

AGENDA
REGULAR MEETING OF THE
BOROUGH OF SHIP BOTTOM
AUGUST 27, 2024
6:30 PM

This Agenda Tentative and Subject to Change

1. CALL CAUCUS TO ORDER

The Mayor called the meeting to order at 6:32 P.M.

2. FLAG SALUTE AND PRAYER

The Mayor led the flag salute, and the Deputy Clerk read the prayer.

3. STATEMENT OF NOTICE

The Deputy Clerk read the Statement of Notice.

4. ROLL CALL

The Deputy Clerk took a roll call, and the following were present:

COUNCILMAN VALYO
COUNCIL PRESIDENT ENGLISH
COUNCILMAN BUTKUS
COUNCILMAN HARTMAN
MAYOR HUELSENBECK

Councilman Tallon was absent.

Also present:

Kathleen Flanagan, CFO/Borough Coordinator, Sara Dela Cruz, Deputy Municipal Clerk.

5. CAUCUS DISCUSSION

1. Land Use Board Letter from the Variance Review Subcommittee
The Mayor stated the Land Use Review Board forwarded a subcommittee report recommending changes within Chapter 16 pertaining to undersized lots. The Mayor advised council will create their own subcommittee with the following councilmen for further review: Councilman Valyo, Councilman English, Mayor Huelsenbeck.

6. CALL REGULAR MEETING TO ORDER

The Mayor opened the regular meeting at 6:34 P.M.

7. APPROVAL OF MINUTES

With a motion by Councilman Hartman, seconded by Councilman Valyo, and a roll call with four in the affirmative, the Mayor approved the minutes as presented.

July 23, 2024 Regular Meeting
August 13, 2024 Special Meeting

8. NEW BUSINESS

The Deputy Clerk read each resolution by title. The Mayor asked for a motion and second for each. The vote is depicted within each resolution.

1. Resolution 2024-147 Bills List
RESOLUTION 2024-147
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING THE PAYMENT OF MUNICIPAL BILLS
IN THE AMOUNT OF \$318,489.32

WHEREAS, the Finance Committee of the Borough of Ship Bottom has examined the vouchers presented for payment.

NOW, THEREFORE BE IT RESOLVED that the approved vouchers in the amount of \$318,489.32 to be authorized to be paid upon verification of the Chief Financial Officer that there is sufficient money in the appropriated accounts, subject to adequate signatures and funding.

Motion: Councilman Hartman

Second: Councilman English

Dated: August 27, 2024

Roll Call: Valyo, English, Butkus, Hartman, all aye. Tallon absent.

CERTIFICATION

I, Sara Dela Cruz, Deputy Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing Resolution was duly adopted by the Governing Body at a special meeting held on August 27, 2024.

AGENDA
REGULAR MEETING OF THE
BOROUGH OF SHIP BOTTOM
AUGUST 27, 2024
6:30 PM

Sara Dela Cruz, RMC
Deputy Municipal Clerk

2. Resolution 2024-148 Authorizing Application for Local Arts Program Grant

RESOLUTION 2024-148
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING THE APPLICATION FOR AN
OCEAN COUNTY CULTURAL AND HERITAGE COMMISSION
“LOCAL ARTS PROGRAM” (LAP)

WHEREAS, the Ocean County Cultural and Heritage Commission has announced that funding is available from the “Local Arts Program” to qualifying nonprofit organizations to promote history in Ocean County; and

WHEREAS, grant funds are available for 2025.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Ship Bottom, County of Ocean, hereby authorize Kelley Nash to prepare and submit an application for Grant Funding under the Ocean County Cultural & Heritage Commission’s 2024 Local Art Program [LAP] 2025 Grant to provide funding for The Summer Concert Series.

Motion: Councilman Butkus
Second: Councilman English
Dated: August 27, 2024
Roll Call: Valyo, English, Butkus, Hartman, all aye. Tallon absent.

CERTIFICATION

I, Sara Dela Cruz, RMC, Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing Resolution was duly adopted by the Governing Body at a regular meeting held on August 27, 2024.

Sara Dela Cruz, RMC
Deputy Municipal Clerk

3. Resolution 2024-149 Membership to SBVFC

RESOLUTION 2024-149
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
RATIFYING MEMBERSHIPS IN THE SHIP BOTTOM VOLUNTEER FIRE COMPANY NO 1
ALEXANDER JAMES ROMAN, FRANK J. RUNZA, JESSE JAMES VIOLANTE

WHEREAS, Alexander James Roman, Frank J. Runza, and Jesse James Violante have applied to become members within the Ship Bottom Volunteer Fire Company No. 1; and

NOW, THEREFORE, BE IT RESOLVED, that the applications of Alexander James Roman, Frank J. Runza, and Jesse James Violante have been received and reviewed by the Mayor and Council of the Borough of Ship Bottom, County of Ocean, State of New Jersey,

BE IT FURTHER RESOLVED, that the Governing Body of the Borough of Ship Bottom hereby ratifies the memberships of Alexander James Roman, Frank J. Runza, and Jesse James Violante, in the Ship Bottom Volunteer Fire Company No. 1.

Motion: Councilman Valyo
Second: Councilman English
Dated: August 27, 2024
Roll Call: Valyo, English, Butkus, Hartman, all aye. Tallon absent.

CERTIFICATION

I, Sara Dela Cruz, RMC, Deputy Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing resolution was duly adopted by the Municipal Council of the Borough of Ship Bottom at a regular meeting held on the 27th day of August, 2024, a quorum being present and voting in the majority.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 27th day of August, 2024.

Sara Dela Cruz, RMC
Deputy Municipal Clerk

4. Resolution 2024-150 Appointment of Class II Officer
Chief of Police Jon Potter stated this will fill a position for Class II Officer, the gentleman passed background inspections, lives locally, and is fortunate to add him to the team.

**AGENDA
REGULAR MEETING OF THE
BOROUGH OF SHIP BOTTOM
AUGUST 27, 2024
6:30 PM**

Dated: August 27, 2024
Roll Call: Valyo, English, Butkus, Hartman, all aye. Tallon absent.

CERTIFICATION

I, Sara Dela Cruz, Deputy Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing Resolution was duly adopted by the Governing Body at a regular meeting held on August 27, 2024.

