

MINUTES February 14th, 2022

START: 6:00 P.M.

PRESENT: MAYOR NICOL, COUNCILMEN GARRUZZO, GIANFORTE, GORHAM & VISCEGLIA, ATTORNEY MONTENEGRO & ADMINISTRATOR NOLAN.

ABSENT: COUNCILMEN NOLAN AND SHAAK

Mayor Nicol announced that this meeting was being held virtually in compliance with Executive Order No. 103 and was being recorded.

There being no need for a work session, Mayor Nicol then read the compliance statement and the Regular Council Meeting was opened, after a pledge of allegiance to our flag. Mayor Nicol asked for a roll call.

Mayor Nicol then asked for a motion to approve the Minutes of the January 28th, 2022, Meeting. A motion was made by Councilman Gianforte seconded by Councilman Garruzzo, all ayes, no nays.

Councilman Gianforte seconded by Councilman Garruzzo, introduced Resolution 22-24 for passage of the Consent Agenda.

- A. (see insertion).
- B. (see insertion).
- C. (see insertion).
- D. To accept a proposal from H2M for costs associated with the preparation of plans and specifications and contract administration for Improvements to Green Avenue.

Vote: Council Members Garruzzo, Gianforte, Gorham & Visceglia; all ayes. No nays. Passed. (Note: Virginia Lofton, 407 South Street inquired about the aerial spraying. The Administrator offered that permission was given in the event spraying was necessary. He believed that an "on ground" site inspection would be made first and aerial spraying was only employed in the event of a major infestation. Ms. Lofton inquired as to what chemicals were used and Councilman Gianforte, as former Chairman of the Commission referred her to the Monmouth County Board of Health).

Councilman Visceglia, seconded by Councilman Gorham, introduced Resolution 22-25 For Payment of Bills. Be It Resolved that the following bills be paid, and that the Mayor or President of Council be authorized to draw orders on the Chief Finance Officer for payment of the bills of February 14th, 2022, as reviewed by the Finance Committee and as listed on the Resolution and the Computer Bill List amended thereto. Vote: Council Members Garruzzo, Gianforte, Gorham & Visceglia; all ayes. Passed.

The Mayor called for committee reports and recognized Councilman Gianforte who had no report. Councilman Garruzzo announced he had no report.

Councilmen Gorham and Visceglia having no report, the meeting was opened to the public.

The Administrator having already noted that no public comments on the agenda items had been received either by mail or e-mail.

Virginia Lofton, 407 South Street, voiced a concern over the lack of information afforded to the public during a recent water main break and she suggested that the Council investigate an information system known as Nixle. Mayor Nicol stated that the Governing Body would look into it, but that cost was a factor.

The Public Portion was adjourned at 6:15pm on a motion by Councilman Garruzzo seconded by Councilman Gianforte.

The meeting was adjourned at 6:16 pm on a motion by Councilman Gianforte seconded by Councilman Gorham.

Approved: February 28th, 2022

Carol Baran
Municipal Clerk

Resolution No.: 22-24-A
Date: February 14th, 2022

Resolution authorizing the County of Monmouth Mosquito Control Division to conduct aerial mosquito control operations within the Borough of Brielle

WHEREAS, the Monmouth County Board of Chosen Freeholders, pursuant to N.J.S.A. 26:9-27 et seq. has elected through its Mosquito Control Division to perform all acts necessary for the elimination of mosquito breeding areas and/or to exterminate mosquitoes within the county; and

WHEREAS, the County has instituted an Integrated Pest Management Program consisting of surveillance, water management, biological control, and chemical control to exterminate the mosquito population within the county of Monmouth; and

WHEREAS, prior to conducting aerial dispensing operations over a designated "congested area," the County is required, pursuant to Federal Aviation Administration Regulation (FAR Part 137.51), to secure prior written approval from the governing body of the political subdivision over which the aircraft is to be operated; and

WHEREAS, the Borough of Brielle is designated as a "congested area" by the Federal Aviation Administration and the County has requested that this governing body consent to its proposed aerial dispensing operations.

NOW, THEREFORE, be it resolved as follows:

1. The Governing Body hereby authorizes the County of Monmouth Mosquito Control Division or its agent to apply pesticides by aircraft for mosquito control in certain areas of the municipality designated by the County as being either larval mosquito habitat or areas harboring high populations of mosquitoes constituting either a nuisance, a health hazard, or both with the understanding that:
 - a. the County shall utilize pesticides, application equipment and aircraft that are approved for aerial applications by the applicable Federal (USEPA) and State (NJDEP) agencies, and
 - b. such operations will be performed in compliance with applicable Federal and State regulations, and
 - c. the County will notify the police department of each municipality over which aerial pesticide operations are planned prior to commencement of such operations.

