

CITY OF BRIGANTINE COUNCIL MEETING MINUTES January 7, 2025 – 5:00 P.M. PUBLIC PORTION

CALL TO ORDER Mayor Vince Sera called the meeting to order at **5:00 P.M.**

FLAG SALUTE & OPENING PRAYER Mayor Sera led the flag salute followed by an opening prayer by Deputy Mayor Bew.

OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT City Clerk, Christine Murray advised that the meeting notices covering this meeting have been sent and posted as required under the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.

ROLL CALL – COUNCIL • Mayor Sera • Councilman Haney • Councilman Kane • Councilman Riordan • Councilman Virgilio • Deputy Mayor Bew • Councilman Lettieri

PROFESSIONALS PRESENT • Ryan Hurst Deputy City Manager • John Doring, Superintendent of Public Works • Paul Fuller, Chief of Fire Department • George Morris, City Solicitor • Christine Murray, City Clerk

RESOLUTION 2026-1: EXECUTIVE SESSION Motion made by: Deputy Mayor Bew **Seconded by:** Councilman Riordan **Roll Call Vote: All in favor**

The Acting City Clerk read the Executive Session Resolution Topics discussed: **Litigation & Contract Negotiations**

Return from Executive Session at **5:17 P.M.** and continued with the agenda

George Morris provided a summary of discussion. No formal action was taken.

APPROVAL OF MINUTES Approval of December 17, 2025 Council Meeting Minutes Motion: Councilman Lettieri **Second:** Councilman Kane **Roll Call Vote: All in favor.**

APPROVAL OF BILL REQUISITION LIST Motion: Deputy Mayor Bew **Second:** Councilman Lettieri **Roll Call Vote: All in favor.**

January 7, 2026 06:38 AM		CITY OF BRIGANTINE Purchase Order Listing By P.O. Number				Page No: 1	
P.O. Type: All	Range: First to Last	Open: N	Faild: N	Void: N			
Format: Condensed	First Enc. date Range: First to 12/31/26	Rcvd: Y	Weld: N	Apprv: N			
Vendors: All	Include Non-Budgeted: Y	Bltd: Y	Scate: Y	Other: Y	Exempt: Y		
Rcvd batch id Range: First to Last							
PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
24-01883	12/06/24	K1125	R.A. WALTERS & SON, INC.	14th St Bullhead reconstruction	Open	265,650.00	0.00 B
24-01947	12/20/24	FREEM005	Fred W Schiavone Construction	Improv to all brig slvd	Open	36,376.43	0.00 B
25-00042	01/09/25	AMAK005	AMAZON CAPITAL SERVICES INC.	Blanket PO	Open	157.48	0.00 B
25-00081	01/10/25	AMAK005	AMAZON CAPITAL SERVICES INC.	Blanket PO	Open	32.98	0.00 B
25-00112	01/15/25	ROBERTS	ROBERTS ENGINEERING GROUP.	Services for emer generators	Open	4,705.50	0.00 B
25-00208	01/24/25	CANM005	Canon Financial Service Inc.	Copier Lease-police	Open	238.74	0.00 B
25-00242	01/29/25	CASAR005	CASA REPORTING SERVICES LLC	2025 ACA reporting	Open	365.40	0.00 B
25-00305	02/03/25	PATHM005	PATHFINDER RESOURCES LLC	Professional Services	Open	3,840.00	0.00 B
25-00363	02/11/25	CANM005	Canon Financial Service Inc.	Copier Lease - PW	Open	391.39	0.00 B
25-00365	02/13/25	C4444	CINTAS FIRST AID & SAFETY	Recreation - First Aid	Open	50.67	0.00 B
25-00443	02/24/25	FEDX	FEDEX	Transportation Charges	Open	147.25	0.00 B
25-00548	03/10/25	FPFM005	F.P. Finance Program	Mail Sorter/postage machine	Open	636.99	0.00 B
25-00549	03/10/25	B0023	VERIZON WIRELESS	Cradlepoint router	Open	80.02	0.00 B
25-00658	03/24/25	V6480	VERIZON	911 Service	Open	6.55	0.00 B
25-00824	04/23/25	AMAK005	AMAZON CAPITAL SERVICES INC.	office supplies	Open	499.25	0.00 B
25-00884	05/02/25	EDWAR015	EDWARD P STINSON DBA E STINSON	Professional Services	Open	10,292.50	0.00 B
25-01090	05/23/25	CHBUD005	CHB Building Solutions Inc.	Improvements to HVAC System	Open	55,170.29	0.00 B
25-01092	05/23/25	GAUD005	Gaudelli Bros Inc.	City Hall complex HVAC System	Open	369,711.00	0.00 B
25-01152	05/30/25	BARBE005	Barber Consulting Services LLC	Monthly MIS Service	Open	4,599.00	0.00 B
25-01204	06/05/25	H0129	HACH COMPANY	BLANKET- SAMPLE SUPPLIES	Open	376.73	0.00 B
25-01455	07/01/25	S0390	SOUTH JERSEY WELDING SUPPLY	BLANKET- CYLINDER RENTAL	Open	64.48	0.00 B
25-01454	07/02/25	V6480	VERIZON	Long distance Charges	Open	94.72	0.00 B
25-01455	07/02/25	V6480	VERIZON	wells-Internet	Open	109.99	0.00 B
25-01500	07/07/25	TELES005	TELESYSTEM	Telephone Billing	Open	7,684.18	0.00 B
25-01503	07/08/25	S0021	SOUTH JERSEY GAS COMPANY	Natural Gas	Open	1,773.91	0.00 B
25-01524	07/08/25	A8615	Animal Control of SJ LLC	BLANKET-ANIMAL CONTROL SERVICE	Open	1,325.00	0.00 B
25-01885	09/03/25	TAC23	TACTICAL PUBLIC SAFETY, LLC	2 Handsets, 2 Headsets Dispatch	Open	1,548.00	0.00 B
25-01960	09/17/25	S1336	SOUTH JERSEY OVERHEAD DOOR	REPLACE MODEL 591 BOTTOM	Open	1,680.00	0.00 B
25-01974	09/18/25	GRIDL005	Gridless Power Inc.	OUTDOOR MULTI- SENSOR CAMERA	Open	12,136.50	0.00 B
25-01977	09/18/25	COPPE005	COPPER GEAR DESIGNS LLC	Quote 24-0836	Open	1,087.50	0.00 B
25-01982	09/18/25	GRIDL005	Gridless Power Inc.	CONN. CENTER- MULTISENSOR CAM	Open	115,559.25	0.00 B
25-02089	10/01/25	HYDR005	Hydro Design Inc.	Construction Management	Open	6,000.00	0.00 B
25-02015	10/01/25	CORSE005	CORSE & WAXEN LP	MISC SUPPLY	Open	3,460.00	0.00 B
25-02170	10/16/25	AMAK005	AMAZON CAPITAL SERVICES INC.	Blanket PO - Fall 2025	Open	172.99	0.00 B
25-02188	10/21/25	C4444	CINTAS FIRST AID & SAFETY	BLANKET- FIRST AID SUPPLY	Open	99.18	0.00 B
25-02232	10/27/25	MUNIC010	Municipal Maintenance Company	PULL SUBMERSIBLE PUMPS	Open	2,520.00	0.00 B
25-02277	11/06/25	A0200	ATLANTIC COAST ALARM, INC.	LIBRARY FIRE ALARM REPLACEMENT	Open	7,949.00	0.00 B
25-02314	11/20/25	H2222	NIKE ZHODORF, LLC	VIBROTECH SOK-40	Open	4,960.00	0.00 B
25-02351	11/25/25	KELSE005	Kelsey Price	Youth Program Instructor	Open	150.00	0.00 B
25-02372	12/01/25	U8946	ULINE	Front Desk Office Chair	Open	366.13	0.00 B
25-02387	12/01/25	AMAK005	AMAZON CAPITAL SERVICES INC.	FIBER CABLE/ETHERNET CONVERTOR	Open	250.63	0.00 B
25-02407	12/05/25	CDINS005	CD INSTRUMENT SERVICES LLC	#9 WELL CHEMICAL CONTROL	Open	859.50	0.00 B
25-02408	12/05/25	E0582	HUBER LOCKSMITHS INC	REPLACE VWH DUPRIN DOOR HANDLE	Open	627.00	0.00 B
25-02413	12/05/25	EXCEL100	EXCEL TIRE GAUGE	AIR COMPRESSOR STAINLESS TOWER	Open	3,625.00	0.00 B
25-02414	12/05/25	V1186	VAN-UP-AUTO PARTS	BLANKET- AUTO PARTS	Open	970.03	0.00 B
25-02432	12/16/25	G3649	GTM/INFQ-COP	Inv I-08615 9/2025-12/2025	Open	1,570.50	0.00 B
25-02433	12/16/25	A0260	ACIA/SEWERAGE USAGE-WATER TST.	ACCOUNT #116 & #117	Open	829.69	0.00 B
25-02434	12/16/25	A0381	ACIA/SOLID WASTE TRANSFER STAT	NOVEMBER TRASH COLLECTION	Open	74,527.87	0.00 B

