

**REGULAR MEETING  
DECEMBER 17, 2024  
BOROUGH COUNCIL**

Council President Clay called the Regular Meeting to order at 7:30 PM.

The Borough Clerk read the following statement: "Pursuant to Section 5 of the Open Public Meetings Act, adequate notice of this meeting has been provided by posting on the bulletin board at Borough Hall and by notification to the Asbury Park Press, the Newark Star Ledger, and the Coaster at least 48 hours prior to this meeting and filing with the Borough Clerk all on December 19, 2023."

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**SWEARING IN CEREMONY**

Senator Vin Gopal swore in Councilman Gregory Alessi who will be filling the unexpired term of the late Councilman John Manginelli.

**ROLL CALL (Regular Meeting)**

PRESENT: Mr. Alessi, Dr. Dobrin, Mr. Nesci, Mrs. Clay  
ABSENT: Ms. Buckley  
ALSO PRESENT: Michelle Hutchinson, Borough Clerk  
                  Kevin Starkey, Director of Law  
                  Charles Terefenko, Business Administrator  
                  Thomas Fallon, Director of Finance  
                  Thomas Neff, Borough Engineer

All present stood for a salute to the Flag.

**APPROVAL OF MINUTES**

*Dr. Dobrin offered a motion to approve November 12, 2024, and December 3, 2024, Regular Meeting Minutes seconded by Mr. Nesci.*

**ROLL CALL**

AYES: Dr. Dobrin, Mr. Nesci, Mrs. Clay  
ABSTAIN: Mr. Alessi  
NAYS: None  
ABSENT: Ms. Buckley

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**BOROUGH COUNCIL ACTING AS THE BOARD OF HEALTH**

Mrs. Clay announced the Board of Health annual meeting asking Mr. Starkey to provide a summary of the proceedings. Mr. Starkey explained the requirements and procedures for the Annual Board of Health meeting and as Councilmembers are the representatives for the Board of Health they will have public comment on any related health matter.

**PUBLIC DISCUSSION OPENED**

*Mr. Nesci offered a motion to open the Public Discussion, seconded by Dr. Dobrin.*

**ROLL CALL**

AYES: All in Favor  
NAYS: None  
ABSENT: Ms. Buckley  
ABSTAIN: None

*There being no comments, Dr. Dobrin offered a motion to close the Public Discussion, seconded by Mr. Alessi.*

**ROLL CALL**

AYES: All in Favor  
NAYS: None  
ABSENT: Ms. Buckley  
ABSTAIN: None

**PUBLIC DISCUSSION CLOSED**

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**REPORT OF MAYOR/COUNCIL/ADMINISTRATION**

Mrs. Clay announced a Certificate of Recognition for Declan John Sales, earning the rank of Eagle Scout. The scouts will hold a formal ceremony on December 22<sup>nd</sup> with councilmembers in attendance for the presentation of this certificate.

**Borough Engineer – Thomas Neff**

Mr. Neff had no report.

**Business Administrator - Direct of Finance – Tom Fallon**

Mr. Fallon welcomed Councilman Alessi and wished everyone Happy Holidays.

**Business Administrator – Charles Terefenko**

Mr. Terefenko welcomed Mr. Alessi. He reported the holiday tree lighting event at Liberty Park was well attended and a success. Shop with A Cop event was also a well-attended successful event. He thanked the Police Department and all the volunteers who supported this event. Tomorrow, Santa will be coming to town providing gifts for children. On December 26<sup>th</sup> at 4:00pm at Liberty Park will be the Menorah Lighting. The 2025 calendars have been mailed and the theme of the calendar is the upcoming 75<sup>th</sup> Anniversary of Tinton Falls. He wished everyone Happy Holidays and a prosperous New Year.

**Director of Law- Kevin Starkey**

Mr. Starkey welcomed Councilman Alessi and wished everyone Happy Holidays.

**Borough Clerk – Michelle Hutchinson**

Ms. Hutchinson had no report.

**Council's Reports**

-Mr. Alessi thanked Council for their support and looking forward to working with everyone. He sent condolences to Mr. Manginelli's family and friends and promised to do his best.

-Dr. Dobrin welcomed Councilman Alessi and looking forward to working with him. He reported visiting the library and listed some of the fun activities for children and tremendous selection of books. The librarian staff is very friendly and helpful, and it is a nice place to visit for all the residents. He mentioned looking forward to the 75<sup>th</sup> Anniversary celebration taking place on September 4, 5 and 6, 2025. The tree lighting ceremony was great and wishing everyone Happy Holidays and a great New Year.

-Mr. Nesci reported the Planning Board's last meeting has been postponed. He congratulated Mr. Alessi on joining the council.

