

Borough of West Long Branch, NJ
January 7, 2026

The Annual Meeting of the Mayor and Council of the Borough of West Long Branch was held on the above date at 6:30 PM.

Borough Clerk Kelly administered the Oath of Office to:

Barbara Ruane	Councilwoman	1 year
Stephen A. Bray	Councilman	3 years
James P. Gomez	Councilman	3 years

Jeffrey Newenhouse Captain, Emergency Medical Services

Mayor Janet W. Tucci presided.

Mayor Tucci stated in compliance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et. seq., adequate notice of this meeting of the Borough Council was provided.

PRESENT: Stephen A. Bray, Steven Cioffi, James Gomez, John M. Penta, Jr.,
 Barbara Ruane, Matthew Sniffen

ABSENT: None

Mayor Tucci read her annual message.

RESOLUTIONS:

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION APPOINTING BOROUGH ATTORNEY AND APPROVING CONTRACT

1/7/26

WHEREAS, there exists a need for legal services in the Borough of West Long Branch, County of Monmouth; and

WHEREAS, the Borough solicited proposals for this service in accordance with the fair and open process as required by Ordinance No. O-06-9; and

WHEREAS, funds are, or will be, available for this purpose; and

WHEREAS, the Mayor has submitted the name of GREGORY S. BAXTER for appointment as Borough Attorney; and

WHEREAS, the attached contract for services for calendar year 2026 is submitted for approval by the Borough Council;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch, County of Monmouth, that the appointment for the year 2026 of GREGORY S. BAXTER as Borough Attorney be and the same is hereby confirmed; and

BE IT FURTHER RESOLVED that this appointment is made under the fair and open process as required by Borough Ordinance No. O-06-9; and

BE IT FURTHER RESOLVED that the attached contract for services to be provided by the Borough Attorney be and the same is hereby approved for calendar year 2026, and the Mayor and Borough Clerk are hereby authorized to sign the same; and

BE IT FURTHER RESOLVED that notice of this appointment be published upon adoption as required by law.

Seconded by Councilmember RUANE and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN

NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION APPOINTING BOND ATTORNEY AND APPROVING CONTRACT

1/7/26

WHEREAS, there exists a need for the services of a Bond Attorney for the Borough of West Long Branch, County of Monmouth; and

WHEREAS, the Borough solicited proposals for this service in accordance with the fair and open process as required by Ordinance No. O-06-9; and

WHEREAS, funds are, or will be, available for this purpose; and

WHEREAS, the Mayor has submitted the name of JOHN M. CANTALUPO, of ARCHER & GREINER, P.C., for appointment as Bond Attorney; and

WHEREAS, JOHN M. CANTALUPO, of ARCHER & GREINER, P.C., submitted the attached contract for services for calendar year 2026 for approval by the Borough Council;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch, County of Monmouth, that the appointment for the year 2026 of JOHN M. CANTALUPO, of ARCHER & GREINER, P.C., as Bond Attorney be and the same is hereby confirmed; and

BE IT FURTHER RESOLVED that this appointment is made under the fair and open process as required by Borough Ordinance No. O-06-9; and

BE IT FURTHER RESOLVED that the attached contract for services to be provided by the Bond Attorney be and the same is hereby approved for calendar year 2026, and the Mayor and Borough Clerk are hereby authorized to sign the same; and

BE IT FURTHER RESOLVED that notice of this appointment be published upon adoption as required by law.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION APPOINTING MUNICIPAL AUDITOR AND APPROVING AGREEMENT

1/7/26

WHEREAS, there exists a need for the services of a Registered Municipal Accountant to prepare the statutory annual audit for the year 2026 for the Borough of West Long Branch, County of Monmouth; and

WHEREAS, the Borough solicited proposals for this service in accordance with the fair and open process as required by Ordinance No. O-06-9; and

WHEREAS, funds are, or will be, available for this purpose; and

WHEREAS, the Mayor has submitted the name of ROBERT S. OLIWA, of the firm of OLIWA & COMPANY, for appointment as Borough Auditor; and

WHEREAS, ROBERT S. OLIWA, of the firm of OLIWA & COMPANY, submitted the attached engagement letter agreement for services for calendar year 2026 for approval by the Borough Council;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch, County of Monmouth, that the appointment for the year 2026 of ROBERT S. OLIWA, of the firm of OLIWA & COMPANY, as Municipal Auditor be and the same is hereby confirmed; and

BE IT FURTHER RESOLVED that this appointment is made under the fair and open process as required by Borough Ordinance No. O-06-9; and

BE IT FURTHER RESOLVED that the attached engagement letter agreement for services to be provided by the Borough Auditor be and the same is hereby approved for calendar year 2026, and the Mayor and Borough Clerk are hereby authorized to sign the same; and

BE IT FURTHER RESOLVED that notice of this appointment be published upon adoption as required by law.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION APPOINTING PUBLIC DEFENDER

1/7/26

WHEREAS, there exists a need for a Public Defender in the Borough of West Long Branch, County of Monmouth; and

WHEREAS, the Borough solicited proposals for this service in accordance with the fair and open process as required by Ordinance No. O-06-9; and

WHEREAS, funds are, or will be, available for this purpose; and

WHEREAS, the Mayor has submitted the name of CHARLES F. SHAW III for appointment as Public Defender;

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Borough Council of the Borough of West Long Branch that the appointment for the year 2026 of CHARLES F. SHAW III as Public Defender be and the same is hereby confirmed; and

BE IT FURTHER RESOLVED that a copy of this resolution be published upon adoption as required by law.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION APPOINTING ALTERNATE PUBLIC DEFENDER

1/7/26

WHEREAS, there exists a need for an Alternate Public Defender in the Borough of West Long Branch, County of Monmouth; and

WHEREAS, the Borough solicited proposals for this service in accordance with the fair and open process as required by Ordinance No. O-06-9; and