CITY OF BRIGANTINE
COUNCIL MEETING MINUTES
January 7, 2026 – 5:00 P.M.

January 7, 2026
06:38 AM

CITY OF BRIGANTINE
Purchase Order Listing By P.O. Number

Page No: 2

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type
25-02436	12/16/25	H0839	THE HOME DEPOT CREDIT SERVICES	ORDER #345483	Open	167.32	0.00
25-02437	12/16/25	P0710	Bolster Hardware II LLC	BLANKET- 690079	Open	352.19	0.00 B
25-02438	12/16/25	WEIGHTS	WEIGHTS & MEASURES FUND	RENEWAL APPLICATION 2026	Open	100.00	0.00
25-02439	12/16/25	AMAX0005	AMAZON CAPITAL SERVICES INC.	NCL FLEXI-SHEEN FLOOR WAX	Open	73.40	0.00
25-02441	12/16/25	NORTH004	NORTHEAST ELECTRICAL SERVICES	SERVICE # 11489,11487,11490	Open	1,611.66	0.00
25-02442	12/16/25	NORTH004	NORTHEAST ELECTRICAL SERVICES	SERVICE CALL #11488	Open	1,283.74	0.00
25-02443	12/16/25	H8888	HD SUPPLY FACILITIES MAINT LTD	FOAM HAND SOAP & BRUSHES	Open	181.77	0.00
25-02444	12/16/25	C0847	CAPRICORN PORTABLE TOILET, INC	PORTABLE TOILET RENTAL	Open	134.00	0.00
25-02445	12/16/25	S1189	SAFETY SERVICES COMPANY	SAFETY SERVICES RENTAL	Open	465.00	0.00
25-02446	12/16/25	JESCO0005	JESCO INC.	FILTER ELEMENT 544K LOADERS	Open	104.42	0.00
25-02450	12/16/25	AMAX0005	AMAZON CAPITAL SERVICES INC.	Battery Back Up	Open	189.99	0.00
25-02457	12/17/25	P0710	Bolster Hardware II LLC	690061 FINANCE CHARGE	Open	1.51	0.00
25-02458	12/17/25	CH3B0005	CH3 Building Solutions Inc.	SERVICE CALLS #3847,354483747	Open	7,653.47	0.00
25-02460	12/17/25	NORTH004	NORTHEAST ELECTRICAL SERVICES	SERVICE CALL #11500	Open	451.09	0.00
25-02461	12/17/25	A0200	ATLANTIC COAST ALARM, INC.	CELLULAR COMMUNICATORS	Open	450.00	0.00
25-02464	12/17/25	MAJESTIC	MAJESTIC OIL COMPANY, INC.	GAS & DIESEL DELIVERIES	Open	3,243.67	0.00
25-02465	12/17/25	E0582	HUBER LOCKSMITHS INC	ROOSEVELT PUMP HOUSE LOCKS	Open	1,445.00	0.00
25-02466	12/17/25	M0465	MGL PRINTING SOLUTIONS	REQUEST TIME OFF SLIPS	Open	398.00	0.00
25-02467	12/17/25	JESCO0005	JESCO INC.	WHEEL & TIRE VALVE	Open	702.37	0.00
25-02468	12/17/25	CH3B0005	CH3 Building Solutions Inc.	SERVICE CALL #12485071	Open	721.16	0.00
25-02473	12/19/25	M1112	SERVICE TIRE TRUCK CENTERS*	05125X80X18 TIRES	Open	1,098.38	0.00
25-02474	12/19/25	NORTH004	NORTHEAST ELECTRICAL SERVICES	TEMP. GENERATOR RENTAL	Open	6,072.50	0.00
25-02475	12/19/25	NORTH004	NORTHEAST ELECTRICAL SERVICES	SERVICE CALL #11535	Open	516.43	0.00
25-02476	12/19/25	NORTH004	NORTHEAST ELECTRICAL SERVICES	SERVICE CALL #11532	Open	2,401.19	0.00
25-02477	12/19/25	B5M	B5M SPORTS	volleyball Net	Open	40.00	0.00
25-02479	12/22/25	PENN0005	Penn Power Group LLC	SERVICE CALL #4787961	Open	1,311.00	0.00
25-02484	12/23/25	CH3B0005	CH3 Building Solutions Inc.	SERVICE CALL #12485301	Open	479.98	0.00
25-02488	12/29/25	NORTH004	NORTHEAST ELECTRICAL SERVICES	SERVICE # 11567,11563,11562	Open	3,350.38	0.00
25-02489	12/29/25	JESCO0005	JESCO INC.	FILTER HEAD-BACONHOE	Open	121.22	0.00
25-02491	12/30/25	M0512	MIRACLE CHEMICAL CO.	SODIUM HYPOCHLORITE DELIVERY	Open	2,507.52	0.00
25-02492	12/30/25	H0839	THE HOME DEPOT CREDIT SERVICES	ORDER #H0975-347502	Open	184.99	0.00
25-02494	12/30/25	P0810	Column Software PBC	ESCROW CASE 21-2025	Open	48.92	0.00
25-02495	12/30/25	P0810	Column Software PBC	2026 PB MEETING DATES	Open	46.16	0.00
25-02496	12/31/25	S1479	STATE TREASURER	RMC Certificate-C Murray	Open	50.00	0.00
25-02497	12/31/25	C0847	CAPRICORN PORTABLE TOILET, INC	SPECIAL EVENT PODS	Open	796.00	0.00
26-00001	01/02/26	CASAPR	CASA PAYROLL SERVICE	payroll 12/19	Open	600.40	0.00
26-00002	01/02/26	G0364	GOLF CART SERVICES, INC.	golf Cart Lease/New Carts	Open	7,647.96	0.00
26-00003	01/02/26	GUEN J	JOSEPH GVENTNER	2026 Pension Payments	Open	1,089.40	0.00 B
26-00004	01/02/26	RICH0405	RICHARD C WELLS JR	2026 Pension Payments	Open	694.22	0.00 B
26-00005	01/02/26	MICHA0015	MICHAEL BRODHILL	2026 Pension Payments	Open	301.76	0.00 B
26-00006	01/02/26	KEVIN0015	KEVIN CONDRAM	2026 Pension Payments	Open	427.22	0.00 B
26-00007	01/02/26	16793	EDWARD LEON	2026 Pension Payments	Open	640.75	0.00 B
26-00008	01/02/26	BRANCO	RICHARD T BRANCO	2026 Pension Payments	Open	1,056.20	0.00 B
26-00009	01/02/26	GLENN C	CLINTON GLENN	2026 Pension Payments	Open	544.72	0.00 B
26-00010	01/02/26	JOHN0005	JOHN V DATTALO	2026 Pension Payments	Open	400.80	0.00 B
26-00011	01/02/26	DANIE020	DANIEL DRISCOLL	2026 Pension Payments	Open	724.76	0.00 B
26-00012	01/02/26	DOVE R	RICHARD DOVE	2026 Pension Payments	Open	375.00	0.00 B
26-00013	01/02/26	SLUZ M	MICHAEL SLUZENSKI	2026 Pension Payments	Open	425.00	0.00 B
26-00014	01/02/26	FRANCO30	Francis Masino	2026 Pension Payments	Open	778.35	0.00 B
26-00015	01/05/26	E0152	N.B.MASON	Calendars	Open	17.21	0.00
26-00017	01/05/26	CANM0005	Canon Financial Service Inc.	City Wide lease	Open	4,775.20	0.00
26-00018	01/05/26	H0097	HANCE C. JAQUETT LLC	Planning Board Services	Open	1,184.00	0.00
26-00019	01/05/26	A1008	ATL CO MUN JOINT INSUR FUND	1st Qtr Assessment	Open	212,713.00	0.00
26-00020	01/05/26	90055	SANDPIPER	2024 Trash Reimbursement	Open	7,330.50	0.00