Sara Dela Cruz, RMC
Deputy Municipal Clerk

7. Resolution 2024-153 Appointment of the Land Use Board Member
RESOLUTION 2024-153
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
RATIFYING APPOINTMENT TO THE
LAND USE REVIEW BOARD

NOW, THEREFORE, BE IT RESOLVED, that the following appointment to the Land Use Review Board has been made by the Mayor and are hereby ratified by the Borough Council:

Alternate #2 (2-year term) Jackie Valerio
Expiration 12/31/2024
Filling an unexpired term for
James Bishop

Motion: Councilman English
Second: Councilman Butkus
Dated: August 27, 2024
Roll Call: Valyo, English, Butkus, Hartman, all aye. Tallon absent.

CERTIFICATION

I, Sara Dela Cruz, Deputy Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing Resolution was duly adopted by the Governing Body at the Reorganization Meeting held on August 27, 2024.

Sara Dela Cruz, RMC
Deputy Municipal Clerk

8. Resolution 2024-154 Family Leave Act
RESOLUTION 2024-154
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY
AUTHORIZING EXTENDED LEAVE

NOW, THEREFORE BE IT RESOLVED that the governing body of the Borough of Ship Bottom hereby authorizes extended leave for employee #493, starting date, September 24, 2024, with a return date to be determined, under the New Jersey Family Medical Leave Act.

Motion: Councilman Valyo
Second: Councilman Butkus
Dated: August 27, 2024
Roll Call: Valyo, English, Butkus, Hartman, all aye. Tallon absent.

CERTIFICATION

I, Sara Dela Cruz, Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing resolution was duly adopted by the Governing Body at a Regular Meeting on Tuesday, August 27, 2024.

Sara Dela Cruz, RMC
Deputy Municipal Clerk

ORDINANCES FOR INTRODUCTION

1. Ordinance 2024-21 Bonfire Restriction
The Mayor asked for a motion to introduce Ordinance 2024-21. Councilman Valyo made a motion to introduce, seconded by Councilman English. A roll call vote was heard with four affirmative, none opposed. The Mayor expressed that there will be a public hearing on the Ordinance at the September 24, 2024 Council Meeting, and that the Ordinance will be available for viewing.

ORDINANCE 2024-21C
ORDINANCE OF THE BOROUGH OF SHIP BOTTOM, COUNTY OF OCEAN, STATE
OF NEW JERSEY, AMENDING CHAPTER 12.12, WHICH PERTAINS TO CONDUCT IN
BEACH AND BAY AREAS

AGENDA
REGULAR MEETING OF THE
BOROUGH OF SHIP BOTTOM
AUGUST 27, 2024
6:30 PM

STATEMENT OF PURPOSE

The purpose of this ordinance is to amend Chapter 12.12 to revise and clarify the regulations relating to bonfires on beaches.

SECTION I
§12.12.040A is repealed and replaced with the following.

A. Bonfires. No bonfire or any other type of open-air fire is permitted on any beach or bay areas, and open burning of any kind is prohibited on public property, including beaches, beach paths, streets, sidewalks, and public recreation areas.

SECTION II
All ordinances, or parts of ordinances, inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

SECTION III
If any word, phrase, clause, section, or provision of this ordinance shall be found by any Court of competent jurisdiction to be unenforceable, illegal, or unconstitutional, such word, phrase, clause, section, or provision shall be severable from the balance of the ordinance and the remainder of the ordinance shall remain in full force and effect.

Effective date.

This ordinance shall take effect after final adoption and publication as required by law.

NOTICE

Public Notice is hereby given that the foregoing Ordinance was introduced and passed on the first reading at a regular meeting of the Mayor and Council of the Borough of Ship Bottom, County of Ocean, State of New Jersey, held on Tuesday, August 27, 2024, at 6:30 p.m.

Further public notice is hereby given that said ordinance shall be considered for final passage and adoption at a regular meeting of the Mayor and Council to be held on September 24, 2024, at 6:30 p.m. at the Municipal Building, 1621 Long Beach Boulevard, Ship Bottom, New Jersey 08008.

Sara Dela Cruz, RMC
Deputy Municipal Clerk

2. Bond Ordinance 2024-22 Purchasing DPW and Police Vehicles
The Mayor asked for a motion to introduce Bond Ordinance 2024-22. Councilman Hartman made a motion to introduce, seconded by Councilman Valyo. A roll call vote was heard with four in the affirmative, none opposed. The Mayor expressed that there will be a public hearing on the Ordinance at the September 24, 2024 Council Meeting, and that the Ordinance will be available for viewing.

BOROUGH OF SHIP BOTTOM
COUNTY OF OCEAN

BOND ORDINANCE NO. 2024-22
BOND ORDINANCE PROVIDING FOR THE ACQUISITION OF VARIOUS POLICE AND PUBLIC WORKS VEHICLES, APPROPRIATING \$400,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$300,000 BONDS AND NOTES TO FINANCE A PORTION OF THE COSTS THEREOF, AUTHORIZED IN AND BY THE BOROUGH OF SHIP BOTTOM, IN THE COUNTY OF OCEAN, NEW JERSEY

BE IT ORDAINED by the BOROUGH COUNCIL OF THE BOROUGH OF SHIP BOTTOM, IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring), AS FOLLOWS:

Section 1. The improvements described in Section 3 of this bond ordinance are hereby authorized as general improvements to be undertaken in and by the Borough of Ship Bottom, in the County of Ocean, New Jersey (the "Borough"). For the improvements or purposes described in Section 3, there is hereby appropriated the sum of \$400,000, said sum being inclusive of all appropriations heretofore made therefor, including the sum \$100,000 as the down payment for said purposes as required by the Local Bond Law, N.J.S.A. 40A:2-1 et seq., now available by virtue of provision from 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 \$300,000, 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 improvements hereby authorized to be undertaken consist of the acquisition of various police and public works vehicles, 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

AGENDA
REGULAR MEETING OF THE
BOROUGH OF SHIP BOTTOM
AUGUST 27, 2024
6:30 PM

the Borough Clerk, as finally approved by the governing body of the Borough.

(b) The estimated maximum amount of bonds or notes to be issued for the improvements or purposes described in Section 3(a) hereof is \$300,000, as stated in Section 2 hereof.

