

**MINUTES  
REGULAR MEETING OF THE  
BOROUGH OF SHIP BOTTOM  
OCTOBER 22, 2024  
6:30 PM**

**1. CALL CAUCUS TO ORDER**

Mayor Huelsenbeck called the meeting to order at 6:30 PM

**2. FLAG SALUTE AND PRAYER**

Mayor Huelsenbeck led the flag salute and the clerk read the prayer.

**3. STATEMENT OF NOTICE**

The clerk read the statement of notice.

**4. ROLL CALL**

The clerk took roll call

COUNCILMAN TALLON  
COUNCILMAN VALYO  
COUNCILMAN ENGLISH  
COUNCILMAN BUTKUS  
COUNCILWOMAN BASILE  
COUNCILMAN HARTMAN

Also present:

Kathleen Flanagan, Borough Administrator  
Kristy De Boer, Borough Clerk

**5. CAUCUS DISCUSSION**

**1. Ship Bottom Resilient LBI Project Updates**

Councilmen, Hartman, Tallon and Valyo gave a quick update on the Resilient LBI Project, specific to, Ship Bottom. Subjects discussed: Bulkhead Ordinance, water pump issues, and the funding of the living shoreline. They explained that the Ramboll Group is continuing to work with the Borough on finding funding opportunities for flood mitigation.

**2. Schedule C Discussion**

Kathleen Flanagan reviewed the options for Ocean Counties Schedule C Program. In past years the borough had only used the program for salt for snow but she explained that the program allows for the repavement of roads or parking lots is accepted as well. She asked if the mayor and council would like to consider utilizing the program to repave the 4<sup>th</sup> Street Park parking lot. All were in agreement to move forward with applying for the repavement.

**3. Best Practice Discussion**

Kathleen Flanagan reviewed the Best Practices Checklist for the year and explained that there were 69 questions and that a passing score was 35 or above. Ship Bottom got 44.5 and more than half of the answers asked were unscored questions. The Mayor and Council were given the questions and answers to review.

**6. CALL REGULAR MEETING TO ORDER**

The Mayor called the Regular Meeting to order.

**7. APPROVAL OF MINUTES**

The Mayor asked for a motion to approve the minutes as presented. Councilman Tallon made a motion, seconded by Councilman Valyo, a rollcall vote was heard with six in the affirmative.

*September 24, 2024                      Regular Meeting*  
*October 3, 2024                         Special Meeting*

**8. NEW BUSINESS**

**1. 2024-164 Bills List**

**RESOLUTION 2024-164  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING THE PAYMENT OF MUNICIPAL BILLS  
IN THE AMOUNT OF \$3,598,653.28**

**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 \$3,598,653.28 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

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Second: Councilman Tallon  
Dated: October 22, 2024  
Roll Call: Tallon, Valyo, English, Butkus, Basile, Hartman, all aye.

**CERTIFICATION**

I, Kristy DeBoer, 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 October 22, 2024.

\_\_\_\_\_  
Kristy DeBoer, RMC  
Municipal Clerk

2. 2024-165 Shared Service with Ocean County for DRE Program

**RESOLUTION 2024-165  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING THE EXECUTION OF A SHARED SERVICES  
AGREEMENT FOR THE  
“DRUG RECOGNITION EXPERT CALLOUT PROGRAM”**

**WHEREAS**, the “Drug Recognition Expert Callout Program” (D.R.E.C.P.) is a traffic safety program run by the Ocean County Prosecutor’s Office for the purpose of utilizing a DRE callout program to assist with identifying and removing intoxicated drivers from the roadways; and

**WHEREAS**, the Shared Services Act, N.J.S.A. 40:65A et seq. authorizes local units to enter into joint agreements for the provision of governmental services; and

**WHEREAS**, the Borough of Ship Bottom wishes to enter into an Agreement with the County of Ocean for the purpose of setting forth the terms and conditions regarding the assignment of police officers employed by the Municipality to the “D.R.E.C.P.”.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Ship Bottom, County of Ocean, hereby authorize the Mayor to execute and the Clerk to attest to a Shared Services Agreement for the purpose of designating certain Ship Bottom officers to be assigned to the “Drug Recognition Expert Callout Program” run by the Ocean County Prosecutor’s Office, from October 1, 2024 through September 30, 2025.

**BE IT FURTHER RESOLVED** that certified copies of this Resolution shall be forwarded to the Ocean County Prosecutor’s Office and the Ship Bottom Police Department.

Motion: Councilwoman Basile  
Second: Councilman Butkus  
Dated: October 22, 2024  
Roll Call: Tallon, Valyo, English, Butkus, Basile, Hartman, all aye.

**CERTIFICATION**

I, Kristy De Boer, 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 October 22, 2024.

\_\_\_\_\_  
Kristy De Boer, RMC  
Municipal Clerk

3. 2024-166 Shared Service with Ocean County for DWI Program

**RESOLUTION 2024-166  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING THE EXECUTION OF A SHARED SERVICES  
AGREEMENT WITH THE PROSECUTOR’S OFFICE FOR  
“DRIVING WHILE INTOXICATED ENFORCEMENT PROGRAM”**

**WHEREAS**, the “Driving While Intoxicated Enforcement Program” is a program run by the Ocean County Prosecutor’s Office for the purpose of identifying and removing intoxicated drivers from the roadways; and

**WHEREAS**, the Shared Services Act, N.J.S.A. 40:65A et seq. authorizes local units to enter into joint agreements for the provision of governmental services; and

**WHEREAS**, the Borough of Ship Bottom wishes to enter into an Agreement with the County of

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Ocean for the purpose of setting forth the terms and conditions regarding the assignment of police officers employed by the Municipality to the "Driving While Intoxicated Enforcement Program".

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Ship Bottom, County of Ocean, hereby authorize the Mayor to execute and the Clerk to attest to a Shared Services Agreement for the purpose of designating certain Ship Bottom traffic safety officers to be assigned to the "Driving While Intoxicated Enforcement Program" run by the Ocean County Prosecutor's Office, from October 1, 2024 through September 30, 2025.

**BE IT FURTHER RESOLVED**, that certified copies of this Resolution shall be forwarded to the Ocean County Prosecutor's Office and the Ship Bottom Police Department.

Motion: Councilwoman Basile  
Second: Councilman Butkus  
Dated: October 22, 2024  
Roll Call: Tallon, Valyo, English, Butkus, Basile, Hartman, all aye.

**CERTIFICATION**

I, Kristy De Boer, 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 October 22, 2024.

\_\_\_\_\_  
Kristy DeBoer, RMC  
Municipal Clerk

4. 2024-167 Authorizing Family Leave  
**RESOLUTION 2024-167  
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 #481, starting date, to be determined, with a return date to be determined, under the New Jersey Family Medical Leave Act.

Motion: Councilman Tallon  
Second: Councilman Valyo  
Dated: October 22, 2024  
Roll Call: Tallon, Valyo, English, Butkus, Basile, Hartman, all aye.

**CERTIFICATION**

I, Kristy DeBoer, 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, October 24, 2024.