Moved by: Councilman Gianforte

Seconded: Councilman Garruzzo

Ayes: Council members Garruzzo, Gianforte, Gorham & Visceglia. Nays: None. Absences: Councilman Nolan and Shaak.

CERTIFICATION

The foregoing is a true copy of a resolution approved by the Brielle Mayor & Council at a meeting held on February 14th, 2022.

Witness my hand and seal of the Borough of Brielle this 15th day of February 2022.

SEAL

Carol Baran

Municipal Clerk

Resolution No.: 22-24-B
Date: January 10th, 2022

Resolution of the Borough of Brielle

Whereas, NJSA:40A58 provides for making transfers between 2021 Budget Appropriation Accounts during the months of January, February & March, and

Whereas, it has become necessary at this time to expend funds in excess of the sums appropriated for the purposes specified in the 2021 Budget, and

Whereas, the Governing Body may, by resolution, transfer an existing excess to an appropriation deemed insufficient.

Now Therefore Be It Resolved, (no less than 2/3's of the full membership of the Governing Body affirmatively confirming), that the following transfers be made between appropriation accounts in the 2021 Budget.

CURRENT:

From:	Streets & Roads O/E	\$3,833.19
	Total	\$3,833.19
To:	Legal O/E	\$3,833.18
	Employee Group Health	\$.01
	Total	\$3,833.19

Moved By: Councilman Gianforte Seconded By: Councilman Garruzzo

Vote: Councilmen Garruzzo, Gianforte, Gorham and Visceglia: All Aye. No Nays.

Absent: Councilman Nolan and Shaak Abstained: None

CERTIFICATION

The foregoing is a true copy of a resolution passed by the Brielle Mayor & Council, at a meeting held on February 14th, 2022.

Witness my hand and seal of the Borough of Brielle this 15th day of February 2022.

Carol Baran
Municipal Clerk

Resolution No.: 22-24-C
Date: February 14th, 2022

**BOROUGH OF BRIELLE CERTIFICATION OF REQUEST FOR EMERGENCY
PURCHASES TO BE FILED WITH THE BOROUGH ADMINISTRATOR & CERTIFIED
PURCHASING AGENT**

The undersigned Department Head certifies as follows:

1. An emergency condition exists in the Public Works Department.
2. This condition constitutes an emergency affecting the immediate health, safety or welfare of the public.
3. The nature of the condition is as follows:

Repair of Water Main break on Brielle and Borrie Avenue

4. The emergency occurred February 7th @ approximately 1:00 pm.
5. It is necessary to invoke N.J.S.A. 40a:11-6 in order to obtain the immediate delivery of the materials, supplies or performance of the service described in the attached requisition (see attached). The estimated cost of furnishing the materials, supplies or services is
6. It is requested that a Purchase Order be issued without public advertisement for bids, pursuant to the above cited statute.
7. I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements are willfully false, I am subject to punishment.

Thomas Nolan
Business Administrator

Jeff Weiss
Department Head

CERTIFICATION

I, Carol Baran do hereby certify that the foregoing is a true copy of a resolution adopted by the Governing Body of the Borough of Brielle at a meeting held on the 14th day of February 2022.

In Witness Whereof, I have hereunder set my hand and official seal of the municipality this 15th day of February 2022.

Carol Baran
Municipal Clerk



H2M Associates, Inc.

4810 Belmar Boulevard, Ste 201
Wall Township, NJ 07753 | tel 732.414.2661

February 8, 2022

Mr. Thomas F. Nolan, Borough Administrator
Borough of Brielle
601 Union Avenue
Brielle, NJ 08730

**Re: Proposal for Professional Services
Green Avenue Phases I and II Reconstruction
Design, Bidding, Construction Administration and Construction Inspection
Borough of Brielle, Monmouth County, New Jersey
Our Proposal Number: LP220217**

Dear Mr. Nolan:

H2M Associates, Inc. (H2M) is pleased to present our proposal for professional services relating to design, construction administration and construction inspection services for the Reconstruction of Green Avenue - Phases I & II. The combination of the two phases of the project will span from Union Lane (completed in 2020) to Ocean Avenue (Phase I) and Ocean Avenue to the terminus of Green Avenue at Debbie's Creek (Phase II). The work will consist of selected curb and sidewalk replacement, pavement base repair, limited drainage modifications and casting replacements, road resurfacing and pavement striping. Ancillary work will include resetting manhole castings and utility valves proper grade and signage replacement where necessary. All work will be done in accordance with current NJDOT Standards. We estimated the construction cost of these projects combined at nearly \$400,000, and NJDOT has awarded the Borough a total of \$387,800 towards these projects. We anticipate developing the plans and perform the bidding in spring and early summer this year, with construction to be completed in the fall.