(c) The estimated cost of the improvements or purposes described in Section 3(a) hereof is \$400,000, which is equal to the amount of the appropriation herein made therefor. The excess of the appropriation of \$400,000 over the estimated maximum amount of bonds or notes to be issued therefor being the amount of said \$100,000 down payment for said purposes.

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 additional 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 five (5) 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 bond ordinance by \$300,000 and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$8,000 for interest on said obligations, costs of issuing said obligations, engineering costs, legal fees and other items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included as part of the cost of said improvements and is included in the estimated cost indicated herein for said improvements.

(e) To the extent that 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.

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.

AGENDA
REGULAR MEETING OF THE
BOROUGH OF SHIP BOTTOM
AUGUST 27, 2024
6:30 PM

NOTICE

Public Notice is hereby given that the foregoing Ordinance was introduced and passed on the first reading at a regular meeting of the Mayor and Council of the Borough of Ship Bottom, County of Ocean, State of New Jersey, held on Tuesday, August 27, 2024, at 6:30 p.m.

Further public notice is hereby given that said ordinance shall be considered for final passage and adoption at a regular meeting of the Mayor and Council to be held on September 24, 2024, at 6:30 p.m. at the Municipal Building, 1621 Long Beach Boulevard, Ship Bottom, New Jersey 08008.

Sara Dela Cruz, RMC
Deputy Municipal Clerk

9. OLD BUSINESS

1. 2024-19 No Parking Central Ave 16th-17th Street-East Side

PUBLIC COMMENT

The Mayor opened the floor for comment on Ordinance 2024-19, with a motion made by Councilman Butkus, seconded by English, all were in favor.

With no one wishing to speak, the Mayor closed the floor on a motion made by Councilman English, seconded by Councilman Valyo.

Councilman English made a motion to approve Ordinance 2024-19, seconded by Councilman Butkus. A roll call vote was heard with four in the affirmative, none opposed.

ORDINANCE 2024-19C

ORDINANCE OF THE BOROUGH OF SHIP BOTTOM, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING CHAPTER 10-20, WHICH PERTAINS TO TRAFFIC SCHEDULES

STATEMENT OF PURPOSE

The purpose of this ordinance is to amend Chapter 10.20 to revise parking regulations relating to vehicles.

SECTION I

§10.20.010 is amended to add the following street, side, and location to the prohibited parking regulations

Name of Street	Side	Location
Central Avenue	East	Between West 16 th Street and West 17 th Street

SECTION II

§10.20.030, §10.20.040, and §10.20.060 are repealed and replaced with the following.

§10.08.030 Parking prohibited at all times on certain streets.

No person shall park or temporarily park a vehicle or cause a standing vehicle at any time upon any of the streets or parts of streets described in Schedule I listed in Chapter 10.20.

§10.08.040 Parking time limited on certain streets.

No person shall park a vehicle for longer than the time limit shown and at any time between the hours listed on any day upon any of the streets or parts of streets described in Schedule II listed in Chapter 10.20. No person shall park or temporarily park a vehicle or cause a standing vehicle during the time periods prohibited in Chapter 10.20.

§10.08.060 Parking beyond street ends prohibited.

No person shall park or temporarily park a vehicle or cause a standing vehicle at any time beyond the oceanside end of any street. The street end shall be designated on each street by a white line on the pavement and a sign indicating the prohibited area.

SECTION II

All ordinances, or parts of ordinances, inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.

SECTION III

If any word, phrase, clause, section, or provision of this ordinance shall be found by any Court of competent jurisdiction to be unenforceable, illegal, or unconstitutional, such word, phrase, clause, section, or provision shall be severable from the balance of the ordinance and the remainder of the ordinance shall remain in full force and effect.

Effective date.

**AGENDA
REGULAR MEETING OF THE
BOROUGH OF SHIP BOTTOM
AUGUST 27, 2024
6:30 PM**

This ordinance shall take effect after final adoption and publication as required by law.

NOTICE

Public Notice is hereby given that the foregoing Ordinance was introduced and passed on the first reading at a regular meeting of the Mayor and Council of the Borough of Ship Bottom, County of Ocean, State of New Jersey, held on Tuesday, July 23, 2024, at 6:30 p.m.

Further public notice is hereby given that said ordinance shall be considered for final passage and adoption at a regular meeting of the Mayor and Council to be held on August 27, 2024, at 6:30 p.m. at the Municipal Building, 1621 Long Beach Boulevard, Ship Bottom, New Jersey 08008.

Kristy DeBoer, RMC
Municipal Clerk

CERTIFICATION

I, Sara Dela Cruz, RMC, Deputy Municipal Clerk for the Borough of Ship Bottom do hereby certify that the foregoing Ordinance 2024-19C was duly adopted by the Mayor and Council at the meeting held on August 27, 2024, at 6:30 p.m.

Sara Dela Cruz, RMC
Deputy Municipal Clerk

2. Ordinance 2024-20 Revised Curb, Sidewalk and Fence
The Deputy Clerk stated Ordinance 2024-20 will be postponed due to the Land Use Review Board not receiving said ordinance in a timely manner for their review. The public hearing and final passage will be on September 24, 2024.

10. **CORRESPONDENCE**

The Mayor asked for a motion to approve the correspondence. Councilman Butkus made a motion, seconded by Councilman English. A roll call vote was heard with four in the affirmative, none opposed. Councilman Tallon was absent.

1. Wedding Ceremony Sunset Point, May 10, 2025, Kelsey/Jansen
2. Ship Bottom Police Department Pickleball (Pickleball VS. Police)
3. Association of Surf Angling Club surf fishing tournament, October 12, 2024

11. **NEW BUSSINESS CONT.**

9. Resolution 2024-145 Appointment of Councilmember
The Mayor stated council was given three names to be nominated as councilperson to fulfill the unexpired term. Councilman Hartman made a motion to nominate Mary Basile to fulfill the unexpired term, Councilman English seconded the motion. The Mayor called for other nominations. Seeing none, On motion made by Councilman Hartman, seconded by Councilman English, Mary Basile was nominated as Councilwoman.