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CITY OF BRIGANTINE
Purchase Order Listing By P.O. Number

Page No: 3

PO #	PO Date	Vendor	PO Description	Status	Amount	Void Amount	PO Type	
Total Purchase Orders:					102	Total P.O. Line Items:	0	
					Total List Amount:	1,286,281.11	Total Void Amount:	0.00

January 7, 2026
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CITY OF BRIGANTINE
Purchase Order Listing By P.O. Number

Page No: 4

Totals by Year-Fund	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND APPROPRIATIONS	5-01	150,193.33	0.00	0.00	150,193.33
UTILITY OPERATING BUDGET APPROPRIATIO	5-09	30,887.47	0.00	0.00	30,887.47
Year Total:		181,080.80	0.00	0.00	181,080.80
CURRENT FUND APPROPRIATIONS	6-01	187,573.52	0.00	0.00	187,573.52
UTILITY OPERATING BUDGET APPROPRIATIO	6-09	42,542.60	0.00	0.00	42,542.60
Year Total:		230,116.12	0.00	0.00	230,116.12
GENERAL CAPITAL IMPROVEMENTS	C-04	862,142.47	0.00	0.00	862,142.47
UTILITY CAPITAL IMPROVEMENTS	C-06	4,705.50	0.00	0.00	4,705.50
Year Total:		866,847.97	0.00	0.00	866,847.97
	T-03	8,236.22	0.00	0.00	8,236.22
Total of All Funds:		1,286,281.11	0.00	0.00	1,286,281.11

City of Brigantine
 Summary of Disbursements for Approval
 Council Meeting 01/07/2026

Bill List	\$ 1,286,281.11
Brigantine Board of Education-Tax levy due 01/14	\$ 662,004.75

Total: \$ 1,948,285.86

PUBLIC COMMENT ON AGENDA ITEMS ONLY No Public Comment

ORDINANCE – INTRODUCTION

Ordinance No. 1 of 2026 – Introduction Mayor Sera read Ordinance as entitled. Motion: Deputy Mayor Bew Second: Councilman Lettieri **Roll Call Vote: All in favor**

ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK FOR CALENDAR YEAR 2026

(N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year’s final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the City Council of the City of Brigantine in the County of Atlantic finds it advisable and necessary to increase its CY 2025 budget by up to 3.5% over the previous year’s final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the City Council determines that a 1% increase in the budget for said year, amounting to \$301,759.97 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the City Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the City Council of the City of Brigantine, in the County of Atlantic, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2026 budget year, the final appropriations of the City of Brigantine shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$1,056,159.90 and that the CY 2026 municipal budget for the City of Brigantine be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

REORGANIZATION RESOLUTIONS

Mayor Sera read Resolution as entitled. Resolution 2026-02 – Municipal Attorney Motion: Councilman Kane Second: Councilman Riordan **Roll Call Vote: All in favor**

APPOINTING THE MUNICIPAL ATTORNEY / CITY SOLICITOR

THE CITY COUNCIL OF THE CITY OF BRIGANTINE RESOLVES THAT:

WHEREAS, the City of Brigantine wishes to engage the services of a Municipal Attorney, commonly referred to as the City Solicitor, whose services will be provided pursuant to a Professional Services Contract which may be awarded without competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(A)(1); and

WHEREAS, this contract has been awarded pursuant to the Fair and Open Process;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE THAT:

SECTION I.

Parker McCay, P.A. be and is hereby appointed as the Municipal Attorney and City Solicitor for the City of Brigantine.

SECTION II.

A Professional Service Agreement and Contract is hereby awarded to said Parker McCay, P.A., in addition to their salary as an employee, without competitive bidding, as follows:

(a) Nature: Professional Legal Services **(b) Duration:** From January 7, 2026 through December 31, 2026, or until a successor is duly appointed and sworn, whichever is later. **(c) Service & Amount:** The City Solicitor shall be compensated as determined in the Annual Salary Ordinance and per retainer.

SECTION III.

This Resolution and the Professional Service Contract, detailing the terms and conditions of service, shall be placed on file and made available for public inspection in the Office of the City Clerk of the City of Brigantine. The City Clerk shall cause to be published in the newspaper of the City a brief notice stating the information contained in this and in the preceding paragraph, pursuant to **N.J.S.A. 40A:11-5(1)(A)(1).**

SECTION IV.

The award of the contract pursuant to this Resolution shall be effective upon the certification of availability of funds by the Chief Financial Officer of the City of Brigantine. If said Parker McCay, P.A. is reappointed at a future date as City Solicitor, there will be no need to prepare an additional Resolution unless the terms and conditions of the contract between said Parker McCay, P.A. and the City of Brigantine are changed in any manner.

Mayor Sera read Resolution as entitled. Resolution 2026-03 – Bond Counsel Motion: Councilman Virgilio Second: Councilman Lettieri Roll Call Vote: All in favor

APPOINTING BOND COUNSEL AND AUTHORIZING RELATED ACTIONS

WHEREAS, the City of Brigantine has determined that it requires the professional services of nationally recognized bond counsel in connection with the financing of the City's capital improvements, including the refinancing of certain outstanding indebtedness; and

WHEREAS, the City, after due consideration, has determined to appoint as Bond Counsel, and to award a contract for such services to, **McManimon, Scotland & Baumann**, 75 Livingston Avenue, Roseland, New Jersey, a law firm listed in the "Red Book" register of nationally recognized bond counsel, published by *The Bond Buyer*, New York; and

WHEREAS, the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., pursuant to Section 5 thereof (N.J.S.A. 40A:11-5(1)), permits the City Council to award a contract for professional services, such as bond counsel, without public advertising for bids and bidding therefor, pursuant to a resolution stating supporting reasons for its action, and requires notice of the award to be published accordingly; and

WHEREAS, this contract has been awarded pursuant to the Fair and Open Process;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE, COUNTY OF ATLANTIC, STATE OF NEW JERSEY, AS FOLLOWS:

1. **Appointment.** McManimon, Scotland & Baumann is hereby appointed as Bond Counsel to the City of Brigantine for a term beginning **January 7, 2026** and ending **December 31, 2026**, or until a successor is duly appointed and sworn, whichever is later.
2. **Contract Approval.** The contract for Bond Counsel's professional services presented to this meeting is hereby approved and adopted. The City Manager is authorized and directed to execute and deliver the contract on behalf of the City under the imprinted official seal, attested by the City Clerk.
3. **Publication.** Appropriate City officials shall cause a notice containing the matters required by the Local Public Contracts Law to be published as soon as practicable.