\_\_\_\_\_  
Kristy DeBoer, RMC  
Municipal Clerk

5. 2024-168 Chapter 159  
**RESOLUTION 2024-168  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
INSERTION OF SPECIAL ITEM OF REVENUE  
IN THE 2024 BUDGET FROM THE  
AMERICAN RESCUE GRANT**

**WHEREAS**, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

**WHEREAS**, said Director may also approve the insertion of an item of appropriation for an equal amount; and

**WHEREAS**, the Borough will receive \$75,000.00 from the American Rescue Grant and wishes to amend its 2024 budget to include a portion of the amount as revenue.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Ship Bottom hereby request the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2024 in the sum of \$75,000.00 which is now available as revenue from:

Miscellaneous Revenues

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Special Items of General Revenue Anticipated with  
Prior Written Consent of the Director of Local  
Government Services:  
State and Federal Revenues Off-Set with  
Appropriations: American Rescue Grant

**BE IT FURTHER RESOLVED**, that a like sum of \$75,000.00 be and the same is hereby appropriated under the caption of:

General Appropriations  
(A) Operations Excluded from 5% Caps  
State and Federal Programs Off-Set by  
Revenues: Clean Communities Program

**BE IT FURTHER RESOLVED**, that the Borough Clerk shall forward two copies of this Resolution to the Director of the Division of Local Government Services.

Motion: Councilman English  
Second: Councilman Basile  
Dated: October 22, 2024  
Roll Call: Tallon, Valyo, English, Butkus, Basile, Hartman, all aye.

**CERTIFICATION**

I, Kristy DeBoer, 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 October 22, 2024.

\_\_\_\_\_  
Kristy DeBoer, RMC  
Municipal Clerk

6. 2024-169 Membership to SBVFC  
**RATIFYING MEMBERSHIPS IN THE  
SHIP BOTTOM VOLUNTEER FIRECOMPANY NO 1  
MARGARET CULVER-SWARTZ & PETER SALVATORE MARSALA**

**WHEREAS**, Margaret Culver-Swartz & Peter Salvatore Marsala have applied to become members within the Ship Bottom Volunteer Fire Company No. 1; and

**NOW, THEREFORE, BE IT RESOLVED**, that the applications of Margaret Culver-Swartz and Peter Salvatore Marsala have been received, and reviewed by the Mayor and Council of the Borough of Ship Bottom, County of Ocean, State of New Jersey, and;

**BE IT FURTHER RESOLVED**, that the Governing Body of the Borough of Ship Bottom hereby ratifies the memberships of Margaret Culver-Swartz and Peter Salvatore Marsala, in the Ship Bottom Volunteer Fire Company No. 1. Pending a motor vehicle abstract report.

Motion: Councilman Valyo  
Second: Councilwoman Basile  
Dated: October 22, 2024  
Roll Call: Tallon, Valyo, English, Butkus, Basile, Hartman, all aye.

**CERTIFICATION**

I, Kristy DeBoer, RMC, 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 22<sup>nd</sup> day of October, 2024, a quorum being present and voting in the majority.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 22<sup>nd</sup> day of October, 2024.

\_\_\_\_\_  
Kristy DeBoer, RMC  
Municipal Clerk

7. 2024-170 Shared Service with Ocean County Recycling Program  
**RESOLUTION 2024-170  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING ENTERING INTO AN AGREEMENT WITH THE OCEAN COUNTY FOR THE USE OF  
THE RECYCLING PROGRAM AND RECYCLING REVENUE SHARING PROGRAM**

**WHEREAS**, it is the aim of the County to reduce the amount of solid waste generated in Ocean County

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through recycling programs in order to decrease dependence on landfills while providing reliable, environmentally sound, and economical methods of waste management; and

**WHEREAS**, the County has adopted a Recycling Plan for the Ocean County Solid Waste District pursuant to provisions of the Statewide Mandatory Source Separation and Recycling Act, N.J.S.A. 13:1E-99.11 et seq., and the Solid Waste Management Act, N.J.S.A 13:1E-1 et seq.; and said plan received the approval of the Commissioner of the New Jersey Department of Environmental Protection as required by law; and

**WHEREAS**, the County currently owns and operates two (2) County Recycling Centers for the receipt, processing, and marketing of source separated commingled recyclable materials, located at Haywood Rd., Stafford Township, New Jersey, and New Hampshire Avenue, Lakewood Township, New Jersey, respectively known as Southern and Northern Recycling Centers; and

**WHEREAS**, the County desires to provide assistance to all municipalities located within the County in meeting their recycling goals as established by the Mandatory Source Separation and Recycling Act and the Ocean County Recycling Plan; and

**WHEREAS**, the Ship Bottom Borough Mayor and Council hereby desires to enter into a Shared Service Contract with the county of Ocean for the use of the Recycling Program and Recycling Revenue Sharing Program.

**NOW THEREFORE, BE IT RESOLVED** by the Municipal Council of the Borough of Ship Bottom in the County of Ocean and State of New Jersey as follows:

1. The Mayor is authorized to sign and the Clerk to attest a Shared Service Contract with Ocean County for the Use of the Recycling Program and Recycling Revenue Sharing Program.
2. Copies of these Agreement are on file at the Office of the Clerk of the Board, in the office of the Ship Bottom Municipal Clerk and Director, Ocean County Department of Solid Waste Management.

Motion: Councilwoman Basile

Second: Councilman English

Dated: October 22, 2024

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

**CERTIFICATION**

I, Kristy De Boer, 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 October 22, 2024.

\_\_\_\_\_  
Kristy De Boer, RMC  
Municipal Clerk

8. 2024-171 Awarding a Contract to Mathis Construction 27<sup>th</sup> and Bay Terrace Road Reconstruction Project

**RESOLUTION 2024-171**

**RESOLUTION OF THE BOROUGH OF SHIP BOTTOM, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO MATHIS CONSTRUCTION CO. FOR THE SFY 2023 ROAD RECONSTRUCTON W. 27<sup>TH</sup> ST. AND BAY TERRACE PROJECT**

**WHEREAS**, the Borough of Ship Bottom duly advertised for the receipt of bids for the SFY 2023 Road Reconstruction W. 27<sup>th</sup> Street and Bay Terrace Project; and

**WHEREAS**, in response to the invitation to bidders, five (5) bids were received on October 17, 2024; and

**WHEREAS**, the bids were reviewed by the Borough Engineer and it has been determined that the second lowest bidder, Mathis Construction Co., be awarded the project in the amount of \$780,163.85; and

**WHEREAS**, the lowest bidder, Shore Top Construction, requested their bid be withdrawn pursuant to N.J.S.A.40A:11-23.3 as a result of a fatal flaw in their estimate of item 31 in the bid for resetting of pavers; and

**WHEREAS**, it is the desire of the governing body to award a contract for SFY 2023 Road Reconstruction W. 27<sup>th</sup> Street and Bay Terrace Project; to Mathis Construction CO., the lowest responsible bidder.

**NOW, THEREFORE BE IT RESOLVED** by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

1. That the governing body does hereby award a contract for the SFY 2023 Road Reconstruction W. 27<sup>th</sup> Street and Bay Terrace Project; to Mathis Construction Co. for \$780,163.85.