WHEREAS, funds are, or will be, available for this purpose; and

WHEREAS, the Mayor has submitted the name of THOMAS J. CATLEY for appointment as Alternate Public Defender;

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Borough Council of the Borough of West Long Branch that the appointment for the year 2026 of THOMAS J. CATLEY as Alternate Public Defender be and the same is hereby confirmed; and

BE IT FURTHER RESOLVED that this appointment is made under the fair and open process as required by Borough Ordinance No. O-06-9; and

BE IT FURTHER RESOLVED that a copy of this resolution be published upon adoption as required by law.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES:	BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION APPOINTING COMMUNITY DEVELOPMENT AND ALTERNATE COMMUNITY DEVELOPMENT REPRESENTATIVES

1/7/26

WHEREAS, the positions of Community Development and Alternate Community Development Representative for 2026 need to be filled;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the Borough Administrator, JASON GONTER, be and is hereby appointed to serve in the position of Community Development Representative for calendar year 2026; and

BE IT FURTHER RESOLVED that COUNCILMAN STEPHEN BRAY be and is hereby appointed to serve in the position of Alternate Community Development Representative for calendar year 2026.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES:	BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION APPOINTING BOROUGH ENGINEER

1/7/26

WHEREAS, there exists a need for engineering services in the Borough of West Long Branch, County of Monmouth; and

WHEREAS, the Borough solicited proposals for this service in accordance with the fair and open process as required by Ordinance No. O-06-9; and

WHEREAS, funds are, or will be, available for this purpose; and

WHEREAS, the Mayor has submitted the name of FRANCIS W. MULLAN, P.E., C.M.E., of the firm of T&M ASSOCIATES, for appointment as Borough Engineer;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the appointment for the year 2026 of FRANCIS W. MULLAN, P.E., C.M.E., of the firm of T&M ASSOCIATES, as Borough Engineer be and the same is hereby confirmed; and

BE IT FURTHER RESOLVED that this appointment is made under the fair and open process as required by Borough Ordinance No. O-06-9; and

BE IT FURTHER RESOLVED that notice of this appointment be published upon adoption as required by law.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION APPOINTING MUNICIPAL RISK MANAGER AND APPROVING CONTRACT

1/7/26

WHEREAS, there exists a need for the services of a Risk Manager in the Borough of West Long Branch, County of Monmouth; and

WHEREAS, the Borough solicited proposals for this service in accordance with the fair and open process as required by Ordinance No. O-06-9; and

WHEREAS, funds are, or will be, available for this purpose; and

WHEREAS, the Mayor has submitted the name of DOMINICK S. CINELLI, of the firm of BROWN & BROWN METRO, LLC., for appointment as Borough Risk Manager;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch, County of Monmouth, that the appointment for the year 2026 of DOMINICK S. CINELLI, of the firm of BROWN & BROWN METRO, LLC., as Municipal Risk Manager be and the same is hereby confirmed; and

BE IT FURTHER RESOLVED that this appointment is made under the fair and open process as required by Borough Ordinance No. O-06-9; and

BE IT FURTHER RESOLVED that the attached contract for services to be provided be and the same is hereby approved for calendar year 2026, and the Mayor and Borough Clerk are hereby authorized to sign the same; and

BE IT FURTHER RESOLVED that notice of this appointment be published upon adoption as required by law.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION APPOINTING MUNICIPAL PROSECUTOR

1/7/26

WHEREAS, there exists a need for a Municipal Prosecutor in the Borough of West Long Branch, County of Monmouth; and

WHEREAS, the Borough solicited proposals for this service in accordance with the fair and open process as required by Ordinance No. O-06-9; and

WHEREAS, funds are, or will be, available for this purpose; and

WHEREAS, the Mayor has submitted the name of SEAN T. KEAN of the firm of CLEARY, GIACOBBE, ALFIERI, JACOBS LLC for appointment as Municipal Prosecutor;

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Borough Council of the Borough of West Long Branch that the appointment for the year 2026 of SEAN T. KEAN of the firm of CLEARY, GIACOBBE, ALFIERI, JACOBS LLC, as Municipal Prosecutor be and the same is hereby confirmed; and

BE IT FURTHER RESOLVED that this appointment is made under the fair and open process as required by Borough Ordinance No. O-06-9; and

BE IT FURTHER RESOLVED that a copy of this resolution be published upon adoption as required by law.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION APPOINTING ALTERNATE MUNICIPAL PROSECUTOR

1/7/26

WHEREAS, there exists a need for an Alternate Municipal Prosecutor in the Borough of West Long Branch, County of Monmouth; and

WHEREAS, the Borough solicited proposals for this service in accordance with the fair and open process as required by Ordinance No. O-06-9; and

WHEREAS, funds are, or will be, available for this purpose; and

WHEREAS, the Mayor has submitted the name of ROBERT WITEK for appointment as Alternate Municipal Prosecutor;

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Borough Council of the Borough of West Long Branch that the appointment for the year 2026 of ROBERT WITEK as Alternate Municipal Prosecutor be and the same is hereby confirmed; and

BE IT FURTHER RESOLVED that this appointment is made under the fair and open process as required by Borough Ordinance No. O-06-9; and

BE IT FURTHER RESOLVED that a copy of this resolution be published upon adoption as required by law.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

BOROUGH COUNCIL
WEST LONG BRANCH
NEW JERSEY

Dear Members of the Borough Council:

As Mayor of the Borough of West Long Branch, I do hereby make the following appointments pursuant to the statutes made and provided for same:

PLANNING BOARD

CLASS IV	ANTHONY SCALISE	(2026-2029)
CLASS IV	DON BROCKLEBANK	(2026-2029)
CLASS II	CHRISTOPHER NEYHART	(2026)
ALTERNATE NO. 1	NO APPOINTMENT MADE	(2026-2027)
ENVIRONMENTAL COMMISSION	CAROLYN SEREBRENY	(2026-2028)
	AARON CHAIKLIN	(2026-2028)
RECREATION COMMISSION	ALEX LASALLE JR.	(2026-2030)
OFFICE OF AGING REPRESENTATIVE	NO APPOINTMENT MADE	(2026)
SHADE TREE COMMISSION	NO APPOINTMENT MADE	(2026-2030)

Councilmember BRAY offered the following resolution and moved its adoption:

**RESOLUTION
MAYOR'S APPOINTMENTS APPROVED BY COUNCIL**

BOROUGH COUNCIL
WEST LONG BRANCH
NEW JERSEY

Members of the West Long Branch Borough Council:

I hereby submit for your approval and confirmation appointments covering various Borough Offices for the terms indicated:

BOROUGH ADMINISTRATOR	JASON GONTER	(2026)
DEPUTY BOROUGH CLERK	NO APPOINTMENT MADE	(2026)
EMERGENCY SERVICES RECORDS ADMINISTRATOR	JAMES MILLER	(2026)
MUNICIPAL HOUSING LIAISON	NO APPOINTMENT MADE	(2026)
PUBLIC AGENCY COMPLIANCE OFFICER	JASON GONTER	(2026)
PURCHASING AGENT	NO APPOINTMENT MADE	(2026)
TREASURER	NO APPOINTMENT MADE	(2026)
ASSISTANT TREASURER	JASON GONTER	(2026)
TAX SEARCH OFFICER	CHERYL HOUSS	(2026)
PUBLIC WORKS DIRECTOR	ANTHONY VALENTI, JR.	(2026)
PUBLIC WORKS DEPUTY DIRECTOR	THOMAS VARRICCHIO	(2026)
ZONING OFFICER	JENNIFER O'SULLIVAN	(2026)
DEPUTY ZONING OFFICER	CHRISTOPHER NEYHART	(2026)
	ROBERT DASILVA	(2026)
CODE ENFORCEMENT OFFICER	JAMES MILLER	(2026)

DEPUTY CODE ENFORCEMENT OFFICERS	CHRISTOPHER NEYHART	(2026)
	JASON BUONO	(2026)
	ROBERT DASILVA	(2026)
HOUSING INSPECTOR	CHRISTOPHER NEYHART	(2026)
DEPUTY HOUSING INSPECTOR	JAMES MILLER	(2026)
COMMUNICATIONS COORDINATOR	STEVEN CIOFFI	(2026)
BOROUGH PHYSICIAN	DR. BARRY RUBINO	(2026)
SENIOR CITIZENS HOUSING CORP.	MAURA RESNIKOFF	(2026-2030)
HEALTH SECRETARY	JENNIFER O'SULLIVAN	(2026)
SPECIAL POLICE OFFICERS		
CLASS I	ROBERT DASILVA	(2026)
CLASS I	JAMES MILLER	(2026)
CLASS II	NO APPOINTMENT MADE	(2026)
CLASS III	MICHAEL SCHULZE	(2026)

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
 NAYS: NONE
 ABSENT: NONE
 ABSTAIN: NONE

 Councilmember BRAY offered the following resolution and moved its adoption:

**RESOLUTION
 COUNCIL APPOINTMENTS**

Council submits the following appointments for the terms indicated:

ASSESSMENT SEARCH OFFICER	SCOTT IMBRIACO	(2026)
FIRE INSPECTOR	JAMES MILLER	(2026)
ZONING BOARD OF ADJUSTMENT		
	PAUL GIGLIO	(2026-2029)
	VINCENT VUOCOLO	(2026-2029)
	MATTHEW CLARK	(Unexpired – 2027)
ALTERNATE NO. 1	NICOLE CATELLI KELLY	(2026-2027)
ALTERNATE NO. 2	BETH SARFATY	(Unexpired – 2026)
TRWRA REPRESENTATIVE	GREGORY CHRISTOPHER	(2026-2030)
SCHOOL CROSSING GUARDS	ROSE MARIE CIAGLIA	(2026)
	CARMELA FERRARO	(2026)
	MARIANNE SMITH	(2026)

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
 NAYS: NONE
 ABSENT: NONE
 ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

1/7/26

RESOLUTION FIXING TIME AND PLACE OF MEETINGS

BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the meetings of the West Long Branch Mayor and Council shall be held at Borough Hall, 965 Broadway, West Long Branch, New Jersey 07764, on the following dates during calendar year 2026:

January 21, 2026	6:30 PM
February 4, 2026	6:30 PM
February 18, 2026	6:30 PM
March 4, 2026	6:30 PM
March 18, 2026	6:30 PM
April 8, 2026	6:30 PM
April 22, 2026	6:30 PM
May 6, 2026	6:30 PM
May 20, 2026	6:30 PM
June 3, 2026	6:30 PM
June 17, 2026	6:30 PM
July 1, 2026	6:30 PM
August 5, 2026	6:00 PM
September 2, 2026	6:00 PM
September 16, 2026	6:30 PM
October 7, 2026	6:30 PM
October 21, 2026	6:30 PM
November 4, 2026	6:30 PM
December 2, 2026	6:30 PM
December 16, 2026	6:30 PM

AND BE IT FURTHER RESOLVED that the meetings will open with a caucus (workshop) and be followed immediately by council (regular) meetings, at which time formal action may be taken; and

BE IT FURTHER RESOLVED that the Reorganization Meeting for 2027 shall be held on Wednesday, January 6, 2027, at 6:30 P.M., in Borough Hall Council Chambers, 965 Broadway, West Long Branch, New Jersey 07764; and

BE IT FURTHER RESOLVED that the Borough Clerk shall post a certified copy of this resolution on the bulletin board in Borough Hall and publish same in one issue of the Monmouth Journal, one issue of the Link, one issue of the Asbury Park Press, and on the Borough of West Long Branch website.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES:	BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

Councilmember BRAY offered the following resolution and moved its adoption:

1/7/26

RESOLUTION BONDING BOROUGH EMPLOYEES

BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the:

Chief Financial Officer be bonded in the amount of \$95,000.00;

Tax Collector in the amount of \$130,000.00;

Municipal Judge in the amount of \$17,500.00;

All Municipal Employees are covered under a Blanket Bond in the amount of \$250,000.00 per loss;

and that the Borough Clerk be and is hereby directed to arrange for the negotiation of said bonds for the year 2026 at Borough expense.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES:	BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS:	NONE

ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION TO DETERMINE ORDER OF BUSINESS

1/7/26

BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the following shall be the order of business to be observed in conducting the regular meetings of the Mayor and Borough Council during 2026.