4. **Effective Date.** This Resolution shall take effect immediately upon adoption.

Mayor Sera read Resolution as entitled. Resolution 2026-04 – Labor Counsel Motion: Deputy Mayor
Bew Second: Councilman Virgilio Roll Call Vote: All in favor

APPOINTING MUNICIPAL LABOR COUNSEL

WHEREAS, a Municipal Labor Counsel may serve in accordance with a Professional Services Contract which may be awarded without competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(A)(1); and

WHEREAS, this contract has been awarded pursuant to the Fair and Open Process; and

WHEREAS, the City of Brigantine requires the continued services of qualified labor counsel to represent the City in labor-related matters;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE THAT:

SECTION I.

The law firm of **Blaney, Donohue & Weinberg, LLC** is hereby appointed as the Municipal Labor Counsel for the City of Brigantine for a term beginning **January 7, 2026** and expiring **December 31, 2026**, or until a successor has been appointed and sworn, whichever is later.

SECTION II.

A Professional Service Agreement and Contract is hereby awarded to said Blaney, Donohue & Weinberg, LLC as follows:

- **Nature:** Municipal Labor Counsel
- **Service & Amount:** The services to be performed and the amount thereof shall be contained in the Professional Service Contract as referenced in this Resolution.

SECTION III.

This Resolution and the Professional Services Contract, detailing the terms and conditions of service, shall be placed on file and made available for public inspection in the Office of the City Clerk of the City of Brigantine. The City Clerk shall cause to be published in the newspaper of the City a brief notice stating the information contained in this and in the preceding paragraph, pursuant to N.J.S.A. 40A:11-5(1)(A)(1).

SECTION IV.

The award of contract pursuant to this Resolution shall be effective upon the certification of availability of funds by the Chief Financial Officer of the City of Brigantine. If said firm is reappointed at a future date as Municipal Labor Counsel, no additional Resolution shall be required unless the terms and conditions of the Contract are changed in any manner.

Mayor Sera read Resolution as entitled . Resolution 2026-05 – Municipal Auditor Motion:
Councilman Virgilio Second: Councilman Kane Roll Call Vote: All in favor

APPOINTING THE MUNICIPAL AUDITOR FOR THE CITY OF BRIGANTINE

WHEREAS, N.J.S.A. 40A:5-4 requires that every municipality shall have an annual audit of its books, accounts, and financial transactions by a registered municipal accountant of the State of New Jersey; and

WHEREAS, said Municipal Auditor may serve in accordance with a Professional Services Contract which may be awarded without competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(A)(1); and

WHEREAS, this contract has been awarded pursuant to the Fair and Open Process; and

WHEREAS, the City of Brigantine requires the continued services of a qualified Municipal Auditor to perform the annual audit and related financial duties;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE THAT:

SECTION I.

Leon P. Costello, CPA, RMA, of the accounting firm **Ford-Scott & Associates**, 1535 Haven Avenue, Ocean City, New Jersey 08226, is hereby appointed as the Municipal Auditor for the City of Brigantine until the **2025 Municipal Audit** is filed and a successor is duly appointed and qualified.

SECTION II.

A Professional Services Agreement and Contract is hereby awarded to said Leon P. Costello, CPA, RMA, as follows:

- **Nature:** Municipal Auditor
- **Duration:** Until the 2025 Municipal Audit is filed and a successor is duly appointed and qualified
- **Service & Amount:** To perform all services at the listed fees as stated in the Professional Services Contract referenced in this Resolution

SECTION III.

This Resolution and the Professional Services Contract, detailing the terms and conditions of service, shall be placed on file and made available for public inspection in the Office of the City Clerk of the City of Brigantine. The City Clerk shall cause to be published in the newspaper of the City a brief notice stating the information contained in this and in the preceding paragraph, pursuant to N.J.S.A. 40A:11-5(1)(A)(1).

SECTION IV.

The award of contract pursuant to this Resolution shall be effective upon the certification of availability of funds by the Chief Financial Officer of the City of Brigantine. If said Leon P. Costello, CPA, RMA is reappointed at a future date as Municipal Auditor, no additional Resolution shall be required unless the terms and conditions of the Contract are changed in any manner.

Mayor Sera read Resolution as entitled. Resolution 2026-06 – Engineering Pool Motion: Councilman Virgilio Second: Councilman Kane Roll Call Vote: All in favor

ESTABLISHING A POOL OF PRE-QUALIFIED ENGINEERING FIRMS

WHEREAS, the City Council of the City of Brigantine has agreed to the concept of creating a pool of pre-qualified engineering firms from which to obtain quotes for upcoming engineering projects that would be outside the scope of the in-house engineer; and

WHEREAS, the City of Brigantine advertised and obtained Requests for Qualifications (RFQs) from a number of qualified engineering firms; and

WHEREAS, the City Council has reviewed the submissions and determined that certain firms meet the qualifications necessary to provide engineering services to the City;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE THAT:

The pool of pre-qualified engineering firms from which the City may obtain engineering quotes shall consist of the following firms:

- Arthur Chew
- DeBlasio & Associates
- CME Associates
- Polistina Associates
- Remington & Vernick Engineers
- Roberts Engineering Group
- Dixon Associates
- H2M Architects & Engineers
- Colliers Engineering

THIS RESOLUTION SHALL TAKE EFFECT IMMEDIATELY.

Mayor Sera read Resolution as entitled. Resolution 2026-07 – Municipal Prosecutor Motion: Councilman Virgilio Second: Councilman Riordan Roll Call Vote: All in favor

APPOINTING THE MUNICIPAL PROSECUTOR

WHEREAS, the City of Brigantine has created the position of Municipal Prosecutor; and

WHEREAS, said Municipal Prosecutor may serve in accordance with a Professional Services Contract which may be awarded without competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(A)(1); and

WHEREAS, this contract has been awarded pursuant to the Fair and Open Process; and

WHEREAS, having a Municipal Prosecutor is beneficial to the health, safety, and welfare of the City of Brigantine and the public;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE THAT:

SECTION I.

A Professional Service Agreement and Contract is hereby awarded to **Barker, Gelfand, James & Sarvas** to serve as the Municipal Prosecutor for the City of Brigantine.

- **Nature:** Municipal Prosecutor
- **Duration:** From January 7, 2026 through December 31, 2026, or until a successor has been appointed and sworn, whichever is later
- **Service & Amount:** Compensation shall be as determined by the Annual Salary Ordinance

SECTION II.

This Resolution and the Professional Service Contract, detailing the terms and conditions of service, shall be placed on file and made available for public inspection in the Office of the City Clerk of the City of Brigantine. The City Clerk shall cause to be published in the newspaper of the City a brief notice stating the information contained in this and in the preceding paragraph, pursuant to N.J.S.A. 40A:11-5(1)(A)(1).

SECTION III.

The award of the contract pursuant to this Resolution shall be effective upon the certification of availability of funds by the Chief Financial Officer of the City of Brigantine. If said Barker, Gelfand, James & Sarvas is reappointed at a future date as Municipal Prosecutor, no additional Resolution shall be required unless the terms and conditions of the Contract are changed in any manner.