2. That the Mayor and Municipal Clerk are hereby authorized to execute a contract with Mathis Construction Co. in accordance with the bid submitted by Mathis Construction Company and the bid specifications.

3. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances which constitute the availability of funds for this contract: Ordinance 2023-10.

4. That a certified copy of this resolution, together with a copy of the contract between the parties, be forwarded to the Chief Financial Officer and to Mathis Construction Co.

Motion: Councilman Tallon

Second: Councilman Valyo

Dated: October 22, 2024

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

**CERTIFICATION**

I, KRISTY DEBOER, Municipal Clerk of the Borough of Ship Bottom, do hereby certify that the foregoing resolution was duly adopted by the Borough of Ship Bottom at a meeting held on the 22nd day of October, 2024.

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\_\_\_\_\_  
KRISTY DEBOER  
Municipal Clerk, Borough of Ship Bottom

**CERTIFICATE OF AVAILABILITY OF FUNDS**

I, Kathleen Flanagan, Chief Financial Officer for the Borough of Ship Bottom do hereby certify that adequate funds are available for a contract with Earle Asphalt Company for the SFY 2023 Road Reconstruction W. 27<sup>th</sup> Street and Bay Terrace Project; in the amount of \$780,163.85.

The funds which are available for this contract are found in the following line item appropriations or ordinances: Ordinance 2023-10

\_\_\_\_\_  
KATHLEEN FLANAGAN  
Chief Financial Officer  
Borough of Ship Bottom

**ORDINANCES FOR INTRODUCTION**

1. 2024-24 Authorizing Third Party Payroll Services

The Mayor called for a motion for Ordinance 2024-24. Councilman Valyo made a motion, seconded by Councilwoman Bassile. A roll call vote was heard with six in the affirmative, none opposed. Motion approved.

**ORDINANCE NO. 2024 - 24**

**ORDINANCE OF THE BOROUGH OF SHIP BOTTOM, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THIRD PARTY PAYROLL DISBURSEMENT SERVICES**

**WHEREAS**, the Local Finance Board of the State of New Jersey adopted formal rules regarding electronic disbursement controls for payroll purposes in order to provide formal authority for local governments to hire third-party payroll services to disburse funds to payroll agencies; and

**WHEREAS**, in order to have a payroll servicer provide disbursement services, the Borough must formally authorize the use of a third-party having access to Borough funds for the purpose of disbursing funds for salaries and wages, withholdings and related payroll liabilities.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the Borough of Ship Bottom, County of Ocean, State of New Jersey, that the code of the Borough of Ship Bottom be and is hereby amended and supplemented as follows:

**SECTION 1: Third-Party Payroll Disbursement**

- A. Pursuant to N.J.S.A. 52:27D-20.1 et seq. and the rule promulgated thereunder by the Local Finance Board, the Borough hereby authorizes the use of a third-party payroll service provider to prepare payment documentation, take possession of Borough funds, and make such disbursements itself on behalf of the Borough for payroll related purposes.
- B. Payroll service providers shall be required to:
  1. Use their own customized programming process to execute disbursement for the Township; or
  2. Use a third-party processor to execute disbursements for the Borough.

**SECTION 2: Borough Requirements**

- A. The appointment of a third-party payroll service provider shall be made pursuant to the Local Public Contracts Law (N.J.S.A. 40:A:11-1 et seq.) and shall require the contractor to do the following, not by way of limitation: data collection, agency report preparation, calculation of withholding, direct deposit of payroll disbursements, and/or transfer of Borough funds to contractor's account for subsequent disbursement of payment.
- B. Any renewal or extension of a contract under these regulations shall be by resolution of the Governing Body.
- C. The Chief Financial Officer is hereby appointed the approval officer and is responsible for authorizing and supervising the activities of the payroll service and shall further be charged with the reconciliation and analysis of all general ledger account affected by the activities of the disbursing organization.

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- D. If required by the contract between the Borough and the payroll service, the payroll service is permitted to hold Borough funds pending transmittal to a payee.

**SECTION 3: Payroll Service Requirements**

- A. A third-party payroll service provider must meet all of the following requirements:
1. Report any irregularities that may indicate potential fraud, noncompliance with appropriate laws, dishonesty or gross incompetence on the part of the approval officer; and
  2. Report circumstances that could jeopardize its ability to continue operations or otherwise interrupt the services provided to the Borough.
- B. A payroll service must meet the requirements of N.J.A.C. 5:30-17.5, requiring that the approval officer be assured that the services has its own internal controls and appropriately guard against theft and other adverse conditions.
- C. All contract entered into pursuant to these regulations and the laws authoring the same shall comply with the requirements of N.J.A.C. 5:30-17.6, which sets out a series of mandatory contractual terms and conditions.

**SECTION 4: Establishment of Services**

- A. Upon the adoption of this ordinance, the Borough Administrator, with the assistance of the Chief Financial Officer and Township Attorney, as necessary, is hereby authorized and directed to enter into a contract for payroll services in accordance with all local public contracting laws and N.J.A.C. 5:30-17. Appointment of the third-party payroll service provider shall be by separate resolution of the Governing Body.

**NOW, THEREFORE, BE IT ORDAINED** that if any section, paragraph, subsection, clause or provision of the Ordinance shall be adjudged by the courts to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause or provisions so adjudicated, and the remainder of the Ordinance shall be deemed valid and effective.

**BE IT FURTHER ORDAINED** that any ordinances or parts thereof in conflict with the provisions of this Ordinance are repealed to the extent of such conflict.

**BE IT FURTHER ORDAINED** that this ordinance shall take effect upon passage and publication in accordance with applicable law.

**NOTICE**

**NOTICE IS HEREBY GIVEN**, that the foregoing ordinance was introduced and passed by the Ship Bottom Borough Council on first reading at a meeting of the Borough Council of the Borough of Ship Bottom held on the 22<sup>nd</sup> day of **October, 2024** and will be considered for second reading and final passage at a regular meeting of the Borough Council to be held on the 26<sup>th</sup> day of **November, 2024** at 6:30 p.m. at the Municipal Building located at 1621 Long Beach Blvd., Ship Bottom, New Jersey, at which time and place any persons desiring to be heard upon the same will be given the opportunity to be so heard.

\_\_\_\_\_  
**KRISTY DEBOER, RMC**  
Borough Clerk

2. 2024-25 BOND Ordinance

The Mayor asked for a motion to introduce Bond Ordinance 2024-25. Councilman Hartman Made a motion, seconded by Councilman English. A roll call vote was heard with six in the affirmative, none opposed. Motion approved.