- ROLL CALL
- READING AND APPROVAL OF MINUTES
- REPORTS OF STANDING COMMITTEES
- COMMUNICATIONS
- ORDINANCES
- RESOLUTIONS
- UNFINISHED BUSINESS
- NEW BUSINESS
- BILLS AND CLAIMS
- OPPORTUNITY FOR ANY PERSON TO BE HEARD
- ADJOURNMENT

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember GOMEZ offered the following resolution and moved its adoption:

RESOLUTION ELECTING BOROUGH COUNCIL PRESIDENT

1/7/26

BE IT RESOLVED that Councilmember STEPHEN A. BRAY be nominated and elected to the office of President of the Borough Council for the year 2026.

Seconded by Councilmember RUANE and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember PENTA offered the following resolution and moved its adoption:

RESOLUTION NAMING COUNCIL REPRESENTATIVE TO PLANNING BOARD

1/7/26

BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that Councilmember STEPHEN A. BRAY be appointed the Class III member of the Planning Board for the year 2026.

Seconded by Councilmember SNIFFEN and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

1/7/26

RESOLUTION APPOINTING 2026 COUNCIL COMMITTEES

BE IT RESOLVED that the following committees of the West Long Branch Borough Council be appointed for calendar year 2026 with the first named Councilmember to serve as chair:

FINANCE AND ADMINISTRATION -

Stephen A. Bray, John M. Penta, Jr., Barbara Ruane

PUBLIC WORKS -

John M. Penta, Jr., James Gomez, Steven Cioffi

POLICE -

Steven Cioffi, Stephen A. Bray, Matthew Sniffen

FIRE AND EMS -

James Gomez, Steven Cioffi, Barbara Ruane

RECREATION, ENVIRONMENTAL AND SHADE TREE -

Barbara Ruane, James Gomez, Matthew Sniffen

PUBLIC PROPERTY -

Matthew Sniffen, John M. Penta, Jr., Stephen A. Bray

SHORE REGIONAL HIGH SCHOOL LIAISON -

John M. Penta, Jr., Matthew Sniffen, James Gomez

LOCAL SCHOOL LIAISON -

Stephen A. Bray, Barbara Ruane, Steven Cioffi

MONMOUTH UNIVERSITY LIAISON -

James Gomez, Matthew Sniffen, John M. Penta, Jr.

ORDINANCE REVIEW -

Matthew Sniffen, Stephen A. Bray, John M. Penta, Jr.

COMMUNITY CENTER LIAISON -

Barbara Ruane, Stephen A. Bray, Matthew Sniffen, Stephen A. Bray, Matthew Sniffen
Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

1/7/26

RESOLUTION FIXING THE RATE OF INTEREST TO BE CHARGED ON DELINQUENT TAXES OR ASSESSMENTS

WHEREAS, N.J.S.A. 54:4-67 permits the Governing Body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes becoming delinquent after due date; 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date; and, if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency in excess of \$10,000.00;
2. Effective January 7, 2026, there will be a ten (10) day grace period of quarterly tax payments made by check or money order;

3. Any payments not made in accordance with paragraph two of this resolution shall be charged interest from the due date as set forth in paragraph one of this resolution;

4. This resolution shall be published in its entirety once in an official newspaper of the Borough of West Long Branch;

5. A certified copy of this resolution shall be provided by the Borough Clerk to the Tax Collector, Chief Financial Officer, Borough Attorney, and Borough Auditor for the Borough of West Long Branch.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES:	BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION AUTHORIZING TAX SALE BY TAX COLLECTOR

1/7/26

WHEREAS, N.J.S.A. 54:5-19 et. seq. provides to the Municipal Tax Collector the power to conduct a tax sale for the purpose of enforcing the collection of delinquent taxes in the Borough against which such delinquent taxes are in arrears for the prior fiscal year, in the manner and form prescribed in said Statute, on or before the 31st day of December 2026;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the West Long Branch Tax Collector is hereby authorized and directed to conduct a tax sale in the manner and form prescribed in the Statute on or before the 31st day of December 2026 for the purpose of enforcing the collection of delinquent taxes in the Borough against which such delinquent taxes are in arrears as of November 11, 2025; and

BE IT FURTHER RESOLVED that the Tax Collector shall provide notices to the property owners and by publication, in accordance with law, and schedule a sale for a date and time during normal business hours during 2026, the exact date to be left to the discretion of the Tax Collector, at which time a tax sale shall be held on all properties on which the reported liens remain outstanding; and

BE IT FURTHER RESOLVED that the Tax Collector shall charge costs to each such property, together with outstanding interest due on such lien.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES:	BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

Councilmember BRAY offered the following resolution and moved its adoption:

**RESOLUTION AUTHORIZING PARTICIPATION IN
THE ELECTRONIC TAX SALE PROGRAM**

1/7/26

WHEREAS, N.J.S.A. 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Local Government Services; and

WHEREAS, the Director of the Division of Local Government Services has promulgated rules and regulations for an electronic tax sale; and

WHEREAS, the Director of the Division of Local Government Services has approved New Jersey Tax Lien Investors/Real Auctions.com to conduct electronic tax sales; and

