

Present:  
Absent:

**AGENDA  
CITY OF BRIGANTINE  
COUNCIL MEETING  
FEBRUARY 7, 2024  
5:00 P.M. – Public Portion**

1. Flag Salute
2. Opening Prayer
3. Open Public Meetings Act Announcement
4. Resolution 2023-27 Re: Executive Session \_\_\_\_\_ P.M.  
Topics to be Discussed:  

M:	S:	RC:	MC:
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5. Return from Executive Session \_\_\_\_\_ P.M.  

M:	S:	RC:	MC:
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6. Approval of 1/17/2024 Council Meeting and Executive Session Minutes  

M:	S:	RC:	MC:
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7. Public Comment on Agenda Items Only
8. Ordinance No. 2 of 2024 – Public Hearing and Adoption  
Amending Chptr 61 of the Code of Brigantine: Salaries and Compensation  

M:	S:	RC:	MC:
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9. Resolution 2024-28 Re: Designating Albert Stanley as Public Agency Compliance Officer  

M:	S:	RC:	MC:
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10. Resolution 2024-29 Re: Authorizing Award of Contract to Dish Wireless, LLC for the Lease of Space for the Co-Location on the Telecommunications Tower Located at BL 3704, Lt 2 on Tax Map and Authorizing the Entry into an Agreement Related to the same  

M:	S:	RC:	MC:
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11. Resolution 2024-30 Re: Authorizing a Lease Agreement with KBS Solutions for Leasing of Folding/Inserter Machine

M: S: RC: MC:

12. Resolution 2024-31 Re: Authorizing Contract with Arthur Henry Inc for Emergency Repair to Storm Sewer Outfall Pipe

M: S: RC: MC:

13. Resolution 2024-32 Re: Authorizing Professional Service of Coastal Research Center, Stockton State College

M: S: RC: MC:

14. Resolution 2024-33 Re: Award of Contract to Becht Engineering for Consulting Services for Design and Construction Management for Repair or Replacement of Existing HVAC System at City Hall Complex

M: S: RC: MC:

15. Resolution 2024-34 Re: Authorizing Contract with Municipal Maintenance Company for Purchase and Installation of Check Valves at the Caverly Pump Station

M: S: RC: MC:

16. Resolution 2024-35 Re: Approval to Submit Grant Application and Execute Grant Agreement for FY2023 FEMA Assistance to Firefighter Grant

M: S: RC: MC:

17. Resolution 2024-36 Re: Award of Contract for Design, Inspection and Construction Management for the Replacement of the Existing Timber Bulkhead Located at the Street End of Pepper Cove

M: S: RC: MC:

18. Consent Agenda  
A. Chamber of Commerce "Shake the Shamrock" Request

M: S: RC: MC:

- 19. Council Manager/Committee Discussion:
- 20. Public Comments
- 21. Council Comments
- 22. Adjourn \_\_\_\_\_ P.M.

The City Council of the City of Brigantine reserves the right to consider, discuss and/or take any formal action upon resolutions or ordinances not appearing on the printed agenda.

**CITY OF BRIGANTINE  
ORDINANCE NO. 2 OF 2023**

**AN ORDINANCE AMENDING CHAPTER 61, SALARIES AND COMPENSATION OF  
THE CODE OF THE CITY OF BRIGANTINE PURSUANT TO N.J.S.A. 40A:9-165,  
ESTABLISHING THE SALARIES AND WAGES OF CERTAIN OFFICERS AND  
EMPLOYEES OF THE CITY OF BRIGANTINE, COUNTY OF ATLANTIC, STATE OF  
NEW JERSEY**

**THE GOVERNING BODY OF THE CITY OF BRIGANTINE DOES ORDAIN AND ENACT AS FOLLOWS:**

**SECTION 1:** The salaries and wages of employees whose terms and conditions of employment are governed by a collective bargaining agreement shall be as set forth in their respective bargaining agreements.

**SECTION 2:** The salaries and wages of the other officers and employees of the City of Brigantine shall be paid within the specific ranges.