Mayor Sera read Resolution as entitled. Resolution 2026-08 – Public Defender Motion: Councilman Riordan Second: Councilman Kane Roll Call Vote: All in favor

APPOINTING THE MUNICIPAL PUBLIC DEFENDER

WHEREAS, the City of Brigantine has created the position of Municipal Public Defender; and

WHEREAS, said Municipal Public Defender may serve in accordance with a Professional Services Contract which may be awarded without competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, this contract has been awarded pursuant to the Fair and Open Process; and

WHEREAS, having a Municipal Public Defender is beneficial to the health, safety, and welfare of the City of Brigantine and the public;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE THAT:

SECTION I.

Jerry H. Steiner, Esq., an Attorney at Law of the State of New Jersey, is hereby appointed as the Municipal Public Defender of the City of Brigantine for a term of one (1) year, beginning **January 7, 2026** and ending **December 31, 2026**, or until a successor has been appointed and sworn, whichever is later.

SECTION II.

A Professional Service Agreement and Contract is hereby awarded to said Jerry H. Steiner, Esq., as follows:

- **Nature:** Municipal Public Defender
- **Duration:** January 7, 2026 through December 31, 2026, or until a successor is appointed and sworn

SECTION III.

This Resolution and the Professional Service Contract, detailing the terms and conditions of service, shall be placed on file and made available for public inspection in the Office of the City Clerk of the City of Brigantine. The City Clerk shall cause to be published in the newspaper of the City a brief notice stating the information contained in this and in the preceding paragraph, pursuant to N.J.S.A. 40A:11-5(1)(a)(i).

SECTION IV.

The award of the contract pursuant to this Resolution shall be effective upon the certification of availability of funds by the Chief Financial Officer of the City of Brigantine. If said Jerry H. Steiner, Esq. is reappointed at a future date as Municipal Public Defender, no additional Resolution shall be required unless the terms and conditions of the Contract are changed in any manner.

Mayor Sera read Resolution as entitled. Resolution 2026-09 – Risk Management Consultant

Motion: Deputy Mayor Bew Second: Councilman Lettieri Roll Call Vote: All in favor

APPOINTING THE RISK MANAGEMENT CONSULTANT

WHEREAS, the City of Brigantine is a member of the Atlantic County Municipal Joint Insurance Fund, a self-insurance pooling fund; and

WHEREAS, the Bylaws of said Fund require that each municipality appoint a Risk Management Consultant to perform various professional services as detailed in the Bylaws; and

WHEREAS, the Bylaws indicate a fee not to exceed six percent (6%) of the municipal assessment, which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body; and

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical; and

WHEREAS, this contract has been awarded pursuant to the Fair and Open Process;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE THAT:

SECTION I.

J. Eugene Siracusa of **Siracusa-Kaufmann Insurance Agency** is hereby appointed as the **Risk Management Consultant** for the City of Brigantine in accordance with N.J.S.A. 40A:11-5.

SECTION II.

The governing body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to N.J.S.A. 40A:11-5(1)(a)(i).

SECTION III.

This Resolution shall take effect immediately.

Mayor Sera read Resolution as entitled. Resolution 2026-10 – Health Benefits Consultant Motion:
Councilman Haney Second: **APPOINTING THE HEALTH BENEFITS CONSULTANT**

WHEREAS, the City of Brigantine is desirous of entering into a Professional Service Contract with **Brown & Brown Metro, LLC**; and

WHEREAS, Brown & Brown Metro, LLC, located at 1201 New Road, Suite 230, Linwood, New Jersey 08221, will perform certain consulting services on behalf of the City of Brigantine at the direction of the City; and

WHEREAS, said services will consist of providing health administrative consulting services for the City of Brigantine; and

WHEREAS, a Professional Service Contract may be awarded without competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, this contract has been awarded pursuant to the Fair and Open Process;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE THAT:

SECTION I.

Brown & Brown Metro, LLC is hereby awarded a Professional Service Contract with the City of Brigantine to perform consulting services as set forth above.

SECTION II.

A Professional Service Contract is awarded to Brown & Brown Metro, LLC pursuant to the following conditions:

(A) Nature of Contract: To perform consulting services in association with the City of Brigantine concerning health administrative services.

(B) Duration: One-year term, expiring **December 31, 2026**.

SECTION III.

This Resolution and the Professional Service Contract, detailing the terms and conditions of service, shall be placed on file and made available for public inspection in the Office of the City Clerk of the City of Brigantine. The City Clerk shall cause to be published in the official newspaper of the City a brief notice stating the nature, duration, service, and amount of the contract.

SECTION IV.

The award of this contract pursuant to this Resolution shall become effective immediately upon adoption.

Councilman Riordan Roll Call Vote: All in favor

Mayor Sera read Resolution as entitled. Resolution 2026-11 – Planning & Grants Motion:
Councilman Haney Second: Councilman Riordan Roll Call Vote: All in favor

APPOINTING THE PLANNING AND GRANTS CONSULTANT

WHEREAS, the City of Brigantine is desirous of entering into a Professional Service Contract with **James M. Rutala Associates, LLC**; and

WHEREAS, James M. Rutala Associates, LLC, located at 717 River Drive, Linwood, New Jersey, will provide planning and grant assistance to the City of Brigantine; and

WHEREAS, a Professional Service Contract may be awarded without competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, this contract has been awarded pursuant to the Fair and Open Process;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE THAT:

SECTION I.

James M. Rutala Associates, LLC is hereby awarded a Professional Service Contract with the City of Brigantine to perform planning and grant assistance as set forth above.

SECTION II.

A Professional Service Contract is awarded to James M. Rutala Associates, LLC pursuant to the following conditions:

(A) Nature of Contract: Planning and grant assistance on behalf of the City of Brigantine.

(B) Duration: One-year term, expiring **December 31, 2026**.

(C) Service & Amount: Services shall be billed at **\$140.00 per hour**, as stated in the Professional Services Contract referenced herein.

SECTION III.

This Resolution and the Professional Service Contract, detailing the terms and conditions of service, shall be placed on file and made available for public inspection in the Office of the City Clerk of the City of Brigantine. The City Clerk shall cause to be published in the official newspaper of the City a brief notice stating the nature, duration, service, and amount of the contract.

SECTION IV.

The award of contract pursuant to this Resolution shall be effective upon the certification of availability of funds by the Chief Financial Officer of the City of Brigantine.

SECTION V.

This Resolution shall take effect immediately upon adoption.

Mayor Sera read Resolution as entitled. Resolution 2026-12 – Disclosure Agent Motion: Councilman Riordan Second: Councilman Kane Roll Call Vote: All in favor

APPOINTING A CONTINUING DISCLOSURE AGENT

WHEREAS, the City of Brigantine is desirous of entering into a contract with **Phoenix Advisors, LLC**; and

WHEREAS, said contract will require Phoenix Advisors, LLC to perform financial advisory services in the capacity of **Continuing Disclosure Agent**, assisting with filing obligations on behalf of the City of Brigantine; and

WHEREAS, this contract has been awarded pursuant to the Fair and Open Process;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE THAT:

SECTION I.

The contract to perform financial advisory services is hereby awarded to:

PHOENIX ADVISORS, LLC 4 W. Park Street Bordentown, NJ 08505

SECTION II.

This Resolution shall take effect immediately.