-Mrs. Clay welcomed Mr. Alessi to the council. She echoed everyone's sentiments regarding the tree lighting. A wonderful community event. She listed the recipients for the Governor's Education Award:

Tinton Falls Middle School: Michael McEvoy, Teacher of the Year; Clare Sullivan, Support Staff of the Year; Cherie Ronan, Educational Services Professional of the Year.

Swimming River School: Madeline Hoy, Teacher of the Year; Amy Mendat, Support Staff of the Year, Kristen Tola, Education Services Professional of the Year.

Mahala F. Atchison School: Danielle Giannattasio, Teacher of the Year, Maria Marks, Support Staff of the Year, Jodi Gardner, Educational Services Professional of the Year.

On behalf of the council, Mrs. Clay congratulated all the recipients on their well-deserved award. She wished everyone Happy Holidays and a Happy Healthy New Year.

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**ORDINANCES FOR INTRODUCTION** - None

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**ORDINANCES FOR FINAL CONSIDERATION**

Ms. Hutchinson read the title of the Ordinance: **2024-1519 An Ordinance Vacating The Rights Of The Public In A Portion Of A Paper Street Designated On The Tax Maps As Wardell Road**

*Dr. Dobin offered a motion to open the Public Hearing on Ordinance No. 2024-1519, seconded by Mr. Nesci.*

**ROLL CALL**

AYES: All In Favor  
NAYS: None  
ABSTAIN: None  
ABSENT: Ms. Buckley

**PUBLIC HEARING OPEN**

*There being no comments, Mr. Nesci offered a motion to close the Public Hearing on Ordinance No. 2024-1519, seconded by Mr. Alessi.*

**ROLL CALL**

AYES: All In Favor  
NAYS: None  
ABSTAIN: None  
ABSENT: Ms. Buckley

**PUBLIC HEARING CLOSED**

*Dr. Dobrin offered a motion to adopt Ordinance No. 2024-1519, seconded by Mr. Nesci.*

**ROLL CALL**

AYES: Mr. Alessi, Dr. Dobrin, Mr. Nesci, Mrs. Clay  
NAYS: None  
ABSENT: Ms. Buckley  
ABSTAIN: None

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**PUBLIC DISCUSSION**

*Dr. Dobrin offered a motion to open the Public Discussion, seconded by Mr. Nesci.*

**ROLL CALL**

AYES: All in Favor  
NAYS: None  
ABSENT: Ms. Buckley  
ABSTAIN: None

Mrs. Clay asked the Clerk if there were any submitted comments and there were none.

*Sheila Hatami, 2 Palermo Drive – Ms. Hatami congratulated Mr. Alessi on his new council position and wished everyone Happy Holidays.*

*There being no further comments, Dr. Dobrin offered a motion to close the Public Discussion, seconded by Mr. Nesci.*

**ROLL CALL**

AYES: All in Favor  
NAYS: None  
ABSENT: Ms. Buckley  
ABSTAIN: None

**PUBLIC DISCUSSION CLOSED**

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**MISCELLANEOUS BUSINESS FOR THE GOOD OF THE ORDER** - None

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**RESOLUTIONS** – None

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**CONSENT AGENDA**

*Dr. Dobrin offered a motion to approve the Consent Agenda, seconded by Mr. Alessi.*

**ROLL CALL**

AYES: Mr. Alessi, Dr. Dobrin, Mr. Nesci, Mrs. Clay  
ABSTAIN: None  
NAYS: None  
ABSENT: Ms. Buckley

**BOROUGH OF TINTON FALLS  
COUNTY OF MONMOUTH**

**R-24-243**

**RESOLUTION - AUTHORIZING TRANSFERS BETWEEN BUDGET  
APPROPRIATIONS PURSUANT TO N.J.S.A. 40A:4-58**

**WHEREAS**, N.J.S.A. 40A:4-58 provides for transfers as permitted between budget appropriations during the last two months of the fiscal year;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Tinton Falls that the transfers between the 2024 budget appropriations be made as follows:

<u>Current Budget Appropriation</u>	<u>From</u>	<u>To</u>
Group Insurance for Employees	\$57,000.00	
Division of Finance - S&W		\$2,000.00
Division of Recreation - S&W		18,000.00
Street Lighting		2,000.00
Water		5,000.00
Telecommunications		10,000.00
Landfill/Solid Waste Disposal Costs		<u>20,000.00</u>
	<b><u>\$57,000.00</u></b>	<b><u>\$57,000.00</u></b>
 <u>Sewer Utility Appropriation</u>		
Operating: Other Expenses	\$120,000.00	
Capital Outlay		<u>\$120,000.00</u>
	<b><u>\$120,000.00</u></b>	<b><u>\$120,000.00</u></b>