	<b>MINIMUM</b>	<b>MAXIMUM</b>
Mayor	\$10,000.00	\$15,000.00
Deputy Mayor	\$9,000.00	\$14,000.00
Member of Council	\$8,000.00	\$13,000.00
City Clerk	\$52,000.00	\$90,000.00
Deputy City Clerk	\$30,000.00	\$60,000.00
Administrative Assistant	\$30,000.00	\$71,500.00
Part Time Administrative Assistant	\$15,000.00	\$35,000.00
Account Clerk	Min. Wage	\$25.00 Hourly
City Manager	\$85,000.00	\$160,000.00
Deputy City Manager	\$60,000.00	\$90,000.00
Judge of the Municipal Court	\$20,000.00	\$40,000.00
Municipal Court Administrator	\$52,000.00	\$75,000.00
Municipal Prosecutor/Assistant City Solicitor	\$18,000.00	\$30,000.00
Zoning Officer	\$8,000.00	\$20,000.00
Assistant Zoning Officer	\$3,500.00	\$8,500.00
Mercantile Officer	\$16,000.00	\$30,000.00
Chief of Police	\$80,000.00	\$175,000.00
Fire Chief	\$80,000.00	\$165,000.00
Class I Special Police Officer	Min. Wage	\$19.00 Hourly
Class II Special Police Officer	\$20.00	\$30.00 Hourly
Class III Special Police Officer	\$20.00	\$30.00 Hourly
Superintendent of Public Works	\$70,000.00	\$150,000.00
Comptroller	\$45,000.00	\$85,000.00
Code Enforcement Supervisor	\$50,000.00	\$90,000.00
Part Time Code Enforcement Inspector	\$20.00	\$30.00 Hourly
Fire Official	\$50,000.00	\$80,000.00
Part Time FF/EMT	Min. Wage	\$20.00 Hourly
Part Time EMT	Min. Wage	\$20.00 Hourly
Part Time Dispatcher	\$18.00	\$30.00 Hourly
Part Time Fire Inspector	Min. Wage	\$20.00 Hourly
Emergency Management Coordinator	\$3,500.00	\$9,500.00

Deputy Emergency Management Coordinator	\$0.00	\$5,000.00
School Crossing Guard	Min. Wage	\$20.00 Hourly
City Engineer	\$70,000.00	\$105,000.00
Supervisor, Water and Sewer Utility	\$60,000.00	\$100,000.00
Supervisor, Public Works	\$60,000.00	\$100,000.00
Water and Sewer License Stipend	\$5,000.00	\$15,000.00
Clean Communities Coordinator	\$1,000.00	\$3,000.00
Recycling Coordinator	\$1,000.00	\$1,500.00
Part Time Public Works	Min. Wage	\$20.00 Hourly
Chief Financial Officer	\$52,000.00	\$160,000.00
Part Time Chief Financial Officer	\$15,000.00	\$45,000.00
Part Time Comptroller	\$1,500.00	\$6,000.00
Tax and Utility Collector	\$52,000.00	\$95,000.00
Deputy Tax and Utility Collector	\$30,000.00	\$60,000.00
Tax Assessor	\$52,000.00	\$100,000.00
Deputy Tax Assessor	\$30,000.00	\$60,000.00
Field Representative, Tax Assessor	\$30,000.00	\$60,000.00
Municipal Housing Liaison	\$5,000.00	\$15,000.00
Purchasing/Inventory Control Officer	\$12,000.00	\$20,000.00
Part Time Qualified Purchasing Agent	\$10,000.00	\$30,000.00
Personnel Director	\$52,000.00	\$80,000.00
Construction Official	\$52,000.00	\$100,000.00
Fire Sub Code Official	\$5,000.00	\$15,000.00
Electrical Sub Code Official	\$12,000.00	\$22,000.00
Plumbing Sub Code Official	\$12,000.00	\$22,000.00
Part Time UCC Inspector	\$35.00	\$55.00 Hourly
Planning Board Secretary	\$7,500.00	\$11,500.00
Planning Board Solicitor	\$5,000.00	\$8,000.00
Recreation Director	\$52,000.00	\$100,000.00
Assistant Recreation Director	\$50,000.00	\$82,000.00
Recreation Supervisor	\$40,000.00	\$65,000.00
C.E.R. Clerk	Min. Wage	\$25.00 Hourly
Civic Center/ADA Coordinator	\$10,000.00	\$18,500.00
Animal Control Officer	\$9,000.00	\$17,000.00
Rental Registration Inspector	\$16.00	\$20.00 Per Inspection
Rental Registration Re-Inspector	\$12.00	\$18.00 Per Inspection
4 WD Supervisor, Permit Inspector	Min. Wage	\$20.00 Hourly
4 WD Permit Inspector	Min. Wage	\$19.00 Hourly
Director of Beach Fee Office	\$9,000.00	\$20,000.00
Supervisor Beach Fee Office	\$18.00	\$25.00 Hourly
Assistant Bookkeeper Beach Fee Office	\$18.00	\$25.00 Hourly
Beach Inspector, 1 <sup>st</sup> Year		Min. Wage
Beach Inspector 2 <sup>nd</sup> and 3 <sup>rd</sup> Year	\$16.00	\$18.00 Hourly
Beach Inspector, 4 <sup>th</sup> Year and Up	\$18.00	\$20.00 Hourly
Beach Patrol Chief	\$18,000.00	\$42,500.00
Beach Patrol Assistant Chief	\$15,500.00	\$25,000.00
Beach Patrol Captain	\$13,500.00	\$20,000.00
Beach Patrol Sr. Lieutenant	\$11,000.00	\$19,500.00
Beach Patrol Lieutenant/Medic	\$11,500.00	\$17,500.00
Beach Patrol Lieutenant	\$11,000.00	\$17,500.00