Mayor Sera read Resolution as entitled Resolution 2026-13 – Financial Advisor Motion: Councilman Virgilio Second: Councilman Riordan Roll Call Vote: All in favor

APPOINTING THE FINANCIAL ADVISOR

WHEREAS, the City of Brigantine is desirous of entering into a contract with **Phoenix Advisors, LLC** to provide financial advisory services; and

WHEREAS, said contract will require Phoenix Advisors, LLC to perform financial advisory services related to the issuance of general obligation bonds and/or bond anticipation notes and other matters relating to fiscal management on behalf of the City of Brigantine; and

WHEREAS, this contract has been awarded pursuant to the Fair and Open Process;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE THAT:

SECTION I.

The contract to perform financial advisory services is hereby awarded to:

PHOENIX ADVISORS, LLC 4 W. Park Street Bordentown, NJ 08505

SECTION II.

This Resolution shall take effect immediately.

Mayor Sera read Resolution as entitled. Resolution 2026-14 – Municipal Engineer Motion: Councilman Haney Second: Councilman Riordan Roll Call Vote: All in favor

APPOINTING THE MUNICIPAL ENGINEER

WHEREAS, **Edward Stinson** was duly appointed **Municipal Engineer** for the City of Brigantine for a three-year term expiring **December 31, 2027**, pursuant to Resolution 2025-14; and

WHEREAS, the City of Brigantine requires the continued services of the Municipal Engineer for the 2026 calendar year; and

WHEREAS, a Professional Service Contract may be awarded without competitive bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i), and this contract has been awarded pursuant to the Fair and Open Process;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE THAT:

SECTION I.

A **Professional Service Contract** for Municipal Engineer services for the **2026 calendar year** is hereby awarded to **Edward Stinson**, consistent with his existing appointment term expiring December 31, 2027.

SECTION II.

The nature of the contract is for the Municipal Engineer to perform all required duties of the office of Municipal Engineer for the City of Brigantine during the 2026 calendar year.

SECTION III.

This Resolution and the Professional Service Contract detailing the terms and conditions of service shall be placed on file and made available for public inspection in the Office of the City Clerk of the City of Brigantine. The City Clerk shall cause to be published in the official newspaper of the City a brief notice stating the nature, duration, service, and amount of the contract.

SECTION IV.

The award of this contract pursuant to this Resolution shall become effective immediately upon adoption.

Mayor Sera read Resolution as entitled. Resolution 2026-15 – Project Management Consultant

Motion: Councilman Virgilio Second: Councilman Riordan Roll Call Vote: All in favor

APPOINTING A PROJECT MANAGEMENT CONSULTANT

WHEREAS, the City Council of the City of Brigantine authorized the acceptance of proposals for **Project Management Consultant** services; and

WHEREAS, **Pathfinder Resources, LLC**, located at 453 Sea Horse Road, Brigantine, NJ 08203, was determined to be the lowest responsible bidder; and

WHEREAS, the City of Brigantine authorizes a contract with Pathfinder Resources, LLC under the terms proposed in their bid submission; and

WHEREAS, the City Council and City Manager recommend awarding Pathfinder Resources, LLC the contract for the **2026 calendar year**;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE, COUNTY OF Atlantic, STATE OF NEW JERSEY, THAT:

SECTION I.

Pathfinder Resources, LLC is hereby awarded the contract for **Project Management Consultant** services for the term **January 7, 2026 through December 31, 2026**.

SECTION II.

This Resolution shall take effect immediately.

Mayor Sera read Resolution as entitled. Resolution 2026-16 – IT Services Motion: Councilman Riordan Second: Councilman Kane Roll Call Vote: All in favor

APPOINTING THE INFORMATION TECHNOLOGY SERVICES PROVIDER

WHEREAS, the City of Brigantine requires **Information Technology (IT) services** for the 2026 calendar year; and

WHEREAS, **Barber Consulting Services, LLC**, located in the State of New Jersey, has submitted a proposal to provide IT services to the City; and

WHEREAS, a Professional Service Contract may be awarded without competitive bidding pursuant to **N.J.S.A. 40A:11-5(1)(a)(i)**, and this contract has been awarded pursuant to the **Fair and Open Process**;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE THAT:

SECTION I.

A **Professional Service Contract** for **Information Technology (IT) services** for the **2026 calendar year** is hereby awarded to:

Barber Consulting Services, LLC State of New Jersey

SECTION II.

The nature of the contract is to provide IT support, maintenance, consulting, and related technology services as required by the City of Brigantine during the 2026 calendar year.

SECTION III.

This Resolution and the Professional Service Contract detailing the terms and conditions of service shall be placed on file and made available for public inspection in the Office of the City Clerk of the City of Brigantine. The City Clerk shall cause to be published in the official newspaper of the City a brief notice stating the nature, duration, service, and amount of the contract.

SECTION IV.

This Resolution shall take effect immediately.

Mayor Sera read Resolution as entitled. Resolution 2026-17 – Council Dates 2026 Motion:
 Councilman Kane Second: Councilman Virgilio Roll Call Vote: All in favor

ESTABLISHING THE 2026 CITY COUNCIL MEETING DATES

WHEREAS, the City Council of the City of Brigantine must establish its regular meeting schedule for the 2026 calendar year; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-18, requires that public bodies adopt and post an annual schedule of regular meetings; and

WHEREAS, the City Council has determined the dates and times for its regular meetings for the 2026 calendar year;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGANTINE THAT:

SECTION I.

The following dates are hereby designated as the **regular meetings of the City Council of the City of Brigantine for the year 2026**, to be held in Council Chambers, City Hall, 1417 W. Brigantine Avenue, Brigantine, New Jersey, at **5:00 p.m.**, unless otherwise noted:

Month	Meeting Dates
January	January 7 • January 21
February	February 4 • February 18
March	March 4 • March 18
April	April 1 • April 15
May	May 6 • May 20
June	June 3 • June 17
July	July 15
August	August 5 • August 19
September	September 2 • September 16
October	October 7 • October 21
November	November 4
December	December 2 • December 16

SECTION II.

The City Clerk is hereby directed to post, publish, and distribute this schedule in accordance with the Open Public Meetings Act.

SECTION III.

This Resolution shall take effect immediately.

Mayor Sera read Resolution as entitled. Resolution 2026-18 – Temporary Budget 2026 Motion:
 Councilman Riordan Second: Councilman Virgilio Roll Call Vote: All in favor

2026 TEMPORARY BUDGET

WHEREAS, 40A:4-19 provides that if any contracts, commitments or payments are to be made prior to the adoption of the budget, the Governing Body shall, by resolution adopted within the first 30 days of the beginning of the fiscal year, make appropriations to provide for the period between the beginning of the fiscal year and the adoption of the budget; and

WHEREAS, the total of the appropriations so made shall not exceed 26.25% of the total of the appropriations made for all purposes in the budget for the preceding fiscal year excluding, in both instances, appropriations made for interest and debt redemption charges and capital improvement fund; and

NOW, THEREFORE, BE IT RESOLVED by the Brigantine City Council that the following temporary appropriations be made for the period beginning January 1, 2026, and ending with the adoption of the 2026 municipal budget:

- **Current Fund:** \$9,193,877.00
- **Utility Fund:** \$1,291,998.00

Mayor Sera read Resolution as entitled. Resolution 2026-19 – Delinquent Tax Interest & Grace Period Motion: Deputy Mayor Bew Second: Councilman Virgilio Roll Call Vote: All in favor

**FIXING THE RATE OF INTEREST TO BE CHARGED
ON DELINQUENT TAXES AND SETTING THE GRACE PERIOD**

WHEREAS, N.J.S.A. 54:4-67 governs the interest rates to be charged on delinquent taxes and allows the governing body to set a grace period not to exceed ten (10) calendar days, and

WHEREAS, interest on delinquent taxes may be fixed at a rate of 8% of the first \$1,500.00 of delinquency, and at a rate of 18% on that the portion of the delinquent tax balance which is in excess of \$1,500; and

WHEREAS, P.L. 1991 c75,s.39 provides that a penalty of 6% may be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay the delinquency prior to the end of the fiscal year.

