VERIZON	MONTHLY TELEPHONE SERVICE	Open	204.16	0.00
00024546	04/08/14	10760	CHARLES CAUFF T/A	QTRLY INSPECTION-14TH ST PUMP	Open	75.00	0.00
00024547	04/08/14	10535	EMR CORPORATION	QTRLY HVAC INSPECTION	Open	768.00	0.00
00024548	04/08/14	00197	STATE OF NEW JERSEY- PWT	PUBLIC SYS WATER TAX 1ST QTR	Open	120.56	0.00
00024651	04/10/14	00557	NJ CONFERENCE MAYORS	NJCM ANNUAL CONFERENCE - RUSSO	Open	295.00	0.00
00024652	04/10/14	01463	ATLANTIC COAST ALARM INC	SMOKE DETECTOR/SERVICE CALL	Open	387.00	0.00
00024653	04/11/14	19022	NAPA AUTO PARTS	MOTOR VEHICLE PARTS	Open	344.69	0.00
00024654	04/10/14	19017	BROWNSTEIN HYATT FARBER	PROFESSIONAL SERVICES - LEGAL	Open	2,570.75	0.00
00024655	04/10/14	18459	CITY OF MARGATE	SHARED SERVICE - MECHANIC	Open	1,182.50	0.00
00024656	04/11/14	01427	MOSSMAN BUSINESS MACHINES	COPIES OF MX2601 COPIER	Open	781.34	0.00
00024657	04/11/14	10665	SAM'S CLUB	MEMBERSHIP FEES	Open	43.13	0.00
00024659	04/16/14	18942	EASTERN AUTOPARTS WAREHOUSE	MOTOR VEHICLE PARTS	Open	104.29	0.00
00024660	04/14/14	01385	LAYNE-CHRISTENSEN COMPANY	REMOVAL WELL #3 PUMP	Open	2,875.00	0.00
00024661	04/14/14	18806	JOHNSON & WILSHIRE	GLOVES FOR PUBLIC WORKS	Open	363.75	0.00
00024662	04/14/14	18877	JEFCO EQUIPMENT SUPPLIES	DOG WASTE CONTAINERS	Open	260.00	0.00
00024663	04/14/14	18652	GENTILINI	MOTOR VEHICLE PARTS	Open	552.71	0.00
00024665	04/16/14	18593	JASINSKI	PROFESSIONAL SERVICES - LEGAL	Open	1,120.00	0.00
00024666	04/16/14	18472	PETROLEUM TRADERS CORPORATION	FUEL	Open	6,681.52	0.00
00024667	04/16/14	18614	MAGELLAN HILL TECHNOLOGIES	MONTHLY TELEPHONE SERVICE	Open	2,014.68	0.00
00024668	04/16/14	18804	UNIFIRST CORPORATION	PUBLIC WORKS UNIFORM EXPENSE	Open	435.31	0.00
00024669	04/16/14	01401	PITNEYBOWES RESERVE ACCOUNT	REFILL POSTAGE MACHINE	Open	2,000.00	0.00
00024670	04/16/14	00108	ATLANTIC CITY ELECTRIC	ELECTRICITY - STREET LIGHTS	Open	4,053.61	0.00
00024671	04/16/14	00108	ATLANTIC CITY ELECTRIC	ELECTRICITY - GENERAL	Open	4,860.57	0.00
13-00153	10/24/13	19076	WHITEMARSH CORPORATION	INSTALLATION OF DIESEL TANK	Open	39,885.17	0.00
13-00159	10/24/13	19079	LEVY CONSTRUCTION	WINDOW REPLACMENT/HVAC IMPRVMT	Open	88,899.72	0.00
13-00170	12/20/13	00112	TRICO EQUIPMENT	2014 BACKHOE LOADER	Open	48,746.00	0.00
13-00171	12/20/13	18732	WITMER PUBLIC SAFETY GROUP	FIRE DEPART GEAR	Open	3,868.00	0.00
14-00001	01/09/14	18815	RICHARD CARTER	PROFESSIONAL SERVICE-ENGINEER	Open	6,200.00	0.00
14-00002	01/10/14	18485	OTIS ELEVATOR	ELEVATOR MAINTENANCE JAN-DEC	Open	180.00	0.00