WHEREAS, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more complete tax sale process; and

WHEREAS, the Borough of West Long Branch wishes to participate in the program for an electronic tax sale;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the West Long Branch Tax Collector is hereby authorized to take the necessary steps to participate in the electronic tax sale program in 2026.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES:	BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION AUTHORIZING IN LIEU OF ADVERTISING OF NOTICE OF TAX SALE

1/7/26

WHEREAS, N.J.S.A. 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Local Government Services; and

WHEREAS, the rules and regulations require a municipality to send two (2) notices of tax sale to all properties included in said sale; and

WHEREAS, the rules and regulations allow said municipality to charge a fee of \$25.00 per notice for the creation, printing, and mailing of said notice; and

WHEREAS, in an effort to more fairly assign greater fiscal responsibility to delinquent taxpayers, the Borough of West Long Branch wishes to charge \$25.00 per notice mailed, which will be assessed specifically to the delinquent accounts that are causing the need for a tax sale and not to the general tax base;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that a fee of \$25.00 per notice be established and is hereby authorized and directed to be charged for each notice of tax sale that is sent in conjunction with the 2026 electronic tax sale.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES:	BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION AUTHORIZING MAYOR AND BOROUGH CLERK TO SIGN APPROVED DOCUMENTS

1/7/26

BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the Mayor and Borough Clerk be and are hereby authorized to sign all contracts, application forms, and other formal documents in order to carry out the previously adopted actions of the Borough Council during the calendar year 2026.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION PERMITTING PRE-PAYMENT OF CERTAIN ITEMS

1/7/26

WHEREAS, the Borough of West Long Branch has budgeted funds for 2026 for payment of such items as utilities, payroll, vehicle leases, debt service, governmental fees, insurance, and for the printing and mailing costs of the Borough; and

WHEREAS, the payment of these items frequently arrives out of time for placement on the next available bill list, and in several months of the year the Governing Body does not meet for a period of one month, thereby inadvertently placing these bills and mailings in arrears because of the schedule of meetings;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the Chief Financial Officer be and is hereby authorized to make pre-payment of the following fixed items prior to the same appearing on the meeting bill list, such funds to be taken from the pre-budgeted amount for each such expense for 2026:

1. Utilities (electric, gas, water, sewer, and telephone).
2. Payroll.
3. Monthly vehicle lease payments.
4. Debt service as evidenced by pre-existing notes.
5. Health, dental and other insurance premiums.
6. Federal, state and county fees.
7. Postage for tax bills, newsletters, and other Borough mailings.
8. School taxes.
9. Bills pertaining to the Community Development Block Grant Program.
10. Third Party Tax Lien Redemptions.
11. Purchase of Gasoline/Diesel Fuel.
12. Municipal Court Lease Payments.
13. Purchase of Road Equipment, Vehicle Parts and Repairs, and Road Department Supplies When an Emergent Situation Exists.
14. Items Deemed Necessary for Pre-Payment by the C.F.O. Conditioned Upon Consent of the Chair of the Finance and Administration Committee.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS

1/7/26

BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the Asbury Park Press, the Link News, the Monmouth Journal, and the Two River Times are hereby designated as the official newspapers for the Borough of West Long Branch as required by law.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION APPOINTING INSURANCE COMMISSIONER AND ALTERNATE

1/7/26

WHEREAS, it is necessary to appoint an Insurance Commissioner and an Alternate;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that JASON GONTER be and is hereby appointed Insurance Commissioner for 2026; and

BE IT FURTHER RESOLVED that COUNCILMAN STEPHEN A. BRAY be and is hereby appointed to serve in the position of Alternate Insurance Commissioner for 2026.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION APPOINTING FUND COMMISSIONER AND ALTERNATE TO THE CENTRAL JERSEY HEALTH INSURANCE FUND FOR 2026

1/7/26

WHEREAS, the Borough of West Long Branch is a member of the Central Jersey Health Insurance Fund, a self-insured health fund; and

WHEREAS, the bylaws of the Central Jersey Health Insurance Fund require that each member appoint a Fund Commissioner and may appoint an Alternate;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that JASON GONTER be and is hereby appointed as Fund Commissioner to the Central Jersey Health Insurance Fund, effective January 1, 2026, to represent the Borough of West Long Branch; and

BE IT FURTHER RESOLVED that Councilman JAMES GOMEZ be and is hereby appointed as the Alternate Commissioner for calendar year 2026.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE

ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

1/7/26

RESOLUTION APPOINTING ADA COORDINATOR AND COMPLIANCE OFFICER

WHEREAS, the Borough of West Long Branch is a participant in the Community Development Block Grant Program as sponsored by the County of Monmouth; and

WHEREAS, in order to comply with the basic Level 4 requirements, the Borough is required to appoint a Coordinator under Section 504 of the Rehabilitation Act of 1973, which provides for the Community Development Block Grant Program;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that JASON GONTER, the West Long Branch Borough Administrator, be and is hereby appointed to the position of ADA Coordinator for 2026; and

BE IT FURTHER RESOLVED that JAMES MILLER, the West Long Branch Code Enforcement Officer, be and is hereby appointed to the position of ADA Compliance Officer for 2026; and

BE IT FURTHER RESOLVED that a certified copy of this resolution, including the telephone number and address of JASON GONTER and JAMES MILLER, be forwarded to the Monmouth County Community Development Office and the Monmouth County Office on Disabilities.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

1/7/26

RESOLUTION FIXING LEGAL FEE RATES FOR 2026

WHEREAS, there is expected to be a need for the Borough to retain the legal services of other than the Borough Attorney for representation in litigated matters during 2026, such representation to be provided by the attorneys for the Zoning Board and Planning Board, the Municipal Prosecutor, or, perhaps, special counsel; and