Seasonal Laborer	Min. Wage	\$25.00 Hourly
Recreational Aides	Min. Wage	\$20.00 Hourly
Temporary Clerical	Min Wage	\$25.00 Hourly
CRS Coordinator	\$3,500.00	\$7,000.00
Assistant CRS Coordinator	\$0.00	\$5,000.00
Certified Flood Plain Manager	\$1,000.00	\$4,000.00

**SECTION 3:** All salaries and wages as listed in Section 2 shall be paid bi-weekly and shall become effective once adopted. Persons currently holding positions shall be paid within the specified ranges as listed in Section 2, to be determined by the City Manager who will consider experience, education and other relevant factors.

**SECTION 4:** Seasonal positions shall become effective with the beginning of the summer season. The Beach Patrol Officers must work a minimum of 70 days. Failure to do so will result in a pro-rata reduction of salary based upon the Officer's daily rate of pay.

**SECTION 5:** Part Time Dispatcher positions hourly rate shall be increased by a minimum of \$.50 for each additional year thereafter up to the maximum hourly rate established in this ordinance. Part Time Dispatchers shall be entitled to be paid at the rate of one and one-half times their regular hourly rate (1 ½) for all hours worked on a Premium Holiday as defined in the current GWU Local 300 Collective Bargaining Agreement. Part Time Dispatchers who maintain a current NJ or National Registry EMT Certification shall be entitled to an annual stipend of seven hundred Fifty dollars (\$750.00).

**SECTION 6:** Longevity was eliminated for all employees. Employees that have received longevity in the past will maintain the longevity amount that has already been added to their base but will no longer be eligible to receive longevity from January 1, 2014.

**SECTION 7:** A copy of this Salary Ordinance shall remain on file in the office of the Municipal Clerk and be available for inspection during office hours.

**SECTION 8:** All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

**SECTION 9:** This ordinance shall take effect after final adoption and publication as prescribed by law.

**INTRODUCTION:** January 17, 2023

**ADOPTION:**

\_\_\_\_\_  
Lynn Sweeney, RMC  
City Clerk

\_\_\_\_\_  
Vincent Sera, Mayor

**CITY OF BRIGANTINE  
RESOLUTION 2024-**

**A RESOLUTION OF THE CITY OF BRIGANTINE  
DESIGNATING THE PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)**

**WHEREAS**, New Jersey Statutes provide that no public contracts can be awarded, nor any monies paid, until the prospective contractor has agreed to contract performance which complies with an affirmative action program; and

**WHEREAS**, each public agency must annually designate an officer or employee to serve as it's Public Agency Compliance Officer (P.A.C.O.).

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the City of Brigantine that the Chief Financial Officer, Albert Stanley is hereby designated the P.A.C.O. for the year 2024. A copy of this resolution shall be forwarded to the State Affirmative Action Office.

I, Lynn Sweeney, RMC, City Clerk of the City of Brigantine, do hereby certify that the foregoing resolution was duly adopted on the 7<sup>th</sup> day of February, 2024 by the City Council of the City of Brigantine.