**BOROUGH OF TINTON FALLS  
COUNTY OF MONMOUTH**

**R-24-244**

**RESOLUTION DESIGNATING THE  
PUBLIC AGENCY COMPLIANCE OFFICER FOR 2025**

**WHEREAS**, in accordance with N.J.A.C. 17:27-3.2, each public agency shall designate an individual by January 10<sup>th</sup> of each year to serve as its Public Agency Compliance Officer; and

**WHEREAS**, Shanon Rathyen, QPA, is the appropriate employee of the Borough to serve as the Public Agency Compliance Officer;

**NOW, THEREFORE BE IT RESOLVED** by the Borough Council of the Borough of Tinton Falls that Shanon Rathyen, QPA be, and is hereby designated to serve as the Public Agency Compliance Officer on behalf of the Borough of Tinton Falls.

**BOROUGH OF TINTON FALLS  
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**R-24-245**

**RESOLUTION OF AWARD  
OF CONTRACT #24-5  
LELAND TERRACE PUMP STATION UPGRADES**

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**WHEREAS**, two (2) bids were received on Thursday, December 5, 2024 for Contract #24-5 for the Leland Terrace Pump Station Upgrade; and

**WHEREAS**, T. R. Weniger, 1900 New Brunswick Avenue, Piscataway, NJ 08854 submitted the lowest responsible bid in the amount of \$393,000 for the above contract; and

**WHEREAS**, the Director of Law has found the bid to be in order, and Thomas P. Neff, P.E., P. P., C.M.E., T&M Associates recommends award in his bid report attached dated December 6, 2024; and

**NOW, THEREFORE BE IT RESOLVED** that T. R. Weniger, 1900 New Brunswick Avenue, Piscataway, NJ 08854 be awarded a contract in the amount of \$393,000 for the Leland Terrace Pump Station Upgrade;

**BE IT FURTHER RESOLVED** that the Mayor and Borough Clerk are hereby authorized to execute a contract for the Borough of Tinton Falls as specified herein above.

I hereby certify funds are available from: Sewer Capital Outlay

**BOROUGH OF TINTON FALLS  
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**R-24-246**

**RESOLUTION AUTHORIZING PURCHASE UNDER  
PASSAIC VALLEY SEWERAGE COMMISSION  
NORTH JERSEY WASTEWATER COOPERATIVE PRICING SYSTEM**

**WHEREAS**, several of the Borough's sanitary sewer pump stations need to have their Raco Verbatim Cellularm dialer replaced due to failing intermittently and replaced with Primex Pump Watch IONS; and

**WHEREAS**, the Borough of Tinton Falls is a current member of the Passaic Valley Sewerage Commission North Jersey Wastewater Cooperative Pricing System as approved by Resolution #R-19-066; and

**WHEREAS**, Pumping Services, Inc., 201 Lincoln Boulevard, Middlesex, NJ 08846 is a valid vendor on the Passaic Valley Sewerage Commission North Jersey Wastewater Cooperative Pricing, for the purchase of Primex Pump Watch ION for each of the following pump stations, Hance avenue, Shrewsbury Avenue, Riveredge Road, Tinton Avenue and Hovnanian for the total purchase price in the amount of \$45,882.84; and

**WHEREAS**, this purchase is permitted under N.J.S.A. 40A:11-11, the New Jersey State Cooperative Purchasing Program; and

**WHEREAS**, Thomas P. Neff, Borough Engineer recommends this purchase.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Council authorizes this purchase under the valid Passaic Valley Sewerage Commission North Jersey Wastewater Cooperative Pricing:

I hereby certify funds are available from: Sewer Capital Outlay

**BOROUGH OF TINTON FALLS  
COUNTY OF MONMOUTH**

**R-24-247**

**RESOLUTION - AUTHORIZING THE AWARD OF A "FAIR AND OPEN" CONTRACT FOR  
RFP #1-25 POOL OF ENGINEERS**

**WHEREAS**, the Borough of Tinton Falls has a need to establish a pre-approved "pool" of qualified engineers to provide various special engineering services as may be required by the Borough for matters that may arise during the contract year of January 1, 2025 through December 31, 2025; and

**WHEREAS**, the Borough has, through the fair and open process, advertised on its website and in the Asbury Park Press on Wednesday, October 30, 2024, the solicitation for receipt of proposals from engineering firms for said services, and seven (7) proposal were received and documented on Wednesday, December 4, 2024; and

**WHEREAS**, the Borough has reviewed all the proposals received and it was determined the following firms have satisfied the requisites contained in the request for proposals to be considered for those services that the Borough may require during the contract year:

T & M Associates, 11 Tindall Road, Middletown, NJ 07748  
Suburban Consulting Engineers, 96 US Highway 206, Suite 101, Flanders, NJ 07836  
Remington & Vernick Engineers, 429 Route 79, Suite 21, Morganville, NJ 07751  
CME Associates, 1460 Route 9 South, Howell, NJ 07731  
Colliers Engineering & Design, Inc., 101 Crawford's Corner Road, Suite 3400, Holmdel, NJ 07733

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**WHEREAS**, the Borough Administrator has recommended these firms be included in the 2025 Engineering pool for various professional engineering services described above, and

**NOW, THEREFORE BE IT RESOLVED**, by the Borough of Tinton Falls hereby authorizes the establishment of an Engineering Pool for various Professional Engineering Services listed above as may be required and authorized by the Borough Administration during the contract year with participation by the above firms for the unit price, fixed fee amounts and/or hourly rates listed in their proposals:

1. This contract is awarded through the “fair and open” process in accordance with NJSA 19:44A-20.5 et. seq. and in accordance with NJSA 40A:11-5(1)(a) because it is for services performed by persons authorized by law to practice a recognized profession.
2. A copy of this Resolution as well as the contract and the Determination of Value shall be placed on file with the Borough Clerk of the Borough of Tinton Falls.
3. The Borough Clerk is hereby directed to publish a public notice of this award as required by law.

I hereby certify funds contingent upon the necessary funds being appropriated by the governing body in the 2025 Municipal Budget: Funds to be certified upon approval of specific projects.

**BOROUGH OF TINTON FALLS  
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**R-24-248**

**RESOLUTION - AUTHORIZING THE AWARD OF A “FAIR AND OPEN” CONTRACT  
FOR RFP #2-25 LABOR COUNSEL SERVICES**

**WHEREAS**, the Borough of Tinton Falls has a need for professional Labor Counsel services for various matters that may arise during the contract year January 1, 2025 through December 31, 2025; and

**WHEREAS**, the Borough has, through the fair and open process, advertised on its website and in the Asbury Park Press on Wednesday, October 30, 2024, the solicitation for receipt of proposals from legal firms for said services, and four (4) proposals were received and documented on Wednesday, December 4, 2024; and

**WHEREAS**, the Borough has reviewed all the proposals received, and it was determined that the firms of Rainone Coughlin Minchello, 555 U.S. Highway One South, Suite 440, Iselin, NJ 08830, Victoria A. Flynn, LLC, 15 Grandview Drive, Holmdel, NJ 07733, Cleary, Giacobbe, Alfieri and Jacobs, LLC, 169 Ramapo Valley Road, UL 105, Oakland, NJ 07436 and Florio, Perrucci, Steinhardt, Cappelli, and Tipton, LLC, 91 Larry Holmes Drive, Suite 200, Easton, PA 18042 satisfy the requisites contained in the Request for Proposals to be considered for professional Labor Counsel services that the Borough may require during the contract year; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$40,000, plus miscellaneous reimbursable for professional Labor Counsel Services; and

**NOW, THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Tinton Falls as follows:

1. The firms of Rainone Coughlin Minchello, 555 U.S. Highway One South, Suite 440, Iselin, NJ 08830, Victoria A. Flynn, LLC, 15 Grandview Drive, Holmdel, NJ 07733, Cleary, Giacobbe, Alfieri and Jacobs, LLC, 169 Ramapo Valley Road, UL 105, Oakland, NJ 07436 and Florio, Perrucci, Steinhardt, Cappelli and Tipton, LLC, 91 Larry Holmes Drive, Suite 200, Easton, PA 18042 are hereby retained to provide professional Labor Counsel services for an amount not to exceed \$40,000 plus miscellaneous reimbursable for a term expiring December 31, 2024.
2. This contract is awarded through the fair and open process as a Professional Service in accordance with NJSA 19:44A-20.5 et seq. and in accordance with NJSA 40A:11-5(1)(a) because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this Resolution as well as the contract shall be placed on file with the Clerk of the Borough of Tinton Falls.
4. The Borough Clerk is hereby directed to publish a public notice of this award as required by law.