WHEREAS, it is in the Borough's best interest to fix a rate for such services for the calendar year in order to promote uniformity in billing and avoid the necessity of contracting for such services on a case-by-case basis; and

WHEREAS, funds are or will be available for the purpose of retaining counsel for representation in litigated matters which may not necessarily involve the Borough of West Long Branch or its boards or officials as a party to such litigation;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch, County of Monmouth, that the rate of \$170.00 per hour for legal services is hereby fixed as the contract rate for the providing of legal services to the Borough of West Long Branch for calendar year 2026; and

BE IT FURTHER RESOLVED that the aforementioned rate shall apply only to legal services incurred in litigation in which the Governing Body, board, or appropriate

authority has formally taken action to retain an attorney to perform such services; and this resolution shall not be read in such a way as to conflict with the terms of the Borough Attorney's contract for 2026, which will provide for a fixed retainer and an hourly rate after a fixed number of litigation hours have been provided.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION NAMING OFFICIAL DEPOSITORIES

1/7/26

BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that TD Bank, Two River Community Bank, Citizens Bank, and Kearny Bank be and are hereby named and designated as the official depositories of the Borough of West Long Branch for the year 2026; and

BE IT FURTHER RESOLVED that, until otherwise changed, all checks, warrants, notes, and other financial papers for the Borough of West Long Branch bank accounts be signed by two of the following officials: the Mayor or Council President; the Chief Financial Officer or Assistant Treasurer; and

BE IT FURTHER RESOLVED that, until otherwise changed, all domestic wire transfers and transfer of funds between Borough of West Long Branch accounts be authorized by the Chief Financial Officer or the Assistant Treasurer; and

BE IT FURTHER RESOLVED that, until otherwise changed, all domestic wire transfers and transfer of funds between Borough of West Long Branch accounts be verified by one of the officials designated above to authorize the transaction; and

BE IT FURTHER RESOLVED that certified copies of this resolution be transmitted to the banking institutions with whom the Borough does business and to the Chief Financial Officer and Assistant Treasurer; and

BE IT FURTHER RESOLVED that a copy of this resolution be published upon adoption as required by law.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION LIMITING TIME FOR SPEAKERS DURING PUBLIC COMMENT SECTIONS OF MEETINGS OF THE GOVERNING BODY IN WEST LONG BRANCH

1/7/26

WHEREAS, the governing body has discussed the prospect of limiting speakers to a fixed amount of time to present their comments or ask their questions; and

WHEREAS, the Borough Council is of a mind that the placement of such limitations should apply to both the public comment portions of the caucus and business meetings, as well as to hearings on ordinances;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the following conditions should be met by any persons seeking to speak at public meetings of the governing body:

1. Each person shall identify himself or herself by giving his/her name and address (either complete street address or street name only).
2. Each person shall approach the podium and speak from that location, so that everyone, both the council and the audience, can hear what is being said.
3. Each speaker shall be limited to three (3) minutes.
4. This time limitation shall apply to public comment portions of caucus and council meetings, as well as to hearings on ordinances.
5. If, in the judgment of the Council President, it is deemed that additional time should be granted to a particular speaker, the Council President shall determine the same.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

**RESOLUTION ESTABLISHING CASH MANAGEMENT PLAN
FOR THE BOROUGH OF WEST LONG BRANCH**

1/7/26

BE IT RESOLVED by the Council of the Borough of West Long Branch, County of Monmouth, that for the year 2026, the following shall serve as the cash management plan of the Borough.

The Chief Financial Officer is directed to use this cash management plan as the guide in depositing and investing the Borough of West Long Branch funds.

The following are authorized as suitable investments:

- Interest-bearing bank accounts and certificates of deposit in authorized banks, listed below, for deposit of local unit funds.
- Government money market mutual funds as comply with N.J.S.A. 40A:5-15. I(e)
- Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase and has a fixed rate of interest not dependent on any index or external factors.
- Bonds or other obligations of the local unit or school district of which the local unit is a part.
- Any other obligations with maturates not exceeding 397 days, as permitted by the Division of Investments.
- Local government investment pools which comply with N.J.S.A. 40A:5-15. I (c) and conditions set by the Division of Local Government Services.
- New Jersey State Cash Management Fund.
- Repurchase agreements (repos) of fully collateralized securities which comply with N.J.S.A. 40A 5-15 1 (a),

The following Government Unit Depository Protection Act approved banks are authorized depositories for deposit of funds:

TD Bank
Citizens Bank
Two River Community Bank
Kearny Bank

The above referenced banking and savings institutions are hereby authorized to honor and pay checks, drafts and warrants drawn on the several accounts in said banking institutions, when same are signed in the name of the Borough of West Long Branch by Janet W. Tucci, Mayor; Stephen Bray, Council President; Jason Gonter, Administrator/Asst. Treasurer; Michael Martin, Chief Financial Officer; or the Tax Collector.

The approved cash management policy is an integral part of this document. Any official involved with the selection of depositories, investments, brokers/dealers shall disclose any material business or personal relationship to the governing body and to the Local Finance Board *(or local ethics board if applicable)*.

Any official who in the course of his or her duties deposits or invests in accordance with the plan shall be relieved of any liability for loss of investment.