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Lynn Sweeney, RMC, City Clerk

**CITY OF BRIGANTINE**

**RESOLUTION 2024-\_\_-\_\_**

**RESOLUTION AWARDING A CONTRACT TO DISH WIRELESS, LLC FOR THE LEASE OF SPACE FOR THE CO-LOCATION ON THE TELECOMMUNICATIONS TOWER LOCATED AT BLOCK 3704, LOT 2 ON THE CITY OF BRIGANTINE TAX MAP AND AUTHORIZING THE ENTRY INTO AN AGREEMENT RELATED TO THE SAME**

**WHEREAS**, the New Jersey Local Lands and Building Law, at N.J.S.A. 40A:12-14 allows a municipality to lease any real property not needed for public use to the highest bidder by open public bidding at auction or by submission of sealed bids; and

**WHEREAS**, the City Council of the City of Brigantine previously solicited bids in 2009 for the lease of property identified as Block 3704, Lot 2, located at 115 S. 38<sup>th</sup> Street, in the City of Brigantine (the “Property”) for the construction of a cellular communications tower thereon; and

**WHEREAS**, the City Council awarded a contract for the lease of the Property for the construction of the cellular communications tower to Tower Ventures; and

**WHEREAS**, pursuant to a Lease Agreement (“Lead Carrier Lease Agreement”) between the City of Brigantine and Tower Ventures, Tower Ventures constructed said telecommunications tower on the Property and additional carriers contacted the City regarding their interest in co-location on the tower; and

**WHEREAS**, in the Agreement between the City and Tower Ventures, the City retained the rights to authorize solicitation for bids for lease of the space on the telecommunications tower; and

**WHEREAS**, on May 1, 2023, the City received and publicly opened one bid from Dish Wireless, LLC for the lease of co-location space on the cellular telecommunications tower and facility pursuant to the terms of the Lead Carrier Lease Agreement; and

**WHEREAS**, Dish Wireless, LLC desires to lease from the City of Brigantine equipment and tower space on the telecommunications tower for the rental payments of \$38,208.00 annually increasing by three percent (3%) per annum (“Communications Site Lease Agreement”); and

**WHEREAS**, the City has reviewed the bid submitted by Dish Wireless, LLC and finds the proposed lease rates and terms contained in the bid to be acceptable; and

**WHEREAS**, the Mayor and City Council has determined it to be in the best interest of the City to award and enter into the Communications Site Lease Agreement with Dish Wireless, LLC for the installation and co-location of Dish’s telecommunication facilities upon the existing



communications tower on the Property, and authorize the Council to enter into the Agreement which sets forth the terms and conditions for same.

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

1. The City Council is hereby authorized to enter into the Communications Site Lease Agreement by and between the City of Brigantine and Dish Wireless, LLC for the installation and co-location of Dish's telecommunications facilities and related appurtenances upon the existing communications tower on the Property. The Agreement shall be filed in the Office of the City Clerk upon its final execution.
2. Dish Wireless, LLC is further authorize to increase the height of the tower from the existing 130' to a maximum height of 160' with the condition that Tower Ventures, LLC confirms the structural integrity of the tower and the extension and that an appropriate co-location agreement is executed between Tower Ventures, LLC and Dish Wireless, LLC, the same to also be filed with the City.
3. The Mayor and/or City Manager are hereby authorized and directed to execute the Communications Site Lease Agreement with Dish Wireless, LLC in substantially the form attached hereto upon final review of the same by the City Solicitor.

Certified to be a true copy of a Resolution adopted by the Municipal Council for the City of Brigantine, County of Atlantic and State of New Jersey, on the \_\_ day of January, 2024.

City of Brigantine

\_\_\_\_\_  
Lynn Sweeney, RMC  
City Clerk

CITY OF BRIGANTINE  
RESOLUTION NO. 2024

A RESOLUTION BY THE CITY OF BRIGANTINE NEW JERSEY  
AUTHORIZING A LEASE AGREEMENT WITH KBS SOLUTIONS FOR LEASING OF FOLDING\INSERTER  
MACHINE  
BRIGANTINE, NEW JERSEY

**WHEREAS**, the current City lease for a folding, inserting machine is now terminated and;

**WHEREAS**, KBS Solutions provides folding, inserting equipment and;

**WHEREAS**, the City of Brigantine can lease the equipment without public bidding with equipment is under NJ T200 FP Mailing Equipment and;

**WHEREAS**, the City of Brigantine wishes to enter into a lease agreement with KBS Solutions and;

**NOW THEREFORE BE IT RESOLVED**, that the City CFO\QPA is hereby authorized to execute an agreement with KBS Solutions\FP Mailing for leasing of a folding inserter machine.