I hereby certify funds availability contingent upon the necessary funds being appropriated by the governing body in the 2025 Municipal Budget: Legal: \$40,000

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**BOROUGH OF TINTON FALLS  
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**R-24-249**

**RESOLUTION - AUTHORIZING THE AWARD OF A "FAIR AND OPEN" CONTRACT FOR  
RFP #3-25 BOND COUNSEL SERVICES**

**WHEREAS**, the Borough of Tinton Falls has a need for professional Bond Counsel services as may be required by the Borough during the contract year January 1, 2025 through December 31, 2025; and

**WHEREAS**, the Borough has, through the fair and open process, advertised on its website and in the Asbury Park Press on Wednesday, October 30, 2024, the solicitation for receipt of proposals from legal firms for said services and one (1) proposal was received and documented on Wednesday, December 4, 2024; and

**WHEREAS**, the Borough has reviewed all the proposals received and it was determined that Dilworth Paxson LLP, 4 Paragon Way, Suite 400, Freehold, NJ 07728, satisfies the requisites contained in the request for proposals to be considered for professional Bond Counsel services that the Borough may require during the contract year; and

**WHEREAS**, this contract is to be awarded for the unit price or fixed fee amounts listed and hourly rates in the proposal with the certification of funds being provided by the Chief Financial Officer on each voucher for such services; and

**NOW THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Tinton Falls as follows:

1. The firm of Dilworth Paxson LLP, 4 Paragon Way, Suite 400, Freehold, NJ 07728 is hereby retained to provide professional bond counsel services for the unit price or fixed fee amounts and hourly rates listed in their proposal for a term expiring December 31, 2025.

2. This contract is awarded through the fair and open process as a Professional Service in accordance with NJSA 19:44A-20.5 et seq. and in accordance with NJSA 40A:11-5 (1) (a) because it is for services performed by persons authorized by law to practice a recognized profession.

3. A copy of this Resolution as well as the contract shall be placed on file with the Clerk of the Borough of Tinton Falls.

4. The Borough Clerk is hereby directed to publish a public notice of this award as required by law.

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**R-24-250**

**RESOLUTION - AUTHORIZING THE AWARD OF A "FAIR AND OPEN" CONTRACT FOR  
RFP #4-25 AFFORDABLE HOUSING COUNSEL SERVICES**

**WHEREAS**, the Borough of Tinton Falls has a need for professional Affordable Housing Counsel services that may arise during the contract year January 1, 2025 through December 31, 2025; and

**WHEREAS**, the Borough has, through the fair and open process, advertised on its website and in the Asbury Park Press on Wednesday, October 30, 2024, the solicitation for receipt of proposals from legal firms for said services, and one (1) proposal was received and documented on Wednesday, December 4, 2024; and

**WHEREAS**, the Borough has reviewed all the proposals received, and it was determined the firm of Pashman, Stein, Walder & Hayden PC, 101 Crawfords Corner Road, Suite 4202, Holmdel, NJ 07733, satisfies the requisites contained in the Request for Proposals to be considered for professional Affordable Housing Counsel services that the Borough may require during the contract year; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$35,000, plus miscellaneous reimbursables for professional Affordable Housing Counsel services; and

**NOW, THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Tinton Falls as follows:

1. The firm of Pashman, Stein, Walder & Hayden PC, 101 Crawfords Corner Road, Suite 4202, Holmdel, NJ 07733 is hereby retained to provide professional Affordable Housing Counsel services for an amount not to exceed \$35,000 plus miscellaneous reimbursables for a term expiring December 31, 2025.

2. This contract is awarded through the fair and open process as a Professional Service in accordance with NJSA 19:44A-20.5 et seq. and in accordance with NJSA 40A:11-5 (1) (a) because it is for services performed by persons authorized by law to practice a recognized profession.

3. A copy of this Resolution as well as the contract shall be placed on file with the Clerk of the Borough of Tinton Falls.

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4. The Borough Clerk is hereby directed to publish a public notice of this award as required by law.

I hereby certify funds availability contingent upon the necessary funds being appropriated by the governing body in the 2025 Municipal Budget as follows: Affordable Housing Trust \$30,000 Legal \$5,000

**BOROUGH OF TINTON FALLS  
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**R-24-251**

**RESOLUTION - AUTHORIZING THE AWARD OF A "FAIR AND OPEN" CONTRACT FOR  
RFP #5-25 SPECIAL/CONFLICTS COUNSEL SERVICES**

**WHEREAS**, the Borough of Tinton Falls has a need for professional Special/Conflicts Counsel services that may arise during the contract year January 1, 2025 through December 31, 2025; and

**WHEREAS**, the Borough has, through the fair and open process, advertised on its website and in the Asbury Park Press on Wednesday, October 30, 2024, the solicitation for receipt of proposals from legal firms for said services, and five (5) proposals were received and documented on Wednesday, December 4, 2024; and

**WHEREAS**, the Borough has reviewed all proposals received, and it was determined the firms of Caruso & Baxter P.A., 1129 Broad Street, #103, Shrewsbury, NJ 07702 and Victoria A. Flynn LLC, 15 Grandview Drive Holmdel, NJ 07733 satisfy the requisites contained in the Request for Proposals to be considered for professional Special/Conflict Counsel services that the Borough may require during the contract year; and