NOW, THEREFORE, BE IT RESOLVED by Mayor and Council of the City of Brigantine, County of Atlantic, State of New Jersey, as follows:

1. That 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 and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date.
2. That the Tax Collector is hereby authorized and directed to charge a 6% penalty to those properties who fail to pay delinquencies in excess of \$10,000.00 prior to the end of the fiscal year.
2. That the Tax Collector is instructed that no interest shall be charged if a Payment of a tax installment is received by the Tax Collector within the tenth (10) calendar day following the date upon which that tax installment became payable.

Mayor Sera read Resolution as entitled. Resolution 2026-20 – Newspapers & Online Posting Motion: Councilman Kane Second: Councilman Riordan Roll Call Vote: All in favor

**DESIGNATION OF OFFICIAL NEWSPAPERS THROUGH FEBRUARY 2026 AND
ESTABLISHMENT OF ONLINE PUBLIC NOTICE POSTING**

WHEREAS, the City of Brigantine is required by law to designate an official newspaper or newspapers for the publication of legal notices and other municipal matters; and

WHEREAS, Public Law 2025, c. 72 becomes effective on March 1, 2026 eliminating the need or requirement for physical newspaper publication and instead creating online publications on the City's official website; and

WHEREAS, the Governing Body seeks to ensure that all required public information is published in newspapers of general circulation that reliably serve the residents of Brigantine until such time that the City takes over with all official publications on the City’s website;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brigantine, County of Atlantic, State of New Jersey that:

In conformance with Public Law 2025, c. 72, which becomes effective on March 1, 2026, the City designates the Atlantic City Press, the Philadelphia Inquirer and the Times the Official Newspapers for all public notices required by law from January 1, 2026 through February 28, 2026. Effective March 1, 2026, all municipal public notices shall be posted on the City’s Official Website, www.brigantinebeach.org and non-public entities seeking to publish notices shall also utilize an “online news publication” which, according to statute, is a news publication in electronic format that contains news on matters of public concern, has published news predominantly in the English language at least once per week for at least one year continuously, is based upon the geographic target of Atlantic County, maintain notices in a manner that is fully accessible and searchable by members of the public at all times, maintains an archive for at least one year, displays the notice for at least one week or longer if required by law, ensures adequate security and recovery, does not charge a fee, registration or subscription to view legal notices, maintains up to \$1 million in media liability coverage, has continuous operation for at least three years and receives at least 4,000 unique monthly visits on average as calculated annually, no less than 50 percent of which shall be from IP addresses with the City or within a 10 mile radius of the City.

Mayor Sera read Resolution as entitled. Resolution 2026-21 – Government Unit Deposit Act
Motion: Councilman Virgilio Second: Deputy Mayor Bew Roll Call Vote: All in favor

DESIGNATING OFFICIAL DEPOSITORIES FOR CITY FUNDS

BE IT RESOLVED by the City Council of the City of Brigantine, County of Atlantic, State of New Jersey, that the **State of New Jersey Cash Management Fund** and any other depositories designated by the City Council be and they are hereby designated as official depositories for the deposit of City funds.

Deposits shall be made only in institutions authorized by law to receive municipal funds and which have filed the required **Governmental Unit Deposit Protection Act (GUDPA)** certification with the City of Brigantine.

This designation shall remain in effect for the calendar year 2026 or until superseded by subsequent resolution.

Mayor Sera read Resolution as entitled. Resolution 2026-22 – Cash Management Plan 2026 Motion: Deputy Mayor Bew Second: Councilman Virgilio Roll Call Vote: All in favor

ADOPTING THE 2026 CASH MANAGEMENT PLAN

CASH MANAGEMENT PLAN OF THE CITY OF BRIGANTINE, COUNTY OF ATLANTIC

- I. **STATEMENT OF PURPOSE** This Cash Management Plan (the “Plan”) is prepared pursuant to the provisions of N.J.S.A. 40A: 5-14 in order to set forth the basis for the deposits (“Deposits”) and investment (“Permitted Investments”) of certain public funds of the City of Brigantine, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to ensure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to ensure that any Deposit or Permitted Investment matures within the same period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments. 21 - 01 - 04 - 036

- II. **IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN A.**

The plan is intended to cover all deposits and/or all investments of the funds of the City of Brigantine including but not limited to: Current Fund, Utility Fund, Payroll Trust, Payroll

Agency, Developers' Escrow Trust Funds, Municipal Court General Account Municipal Court Bail Account, Other Trust Accounts, General Capital Account, and Utility Capital Account

III. DESIGNATION OF OFFICIALS AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN

The Chief Financial Officer (the "Designated Official") is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the City of Brigantine are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgement kept on file with such officials. The Chief Financial Officer is further authorized to make interfund transfers between the City Funds as may be necessary from time to time. The Chief Financial Officer is authorized to make such transfers and/or any and all payments by wire transfer as necessary.

IV. DESIGNATION OF DEPOSITORIES

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of deposit which are not otherwise invested in Permitted Investments as provided for in this Plan: Ocean First Bank, TD Bank, Bank of America, Manasquan Savings NJ ARM Program NJ Cash Management Fund NJ Cash Management Fund. All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official(s) referred to in Section III above.

V. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIAL MAY DEAL.

The following brokerage firms and/or dealers and other institutions are hereby designated firms with whom the Designated Official(s) of the City of Brigantine referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official (s) referred to in Section III above. NJ Cash Management Fund, NJ ARM Program

VI. AUTHORIZED INVESTMENTS

Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments: (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America; (2) Government money market mutual funds; (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor; (4) Bonds or other obligations of the Local Unit or bonds or other obligations of the school districts of which the Local Unit is a part or within which the school district is located; (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units; (6) Local government investment pools; (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L.1977, Ch. 281 (C.52: 18A-90.4); or (8) Agreements for the repurchase of fully collateralized securities if: (a) The underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a; (b) The custody of collateral is transferred to a third party; (c) The maturity of the agreement is not more than 30 days; (d) The underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17: 19-41); and (e) A master repurchase agreement providing for the custody and security of collateral is executed. For purposes of the above language, the terms "governmental money market mutual fund" and "local government investment pool" shall have the following definitions: Page 5 of 8 Government Money Market Mutual Fund An investment company investment trust: (a) Which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 USC sec. 80a-1 et seq., and operated in accordance

with 17 CFR sec. 270.2a-7. (b) The portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 CFR.sec 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and (c) Which has: (1) Attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or (2) ~~Retired~~ investment advisor registered or exempt from registration with the Securities and Exchange

Commission pursuant to the “Investment Advisors Act of 1940,” 15 U.S.C. sec 80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 6 months and with assets under management in excess of \$500 million. Local Government Investment Pool An investment pool: (a) Which is managed in accordance with 17 C.F.R. sec 270.2a-7; (b) Which is rated in the highest category by a nationally recognized statistical rating organization; (c) Which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; (d) Which is in compliance with rules adopted pursuant to the “Administrative Procedure Act,” P.L. 1968, c.410 (c.52: 14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investment; (e) Which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected at the Page 6 of 8 same of interest rate adjustment, to have a market value that approximates their par value, or net asset value; and (f) Which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management fund, or through the use of a National or ~~State~~ bank located within this State, or through a broker-dealer which, at the same of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C49: 3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in the U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government Securities.

VII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGEMENT OF RECEIPT OF PLAN.