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
14-00006	01/15/14	00304	FORD, SCOTT, & ASSOCIATES, LLC 2014 AUDIT/BUDGET PREPARATION	Open	2,000.00	0.00	
14-00007	01/15/14	18731	KEY EQUIPMENT FINANCE COPIER - POLICE DEPT	Open	110.00	0.00	
14-00008	01/15/14	18731	KEY EQUIPMENT FINANCE COPIER - CLERK'S OFFICE	Open	142.84	0.00	
14-00009	01/15/14	18910	WELLS FARGO FINANCIAL LEASING SHARP COPIERS - BUILDING DEPT	Open	161.17	0.00	
14-00010	01/15/14	18814	PACIFICO AGNELLINI PROFESSIONALS SERVICES- LEGAL	Open	2,114.58	0.00	
14-00011	01/17/14	10576	VERIZON WIRELESS MOBILE DATA TERMINALS - PD	Open	182.58	0.00	
14-00012	01/17/14	10576	VERIZON WIRELESS MOBILE PHONE CHARGES - PD	Open	40.01	0.00	
14-00013	01/17/14	10576	VERIZON WIRELESS WIRELESS AIR CARD - OEM	Open	38.01	0.00	
14-00014	01/21/14	10576	VERIZON WIRELESS MOBILE PHONE CHARGES - UTILITY	Open	53.73	0.00	
14-00015	01/22/14	10576	VERIZON WIRELESS WIRELESS AIRCARD -TAX ASSESSOR	Open	40.01	0.00	
14-00016	01/22/14	18373	COMCAST CABLE INTERNET SERVICE - BORO HALL	Open	70.60	0.00	
14-00017	01/22/14	18373	COMCAST CABLE INTERNET SERVICE - PD	Open	119.85	0.00	
14-00018	01/22/14	18373	COMCAST CABLE INTERNET SERVICE- FIRE DEPT	Open	80.60	0.00	
14-00019	01/22/14	18373	COMCAST CABLE INTERNET SERVICE- PW	Open	72.63	0.00	
14-00020	01/22/14	18869	HORIZON EYE CARE VISION SERVICES - JAN-DEC 2014	Open	259.00	0.00	
14-00027	02/17/14	19097	TRUIS, Inc. SWENSON SPREADER PARTS	Open	1,017.92	0.00	
14-00033	02/28/14	00167	MUNICIPAL EMERGENCY SERVICES FIREARM SUPPLIES	Open	764.71	0.00	
14-00035	03/04/14	18863	EAGLE POINT GUN AMMUNITION	Open	1,459.20	0.00	
14-00038	03/12/14	18335	ACTION JANITORIAL, INC JANITORIAL SERVICES - FEB-JUNE	Open	1,239.00	0.00	
14-00039	03/19/14	18801	ORIENTAL TRADING EASTER EGG HUNT SUPPLIES	Open	87.49	0.00	
14-00041	03/20/14	18623	PRO-VENT, INC CODE BOXES - CONSTRUCTION DEPT	Open	720.95	0.00	
14-00042	04/01/14	18863	EAGLE POINT GUN AMMUNITION	Open	1,774.92	0.00	
14-00043	04/03/14	18203	OLD DOMINION BRUSH STREET SWEEPER BRUSHES	Open	732.13	0.00	
14-00047	04/10/14	18967	BUCKS & SON ELECTRICAL SVC INC FH ELECTRICAL REPAIRS - SANDY	Open	5,860.00	0.00	
14-00049	04/16/14	19035	WELLS FARGO BANK, N.A. BP - WOMEN'S BOARD SHORTS	Open	355.45	0.00	
14-00050	04/16/14	19109	CORPORATE APPAREL SUMMER SHIRTS - PW	Open	791.64	0.00	

Total Purchase Orders: 131 Total P.O. Line Items: 188 Total List Amount: 358,227.88 Total Void Amount: 0.00

Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total
CURRENT FUND	3-01	9,728.00	0.00	9,728.00	0.00
CURRENT FUND	4-01	159,503.20	0.00	159,503.20	0.00
Utility Department	4-09	8,330.79	0.00	8,330.79	0.00
Year Total:		167,833.99	0.00	167,833.99	0.00
CAPITAL FUND	C-04	137,645.72	0.00	137,645.72	0.00
WATER AND SEWER CAPITAL	C-08	42,760.17	0.00	42,760.17	0.00
Year Total:		180,405.89	0.00	180,405.89	0.00
GRANT FUND	G-02	260.00	0.00	260.00	0.00
Total of All Funds:		358,227.88	0.00	358,227.88	0.00

Additional Wire Transfers/ Manual Checks:

CURRENT FUND:

State Health Benefit Payment	\$51,560.89
PERS Annual Appropriation Bill	\$101,819.00
PFRS Annual Appropriation Bill	\$278,730.00

UNEMPLOYMENT FUND:

RECREATION FUND:

ANIMAL CONTROL FUND:

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TOTAL FOR ALL FUNDS.....\$790,337.77