**WHEREAS**, this contract is to be awarded for Special/Conflict Counsel Matters for an amount not to exceed \$50,000.00, plus miscellaneous reimbursables for professional Special/Conflicts Counsel services; and

**NOW, THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Tinton Falls as follows:

1. The firms of Caruso & Baxter, P.A., and Victoria A. Flynn LLC are hereby retained to provide professional Special/Conflict Counsel Services for an amount not to exceed \$50,000.00 plus miscellaneous reimbursables for a term expiring December 31, 2025.
2. This contract is awarded through the fair and open process as a Professional Service in accordance with NJSA 19:44A-20.5 et seq. and in accordance with NJSA 40A:11-5(1)(a) because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this Resolution as well as the contract shall be placed on file with the Clerk of the Borough of Tinton Falls.
4. The Borough Clerk is hereby directed to publish a public notice of this award as required by law.

I hereby certify funds availability contingent upon the necessary funds being appropriated by the governing body in the 2025 Municipal Budget as follows: Legal \$50,000.00

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**R-24-252**

**RESOLUTION AUTHORIZING THE AWARD OF A "FAIR AND OPEN" CONTRACT FOR  
RFP #13-25 PROFESSIONAL AUDITING SERVICES FOR 2025 AUDIT**

**WHEREAS**, the Borough of Tinton Falls has a need for a professional Auditor for the 2025 audit; and

**WHEREAS**, the Borough of Tinton Falls has, through the fair and open process, advertised on its website and in the Asbury Park Press on Wednesday, October 30, 2024, the solicitation for receipt of proposals for Auditing Services, and one (1) proposal was received and documented on Wednesday, December 4, 2024; and

**WHEREAS**, the Borough has reviewed the proposal received, and it was determined the firm of Suplee, Clooney & Company, 308 East Broad Street, Westfield, NJ 07090-2122 satisfies the requisites contained in the Request for Proposals to be considered for the Auditor for the 2025 audit; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$48,125 for the 2025 Audit; and

**NOW, THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Tinton Falls as follows:

1. The firm of Suplee, Clooney & Company, 308 East Broad Street, Westfield, NJ 07090-2122 is hereby retained as Borough Auditor as described above for an amount not to exceed \$48,125 for the 2025 Audit of the Borough of Tinton Falls' financial records.





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**NOW, THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Tinton Falls as follows:

1. The firm of CME, 1460 Route 9 South, Howell, NJ 07731 is hereby retained for the Affordable Housing Administrative Services as described above for an amount not to exceed \$34,000.
2. This contract is awarded through the fair and open process as a Professional Service in accordance with NJSA 19:44A-20.5 et seq. and in accordance with NJSA 40A:11-5(1)(a) because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this Resolution as well as the contract shall be placed on file with the Clerk of the Borough of Tinton Falls.
4. The Borough Clerk is hereby directed to publish a public notice of this award as required by law.

I hereby certify funds are available from: Affordable Housing Trust Fund

**BOROUGH OF TINTON FALLS  
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**R-24-255**

**RESOLUTION AUTHORIZING THE AWARD OF A “FAIR AND OPEN” CONTRACT FOR  
RFP #16-25 AFFORDABLE HOUSING PLANNING SERVICES**

**WHEREAS**, the Borough of Tinton Falls has a need for professional Affordable Housing Planning Services that may arise during the contract year January 1, 2025 through December 31, 2025; and

**WHEREAS**, the Borough of Tinton Falls has, through the fair and open process, advertised on its website and in the Asbury Park Press on Wednesday, October 30, 2024, the solicitation for receipt of proposals for Affordable Housing Planning Services, and three (3) proposals were received and documented on Wednesday, December 4, 2024; and

**WHEREAS**, the Borough has reviewed the proposal received, and it was determined that Acuity Consulting Services, 65 Capri Drive, Brick, NJ 08723 satisfies the requisites contained in the Request for Proposals to be considered for the Affordable Housing Planning Services; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$30,000; and

**NOW, THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Tinton Falls as follows:

1. The firm of Acuity Consulting Services, 65 Capri Drive, Brick, NJ 08723 is hereby retained for the Affordable Housing Planning Services as described above for an amount not to exceed \$30,000.
2. This contract is awarded through the fair and open process as a Professional Service in accordance with NJSA 19:44A-20.5 et seq. and in accordance with NJSA 40A:11-5(1)(a) because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this Resolution as well as the contract shall be placed on file with the Clerk of the Borough of Tinton Falls.
4. The Borough Clerk is hereby directed to publish a public notice of this award as required by law.