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the City of Brigantine, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide ~~for~~ designation on of such investments in the name of the City of Brigantine to assure that there is no unauthorized use of the funds or the Permitted Investments that involve Securities shall be executed by a “delivery versus payment” method to ensure that such Permitted Investments are either received by the City of Brigantine or by a third-party custodian prior to or upon the release of the City of Brigantine’s funds. To assure that all parties with whom the City of Brigantine deals either by way of Deposits or Permitted Investments are aware of the authority and the limits sets forth in the Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official(s)

VIII. CITY DEBT POLICY

The City Debt policies is to remain compliant with and under the maximum allowed by statutory requirements of 3.5% allowed based on a three-year equalized evaluation. The City policy is to increase debt as debt current debt is retired to maintain a level budget from year to year.

IX. FUND BALANCE

Fund Balance is utilized and compliant with New Jersey Statutory requirements. The City projects and budgets on a five year plan. The goal is increase fund balance every year by revenue streams not including property taxes and reduction of spending. The amount of surplus used in the budget will remain relatively flat.

X. TIME OF PLAN

This plan will be in effect from January 1, 2026 to December 31, 2026 with subject to change when and if necessary.

REGULAR BUSINESS RESOLUTIONS

Mayor Sera read Resolution as entitled. Resolution 2026-23 – Contract Award: Personal Touch Painting Motion: Deputy Mayor Bew Second: Councilman Kane Roll Call Vote: All in favor

AUTHORIZING A CONTRACT WITH PERSONAL TOUCH PAINTING FOR INTERIOR PAINT WORK AT THE LINKS CLUBHOUSE

WHEREAS, the City of Brigantine solicited 3 quotes for the interior paint job at the Links Clubhouse (large room, bar area, pro shop, men & women’s bathrooms, office and general manager office);

WHEREAS, Personal Touch Painting was the lowest responsible bidder;

WHEREAS, the City is to enter a contract with Personal Touch Painting in the amount of \$14,500.00;

NOW, THEREFORE, BE IT RESOLVED by the Municipal Council of the City of Brigantine, County of Atlantic and State of New Jersey, that a contract be executed for Personal Touch Painting, PO BOX 1322, Absecon, NJ 08201;

BE IT FURTHER RESOLVED that Albert Stanley, Chief Financial Officer of the City of Brigantine, does hereby certify that there are adequate funds available in Accounts No. C-04-24-012-800;

Certified to be a true copy of a Resolution adopted by the Municipal Council of the City of Brigantine, County of Atlantic and State of New Jersey, on the 7th day of January, 2026.

Mayor Sera read Resolution as entitled. Resolution 2026-24 – Contract Award: Frank Mazza & Son, Inc. Motion: Deputy Mayor Bew Second: Councilman Kane Roll Call Vote: All in favor

AUTHORIZING A CONTRACT WITH FRANK MAZZA & SON, INC., FOR THE INSTALLATION OF NEW CARPET AT THE LINKS CLUBHOUSE

WHEREAS, the City of Brigantine is in need of new carpeting at the Links Clubhouse;

WHEREAS, Frank Mazza & Son, Inc., has provided a quote and is a vendor on State Contract 23-FOOD-47763; and

WHEREAS, the City is to enter into a contract with Frank Mazza & Son, Inc., for the amount of \$20,331.45;

NOW, THEREFORE, BE IT RESOLVED by the Municipal Council of the City of Brigantine, County of Atlantic and State of New Jersey, that a contract be executed with Frank Mazza & Son, Inc., PO BOX 226, Hammonton, NJ 08037;

BE IT FURTHER RESOLVED that Albert Stanley, Chief Financial Officer of the City of Brigantine, does hereby certify that there are adequate funds are available in Accounts No. C-04-24-012-800;

Mayor Sera read Resolution as entitled. Resolution 2026-25 – Refund: Recreation Class CER Motion: Councilman Kane Second: Councilman Riordan Roll Call Vote: All in favor

AUTHORIZING A REFUND OF A RECREATION CLASS

WHEREAS, Nanci Maisano made a payment of \$116.00 for a recreation class and;

WHEREAS, a refund of \$24.00 is necessary due to a transfer;

NOW, THEREFORE BE IT RESOLVED, by the governing body of the City of Brigantine, County of Atlantic, State of New Jersey, that \$24.00 be refunded to Nanci Maisano 207 Winnewood Drive Absecon, NJ 08201,

BE IT FURTHER RESOLVED that Albert Stanley, Chief Financial Officer of the City of Brigantine, does hereby certify that there are adequate funds available in Account #6-01-55-910-019

Mayor Sera read Resolution as entitled. Resolution 2026-26 – Shared Services Agreement – Brigantine Golf Course Motion: Deputy Mayor Bew Second: Councilman Kane Roll Call Vote: All in favor

AUTHORIZING EXECUTION OF A SHARED SERVICES AGREEMENT BETWEEN THE CITY OF BRIGANTINE AND THE ATLANTIC COUNTY IMPROVEMENT AUTHORITY FOR THE OPERATION OF THE LINKS AT BRIGANTINE GOLF COURSE

WHEREAS, the City of Brigantine owns and operates the public golf facility commonly known as the Links at Brigantine Golf Course; and

WHEREAS, the Atlantic County Improvement Authority (“ACIA”) is authorized pursuant to N.J.S.A. 40:37A-54 and N.J.S.A. 40:37A-77 to manage and operate recreational facilities for the benefit of the public; and

WHEREAS, the Municipality and ACIA desire to enter into a Shared Services Agreement for the continued management and operation of the Links at Brigantine Golf Course for the period January 1, 2026 through February 28, 2026; and

WHEREAS, the Agreement is attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brigantine, County of Atlantic, State of New Jersey, that the Shared Services Agreement with the Atlantic County Improvement Authority, attached hereto as Exhibit A, is hereby approved; and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute the Agreement on behalf of the City, and the City Clerk is authorized to attest to the same; and

BE IT FURTHER RESOLVED that a fully executed copy of the Agreement shall be kept on file in the Office of the City Clerk.

CONSENT AGENDA

Mayor Sera read Consent Agenda as entitled. Elks #1136 VFW #1137 Motion: Councilman Lettieri Second: Councilman Kane Roll Call Vote: All in favor

ADJOURNMENT Motion to adjourn made by: Deputy Mayor Bew Seconded by: Councilman Lettieri Roll Call Vote: **All in favor** Meeting adjourned at **5:44**.

COUNCIL / MANAGER / COMMITTEE DISCUSSION

Deputy Mayor Bew wished everyone a healthy and happy New Year. Congratulated Trish Cosgrove and the Brigantine Volunteers for their continued service.

Councilman Lettieri wished all a Happy New Year, praised the Polar Bear Plunge turnout, and thanked Public Works for their support.

Councilman Haney echoed the comments of Deputy Mayor Bew and Councilman Lettieri, extended New Year wishes, and commended the local organizations for a strong showing during the holiday season.

Councilman Virgilio highlighted the strength of Brigantine’s nonprofit community, noting the growth and upcoming events. He encouraged residents to purchase tickets in advance and continue supporting local veterans.

Councilman Kane thanked Public Works for the city’s holiday presentation, praised the success of the Polar Bear Plunge, and wished everyone a blessed New Year.

Councilman Riordan thanked residents for attending, supporting the Chamber of Commerce, and the public engaging with Council.

Mayor Sera wished everyone a Happy New Year and noted that committee appointments will be made at the next meeting. He provided general updates on ongoing and upcoming projects.

PUBLIC COMMENTS No Public Comment

Respectfully submitted, Christine Murray, RMC City Clerk

Approved: Vince Sera, Mayor