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 February, 2024

CITY OF BRIGANTINE

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Lynn Sweeney, RMC  
City Clerk

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Albert Stanley  
Chief Financial Officer

**CITY OF BRIGANTINE  
RESOLUTION 2024-**

**A RESOLUTION AUTHORIZING THE CONTRACT WITH  
ARTHUR HENRY INC FOR EMERGENCY REPAIR TO STORM  
SEWER OUTFALL PIPE**

**WHEREAS**, the City of Brigantine sewer outfall pipe at 21 Atlantis Cove was damaged and;

**WHEREAS**, vendors were solicited for repairs to the pipe and;

**WHEREAS**, the City received three quotes for the repairs and Arthur Henry Inc was the lowest responsible bidder in the amount of \$26,250.00

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Brigantine, County of Atlantic and State of New Jersey the City enter into a contract with Arthur Henry Inc. for repairs to the Sewer Outfall Pipe and;

**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 C-04-23-016-602

Certified to be a true copy of a Resolution adopted by the Municipal Council for the City of Brigantine, County of Atlantic and State of New Jersey, on the 7<sup>th</sup> day of February, 2024.

CITY OF BRIGANTINE

\_\_\_\_\_  
Lynn Sweeney, RMC  
City Clerk

\_\_\_\_\_  
Albert Stanley  
Chief Financial Officer

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Sera					
Riordan					
Kane					
Bew					
Lettieri					
Haney					
DeLucry					

**CITY OF BRIGANTINE  
RESOLUTION 2024-\_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE PROFESSIONAL SERVICE OF  
COASTAL RESEARCH CENTER, STOCKTON STATE COLLEGE**

The City Council of the City of Brigantine resolves that:

**WHEREAS**, the City of Brigantine is desirous of engaging the services of the Richard Stockton Coastal Research Center to monitor the beaches of Brigantine, NJ in 2024 semi-annually to assess the beach erosion problem at the Absecon Inlet Jetty and an emergency event survey as a contingency; and

**WHEREAS**, pursuant to State Statute, said award of contract may be awarded without competitive bidding.

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

1. The contract to “Monitor the beaches of Brigantine, NJ in 2024 semi-annually to assess the beach erosion problem at the Absecon Inlet Jetty and an emergency event survey as a contingency:

The Coastal Research Center at The Richard Stockton College of New Jersey  
30 Wilson Avenue  
Port Republic, NJ 08241.

**WHEREAS**, the “Certification of Availability of Funds” is annexed hereto.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Brigantine on this 7<sup>th</sup> day of February 2024:

1. The contract for the “Monitoring of the Municipal Shoreline” is awarded to:

Coastal Research Center at Stockton University  
30 Wilson Avenue  
Port Republic, NJ 08241

2. The Coastal Research Center at Stockton University is awarded this contract on their proposal of \$35,837.71.
3. The exact title of the appropriation to be charged is:  
Account Title: Study & Construction of Beach Replenishment

Account #C-04-12-019-101 20,000.00  
Account Title: Beach Replenishment  
Account #C-04-18-007-101 \$15,837.71

4. This resolution shall take effective immediately and covers monitoring for 2024.

**BE IT SO RESOLVED.**

#### CERTIFICATION AS TO AVAILABILTY OF FUNDS

I hereby certify that, as of February 7, 2024, there are sufficient funds in the account entitled: Study & Construction of Beach Replenishment for the proposed contract noted above.

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Albert Stanley  
Chief Financial Officer  
City of Brigantine, New Jersey

This is to certify that the above is a true and lawful copy of a resolution adopted by the City Council of the City of Brigantine, County of Atlantic, State of New Jersey at its meeting of February 7<sup>th</sup>, 2024.

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Lynn Sweeney, RMC  
City Clerk

**STOCKTON UNIVERSITY COASTAL RESEARCH CENTER**

**TO MONITOR THE BEACHES OF BRIGANTINE, NJ  
IN 2024 SEMIANNUALLY, TO ASSESS THE BEACH  
EROSION PROBLEM AT THE ASBECON INLET JETTY,  
AND AN EMERGENCY EVENT SURVEY AS A CONTINGENCY**

<b>TASK 1</b>	MONITOR BRIGANTINE BEACHES SEMI-ANNUALLY IN 2024	
	Collect Field Data (spring, fall)	\$ 8,392.17
	Travel	\$ 300.00
	Equipment Use Fee	\$ 1,560.00
	Expendable Supplies	\$ 50.00
	Data Analysis	\$ 5,811.98
	Interim Letter	\$ 2,676.48
	Final Report (\$200.00 Ariel Photography)	\$ 5,040.02
	<b>TOTAL TASK 1</b>	<b><u>\$23,830.65</u></b>

***CONTINGENCY TASKS;***

The city council or a municipal official would have to specifically authorize any and all contingency tasks prior to undertaking any such work under this section.