I hereby certify funds are available from: Affordable Housing Trust Fund

**BOROUGH OF TINTON FALLS  
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**R-24-256**

**RESOLUTION - AUTHORIZING THE AWARD OF A “FAIR AND OPEN” CONTRACT FOR  
RFP #12-25 PROFESSIONAL SERVICING & MAINTENANCE OF SEWER SYSTEM**

**WHEREAS**, the Borough of Tinton Falls has a need for Professional Servicing and Maintenance of 15 pump stations and standby generators as well as lab sampling and flow meter readings; and

**WHEREAS**, the Borough has, through the fair and open process, advertised on the website and in the Asbury Park Press Wednesday, October 30, 2024, the solicitation for receipt of proposals from firms for said services and two (2) proposals were received and documented on Wednesday, December 4, 2024; and

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**WHEREAS**, the Borough has reviewed the proposal received, and it was determined that Hughes Environmental Services, Inc., P.O. Box 327, Forked River, NJ 08731 satisfies the requisites contained in the Request for Proposals to be considered for the Servicing and Maintenance of the pump stations; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed as follows:  
\$11,843.20 per month for 12 months for servicing 15 pump stations;  
\$ 650.00 per month for 12 months for flow meter readings;  
\$ 1,533.60 per quarter for 4 months for laboratory analysis of Jumping Brook Pump Station as well as additional testing required by MCRC & TNSA for a total contract not to exceed \$156,052.80 from January 1, 2025 through December 31, 2025, plus \$400.00 flat rate for each emergency service call, and \$625.00 for each additional pump station added throughout the year as described in proposal; and

**NOW THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Tinton Falls as follows:

1. Hughes Environmental Services, Inc., P. O. Box 327, Forked River, NJ 08731 is hereby retained to provide Professional Servicing & Maintenance of the Sewer System for an amount not to exceed \$156,052.80, plus \$400.00 flat rate for emergency callouts described in the proposal and \$625.00 for each additional pump station added through the contract year January 1, 2025 through December 31, 2025.

2. This contract is awarded through the fair and open process as a Professional Service in accordance with NJSA 19:44A-20.5 et seq. and in accordance with NJSA 40A:11-5 (1) (a) because it is for services performed by persons authorized by law to practice a recognized profession requiring licensure.

3. A copy of this Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Tinton Falls.

4. The Borough Clerk is hereby directed to publish a public notice of this award as required by law.

I hereby certify funds are available contingent upon the necessary funds being appropriated by the governing body in the 2025 Municipal Budget: Sewer Utility \$156,052.80

**BOROUGH OF TINTON FALLS  
COUNTY OF MONMOUTH**

**R-24-257**

**RESOLUTION - AUTHORIZING THE AWARD OF A "FAIR AND OPEN" CONTRACT FOR  
RFP #7-25 BOROUGH PLANNER**

**WHEREAS**, the Borough of Tinton Falls has a need for professional Planning Services during the contract year January 1, 2025 through December 31, 2025; and

**WHEREAS**, the Borough has, through a fair and open process, advertised on its website and in the Asbury Park Press on Wednesday, October 30, 2024, the solicitation for receipt of proposals from legal firms for said services, and two (2) proposal was received and documented on Wednesday, December 4, 2024; and

**WHEREAS**, the Borough has reviewed all the proposals received, and it was determined the firm of Leon S. Avakian, Inc., 788 Wayside Road, Neptune, NJ 07753, satisfies the requisites contained in the Request for Proposals to be considered for professional Planning services that the Borough may require during the contract year; and

**WHEREAS**, it is recommended this contract is to be awarded for an amount not to exceed \$55,000 for planning services, plus miscellaneous reimbursables from January 1, 2025 through December 31, 2025; and

**NOW, THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Tinton Falls as follows:

1. The firm of Leon S. Avakian, Inc., 788 Wayside Road, Neptune, NJ 07753, is hereby retained to provide professional Planning services for the Borough for an amount not to exceed \$55,000 plus miscellaneous reimbursables for a term expiring December 31, 2025.

2. This contract is awarded through a fair and open process as a Professional Service in accordance with NJSA 19:44A-20.5 et seq. and in accordance with NJSA 40A:11-5 (1) (a) because it is for services performed by persons authorized by law to practice a recognized profession.

3. A copy of this Resolution as well as the contract shall be placed on file with the Clerk of the Borough of Tinton Falls.