**BOROUGH OF SHIP BOTTOM  
COUNTY OF OCEAN  
BOND ORDINANCE NO. 2024-25**

**BOND ORDINANCE AMENDING IN PART BOND ORDINANCE NO. 2023-10 ADOPTED ON JUNE 27, 2023, PROVIDING FOR IMPROVEMENTS TO WEST 27TH STREET AND EAST BAY TERRACE, IN ORDER TO INCREASE THE APPROPRIATION THEREFOR BY \$200,000 FOR A TOTAL APPROPRIATION OF \$950,000, TO INCREASE THE AUTHORIZED BONDS AND NOTES TO BE ISSUED TO FINANCE A PORTION OF THE COSTS THEREOF BY \$200,000 FOR A TOTAL DEBT AUTHORIZATION OF \$634,250, AND TO INCREASE THE ALLOCATION OF THE APPROPRIATION TO COSTS PERMITTED UNDER N.J.S.A. 40A:2-20, AUTHORIZED IN AND BY THE BOROUGH OF SHIP BOTTOM, IN THE COUNTY OF OCEAN, NEW JERSEY**

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**WHEREAS**, the Borough of Ship Bottom, in the County of Ocean, New Jersey (the "Borough") finally adopted Bond Ordinance No. 2023-10 on June 27, 2023 (the "Prior Ordinance") providing for various improvements to West 27th Street and East Bay Terrace located in the Borough; and

**WHEREAS**, the Borough has determined that the costs associated with said improvements are higher than anticipated and has determined to supplement the appropriation and bonds and notes authorized therefor; and

**WHEREAS**, the Borough has determined that the \$150,000 authorized by the Prior Ordinance for purposes permitted under N.J.S.A. 40A:2-20 is insufficient and desires to increase such allocation by \$50,000 to an aggregate amount of \$200,000.

**NOW, THEREFORE, 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 and were previously authorized by the Borough by the Prior Ordinance. For the improvements or purposes described in Section 3, there is hereby appropriated the sum of \$200,000 in addition to the \$750,000 appropriated by the Prior Ordinance, said sums being inclusive of all appropriations heretofore made therefor, including \$292,970 grant funds expected to be received from the New Jersey Department of Transportation (NJDOT) and previously appropriated by the Prior Ordinance, and including the sum of \$22,780 as down payment previously appropriated by the Prior Ordinance. No additional down payment is required or appropriated herein, as this bond ordinance involves projects funded by State grants within the meaning of N.J.S.A. 40A:2-11(c).

Section 2. In order to finance the costs of said improvements or purposes, \$200,000 negotiable bonds are hereby authorized to be issued in addition to the \$434,250 previously authorized by the Prior Ordinance for a total principal amount not to exceed \$634,250 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 and the purpose for which the bonds are to be issued consist of various improvements to West 27th Street and East Bay Terrace located in the Borough, together with all purposes necessary, incidental or appurtenant thereto, all as shown on and in accordance with contracts, plans, specifications or requisitions therefor on file with or through the Borough Clerk, as finally approved by the governing body of the Borough.

(b) The estimated maximum amount of bonds or notes to be issued for the improvements or purposes described in Section 3(a) hereof is \$634,250 including the \$200,000 authorized herein, as stated in Section 2 hereof.

(c) The estimated cost of the improvements or purposes described in Section 3(a) hereof is \$950,000, which is equal to the amount of the \$200,000 supplemental appropriation herein made therefor and the \$750,000 appropriation made by the Prior Ordinance.

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

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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 ten (10) years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Municipal 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 \$200,000 and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$200,000, including \$50,000 authorized hereby and \$150,000 authorized by the Prior Ordinance, 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. This ordinance shall constitute a declaration of official intent for the purposes and within the meaning of Section 1.150-2(e) of the United States Treasury Regulations.

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

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Section 9. All Ordinances or parts of ordinances in conflict or inconsistent with any of the terms of this ordinance are hereby repealed to the extent that they are in such conflict or are inconsistent. In the event that any section, part or provision of this ordinance shall be held to be unconstitutional or invalid by any court, such holding shall not affect the validity of this ordinance as a whole, or any part hereof other than the part so held unconstitutional or invalid.

Section 10. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by the Local Bond Law.

**NOTICE**

NOTICE IS HEREBY GIVEN, that the foregoing ordinance was introduced and passed by the Ship Bottom Borough Council on first reading at a meeting of the Borough Council of the Borough of Ship Bottom held on the 22nd day of October, 2024 and will be considered for second reading and final passage at a regular meeting of the Borough Council to be held on the 26th day of November, 2024 at 6:30 p.m. at the Municipal Building located at 1621 Long Beach Blvd., Ship Bottom, New Jersey, at which time and place any persons desiring to be heard upon the same will be given the opportunity to be so heard.

KRISTY DEBOER, RMC  
Borough Clerk

**9. OLD BUSINESS**

**1. 2024-23 Raising Pre-Season Badge Prices**

The Mayor opened the floor for public comment with a motion and second by Councilmen English and Valyo and an all in favor vote. With no one wishing to speak, The Mayor closed the floor with a motion and second by Councilmen English and Butkus. The Mayor asked for a motion to finalize Ordinance 2024-23. Councilwoman Bassile made a motion, seconded by Councilman Hartman. A roll call vote was heard with six in the affirmative, none opposed. Ordinance 2024-23 was approved for final adoption.

**PUBLIC COMMENT**

**ORDINANCE 2024-23**

**ORDINANCE OF THE BOROUGH OF SHIP BOTTOM, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 12.12.070 "PAID BEACHES" OF TITLE 12 OF THE BOROUGH CODE OF THE BOROUGH OF SHIP BOTTOM ENTITLED "BEACH AND BAY AREA USE REGULATIONS" SO AS TO REVISE SEASONAL BEACH BADGE FEES**

**BE IT ORDAINED**, by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

**SECTION 1.** Paragraph 4 of Subsection 12.12.070(E) of the Borough Code of the Borough of Ship Bottom entitled "Beach Fees" is hereby amended and supplemented to read as follows:

4. \$40 per person, per season, provided that application is made to the proper authorities prior to June 1.

**SECTION 2.** All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

**SECTION 3.** If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions.

**SECTION 4.** This ordinance shall take effect after public reading 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 Thursday, October 3, 2024, at 9:00 a.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 October 22, 2024, at 6:30 p.m. at the Municipal Building, 1621 Long Beach Boulevard, Ship Bottom, New Jersey 08008.

\_\_\_\_\_  
Kristy DeBoer, RMC  
Municipal Clerk

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Tax Department

Councilman Hartman

First Councilman Hartman asked that the Treasurer's Report be made part of the minutes. Next, he read the Tax Collector's Report. All properties that have had renovations done during the year received their added assessment bills. Ship Bottom sent out about 100 added assessment bills to taxpayers and they are due by November 1. A notice was included reminding taxpayers that the bill is in addition to the original bill, mailed out in August. Please call the Tax Office with any questions and remember that you only have until December 1 to appeal the bill if you disagree with the added assessment.

The 4<sup>th</sup> quarter tax payment is due on November 1. We have 38 properties with tax delinquencies. Those properties with a balance greater than \$10,000.00 should call the tax department. Additional penalties will be charged on those balances. Call the Tax Collector for more information.

The collection rate to date is at 99%. Akk required conditions for a senior or veteran tax deduction must exist as of October 1 of the pre-tax year. Homeowners who have any questions should contact the collector or assessor.

Taxpayers that were entitled to an ANCHOR BENEFIT should have received those payments by now. If not, you can check the state website.

Public Safety

Councilman Tom Tallon

Councilman Tallon read the Police Report:

There were 3,002 vehicle miles driven

There were 529 reported activities

There were 184 beach, business and building checks

There were 17 medical assists

There were 187 traffic stops, three motor vehicle accidents without injuries.