**RESOLUTION 2024-145
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPOINTING MARY BASILE
TO FILL UNEXPIRED TERM OF COUNCILMEMBER**

WHEREAS, the governing body has a vacancy within its members; and
WHEREAS, the governing body has a vacancy due to the resignation of Peter Rossi as of August 1, 2024; and

WHEREAS, Peter Rossi's term as councilman was from January 1, 2022 until December 31, 2024; and

WHEREAS, the Mayor and Council are required to fill an unexpired term of a council member within 30 days of vacancy; and

WHEREAS, it was recommended that the unexpired term be filled by Mary Basile.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Ship Bottom, appoint Mary Basile as councilwoman to the governing body for the unexpired term ending December 31, 2024, effective immediately.

**AGENDA
REGULAR MEETING OF THE
BOROUGH OF SHIP BOTTOM
AUGUST 27, 2024
6:30 PM**

Motion: Councilman Hartman
Second: Councilman English
Dated: August 27, 2024
Roll Call: Valyo, English, Butkus, Hartman, all aye. Tallon absent.

CERTIFICATION

I, Sara Dela Cruz, Deputy Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing Resolution was duly adopted by the Mayor and Borough Council at a regular meeting held on August 27, 2024.

Sara Dela Cruz, RMC
Deputy Municipal Clerk

10. OATH OF OFFICE TO NEWLY ELECTED COUNCILMEMBER
The clerk administered the Oath of Office for Councilwoman Mary Basile.

The Mayor and Council congratulated Mrs. Basile on her new appointment as councilwoman.

**11. Resolution 2024-146 Ratifying Committee Appointments
RESOLUTION 2024-146
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
RATIFYING THE COMMITTEE APPOINTMENTS FOR 2024**

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Ship Bottom, County of Ocean, that the following committee appointments are ratified for 2024:

REVENUE AND FINANCE

Chairman: David Hartman
Member: Tom Tallon
Member: Edward English

PUBLIC WORKS

Chairman: Joseph Valyo
Member: Robert Butkus
Member: David Hartman

PARKS AND RECREATION

Chairman: Edward English
Member: Robert Butkus
Member: Mary Basile

PUBLIC SAFETY

Chairman: Tom Tallon
Member: Edward English
Member: Joseph Valyo

PUBLIC PROPERTY

Chairman: Mary Basile
Member: Tom Tallon
Member: Joseph Valyo

WATER/SEWER

Chairman: Robert Butkus
Member: Mary Basile
Member: David Hartman

Motion: Councilman English
Second: Councilman Valyo
Dated: August 27, 2024

Roll Call: Valyo, English, Butkus, Hartman, Basile, all aye. Tallon absent.

CERTIFICATION

I, Sara Dela Cruz, Deputy Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing Resolution was duly adopted by the Governing Body at the Reorganization Meeting held on August 27, 2024.

Sara Dela Cruz, RMC
Deputy Municipal Clerk

12. COMMITTEE REPORTS

Mayor's Report

**AGENDA
REGULAR MEETING OF THE
BOROUGH OF SHIP BOTTOM
AUGUST 27, 2024
6:30 PM**

CODE ENFORCEMENT	Verbal Warnings	Written Warnings	Summons
Garbage Container	7	38	1
Recycling Container	6	39	1
Trailer Parked on Streets	0	5	0
Construction Equipment/ Street Obstruction	4	2	1
Temporary Storage Units	0	1	0
Illegal Sign/No Parking Cones	4	0	0
Unfit Properties	3	5	1
Fiberglass/Dry Cutting Pavers	5	0	0
Uncovered Dumpsters	0	4	0
Seasonal: Dogs on beaches	5	0	0
TOTALS:	34	94	4

CERTIFICATE OF OCCUPANCY INSPECTIONS 5 TOTAL ALL PASSED

The Mayor wanted to reiterate the dangers of dry cutting pavers. He explained the material called silica being hazardous to one's health. He stated should anyone see pavers being cut dry to contact Code Enforcement.

Parks and Recreation

Councilman Edward English

Councilman English read the following reports and gave a breakdown:
2024 Recreation Badge sales as of 2024 is at \$11,420.00, whereas in 2023 it was \$13,800.00 with a difference of \$2,380.00.
2024 Beach Badge sales as of 2024 is at \$923,354.00, whereas in 2023 it was \$936,500.00 with a difference of \$13,146.00.
Boat Ramp sales as of 2024 is at \$42,345.00, whereas in 2023 it was \$40,350.00 with a difference of \$1,995.00.

Councilman English read the Beach Operations Reports.

Beach attendance:	200,430	Swimmers:	30,960
Surfers:	5,703	First Aid Minor:	271
First Aid Major:	3	Assists:	360
Saves:	28	Lost Children:	29
Preventative Actions:	6,599		

Councilman English stated Keith Stokes, Beach Operations Supervisor, thanks all the Borough Departments for their support through this summer season. He also stated 15th and 20th street beaches will have lifeguards on duty September 3-30, 2024 from 10 A.M. to 6 P.M. daily.

Water/Sewer

Councilman Robert Butkus

Councilman Butkus read the Water & Sewer Superintendent's Report for July 2024.
 The Water Treatment Plant pumped 17,688,000 gallons of water.
 Councilman Butkus read the Financial Report from July 23, 2024 to August 27, 2024 stating water payments are at \$26,536.59 and sewer payments are at \$36,605.04 totaling to \$63,168.63.

Public Works

Councilman Joseph Valyo

Councilman Valyo read the Department of Public Works Report. Cleaned the beach with beach rake, dumped trash and recycling cans on beaches and bay beach, cleaned sand from beach walkways and entrances, cut lawns, metal pickups, Police Department car repairs, cleaned 3rd street yard, finished repairs on boat ramp pavilion, repaired bay beach fence, concert preparations, painted curbs on Central Avenue, repaired gazebo at boat ramp.

The council asked if Councilwoman Mary Basile had anything to add, to the reports.

Councilwoman Basile stated she is excited to work with council and happy to be a part of the council.

Mayor Huelsenbeck stated the borough has been receiving criticism regarding the school property. He stated that the council is in reactive mode, not pro building mode. He reiterated the borough has only had dialogue with the builder, not the school board. He further stated he wanted the public to be aware the council, staff and employees of the borough have no knowledge of the transaction between the school board and the developer.

Mayor William Huelsenbeck mentioned if the public would like to make any donations to the Surf City First Aid Squad it would be greatly appreciated. He mentioned the town is now in good hands with the new First Aid Squad.