4. The Borough Clerk is hereby directed to publish a public notice of this award as required by law.

I hereby certify funds are available as follows contingent upon the necessary funds being appropriated by the governing body in the 2025 Municipal Budget as follows: COAH: \$30,000 Housing: \$25,000

**REGULAR MEETING  
DECEMBER 17, 2024  
BOROUGH COUNCIL**

**BOROUGH OF TINTON FALLS  
COUNTY OF MONMOUTH**

**R-24-258**

**RESOLUTION AUTHORIZING THE AWARD OF A “FAIR AND OPEN” CONTRACT FOR  
RFP #6-25 BOROUGH APPRAISER**

**WHEREAS**, the Borough of Tinton Falls has a need for a professional Borough Appraiser for various matters that may arise during the contract year January 1, 2025 through December 31, 2025; and

**WHEREAS**, the Borough has, through the “fair and open” process, advertised on its website and in the Asbury Park Press on Wednesday, October 30, 2024, the solicitation for receipt of proposals from appraisal firms for said services and one (1) proposal was received and documented on Wednesday, December 4, 2024; and

**WHEREAS**, the Borough has reviewed all the proposals received, and it was determined the firm of Gagliano & Company, 1129 Broad Street, Suite 104, Shrewsbury, NJ 07702 satisfies the requisites contained in the Request for Proposals to be considered as the Borough Appraiser during the contract year January 1, 2025 through December 31, 2025; and

**WHEREAS**, this contract is to be awarded for an amount not to exceed \$17,000 for Appraisal Services, plus miscellaneous reimbursables.

**NOW, THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Tinton Falls as follows:

1. The firm of Gagliano & Company, 1129 Broad Street, Shrewsbury, NJ 07702 is hereby retained as the Borough Appraiser for an amount not to exceed \$17,000 plus miscellaneous reimbursables as listed in the proposal for a term expiring December 31, 2025.
2. This contract is awarded through the fair and open process as a Professional Service in accordance with NJSA 19:44A-20.5 et seq. and in accordance with NJSA 40A:11-5 (1) (a) because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this Resolution as well as the contract shall be placed on file with the Clerk of the Borough of Tinton Falls.
4. The Borough Clerk is hereby directed to publish a public notice of this award as required by law.

I hereby certify funds availability contingent upon the necessary funds being appropriated by the governing body in the 2025 Municipal Budget: Tax Assessor \$17,000

**BOROUGH OF TINTON FALLS  
COUNTY OF MONMOUTH**

**R-24-259**

**RESOLUTION – REFUNDING ESCROW – BOOKS N’ THINGS WAREHOUSE**

**WHEREAS**, the following listed applicant has posted consultant escrow fees in conjunction with various Land Use applications in accordance with the Borough of Tinton Falls Land Use Ordinance, and

**WHEREAS**, the Planning Board Secretary, Trish Zibrin, has certified the applicant’s account is deemed closed and no additional funds for consultants will be required,

**WHEREAS**, the Director of the Department of Audit, Accounts & Control has certified funds are available for release.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Tinton Falls that the consultant escrow fees, plus any accrued interest, are hereby authorized to be released for the following applicant:

**BOOKS N’ THINGS WAREHOUSE  
BOO4225CO  
\$1,292.38**

**BOROUGH OF TINTON FALLS  
COUNTY OF MONMOUTH**

**R-24-260**

**RESOLUTION – APPROVAL OF BILLS – December 17, 2024**

**WHEREAS**, the Borough of Tinton Falls received certain claims against it by way of vouchers received during the period ending December 17, 2024; and

**WHEREAS**, the Borough Council has reviewed said claims.

**REGULAR MEETING  
DECEMBER 17, 2024  
BOROUGH COUNCIL**

**NOW, THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Tinton Falls, County of Monmouth, that the following claims be certified by the Chief Financial Officer for approval and payment.

**SUMMARY**

<b>GENERAL</b>	<b>899,470.73</b>
<b>SEWER UTILITY</b>	<b>224,449.88</b>
<b>GENERAL CAPITAL</b>	<b>2,348,815.16</b>
<b>TRUST FUNDS</b>	<b>18,553.45</b>
<b>DOG TRUST FUND</b>	<b>5.40</b>
<b>ESCROW</b>	<b>2,278.00</b>
<b>ADDITIONS</b>	<b><u>1,525,312.74</u></b>
<b>TOTAL</b>	<b>5,018,885.36</b>

CERTIFICATION OF FUNDS:

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**ADJOURNMENT**

*Dr. Dobrin offered a motion to adjourn, seconded by Mr. Nesci.*

**ROLL CALL**

AYES: All in Favor  
NAYS: None  
ABSENT: Ms. Buckley  
ABSTAIN: None

TIME: 7:56pm

Respectfully Submitted,

\_\_\_\_\_  
Michelle Hutchinson, Borough Clerk

\_\_\_\_\_  
Risa Clay, Council President

APPROVED AT A MEETING HELD ON: January 21, 2025.