Seconded by Councilmember PENTA and carried upon the following roll call vote:
AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION RENEWING DENTAL INSURANCE AGREEMENT

1/7/26

WHEREAS, the Borough of West Long Branch maintains a group dental policy with DELTA DENTAL OF NEW JERSEY, INC. under Group No. 1582-01 and 1582-02, which expired on December 31, 2025; and

WHEREAS, the Borough has investigated this matter and discussed options regarding renewal of the agreement and for what length of time period would be in the best financial interest of the Borough; and

WHEREAS, funds are or will be available for purchasing dental insurance, as required by the various union agreements between the Borough and its employees; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1) requires that the resolution awarding the contract shall state the supporting reasons and be printed in a newspaper of general circulation after passage;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that a contract for dental insurance be awarded to DELTA DENTAL PLAN OF NEW JERSEY, INC. for Group No. 1582-01 and 1582-02 for a term running from January 1, 2026, through December 31, 2026, at the following rates:

<u>Coverage</u>	<u>Monthly Charges</u> <u>01</u>	<u>Monthly Charges</u> <u>02</u>
One Party	\$32.18	\$33.07
Two Party	\$62.63	\$64.35
Three Party	\$107.26	\$110.22

AND BE IT FURTHER RESOLVED that this agreement is made without competitive bidding as an extraordinary unspecifiable service under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a)(ii)(m)) because insurance contracts are exempted thereunder; and

BE IT FURTHER RESOLVED that a copy of this resolution be published upon adoption as required by law.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES:	BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS:	NONE
ABSENT:	NONE
ABSTAIN:	NONE

Councilmember BRAY offered the following resolution and moved its adoption:

A RESOLUTION TO AFFIRM THE BOROUGH OF WEST LONG BRANCH'S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS

1/7/26

WHEREAS, it is the policy of the Borough of West Long Branch to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act, and

WHEREAS, the governing body of the Borough of West Long Branch has determined that certain procedures need to be established to accomplish this policy;

NOW, THEREFORE BE IT RESOLVED by Borough Council of the Borough of West Long Branch that:

Section 1: No official, employee, appointee or volunteer of the Borough of West Long Branch by whatever title known, or any entity that is in any way a part of the Borough of West Long Branch shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Borough of West Long Branch's business or using the facilities or property of the Borough of West Long Branch.

Section 2: The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Borough of West Long Branch to provide services that otherwise could be performed by the Borough.

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4: The Borough Administrator shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Borough Administrator shall establish written procedures that require all officials, employees, appointees and volunteers of the Borough as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7: The Borough Administrator shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8: At least annually, the Borough Administrator shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the Borough. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Borough of West Long Branch's web site.

Section 9: This resolution shall take effect immediately.

Section 10: A copy of this resolution shall be published in the official newspaper of the Borough of West Long Branch in order for the public to be made aware of this policy and the Borough's commitment to the implementation and enforcement of this policy.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION HIRING POLICE OFFICER

1/7/26

WHEREAS, there is a vacancy in the position of Police Officer; and

WHEREAS, the Police Chief has recommended the hiring of GAVIN JACKEY for the position of Police Officer, and the Police Committee concurs with that recommendation; and

WHEREAS, this hiring is conditioned upon GAVIN JACKEY submitting to and passing medical and psychological examinations; and

WHEREAS, this hiring is also contingent upon GAVIN JACKEY acknowledging in writing that he will be responsible for the reimbursement of training fees, as required by the New Jersey Division of Criminal Justice Police Training Commission Police Training Act, if applicable;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that GAVIN JACKEY be hired as a Police Officer in the West Long Branch Police Department, effective immediately, conditioned upon the items noted above, and be paid in accordance with the Police Department salary ordinance.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember RUANE offered the following resolution and moved its adoption:

RESOLUTION HIRING POLICE OFFICER

1/7/26

WHEREAS, there is a vacancy in the position of Police Officer; and

WHEREAS, the Police Chief has recommended the hiring of CHRISTOPHER HAYES for the position of Police Officer, and the Police Committee concurs with that recommendation; and

WHEREAS, this hiring is conditioned upon CHRISTOPHER HAYES submitting to and passing medical and psychological examinations; and

WHEREAS, this hiring is also contingent upon CHRISTOPHER HAYES acknowledging in writing that he will be responsible for the reimbursement of training fees, as required by the New Jersey Division of Criminal Justice Police Training Commission Police Training Act, if applicable;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that CHRISTOPHER HAYES be hired as a Police Officer in the West Long Branch Police Department, effective immediately, conditioned upon the items noted above, and be paid in accordance with the Police Department salary ordinance.

Seconded by Councilmember CIOFFI and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember CIOFFI offered the following resolution and moved its adoption:

**RESOLUTION APPOINTING THOMAS L. VARRICCHIO AS A
CLASS I SPECIAL POLICE OFFICER**

1/7/26

WHEREAS, the Police Chief has agreed to sponsor THOMAS L. VARRICCHIO to attend the Monmouth County Police Academy Class I Special Law Enforcement Officer Training; and

WHEREAS, the Monmouth County Police Academy requires a resolution of the Borough Council appointing THOMAS L. VARRICCHIO as a Class I Special Police Officer in order for him to attend the above-referenced training; and

WHEREAS, THOMAS L. VARRICCHIO will attend this training at his own expense and will also be responsible for the cost of the physical examination;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that THOMAS L. VARRICCHIO is hereby appointed as a Class I Special Police Officer for the Borough of West Long Branch contingent upon his completion of the required training.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

Councilmember BRAY offered the following resolution and moved its adoption:

RESOLUTION - TEMPORARY BUDGET

1/7/26

WHEREAS, the Local Budget Law (N.J.S.A. 40A:4-19) provides that where any contracts or payments are to be made prior to the final adoption of the 2026 Budget, temporary appropriations should be made for the purposes and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January 2026;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of West Long Branch that the attached temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer.

Seconded by Councilmember PENTA and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE, SNIFFEN
NAYS: NONE
ABSENT: NONE
ABSTAIN: NONE

ORDINANCES:

ORDINANCE NO. O-26-1

**AN ORDINANCE AMENDING ORDINANCE NO. O-25-1
REGARDING SALARIES OF VARIOUS MUNICIPAL EMPLOYEES
AND SETTING THE 2026 SALARIES OF VARIOUS MUNICIPAL
OFFICERS, EMPLOYEES AND APPOINTEES**

WHEREAS, the Borough Council adopted Ordinance No. O-25-1 during calendar year 2025, the contents of which set forth salaries of certain municipal employees within the Borough; and

WHEREAS, upon further review, it appears that there are certain positions in those ordinances which either no longer exist, or are incorrectly stated, or there are provisions which contradict Borough policy;

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of West Long Branch as follows:

SECTION 1.