***EMERGENCY CONTINGENCY***

***CONTINGENCY for 2 SPECIAL MEETINGS***

<i>Salary</i>	\$ 1,186.87
<i>Travel</i>	\$ 150.00

***CONTINGENCY TOTAL for MEETINGS*** **\$ 1,336.87**

***CONTINGENCY FOR***

***EMERGENCY SURVEY FOLLOWING A MAJOR STORM EVENT***

The city council or a municipal official would have to specifically authorize any and all contingency tasks prior to undertaking any such work under this section.

<i>Collect Field Data, Data Analysis &amp; Report (immediately following storm event)</i>	\$ 9,805.19
<i>Travel</i>	\$ 150.00
<i>Expendable Supplies</i>	\$ 50.00
<i>Equipment Use Fee</i>	\$ 665.00

***TOTAL FOR EMERGENCY SURVEY*** **\$10,670.19**

***TOTAL FOR CONTINGENCY with Meetings*** **\$12,007.06**

**GRAND TOTAL INCLUDING CONTINGENCIES** **\$35,837.71**

**CITY OF BRIGANTINE  
RESOLUTION 2024-**

**A RESOLUTION AUTHORIZING THE CONTRACT WITH BECHT  
ENGINEERING FOR DESIGN AND CONSTRUCTION  
MANAGEMENT SERVICES FOR THE REPAIR OR  
REPLACEMENT OF EXISTING HVAC SYSTEM AT CITY HALL  
COMPLEX**

**WHEREAS**, the City of Brigantine solicited for proposals through public bidding for Design and Construction Management Services for the repair or replacement of existing HVAC system at City Hall and;

**WHEREAS**, the City of Brigantine received three proposals and;

**WHEREAS**, the City Engineer and Administration reviewed the proposals and recommend to accept Becht Engineering’s proposal in the amount of \$74,000.00 and;

**WHEREAS**, the City Engineer and Administration is selecting Becht Engineering’s proposal which is not the lowest bid, but the most complaint of meeting the specifications of the bid proposal.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Brigantine, County of Atlantic and State of New Jersey the City award a contract with Becht Engineering. for Design and Construction Management Services for the Repair or Replacement of existing HVAC System at City Hall Complex and;

**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 C-04-23-016-806

Certified to be a true copy of a Resolution adopted by the Municipal Council for the City of Brigantine, County of Atlantic and State of New Jersey, on the 7<sup>th</sup> day of February, 2024.

CITY OF BRIGANTINE

\_\_\_\_\_  
Lynn Sweeney, RMC  
City Clerk

\_\_\_\_\_  
Albert Stanley  
Chief Financial Officer

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Sera					
Riordan					
Kane					
Bew					
Lettieri					
Haney					
DeLucry					

**CITY OF BRIGANTINE  
RESOLUTION 2024-**

**A RESOLUTION AUTHORIZING THE CONTRACT WITH  
MUNICIPAL MAINTENANCE COMPANY FOR PURCHASE AND  
INSTALLATION PF CHECK VALVES AT THE CAVERLY PUMP  
STATION**

**WHEREAS**, the City of Brigantine needs two check valves at the Caverly Pump Station;  
and

**WHEREAS**, Municipal Maintenance Company can provide and install check valves  
needed for the Caverly Pump Station.

**WHEREAS**, the City will be purchasing in lieu of public bidding the valves from  
Municipal Maintenance under the North Jersey Wastewater Cooperative Pricing System  
Co-Op Contract #8369-4 which the City of Brigantine is a member in the amount of  
\$24,200.00

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Brigantine,  
County of Atlantic and State of New Jersey on this 7<sup>th</sup> day of February, 2024

**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 C-04-23-  
016-603

Certified to be a true copy of a Resolution adopted by the Municipal Council for the City of Brigantine,  
County of Atlantic and State of New Jersey, on the 7<sup>th</sup> day of February, 2024.