AGENDA
REGULAR MEETING OF THE
BOROUGH OF SHIP BOTTOM
AUGUST 27, 2024
6:30 PM

13. PUBLIC COMMENT

A motion made by Councilman Butkus, seconded by Councilman English, and an all in favor vote, the mayor opened the meeting to the public.

John Montone, 323 W. 18th Street, representing the Tax Payers Association, asked for a progress report on their proposal beautify the business district. He had concerns with the concrete structures located on West 5th Street and Barnegat, saying the location is filling up with water, becoming a breeding ground for mosquitos, children climbing on the structures, and the area is hazardous. Mr. Montone stated he forwarded a letter to the Mayor and Council requesting meeting be held via Zoom, due to the fact majority of the residents are seasonal only and would still like to attend meetings remotely. Lastly, he mentioned a meet and greet

Dennis Hager, 1907 E. Bay Terrace, asked who was taking who would be taking part in the pickleball tournament. He asked for clarification for the purpose of Ordinance 2024-03 Checklist for the Land Use Board and Ordinance 2024-18 “LBI Grade School Redevelopment Plan”, and how the two coexist. He questioned if the school property would have to go before the Land Use Board. He mentioned he would prefer if council would allow council meetings be held via Zoom. Lastly, he asked what to do if someone witnesses dry paver cutting.

Trudie Ellenberger, 325 W. 19th Street, had a question regarding street closures. She asked if there is a policy stating that construction companies have to notify the police of any street/lane closures, and how the public can be notified.

Roger Bacharach, 325 W. 19th Street, wanted to thank and congratulate Councilman Hartman and Councilman Valyo on the Resilient LBI information and the additional cross walk signs. He had questions about the Arts Grant, how much money is granted, what are the limitations, and how can one apply to the grant.

With no further public comment, the mayor closed the floor with a motion made by Councilman English, seconded by Councilwoman Basile, and an all in favor vote.

14. ADJORN THE MEETING

On a motion made by Councilman English, seconded by Councilman Valyo, and an all in favor vote, the mayor adjourned the meeting at 7:35 P.M.


Sara Dela Cruz, RMC
Deputy Municipal Clerk


William Huelsenbeck
Mayor

Ranges	Item Status		Purchase Types		Misc		
	Oper: N Void: N Paid: Y Held: N Apvr: Y Rcvd: N	Status	Bid: Y State: Y Other: Y Exempt: Y	Amount		Void Amount	Contract
<p><i>Range: First to Last</i> <i>Rcvd Batch Id Range: First to Last</i> <i>Encumbrance Date Range: 07/24/24 to 12/31/24</i></p>							
Vendor #	Name						
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
ACCES005		ACCSES NEW JERSEY, INC.					
24-00774	07/31/24	PORTER SERVICE	Open	4,151.94	0.00		
24-00860	08/27/24	PORTER SERVICE	Open	6,913.45	0.00		
		Vendor Total:		11,065.39			
ACTUN010		ACTION UNIFORM CO, LLC					
24-00768	07/31/24	Duty Belt-Stuerze	Open	74.00	0.00		
ADTCO005		ADT COMMERCIAL					
24-00831	08/27/24	SERVICES PROVIDED 7/29-8/28	Open	62.50	0.00		
AFLAC005		AFLAC					
24-00760	07/26/24	SUPPLEMENTAL INSURANCE PREMIUM	Open	76.90	0.00		
24-00813	08/20/24	SUPPLEMENTAL INSURANCE PREMIUM	Open	153.80	0.00		
		Vendor Total:		230.70			
APPRI005		APPRIVER, LLC					
24-00846	08/27/24	HOSTED EMAIL - JUL TO AUG	Open	353.40	0.00		
APRUZ005		APRUZESE, MCDERMOTT, MASTRO &					
24-00759	07/26/24	PROFESSIONAL SERVICES RENDEREEL	Open	507.50	0.00		
24-00828	08/27/24	PROFESSIONAL SERVICES RENDEREEL	Open	857.50	0.00		
		Vendor Total:		1,365.00			
ATLAN090		ATLANTIC SODA BLAST					
24-00853	08/27/24	MEDIA BLASTING: ANCHOR TO BARE	Open	1,000.00	0.00		
AWISCO005		AWISCO NEW YORK CORP					
24-00833	08/27/24	COMPRESSED OXYGEN, ACETYLENE	Open	54.00	0.00		
BARBA010		BARBARA COURTS					
24-00804	08/14/24	COURT RECORDING 8/12/2024	Open	75.00	0.00		
24-00852	08/27/24	COURT RECORDING 8/26/2024	Open	75.00	0.00		
		Vendor Total:		150.00			
BEACH010		BEACH HAVEN 1ST AID SQUAD					
24-00817	08/26/24	2204 ANNUAL CONTRIBUTION	Open	25,000.00	0.00		
BEACH020		BEACH HAVEN AUTOMOTIVE, INC.					
24-00838	08/27/24		Open	775.28	0.00		
24-00842	08/27/24		Open	656.52	0.00		
		Vendor Total:		1,431.80			
BISDI005		BIS DIGITAL, INC.					
24-00808	08/14/24	DIGITAL RECORD SYSTEM CONTRACT	Open	1,361.30	0.00		
BOROU055		Borough of Surf City					
24-00776	07/31/24	2024 SCBP LIT TOURNAMENT ENTRY	Open	1,100.00	0.00		
BROWN010		BROWNELL'S INC.					
24-00765	07/29/24	AR 15 grip	Open	45.98	0.00		
CAUSE005		CAUSEWAY FORD					
24-00814	08/21/24		Open	551.36	0.00		
DOWN010		CELEBRITY FORD					
24-00781	08/01/24		Open	967.40	0.00		
24-00785	08/06/24		Open	249.55	0.00		
		Vendor Total:		1,216.95			
CLEAR010		CLEARY, GIACOBBE, ALFIERI & JA					