Scope of Services and Associated Fees

The following scope of services includes design, bidding, construction administration and on-site inspection of the entire project limits for Phase I and II - Reconstruction of Green Avenue.

Task 1: Design & Bidding

Under this task, H2M will prepare the necessary design documents to enable the bidding and construction of the project, including the following;

- Prepare surveyed base mapping;
- Designed proposed improvements;
- Detail final construction plans:
- Prepare construction specifications (including bidding documents in accordance with NJDOT Standards);
- Coordinate with NJDOT;
- Advertise for bidding;
- Respond to questions from bidders;

CORPORATE HEADQUARTERS

119 Cherry Hill Road. Ste 110 | Parsippany, NJ 07054 | 862.207.5900 | h2m.com

Receive bids;
Review bids;
Prepare Recommendation of Award.

H2M proposes to perform these services for a **Lump Sum Fee of \$ 35,200.00 (Total Task 1).** This represents \$15,350.00 for Phase I and \$19,850.00 for Phase II (a distinction required for NJDOT bookkeeping).

Task 2: Construction Administration/Construction Inspection

Under this task, H2M will perform the construction administration and inspection services necessary to ensure a successful completion of the project, including the following traditional services:

- Coordinate contract document completion and execution;
- Chair a pre-construction meeting with the contractor and appropriate personnel;
- Coordinate project scheduling;
- Perform submittal review;
- Perform on-site construction inspection;
- Perform payment request review;
- Prepare contractor payment recommendation;
- Prepare and coordinate punch list;
- Perform project closeout; and
- Coordinate NJDOT changes and reimbursement.

H2M proposes to perform these services for a **Lump Sum Fee of \$39,200.00 (Total Task 2).** This represents \$16,900.00 for Phase I and \$22,300.00 for Phase II (a distinction required for NJDOT bookkeeping).

Reimbursable expenses include out of pocket expenses such as mileage, tolls, mailings and printing. These items will be billed on a materials and expense basis.

The fees provided above will not be exceeded without written authorization by the Borough and acknowledgement of H2M.

Limitations and Assumptions

The following limitations and/or assumptions are the basis for our scope and fee:

1. The Contractor shall arrange for the required utility mark-outs prior to the survey
2. This scope of services does not include construction layout of the work of the project, or other land surveying services.
3. Our scope of services does not include:
 - a. extension of any utility systems nor any related permitting, Geotechnical Engineering or Exploratory Services, such as test pits, borings, subsurface evaluations, and geophysical survey;
 - b. Storm water detention/infiltration system design;



- c. Storm water quality design; and
- d. Site lighting design or plans.
- 4. Structural engineering services are not included in our scope of services;
- 5. Traffic study, impact analysis, reports, etc. are not included in our scope of services;
- 6. Environmental services including determination of any hazardous materials, permit, or studies not detailed herein are not included in our scope of services;
- 7. Any additional studies that may be requested by NJDOT are not specifically included in our scope of services;
- 8. Revisions to plans which are not a direct result of an error or omission of H2M are not included in our scope of services;
- 9. Any efforts required due to material changes in scope or material changes in permit/regulatory requirements are not included in our scope of services.
- 10. Any services not explicitly identified in our scope of services will be considered out of scope.

Any additional services, and any work not specifically included in this proposal can be provided for an agreed upon fee satisfactory to both the Client and H2M. We appreciate the opportunity to work with the Borough and look forward to working on this project. If you have any questions, regarding this proposal, please feel free to contact me.

Very truly yours,
H2M ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "Alan P. Hilla, Jr.", is written over the printed name.

Alan P. Hilla, Jr., P.E., P.P., C.M.E.
Borough Engineer
Central Jersey Office Director

PROPOSAL AGREED & ACCEPTED BY:

Signature: _____

Print Name: _____

Title: _____

Client: _____

Address: _____

Date: _____