CITY OF BRIGANTINE

\_\_\_\_\_  
Lynn Sweeney, RMC  
City Clerk

\_\_\_\_\_  
Albert Stanley  
Chief Financial Officer

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Sera					
Riordan					
Kane					
Bew					
Lettieri					
Haney					
DeLucry					



**City of Brigantine**

**Resolution 2024-**

**Approval to Submit a Grant Application and Execute a Grant Agreement with the  
The Federal Emergency Management Agency for an  
FY2023 FEMA Assistance to Firefighter Grant**

**WHEREAS**, the Federal Emergency Management Agency (FEMA) is accepting applications for the Assistance to Firefighter Grant (AFG); and

**WHEREAS**, this program is available to municipalities with full time Fire Departments and volunteer firefighter organizations: and

**WHEREAS**, the primary goal of the Assistant to Firefighter Grant Program to meet the firefighting and emergency response needs of fire departments and nonaffiliated emergency medical service organizations; and

**WHEREAS**, this grant program requires a cost share; and

**WHEREAS**, the City of Brigantine is eligible to apply for this grant program; and

**WHEREAS**, the City of Brigantine carefully considers grant programs that assist the City in achieving projects and programs that are priorities for the community and the City plans to apply for this grant for a Lucas chest compression device.

**NOW, THEREFORE, BE IT RESOLVED** that City Council of the City of Brigantine formally approves that grant application for the above stated project.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to submit a grant application to the Federal Emergency Management Agency on behalf of the City of Brigantine.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the City of Brigantine and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

**CITY OF BRIGANTINE  
RESOLUTION 2024-**

**A RESOLUTION AUTHORIZING THE CONTRACT WITH DORAN  
ENGINEERING FOR DESIGN, BID AND CONSTRUCTION  
MANAGEMENT SERVICES FOR PEPPER COVE BULKHEAD  
RECONSTRUCTION**

**WHEREAS**, the City of Brigantine solicited for proposals through engineering pool for Design, Bid and Construction Management Services for Pepper Cove Bulkhead Reconstruction and;

**WHEREAS**, the City of Brigantine received three proposals and;

**WHEREAS**, the City Engineer and Administration reviewed the proposals and recommend to accept Doran Engineering’s proposal in the amount of \$14,500.00 and;

**WHEREAS**, the City Engineer and Administration is selecting Doran Engineering as the lowest responsible bidder and;

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Brigantine, County of Atlantic and State of New Jersey the City award a contract with Doran Engineering for Design, Bid and Construction Management Services for the Pepper Cove Bulkhead Reconstruction and;

**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 C-04-23-016-510

Certified to be a true copy of a Resolution adopted by the Municipal Council for the City of Brigantine, County of Atlantic and State of New Jersey, on the 7<sup>th</sup> day of February, 2024.

CITY OF BRIGANTINE

\_\_\_\_\_  
Lynn Sweeney, RMC  
City Clerk

\_\_\_\_\_  
Albert Stanley  
Chief Financial Officer

Recorded Vote:	MOTIONS	AYE	NAY	ABSTAIN	ABSENT
Sera					
Riordan					
Kane					
Bew					
Lettieri					
Haney					
DeLucry					

# DORAN

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## ENGINEERING, PA

ENGINEERS • PLANNERS • SURVEYORS

840 NORTH MAIN STREET • PLEASANTVILLE, NJ 08232  
(609) 646-3111 FAX (609) 641-0592

PATRICK J. DORAN, P.E., P.P. (1927-1993)  
PATRICK J. DORAN JR., B.S. ACCOUNTING

MATTHEW F. DORAN, JR., P.E..  
DEBORAH WAHL, P.E., P.P., C.M.E.

MEMBER  
NATIONAL SOCIETY OF PROFESSIONAL ENGINEERS  
AMERICAN SOCIETY OF CIVIL ENGINEERS  
N.J. SOCIETY OF MUNICIPAL ENGINEERS  
CERTIFIED MUNICIPAL ENGINEERS  
N.J. SOCIETY OF PROFESSIONAL LAND SURVEYORS

February 1, 2024

Tiger Platt, City Manager  
City of Brigantine  
City Hall  
1417 W. Brigantine Ave.  
Brigantine, New Jersey 08203

RE: Design, Bid, & Construction Management  
Pepper Cove Bulkhead Reconstruction  
Brigantine, New Jersey  
Doran #15364

Dear Tiger:

Thank you for this opportunity to submit a proposal for the design, inspection, and construction management for the replacement of the existing timber bulkhead located at the street end of Pepper Cove. Doran Engineering, PA, will prepare plans and specifications to publicly bid the project.