Vendor # P.O. #	Name Description	PO Date	Status	Amount	Void Amount	Contract	PO Type
CLEAR010 24-00773	CLEARY, GIACOBBE, ALFIERI & JA PROFESSIONAL SERVICES RENDERED	07/31/24	Open	1,732.50	0.00		
<i>Account Continued</i>							
CONST010 24-00770 24-00778 24-00827	CONNER STRONG & BUCKELEW EMPLOYEE BENEFITS CONSULTING EMPLOYEE BENEFITS CONSULTING EMPLOYEE BENEFITS CONSULTING	07/31/24 07/31/24 08/27/24	Open Open Open	550.00 550.00 550.00	0.00 0.00 0.00		
Vendor Total:				1,650.00			
CORON015 24-00818	CORONATO LAW PROFESSIONAL SERVICES LURB	08/27/24	Open	20,854.38	0.00		
CREAT005 24-00856	CREATIVE MANAGEMENT INC FUEL INVOICES	08/27/24	Open	5,849.79	0.00		
CRITT005 24-00772 24-00858	CRITTER MAN PEST CONTROL MONTHLY SERVICE JULY 2024 MONTHLY SERVICE AUGUST 2024	07/31/24 08/27/24	Open Open	350.00 350.00	0.00 0.00		
Vendor Total:				700.00			
DIREC005 24-00793	DIRECT ENERGY BUSINESS ELECTRICITY & STREET LIGHTING	08/12/24	Open	2,030.22	0.00		
DYNAM010 24-00835	DYNAMIC TESTING SERVICE PRE-EMPLOYMENT SCREENING	08/27/24	Open	156.00	0.00		
EAST010 24-00839 24-00840	EASTERN WAREHOUSE DISTRIBUTORS Open Open	08/27/24 08/27/24	Open Open	501.81 439.30	0.00 0.00		
Vendor Total:				941.11			
FARIA010 24-00821	FARIAS SURF & SPORT Gift Cards Lifeguard Awards	08/27/24	Open	316.00	0.00		
FOREM005 24-00811	FOREMOST PROMOTIONS JR BADAGES AND TATTOOS	08/14/24	Open	537.85	0.00		
GTBM010 24-00837	G.T.B.M. INC. 2024 ETicket Contract	08/27/24	Open	3,321.60	0.00		
GENER010 24-00779 24-00780	GENERAL CODE ECODE 360 ANNUAL MAINTENANCE SUPPLEMENT PROJECT NO. 4	08/01/24 08/01/24	Open Open	1,195.00 3,024.00	0.00 0.00		
Vendor Total:				4,219.00			
GIBBO005 24-00758 24-00771 24-00807	GIBBONS P.C. PROFESSIONAL SERVICES RENDERED PROFESSIONAL SERVICES RENDERED PROFESSIONAL SERVICES RENDERED	07/26/24 07/31/24 08/14/24	Open Open Open	10,225.00 8,235.00 12,139.00	0.00 0.00 0.00		
Vendor Total:				30,599.00			
IDVIL005 24-00797	ID VILLE POWER SUPPLY CHORD	08/14/24	Open	159.99	0.00		
JBUC005 24-00757	J BUCCI LANDSCAPING REPAIR PAVER DRIVEWAY	07/26/24	Open	1,125.00	0.00		
JRHEN010 24-00847	J.R. HENDERSON LABS, INC. LAB TESTING 7/2024	08/27/24	Open	525.00	0.00		
FAZZI0ST 24-00786	JOSEPH FAZZIO STEEL	08/06/24	Open	660.80	0.00		
KONIC010 24-00848	KONICA MINOLTA BUSINESS ALL COVERED CARE MONTHLY FEE	08/27/24	Open	1,765.12	0.00		

Vendor # P.O. #	Name Description	PO Date	Status	Amount	Void Amount	Contract	PO Type
KONIC005 24-00806	KONICA MINOLTA PREMIER FINANCE COPIER LEASE PMT - AUG 2024	08/14/24	Open	228.11	0.00		
LANGU010 24-00803	LANGUAGE SERVICES ASSOCIATES INTERPRETATION SERVICES	08/14/24	Open	18.90	0.00		
LONGB040 24-00820	LONG BEACH TWP. REIMB/FEEES COLLECTED JUL 2024	08/27/24	Open	2,811.00	0.00		
MCANJ035 24-00809	MCANJ 2024-25 MEMBERSHIP RENEWALS	08/14/24	Open	175.00	0.00		
MCCAR005 24-00791	MCCARTHY TIRE SERVICE COMPANY beach rake tires	08/12/24	Open	810.00	0.00		
MGLPR010 24-00782	MGL PRINTING SOLUTIONS CURRENT ACCT DEPOSIT SLIPS	08/02/24	Open	261.00	0.00		
MIRAC010 24-00829	MIRACLE CHEMICAL COMPANY 15% SODIUM HYPOCHLORITE	08/27/24	Open	1,437.27	0.00		
NUNAT010 24-00790	N.J. NATURAL GAS NATURAL GAS SUPPLY	08/12/24	Open	1,487.81	0.00		
OCEAN030 24-00784	OCEAN CO. PARKS & RECREATION 2024 DAY AT THE BAY STAGE	08/06/24	Open	250.00	0.00		
OFFIC010 24-00802	OFFICE BASICS, INC. OFFICE SUPPLIES	08/14/24	Open	2,676.96	0.00		
OWENL010 24-00836	OWEN LITTLE AND ASSOCIATES PROFESSIONAL SERVICES RENDERED	08/27/24	Open	1,198.94	0.00		
24-00859	PROFESSIONAL SERVICES RENDERED	08/27/24	Open	34,016.31	0.00		
	Vendor Total:			35,215.25			
PAVIA005 24-00845	PAVIA ENTERPRISES LLC COURIER SERVICES - JULY	08/27/24	Open	535.26	0.00		
PBALO005 24-00761	PBA LOCAL 175 PBA UNION DUES JUN 2024	07/26/24	Open	500.00	0.00		
PRETZ010 24-00775	PHILLY PRETZEL FACTORY LIT TOURNAMENT FOOD	07/31/24	Open	400.00	0.00		
PRIME015 24-00830	PRIMEPOINT LLC PAYROLL SERVICES JULY 2024	08/27/24	Open	1,277.50	0.00		
RIGGI010 24-00857	RIGGINS, INC. FUEL INVOICES	08/27/24	Open	2,634.47	0.00		
SEC 24-00766	Secure Western Storage, Inc taser cabinet shelf	07/29/24	Open	129.47	0.00		
SHORE060 24-00769	SHORE PROMOTIONS Lifeguard Sweat Bottoms	07/31/24	Open	342.00	0.00		
24-00788	PUBLIC WORKS T-SHIRTS	08/08/24	Open	168.00	0.00		
24-00825	Barnegat Bay Challenge Tees	08/27/24	Open	1,440.00	0.00		
24-00862	Mermaid Classic Tees & Tanks	08/27/24	Open	3,760.00	0.00		
	Vendor Total:			5,710.00			
SPAT1005 24-00824	SPATIAL DATA LOGIC LLC SDL HOSTING SERVICES	08/27/24	Open	14,000.00	0.00		
SPEAK010 24-00823	SPEAKEASY PIZZA LIT Pizza Party	08/27/24	Open	420.00	0.00		