The fire report was read and there were 35 incidents, 246 alarm response daybook items for a total of 61.33 man hours.

Public Works

Councilman Joseph Valyo

Councilman Valyo read the Public Works Report:

Metal and brush was picked up, fuel slips were calculated, trash and recycling cans dumped from beaches, removed remaining lifeguard stands and boxes from beach, removed trash and recycling cans after Kite Festival, removed handicapped mats from the beach, blew out sprinklers for winter, ran generators, fire extinguisher inspections done, swept sand at bay beach parking area, replaced broken pipe and valve at ballfield for sprinklers, installed wind block on pickleball court, cleaned up 6<sup>th</sup> St yard, repairs on bay beach pavilion, DPW equipment repairs, PD car repairs, installed engraved pavers, sprayed weeds, took welcome beach signs down, put up unprotected beach signs, painted curbs, removed bay beach fence for season, cut lawns, took volleyball nets down for the season, removed paddle board ramp at boat ramp, removed steps at bay beach, removed handicapped ramp at bay beach, removed kayak launch at 25<sup>th</sup> St., blew out sprinklers, took down wone way signs on 27<sup>th</sup> St., repaired storm drains 5<sup>th</sup> and Shore Ave., took down "No Outlet to Bridge" signs, lifeguard equipment repaired, dumped and put away bayside cans.

Parks and Recreation

Councilman Edward English

Councilman English reported that the total beach badge revenue for 2024 was \$952,464.00; \$1,461.00 more than in 2023. The boat ramp revenue was up \$2,695.00 from last year, at \$50,640.00. Councilman English then read the Beach Operations report.

Lifeguard coverage continued throughout the month of September on 20<sup>th</sup> St., Lifeguards patrolled in the truck on October 5<sup>th</sup> and 6<sup>th</sup> for Chowderfest weekend and October 12<sup>th</sup> and 13 for the Kite Festival. Beach Patrol Headquarters has been closed for the season and all of the necessary equipment has been properly secured the 6<sup>th</sup> Street Garage. Thank you to all the departments for their support this season and their help in making this another safe and successful summer!

Water/Sewer

Councilman Robert Butkus

Councilman Butkus read the Water and Sewer Report:

The billing for properties with water meters was completed on September 30, 2024 and the bills were mailed out. The payment of those bills was due October 20. Payments have been coming in very regularly with only 450 accounts with open balances. Unmetered properties had their final payments due on October 1. Only 21 properties are not paid as of today. All delinquent properties were contacted and notices will be sent out by the end of the week. The Water/Sewer Department metered an additional 50 properties this month on 16<sup>th</sup> and 17<sup>th</sup> Streets and Barnegat Avenue. The billing of those accounts will change in January, 2025. Ship Bottom has approximately 410 properties that are not metered.

The total amount collected for water/sewer was \$359,890.74

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Public Property & Community Affairs  
Councilwoman Basile read the following reports:

Councilwoman Mary Basile

Permits Processed:	20	Permit Updates:	03
TOTAL:			23

New Buildings:	1	Alterations:	17
Demolitions:	2	Additions:	3
Addition/Rehab:	0		
Total Revenue:			\$12,885.00

**ZONING REPORT**

New Single Family Res:	2	Shed/AC:	0
Pavers:	2	Pool:	5
Bulkhead	2	Fence:	4
Addition	5		
Total:			20

<u>CODE ENFORCEMENT</u>	<u>Verbal Warnings</u>	<u>Written Warnings</u>	<u>Summons</u>
Garbage Container	1	14	0
Recycling Container	1	17	1
Trailer Parked on Streets	1	2	0
Construction Equipment/ Street Obstruction	4	2	0
Temporary Storage Units	3	1	0
Illegal Sign/No Parking Cones			
Unfit Properties	2	5	0
Fiberglass/Dry Cutting Pavers	0	0	0
Uncovered Dumpsters	0	5	2
Dry Cutting Pavers	N/A	N/A	1
TOTALS:	12	46	4

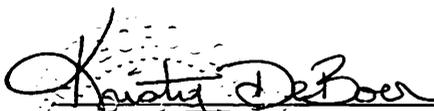
There were five Certificate of Occupancy Inspections and they all passed.

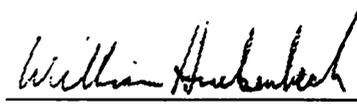
**12. PUBLIC COMMENT**

The Mayor opened the floor for public comment with a motion and second by Councilmen Butkus and English. With no one wishing to speak, The Mayor closed the floor for comment with motion and second by Councilmen English and Valyo. All in favor.

**13. ADJOURN THE MEETING**

With a motion by Councilwoman Bassile, seconded by Councilman English and an all in favor vote, The Mayor adjourned the meeting at 7:24 p.m.

  
\_\_\_\_\_  
Kristy DeBoer, RMC  
Municipal Clerk

  
\_\_\_\_\_  
William Huelsenbeck  
Mayor

Ranges	Item Status	Purchase Types	Misc			
Range: First to Last Rcvd Batch Id Range: First to Last Received Date Range: 09/25/24 to 12/31/24	Open: N Void: N Paid: Y Held: N Aprv: Y Rcvd: N	Bid: Y State: Y Other: Y Exempt: Y	P.O. Type: All Include Project Line Yes Items: Format: Condensed Y Include Non-Budgeted: Vendors: All			
Vendor #	Name	Status	Amount	Void Amount	Contract	PO Type
AACAD005	A-ACADEMY OF SOUTH JERSEY, INC					
24-00238	03/04/24 2024 ANIMAL CONTROL	Open	316.67	0.00		B
ALLST010	ALL STATE LEGAL					
24-01004	10/04/24 LEGAL & LETTER RED RULED	Open	104.50	0.00		
AMAZO005	AMAZON.COM					
24-00903	08/11/24 OFFICE SUPPLIES	Open	342.03	0.00		
24-00904	09/11/24 UNIFORM	Open	565.78	0.00		
24-00908	09/11/24 UNIFORMS	Open	552.95	0.00		
24-00998	10/04/24 UNIFORMS	Open	124.99	0.00		
24-00999	10/04/24 UNIFORMS	Open	162.96	0.00		
24-01027	10/04/24 MICROWAVE	Open	198.94	0.00		
	<b>Vendor Total:</b>		<b>1,945.65</b>			
AMER055	AMERICAN WEAR INC					
24-00092	01/23/24 UNIFORM CLEANING 2024	Open	210.00	0.00		B
ANTHO005	ANTHONY EDWARDS					
24-00987	09/26/24 DCK 18-04 ESCROW RELEAS	Open	333.12	0.00		
24-00988	08/26/24 DCK 21-01 ESCROW RELEAS	Clsd	2,506.73	0.00		
	<b>Vendor Total:</b>		<b>2,839.85</b>			
APPR005	APPRIVER, LLC					
24-01006	10/04/24 HOSTED EMAIL - SEP TO OCT	Open	353.40	0.00		
APRUZ005	APRUZZESE, MCDERMOTT, MASTRO &					
24-01019	10/04/24 PROFESSIONAL SERVICES R	Open	297.50	0.00		
AN050	ATLANTIC CITY ELECTRIC					
24-01042	10/11/24 ELECTRICITY & STREET LIGH	Open	27,162.28	0.00		
COAST010	ATLANTIC PRINTING & DESIGN					
24-01017	10/04/24 BUSINESS CARDS	Open	560.70	0.00		
24-01073	10/18/24 ENVELOPES BOROUGH LOG	Open	348.91	0.00		
	<b>Vendor Total:</b>		<b>909.61</b>			
AWISC005	AWISCO NEW YORK CORP					
24-01090	10/21/24 COMPRESSED OXYGEN, ACE	Open	52.26	0.00		
BARBA010	BARBARA COURTS					
24-01081	10/18/24 COURT RECORDING 9/23/202	Open	75.00	0.00		
BEACH020	BEACH HAVEN AUTOMOTIVE, INC.					