Doran Engineering proposes to design, inspect, and provide construction management for the following amount:

Field Survey	\$9,000.00
Design of bulkhead	
Road Restoration (asphalt cartway and curb)	
Access stair over bulkhead	
Bid Document	\$3,500.00
Public Bid	
Preparation of Bid Tab	
Construction Management & Inspection	\$2,000.00
Total:	\$14,500.00

This proposal does not include the preparation of any State or Federal regulatory permits.

## Sweeney, Lynn

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**From:** Stinson, Edward  
**Sent:** Wednesday, January 31, 2024 12:20 PM  
**To:** Platt, Tige  
**Cc:** Hurst, Ryan; Sweeney, Lynn; Albert Stanley  
**Subject:** RFP -Professional Consulting Services for Design and Construction management for: Repair or Replacement of Existing HVAC System at City Hall Complex

Good afternoon Tiger,

I have reviewed the bids we received on January 25, 2024 for Professional Consulting Services for Design and Construction Management Services for the Repair or Replacement of Existing HVAC System at City Hall Complex and offer the following:

- The following three proposals were received:
  - On Board Engineering: Design \$61,000., Construction Management/Inspection \$7,000., **Total \$68,000.**
  - Becht Engineering: Design \$56,000., Construction Management/Inspection \$18,000., **Total \$74,000.**
  - Concord Engineering: Design \$101,500., Construction Management/Inspection \$51,920., **Total \$153,420.**
- I spoke with representatives from On Board Engineering and Becht Engineering to review their proposals and both detailed a similar design approach. However, there are a few differences in the Construction management/Inspection phase that I believe are important to consider:
  - Becht Engineering anticipates bi-weekly on-site meetings and progress inspections during construction while On Board Engineering anticipates Monthly on-site meetings. On Board advises that additional on-site meetings would be additional charge.
  - On Board Engineering proposal anticipates that construction will be completed by December 2024 and advises that if construction extends beyond 2024, additional charges will be presented.

Based upon my review of the proposals and information presented above, I believe that the proposal from Becht Engineering is the most responsive and responsible bid and I therefore recommend that a contract be awarded to Becht Engineering in the amount of \$74,000, subject to review by the solicitor and the Purchasing Agent and the availability of funds.

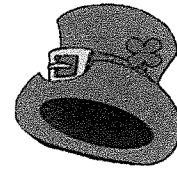
Please call if you have any questions or require additional information.

Thank you,

Ed Stinson, P.E., C.M.E.  
Brigantine City Engineer  
609 266-7600 x217

# Shake the Shamrock 2024

Proposal for the City



## Leprechaun Chase:

March 8th

Chamber anticipates having the Leprechaun Chase on Sunday, March 8. A bus would take patrons to different nonprofits around the island

## Parade:

March 16<sup>th</sup> \*Rain date: March 17<sup>th</sup> Cancelled if rain on both days

Parade would start at the St Thomas parking lot and end by the Veterans Memorial. The parade will start at 1:00.

## Shake the Shamrock Events:

March 17

Chambers business with storefronts will be having sales and sponsoring events outside of their stores. We are planning on having face painters, ax throwing, a pet parade...just to name a few.

Chamber businesses without storefronts will be setting up a Chamber Row in the municipal parking lot on the corner of Brigantine Ave and 15<sup>th</sup> Street. This area will also feature events such as an Irish S'mores station and cornhole games.

Chamber restaurants with liquor licenses to have an advertised drink special (Green beer, Irish coffee, Hot Toddy, Bailey's Mint Martinis, Irish beers). All chamber restaurants will feature food specials.

The Chamber will sponsor a jitney to travel the island to 3 business areas throughout the day. We are looking for it to run from 10 – 8:00.

## Pot of Gold Card

March 8 - 17

Pot of Gold cards will be distributed to shoppers prior to the event. Shoppers who visit participating businesses between March 8 and 17<sup>th</sup> can get their card stamped at each location. Once they have a minimum of 10 stamps, they can turn the card in to be entered to win the Brigantine Chamber Pot of Gold, filled with donate gift cards, merchandise, and prizes.