Vendor # P.O. #	Name Description	PO Date	Status	Amount	Void Amount	Contract	PO Type
SPEAK010	SPEAKEASY PIZZA						Account Continued
STARR005 24-00573 24-00849	STARR SEPTIC, LLC PORTA POTTY RENTAL - JULY 2024 PORTA POTTY RENTAL - AUG 2024	06/11/24 08/27/24	Open Open	25.00 900.00	0.00 0.00		
	Vendor Total:			925.00			
SUBUR010 24-00799	SUBURBAN DISPOSAL INC. SOLID WASTE & RECYCLING - JULY	08/14/24	Open	69,018.77	0.00		
TEAMS005 24-00762	TEAMSTERS LOCAL UNION NO 35 UNION DUES - JUN 2024	07/26/24	Open	409.50	0.00		
TENNA010 24-00832	TENNANT MAGEE LAW PROFESSIONAL SERVICES RENDERED	08/27/24	Open	8,480.80	0.00		
REEDP005 24-00789	THE ANDERSONS REED & PERRINE HYDRATED LIME HI-CAL 50#	08/12/24	Open	1,037.50	0.00		
THEDR005 24-00800	THE DRILL SERGEANT CLEANING JANITORIAL SERVICES - JULY	08/14/24	Open	3,370.00	0.00		
THEGO005 24-00805	THE GOLDSTEIN PARTNERSHIP, LLC SBMB/BASIC/62	08/14/24	Open	8,200.22	0.00		
HONCF010 24-00434	THE HON COMPANY ADD ON ITEMS	04/24/24	Open	20,654.82	0.00		
THESA010 24-00812	THE SANDPAPER THE SAND PAPER ADS 7/1-7/24	08/14/24	Open	1,084.35	0.00		
TREAS080 24-00826	TREASURER, STATE OF NEW JERSEY Q2 2024 DCA FEES	08/27/24	Open	1,509.00	0.00		
TUCKE010 24-00822 24-00841 24-00843 24-00863	TUCKERTON LUMBER COMPANY Cart Hose Reel PVC Pipe and Tee	08/27/24 08/27/24 08/27/24 08/27/24	Open Open Open Open	67.99 345.95 230.49 19.47	0.00 0.00 0.00 0.00		
	Vendor Total:			663.90			
TYPE010 24-00767 24-00819	TYPESTRIES SIGN & DESIGN LIT Tournament Banner decals for ambulance	07/29/24 08/27/24	Open Open	181.44 575.00	0.00 0.00		
	Vendor Total:			756.44			
ULINE005 24-00764	U-LINE 5 file storage cabinets	07/26/24	Open	2,054.13	0.00		
UNIVE020 24-00787	UNIVERSAL SUPPLY CO. Boro Hall platform	08/07/24	Open	2,888.79	0.00		
USPOS015 24-00756	US POSTMASTER Postage Due For Tax Bills	07/26/24	Open	1,445.55	0.00		
VERIZ010 24-00854	VERIZON TELEPHONE SERVICES	08/27/24	Open	340.60	0.00		
VERIZ020 24-00855	VERIZON WIRELESS CELL PHONE & MDT 7/16-8/15	08/27/24	Open	970.34	0.00		
WBMAS010 24-00777 24-00816	W.B. MASON CO., INC. OFFICE SUPPLIES OFFICE SUPPLIES	07/31/24 08/26/24	Open Open	111.99 781.88	0.00 0.00		
	Vendor Total:			893.87			

Vendor # P.O. #	Name Description	PO Date	Status	Amount	Void Amount	Contract	PO Type
WBMAS010	W.B. MASON CO., INC.						
	<i>Account Continued</i>						
WALTB010 24-00834	WALTERS BICYCLES BIKE TIRE	08/27/24	Open	107.00	0.00		
WIREL015 24-00861	WIRELESS ELECTRONICS radio repair for port radio	08/27/24	Open	495.00	0.00		

Total Purchase Orders: 97 Total P.O. Line Items: 0 Total List Amount: 318,489.32 Total Void Amount: 0.00

Totals by Year-Fund	Fund	Budget Total	Revenue Total	G/L Total	Project Total	Total
Fund Description						
CURRENT FUND	4-01	216,482.94	0.00	0.00	0.00	216,482.94
WATER/SEWER FUND	4-06	17,865.26	0.00	0.00	0.00	17,865.26
	4-11	0.00	0.00	0.00	21,079.44	21,079.44
	Year Total:	234,348.20	0.00	0.00	21,079.44	255,427.64
CAPITAL FUND	C-04	45,050.04	0.00	0.00	0.00	45,050.04
UTILITY CAPITAL FUND	C-07	3,825.00	0.00	0.00	0.00	3,825.00
	Year Total:	48,875.04	0.00	0.00	0.00	48,875.04
TRUST-OTHER	P-22	1,140.20	0.00	0.00	0.00	1,140.20
	T-03	8,726.44	0.00	0.00	0.00	8,726.44
CONSTRUCTION TRUST	T-13	4,320.00	0.00	0.00	0.00	4,320.00
	Year Total:	13,046.44	0.00	0.00	0.00	13,046.44
Total Of All Funds:		297,409.88	0.00	0.00	21,079.44	318,489.32