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Vendor # P.O. #	Name PO Date Description	Status	Amount	Void Amount	Contract	PO Type
BEACH020	BEACH HAVEN AUTOMOTT		<i>Account Continued</i>			
24-01093	10/22/24	Open	563.23	0.00		
BLUE3005	BLUE 360 MEDIA, LLC					
24-01003	10/04/24 NJ CRIMINAL & MV BOOK 202	Open	92.95	0.00		
BONNI010	BONNIE R. PETERSON					
24-00138	02/13/24 PROFESSIONAL SERVICES R	Open	1,125.00	0.00		B
DOWNS010	CELEBRITY FORD					
24-00607	06/25/24	Clsd	1,166.67	0.00		
24-01039	10/08/24	Open	413.40	0.00		
24-01047	10/18/24	Open	71.02	0.00		
24-01066	10/16/24	Open	21.53	0.00		
-01074	10/18/24 BLEND DOOR ACTUATOR	Open	64.59	0.00		
	<b>Vendor Total:</b>		<b>1,737.21</b>			
CENTR010	CENTRAL JERSEY HEALTH INS FUND					
24-00050	01/19/24 DENTAL & VISION COVERAGE	Open	2,930.00	0.00		B
CLEAR010	CLEARY, GIACOBBE, ALFIERI & JA					
24-00983	09/25/24 PROFESSIONAL SERVICES R	Clsd	4,462.50	0.00		
COMCA010	COMCAST CABLE					
24-01045	10/15/24 TV/INTERNET/CABLE	Open	1,348.31	0.00		
COMPL010	COMPLETE CONTROL SERVICES INC					
24-00398	04/18/24 INSTALLATION OF FIREWALL	Open	5,991.33	0.00		
COREL005	CORELOGIC TAX SERVICE, LLC					
24-00913	09/24/24 TAX REFUND	Clsd	3,415.74	0.00		
CREAT005	CREATIVE MANAGEMENT INC					
24-01089	10/21/24 FUEL INVOICES	Open	2,610.96	0.00		
DAWNA010	DAWN ANNARUMMA					
24-01078	10/18/24 SAUL WITTES SEMINAR	Open	38.94	0.00		
NNI010	DENNIS FLYNN					
24-01100	10/22/24 REIMBURSEMENT FOR CASH	Open	86.88	0.00		
DIREC005	DIRECT ENERGY BUSINESS					
24-01044	10/11/24 ELECTRICITY & STREET LIGH	Open	2,468.40	0.00		
DONAL005	DONALD SCHAFER					
24-00991	09/27/24 REIMBURSEMENT, FALL DEC	Open	97.00	0.00		
EAST010	EASTERN WAREHOUSE DISTRIBUTORS					
24-01103	10/22/24	Open	404.51	0.00		

Vendor # P.O. #	Name PO DateDescription	Status	Amount	Void Amount	Contract	PO Type
EAST010	EASTERN WAREHOUSE DI		<i>Account Continued</i>			
EDMUN010 24-01032	EdmundsGovTech, Inc 10/08/24TAX BILL PRINTING & MAILING	Open	1,055.02	0.00		
ADTCO005 24-01079	EVERON, LLC 10/18/24SERVICES PORVIDED 10/29-1	Open	68.13	0.00		
FARIA010 24-00882	FARIAS SURF & SPORT 08/25/24Paddleboard repairs	Clsd	675.00	0.00		
FASTE005 24-00935	FASTENAL COMPANY 09/20/24SHOP SUPPLIES, MISC HARD	Open	1,618.29	0.00		
RGU010 24-01083	FERGUSON ENTERPRISES INC 10/21/24WATER METER PROJECT SU	Open	30,517.98	0.00		
FORSH005 24-01034	FOR SHORE WEED CONTROL 10/08/24WEED & POISON IVY TREAMT	Open	1,179.00	0.00		
GALLS010 24-00997	GALLS, LLC 10/04/24Blue Gun and Mag Pouches	Open	262.93	0.00		
GANNE010 24-01005	GANNETT N.Y. - N.J. LOCALIQ 10/04/24PUBLIC NOTICES	Open	168.52	0.00		
24-01022	10/04/24SUMMARY OR SYNOPSIS 202	Open	204.31	0.00		
	<b>Vendor Total:</b>		<b>372.83</b>			
GIBBO005 24-01023	GIBBONS P.C. 10/04/24PROF.SERVICES RENDERED	Open	2,806.00	0.00		
HMANC010 24-01012	HENRY J. MANCINI & ASSOC., INC 10/04/24PROFESSIONAL SERVICES R	Open	2,674.50	0.00		
HOMED010 24-00995	HOME DEPOT CREDIT SERVICES 10/02/24SUPPLIES	Open	7,655.71	0.00		
HUNTE010 01099	HUNTER TECHNOLOGIES 10/22/24ONSITE SUPPORT	Open	350.00	0.00		
JHWIL005 24-00993	J.H. Williams 09/30/24PAYMENT APPLICATION 30 & :	Open	497,539.32	0.00	C2100005	C
JRHEN010 24-01102	J.R. HENDERSON LABS, INC. 10/22/24LAB TESTING 9/2024	Open	770.00	0.00		
JOYCE005 24-01018	JOYCE MEDIA LLC 10/04/24WEBSITE UPDATES	Open	269.85	0.00		