That Section 2 of Ordinance No. 277 entitled "AN ORDINANCE TO ESTABLISH THE SALARY RANGE OF VARIOUS MUNICIPAL OFFICERS, EMPLOYEES AND APPOINTEES", and Ordinance No. O-25-1, which is an amendment to Ordinance No. 277, be amended and supplemented to set the annual salaries for 2026, which shall be paid semi-monthly, unless otherwise stated, of the officers, employees and appointees shall be as follows:

BOROUGH ADMINISTRATOR
\$45,000 - \$110,000

BOROUGH CLERK
\$45,000 - \$105,000

TAX COLLECTOR
\$15,000 - \$90,000

REGISTRAR
\$2,000 - \$5,000

DEPUTY REGISTRAR
\$1,000 - \$3,000

ASSISTANT TREASURER
\$35,000 - \$50,000

EMERGENCY SERVICES RECORDS ADMINISTRATOR
\$2,000 - \$6,500

PART-TIME OFFICE PERSONNEL
Compensation ranges from \$15.49 to \$30.00/hour

FULL-TIME OFFICE PERSONNEL
\$35,000 - \$60,000

FINANCE CLERK/BOOKKEEPER
\$50,000 - \$80,000

JUDGE - MUNICIPAL COURT
\$15,000 - \$30,000

SCHOOL CROSSING GUARDS
Compensation ranges from \$25.00 per shift to \$35.00 per shift

SUPERINTENDENT OF PUBLIC WORKS

\$80,000 - \$112,000

DEPUTY DIRECTOR OF PUBLIC WORKS
\$50,000 - \$97,000

RECYCLING COORDINATOR
\$2,000 - \$6,000

PUBLIC WORKS MECHANIC
\$36,370 - \$75,000

HOUSING INSPECTOR
\$50,000 - \$80,000

DEPUTY HOUSING INSPECTOR
\$4,000 - \$6,000

FIRE OFFICIAL
\$19,000 - \$30,000

FIRE INSPECTOR
\$4,300-\$20,000

ZONING OFFICER
\$45,000 - \$90,000

CODE ENFORCEMENT OFFICER
\$30,000 - \$65,000

DEPUTY CODE ENFORCEMENT OFFICER
\$36,400 - \$45,000

TAX ASSESSOR
\$45,000 - \$65,000

SECRETARY - PLANNING AND ZONING BOARDS
\$5,000 - \$10,000 for each Board

SECRETARY - RECREATION
\$750 - \$2,000

SECRETARY - ENVIRONMENTAL
\$750 - \$2,000

SECRETARY - SHADE TREE
\$250 - \$1,000

SPECIAL POLICE
Compensation ranges from \$25.00 to \$35.00/hour

MAYOR
\$3,000 - \$3,300

COUNCIL MEMBERS
\$2,000 - \$2,200

CHIEF OF POLICE
\$100,000 - \$190,000

RECREATION DIRECTOR
Compensation ranges from \$25.00 to \$30.00/hour

SUMMER RECREATION

DIRECTOR
\$5,400 - \$8,500

ASSISTANT DIRECTOR
\$2,600 - \$6,500

COUNSELOR
Compensation ranges from \$14.53 to \$20.00/hour

SECTION 2.

This ordinance shall take effect immediately upon passage and publication according to law.

Ordinance No. O-26-1 was read on its first reading by title only.

Councilman Bray moved the ordinance be passed on **first reading** by title only and to set the public hearing for January 21, 2026, at 6:30 PM. Seconded by Councilman Penta, and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE SNIFFEN
 NAYS: NONE
 ABSENT: NONE
 ABSTAIN: NONE

ORDINANCE NO. O-26-2

2026 SALARY ORDINANCE OF VARIOUS MUNICIPAL EMPLOYEES

BE IT ORDAINED by the Borough Council of the Borough of West Long Branch:

SECTION 1. *That Section 2 of Ordinance No. 277 entitled “AN ORDINANCE TO ESTABLISH THE SALARY RANGE OF VARIOUS MUNICIPAL OFFICERS, EMPLOYEES AND APPOINTEES”, and Ordinance No. O-25-2, which is an amendment to Ordinance No. 277, be amended and supplemented as follows:*

SECTION 2. *The annual salaries for 2026, which shall be paid semi-monthly, unless otherwise stated, of the employees, as set forth in Section 1 hereof, shall be as follows:*

	<u>01/01/25</u>
RECORDS CLERK	2,000.00
PUBLIC WORKS EMPLOYEES \$36,375.00 -	70,000.00
PUBLIC WORKS – PART- TIME/TEMPORARY	
<i>Compensation ranges from \$14.13 to \$21.00/hour</i>	
PUBLIC WORKS ROAD FOREMAN	2,000.00
PARKS FOREMAN	3,200.00
GENERAL FOREMAN	4,200.00
POLICE RECORDS CLERK/SECRETARY \$36,000.00 -	60,000.00

Ordinance No. O-26-2 was read on its first reading by title only.

Councilman Bray moved the ordinance be passed on **first reading** by title only and to set the public hearing for January 21, 2026, at 6:30 PM. Seconded by Councilman Penta, and carried upon the following roll call vote:

AYES: BRAY, CIOFFI, GOMEZ, PENTA, RUANE SNIFFEN
 NAYS: NONE
 ABSENT: NONE
 ABSTAIN: NONE

Mayor Tucci opened the meeting to the public.

There being no one wishing to speak, on motion made by Councilman Bray, seconded by Councilwoman Ruane, and carried unanimously, the public hearing was closed, and the meeting was adjourned at 6:54 PM.

Carolina Kelly

 BOROUGH CLERK