Project Description	Project No.	Project Total
MINNITI, ANTONIO	DKT 21-08	1,963.50
HAWS, JAMES D. JR.	DKT 22-01	1,270.50
GLASSBERG, LISA	DKT 22-07	808.50
BARIKIAN PROPERTIES, LLC	DKT 22-08	825.00
CUNNINGHAM, KIM	DKT 22-12	841.50
ROBERTS, PAUL	DKT 22-15	940.50
CALDWELL, DAVID & JOY	DKT 22-17	478.50
HUGHES, PATRICK	DKT 22-18	808.50
GOLD SURF PROPERTIES, LP	DKT 22-19	1,039.50
RON JON REALTY CORP.	DKT 22-21	1,848.00
COLSTON, GREGORY	DKT 22-22	313.50
OBERRMAIR, MARY	DKT 22-25	1,089.00
DESANTIS, LLC	DKT 23-01	940.50
GREGORY RALPH ARCHITECT	DKT 23-02	841.00
1302 REAL ESTATE, LLC	DKT 23-04	1,198.94
OAKLEY SISTERS TRUST	DKT 23-10	825.00
WAINWRIGHT AMUSEMENTS	DKT 23-14	858.00
NICK NICHOLS	DKT 24-01	940.50
HAYNER, TAYNA	DKT 24-02	940.50
McGeehan & Raleigh	DKT 24-03	973.50
NICHOLS, NICK	DKT 24-10	457.50
HUGHES, PATRICK & MYRA	DKT 24-11	877.50

Total Of All Projects: 21,079.44



Engineers
Planners
Surveyors
GIS Specialists

Frank J. Liddle, Jr., P.E., P.P., C.M.E.
Douglas F. Klee, P.E., P.P., C.M.E.
William J. Berg, P.L.S.

MEMORANDUM

To: Ship Bottom Land Use Board
From: Variance Review Subcommittee
Mark Czarzasty, Vic Basile, Joanne Tallon, Frank Little, Jr.
Date: April 15, 2024 – Revised May 29, 2024

The Variance Review Subcommittee met on January 17, 2024, April 10, 2024, and May 21, 2024 to review the synopsis of Variance Applications for the year 2023. Based on the review and discussions with the Land Use Board on zoning issues regarding the definitions for “Story”, the following comments/recommendations are provided and forwarded to the Governing Body for consideration:

1. Revise the definition of “Story” to read as follows:

That portion of a building between the surface of any floor and the next ceiling above it or, in its absence, the bottom of the floor joists or ceiling joists or beams above it. A split-level story shall be considered a second story if its floor level is six feet or more above the level of the line of the finished floor next below it, except a cellar. Any floor under a sloping roof at the top of a building which is more than seven feet below the top ridge shall be counted as a story, and if less than seven feet below the top ridge, but more than five feet it shall be counted as a half-story. No residence shall have more than two livable stories and both shall be above the joist level; the area below the joist level may be used for parking or storage, entry foyer with elevator access, and storage. In addition, a mid-landing level in a stairway access shall not be considered a story provided that no living spaces are accessible from the landing. Occupancy of any half story as separate living quarters is forbidden.

2. The committee reviewed the variance applications for 2023 and was concerned, going forward, regarding the undersized lots with frontage less than 40 Feet and in particular lots 20 to 25 Feet in width as to the minimum floor area, building coverage and height required in the ordinance.

Currently in the R-1 and R-3 Zones, the minimum first floor area is 900 SF while the R-3 and OR Zones only require 720 SF. Using the 20 FT x 100 FT lot as our example and the minimum requirement of 720 SF with a maximum of 900 SF to provide open deck space, the building coverage would be 45%. Using a 25 Foot by 100 Foot lot and utilizing a 45% building coverage would yield a 1125 SF footprint which would provide the minimum floor area of 720 SF or 900 SF and allow open decks. The recommendation therefore would be a 45% building coverage for lots of 25 Foot width or less.

In regard to building height, the committee discussed the one- and one-half story provisions and recommends eliminating that requirement. It was noted on lots above the base flood level toward the oceanfront two stories of living could be developed within the 24 Foot height.

443 Atlantic City Blvd.
Beachwood, NJ 08722
732-244-1090
Fax 732-341-3412
www.owenlittle.com
info@owenlittle.com

As to height, in order to obtain two stories of living within flood hazard areas, generally within 100 Feet of the East side of Long Beach Boulevard and West of Long Beach boulevard, the committee discussed allowing a height of 28 Feet with three floors, i.e. garage floor ceiling height 7'6", first floor living ceiling height 8', second floor living ceiling height 7'6" with a peaked roof with a 4 on 12 roof pitch.

In addition, for all lots less than 40 Feet in width, no roof top decks will be permitted and the maximum number of bedrooms will be limited to three (3).

It should be noted, even with the changes recommended above, all undersized lots will still require variance relief for building setbacks and require Land Use Board Approvals on a case-by-case basis.

Very truly yours,



Frank J. Little, Jr., P.E., P.P., C.M.E.
Land Use Board Engineer

FJL:caa

**BOROUGH OF SHIP BOTTOM
TREASURER'S REPORT
OCEAN FIRST BANK
JULY 2024**

<u>ACCT TITLE/ ACCOUNT #</u>	<u>BALANCE</u>	<u>DEPOSITS</u>	<u>DISBURSEMENTS</u>	<u>ENDING BALANCE</u>
GENERAL OPERATING	3,612,051.92	832,676.30	1,449,124.47	2,995,603.75
GENERAL CAPITAL	1,278,652.55	2,705.75	190,160.25	1,091,198.05
UTILITY OPERATING	2,019,500.81	4,609.23	215,392.57	1,808,717.47
UTILITY CAPITAL	1,704,565.22	356,389.79	1,015,309.38	1,045,645.63
GENERAL TRUST	254,470.20	7,833.55	12,972.76	249,330.99
CONSTRUCTION TRUST	49,529.84	6,893.13	1,097.00	55,325.97
DOG TRUST	1,056.80	26.54	-	1,083.34
PUBLIC DEFENDER	1,047.49	2.50	-	1,049.99
TAX SALE PREMIUMS	18,086.56	43.16	-	18,129.72
FORFEITURE OF FUNDS	21,469.15	51.23	-	21,520.38
PAYROLL	99,067.39	684,063.29	681,336.56	101,794.12
ALCOHOL EDUCATION	15,683.20	37.42	-	15,720.62
CREDIT CARD ACCOUNT	581,046.96	91,664.55	-	672,711.51
GRANT FUND	35,694.99	4,953.68	9,811.68	30,836.99
ACCUMULATED ABSENCE	917,679.73	2,167.48	136,175.20	783,672.01
TIME CAPSULE	429.61	1.03	-	430.64
ESCROW	354,352.99	13,109.33	10,820.00	356,642.32