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Vendor # P.O. #	Name PO DateDescription	Status	Amount	Vold Amount	Contract	PO Type
KAREN010 24-01064	KAREN GARCIA 10/16/243/16 TO 10/15 FAX REIMBURS	Open	280.00	0.00		
KATHL010 24-01086	KATHLEEN FLANAGAN 10/21/243FOA MILEAGE, PARKING RE	Open	140.95	0.00		
NASTI010 24-00888	Kelley Nastl 09/11/24SOCIAL MEDIA SEMINAR	Clsd	36.68	0.00		
KENNE005 24-00986	KENNETH SMITH 09/26/24CB1479 CURB BOND RELEAS	Clsd	6,000.00	0.00		
KONIC010 24-01025	KONICA MINOLTA BUSINESS 10/04/24ALL COVERED CARE MONTHI	Open	2,046.16	0.00		
-01098	10/22/24ANNUAL MAINTENANCE AGRI	Open	1,441.52	0.00		
-01101	10/22/24POLCIE DEPT ALL COVERED	Open	8,289.06	0.00		
	<b>Vendor Total:</b>		<b>11,776.74</b>			
KONIC005 24-01053	KONICA MINOLTA PREMIER FINANCE 10/16/24COPIER LEASE PMT - OCT 20	Open	228.11	0.00		
LONGB040 24-00885	LONG BEACH TWP. 09/10/242024 LPR use (LBPD)	Clsd	700.00	0.00		
24-01009	10/04/24REIMB/FEEES COLLECTED SEI	Open	6,033.00	0.00		
	<b>Vendor Total:</b>		<b>6,733.00</b>			
MANAH040 24-00127	MANAHAWKIN MAGIC WASH 02/05/242024 WASHES	Open	23.00	0.00		B
MGLPR010 24-01013	MGL PRINTING SOLUTIONS 10/04/24COMMERCIAL BILLS	Open	327.00	0.00		
MOSCA005 24-01089	MOSCA DESIGN, INC. 10/16/24CHRISTMAS LIGHTS	Open	3,652.00	0.00		
MUNIC030 24-01082	MUNICIPAL CLERKS' ASSOCIATION 10/18/242024 FALL MINI CONFERENCE	Open	45.00	0.00		
VAT010 24-01043	N.J. NATURAL GAS 10/15/24NATURAL GAS SUPPLY	Open	1,621.74	0.00		
NJSTA020 24-00994	N.J. STATE LEAGUE OF MUNICIPAL 09/30/242024 ANNUAL LOM	Open	980.00	0.00		
NEWJE025 24-01015	NEW JERSEY MONUMENT COMPANY 10/04/24BRICK PAVERS	Open	980.00	0.00		
NJSTA010	NEW JERSEY STATE ASSOCIATION					

Vendor # P.O. #	Name PO Date Description	Status	Amount	Void Amount	Contract	PO Type
NJSTA010	NEW JERSEY STATE ASSO		<i>Account Continued</i>			
24-00887	09/11/24 2024 dues for accreditation	Clsd	1,334.00	0.00		
NJDEP010	NJ DEPT OF HEALTH & SENIOR SER					
24-01021	10/04/24 2024 3RD QTR. REPORT	Open	4.80	0.00		
NJSHBP01	NJSHBP-Div of Pensions/Benefit					
24-00108	01/19/24 ANNUAL EMPLOYEE HEALTHI	Open	64,361.96	0.00		B
OCDEP010	O.C. DEPARTMENT OF FINANCE					
24-01058	10/16/24 2024 TAX LEVY - 4TH QTR. 20:	Open	2,066,428.15	0.00		
OCENG010	O.C. ENGINEERING DEPARTMENT					
24-01085	10/21/24 SCHEDULE C INVOICE-QTR 3	Open	36.33	0.00		
OCUT010	O.C. UTILITIES AUTHORITY					
24-01033	10/08/24 Q4 2024 INSTALLMENT	Open	133,900.00	0.00		
OCCUP005	OCCUPATIONAL HEALTH CENTERS					
24-00992	09/27/24 FIT FOR DUTY PHYSICAL	Open	122.00	0.00		
OFFIC010	OFFICE BASICS, INC.					
24-00209	02/27/24 MPS XEROX BILLING - 2024	Open	1.05	0.00		B
ONECA010	ONE CALL CONCEPTS					
24-01076	10/18/24 MARK OUTS & VOICE TICKET	Open	52.91	0.00		
ORIGINAL	ORIGINAL WATERMEN, INC.					
24-01026	10/04/24 Extra Boardshorts	Open	168.00	0.00		
OWENL010	OWEN LITTLE AND ASSOCIATES					
24-01011	10/04/24 ENGINEERING SERVICES	Open	125.00	0.00		
24-01095	10/22/24 ENGINEERING SERVICES	Open	26,437.55	0.00		
24-01104	10/22/24 ENGINEERING SERVICES	Open	300.00	0.00		
	<b>Vendor Total:</b>		<b>26,862.55</b>			
PERS0010	P.E.R.S.					
24-01036	10/08/24 LATE TRANSMITTAL INTERES	Open	31.36	0.00		
PFRS010	P.F.R.S.					
24-01037	10/08/24 LATE TRANSMITTAL INTERES	Open	46.42	0.00		
PAVIA005	PAVIA ENTERPRISES LLC					
24-01030	10/08/24 COURIER SERVICES - SEPTE	Open	316.29	0.00		
PBALC005	PBA LOCAL 175					
24-00689	09/26/24 PBA UNION DUES SEPTEMBE	Clsd	520.00	0.00		
24-01072	10/17/24 PBA UNION DUES OCTOBER :	Open	500.00	0.00		
	<b>Vendor Total:</b>		<b>1,020.00</b>			

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PBAL0005	PBA LOCAL 175		<i>Account Continued</i>			
PHOENIX1	Phoenix Advisors, LLC					
24-01031	10/08/24PROFESSIONAL SERVICES R	Open	2,350.00	0.00		
24-01082	10/18/24PROFESSIONAL SERVICES R	Open	1,423.00	0.00		
	<b>Vendor Total:</b>		<b>3,773.00</b>			
PITNE010	PITNEY BOWES GLOBAL FINANCIAL					
24-00985	09/25/24POSTAGE MACHINE RENTAL	Cld	380.30	0.00	C2400001	C
24-01092	10/21/24POSTAGE MACHINE RENTAL	Open	397.71	0.00	C2400001	C
	<b>Vendor Total:</b>		<b>758.01</b>			
PRIME015	PRIMEPOINT LLC					
24-01075	10/18/24PAYROLL SERVICES AUG/SEF	Open	940.00	0.00		
RECYC005	RECYCLING THE PAST,LLC					
24-01085	10/18/24STRING OF PEARLS HISTORY	Open	3,200.00	0.00		
RIGGI010	RIGGINS, INC.					
24-01088	10/21/24FUEL INVOICES	Open	703.78	0.00		
RUMPF005	RUMPF LAW, P.C.					
24-01020	10/04/24PUBLIC DEFENDER SERVICE	Open	800.00	0.00		
SELEC010	SELECTIVE INSURANCE					
24-01096	10/22/24FLOOD INSURANCE, 1621 LB	Open	11,351.00	0.00		
SHORE060	SHORE PROMOTIONS					
24-01061	10/18/24PUBLIC WORKS T-SHIRTS	Open	564.00	0.00		
SOUTH060	SOUTHERN REGIONAL SCHOOL DISTR					
24-00052	01/23/24REGIONAL SCHOOL TAXES 21	Open	546,087.16	0.00		B
STAND010	STANDARD INSURANCE COMPANY					
24-01007	10/04/24SHORT-TERM DISABILITY AUX	Open	1,324.08	0.00		
STATE040	STATE OF NEW JERSEY					
24-01014	10/04/24CATASTROPHIC ILLNESS FUL	Open	255.00	0.00		
STATE010	STATE OF NEW JERSEY-PWT					
24-01077	10/18/24PUBLIC WATER TAX-3RD QTR	Open	465.86	0.00		
SUBUR010	SUBURBAN DISPOSAL INC.					
24-01035	10/08/24SOLID WASTE & RECYCLING	Open	57,759.88	0.00		
SUP010	Suplee, Clooney & Company					
24-01029	10/08/24PROFESSIONAL SERVICES R	Open	450.00	0.00		
TMASS005	T & M ASSOCIATES					

Vendor # P.O. #	Name PO Date Description	Status	Amount	Void Amount	Contract	PO Type
TMASS005	T & M ASSOCIATES		<i>Account Continued</i>			
24-01051	10/16/24 PROFESSIONAL SERVICES R	Open	751.50	0.00		
24-01080	10/18/24 PROFESSIONAL SERVICES R	Open	3,367.75	0.00		
	<b>Vendor Total:</b>		<b>4,119.25</b>			
TEAMS005	TEAMSTERS LOCAL UNION NO 35					
24-00980	08/26/24 UNION DUES SEPTEMBER 20	Clsd	388.00	0.00		
24-01071	10/17/24 UNION DUES OCTOBER 2024	Open	388.00	0.00		
	<b>Vendor Total:</b>		<b>776.00</b>			
TENNA010	TENNANT MAGEE LAW					
24-01024	10/04/24 PROFESSIONAL SERVICES R	Open	7,102.70	0.00		
CHEDR005	THE DRILL SERGEANT CLEANING					
00984	08/25/24 JANITORIAL SERVICES - AUG	Clsd	2,600.00	0.00		
TONYS005	TONY'S GENERAL MERCHANDISE INC					
24-01010	10/04/24 WORK CLOTHING - HANK/A/JI	Open	1,641.94	0.00		
TOWNS010	TOWNSHIP OF STAFFORD					
24-00051	01/23/24 ANNUAL MANAGEMENT SERV	Open	10,999.04	0.00		B
TREAS080	TREASURER, STATE OF NEW JERSEY					
24-01008	10/04/24 Q3 2024 DCA FEES	Open	1,939.00	0.00		
TREAS105	TREASURER, STATE OF NEW JERSEY					
24-01046	10/16/24 NJ DEP TREATMENT WORKS /	Open	1,630.13	0.00		
TUCKE010	TUCKERTON LUMBER COMPANY					
24-01094	10/22/24	Open	886.20	0.00		
VERIZ010	VERIZON					
24-01087	10/21/24 TELEPHONE SERVICES	Open	342.84	0.00		
WBMAS010	W.B. MASON CO., INC.					
24-00101	01/24/24 OFFICE SUPPLIES	Open	218.97	0.00		
24-00982	09/23/24 OFFICE MACHINES	Open	589.41	0.00		
24-01048	10/16/24 OFFICE SUPPLIES	Open	431.87	0.00		
	<b>Vendor Total:</b>		<b>1,240.25</b>			

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**Total Purchase Orders: 119 Total P.O. Line Items: 0 Total List Amount: 3,598,653.28 Total Void Amount: 0.00**

**BOROUGH OF SHIP BOTTOM**  
Purchase Order Listing By Vendor Name

10/22/2024

04:38 PM

<b>Totals by Year-Fund</b>						
<b>Fund Description</b>	<b>Fund</b>	<b>Budget Total</b>	<b>Revenue Total</b>	<b>G/L Total</b>	<b>Project Total</b>	<b>Total</b>
CURRENT FUND	3-01	500.00	0.00	0.00	0.00	500.00
CURRENT FUND	4-01	2,859,441.41	0.00	0.00	0.00	2,859,441.41
WATER/SEWER FUND	4-08	169,396.37	0.00	0.00	0.00	169,396.37
	4-11	0.00	0.00	0.00	12,203.04	12,203.04
	<b>Year Total:</b>	<b>3,028,837.78</b>	<b>0.00</b>	<b>0.00</b>	<b>12,203.04</b>	<b>3,041,040.82</b>
CAPITAL FUND	C-04	502,344.19	0.00	0.00	0.00	502,344.19
UTILITY CAPITAL FUND	C-07	40,815.47	0.00	0.00	0.00	40,815.47
	<b>Year Total:</b>	<b>543,159.66</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>543,159.66</b>
GRANT FUND	G-02	3,200.00	0.00	0.00	0.00	3,200.00
	P-22	1,788.00	0.00	0.00	0.00	1,788.00
TRUST-OTHER	T-03	980.00	0.00	0.00	0.00	980.00
DOG TRUST	T-12	4.80	0.00	0.00	0.00	4.80
CONSTRUCTION TRUST	T-13	7,972.00	0.00	0.00	0.00	7,972.00
	<b>Year Total:</b>	<b>8,956.80</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,956.80</b>
<b>Total Of All Funds:</b>		<b>3,586,450.24</b>	<b>0.00</b>	<b>0.00</b>	<b>12,203.04</b>	<b>3,598,653.28</b>

Project Description	Project No.	Project Total
MICHELLE EVAUL	C 24-04	125.00
SMITH, KENNITH & LISA	CB 1479	6,000.00
JKL, INC.	DKT 18-04	333.12
EDWARDS, ANTHONY	DKT 21-011	2,808.73
RON JON REALTY CORP.	DKT 22-21	887.50
HUGHES, PATRICK & MYRA	DKT 24-11	355.89
SHIP BOTTOM CREEK NJ LLC	DKT 24-12	565.00
FRIEDANT, MARC R.	DKT 24-13	495.00
Marlon Moradel Lopez	DKT 24-14	635.00
<b>Total Of All Projects:</b>		<b>12,203.04</b>

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

<b><u>ACCT TITLE/ ACCOUNT #</u></b>	<b><u>BALANCE</u></b>	<b><u>DEPOSITS</u></b>	<b><u>DISBURSEMENTS</u></b>	<b><u>ENDING BALANCE</u></b>
GENERAL OPERATING	6,276,231.71	4,392,580.98	3,371,131.25	7,297,681.44
GENERAL CAPITAL	1,074,525.13	2,439.88	182,347.91	894,617.10
UTILITY OPERATING	1,066,735.57	77,485.98	57,130.41	1,087,091.14
UTILITY CAPITAL	1,813,480.71	4,626.35	-	1,818,107.06
GENERAL TRUST	243,267.87	22,887.51	26,596.34	239,559.04
CONSTRUCTION TRUST	71,815.55	23,786.70	10,017.00	85,585.25
DOG TRUST	1,081.39	9.76	-	1,091.15
PUBLIC DEFENDER	1,052.76	2.69	-	1,055.45
TAX SALE PREMIUMS	18,177.46	46.37	-	18,223.83
FORFEITURE OF FUNDS	21,303.12	3,755.72	1,850.00	23,208.84
PAYROLL	86,448.88	408,695.55	428,403.65	66,740.78
ALCOHOL EDUCATION	15,762.02	40.21	-	15,802.23
CREDIT CARD ACCOUNT	733,359.91	6,379.08	-	739,738.99
GRANT FUND	35,544.33	83.83	2,601.30	33,026.86
ACCUMULATED ABSENCE	785,735.80	2,004.48	-	787,740.28
TIME CAPSULE	431.77	1.10	-	432.87
ESCROW	366,313.30	3,870.86	26,854.73	343,329.43