

REORGANIZATION MEETING JANUARY 5th, 2015

A Reorganization Meeting of Mayor and Council was convened at 6:01 p.m., in Council Chambers of Borough Hall with Mayor Dempsey presiding.

Mayor Dempsey stated that this meeting is being held in accordance with the Open Public Meetings Act of 1975 and that notice was given to the Coast Star and the Asbury Park Press on December 18, 2014 and January 5, 2015.

Mayor Dempsey welcomed the audience and invited them to join in a moment of silent prayer and a salute to the Flag.

SWEARING IN CEREMONIES

COUNCIL: Michael Mangan – Council Member - Three Year Term. Council Member Mangan was sworn in by Mayor Dempsey.

COUNCIL: Jeffrey Lee – Council Member - Three Year Term. Council Member Lee was sworn in by Mayor Dempsey.

ROLL CALL: Present: Council Members Lee, Sinneck, Donovan, Mangan, and McCarthy

Absent: Council Member Olivera

Also present were Municipal Administrator Joseph DeIorio and Municipal Attorney Mark Kitrick.

VOLUNTEER OF THE YEAR 2012 – Harry “Henry” Hoey

Mayor Dempsey read the following proclamation.

VOLUNTEER OF THE YEAR

WHEREAS, on January 5, 2015, Henry “Harry” Hoey will be recognized as “VOLUNTEER OF THE YEAR”; and

WHEREAS, Harry has been a dedicated volunteer in the Borough of Manasquan since 1977; and

WHEREAS, Harry has been a member of Manasquan Recreation since 1977 and served as Recreation Director in 1986 and unselfishly dedicated time to the Children of Manasquan by coaching Recreation Basketball for 13 years; and

WHEREAS, Harry took over the Manasquan Turkey Trot in 1986 and successfully ran the event for 27 years until 2013. During his tenure, the organization donated more than \$750,000 to local non-profits; and

WHEREAS, Harry took his expertise in organizing running events to the “Just Us Girls Run” which he has been the co-coordinator of since 1996 and continues his service to this day; and

WHEREAS, through the years Harry has been the consummate volunteer. Giving his time to the Manasquan Candy Cane Hunt for 15 years serving hot chocolate to the eager participants and being the official timekeeper for the annual Manasquan April Fools Run and the Mid-Winter Run; and

WHEREAS, Harry has been a member of Manasquan Elks Lodge 2534 since 2009, and has been named an Honorary Member of the Manasquan Hook and Ladder CO. No. 1 for being an admirable volunteer to many causes for Borough of Manasquan.

NOW, THEREFORE, BE IT RESOLVED, that I, George R. Dempsey, Jr., Mayor of the Borough of Manasquan, by the power vested in me, do hereby proclaim January 5, 2015 as Henry” Harry” Hoey “VOLUNTEER OF THE YEAR RECOGNITION DAY” in recognition of his valuable service to the Borough of Manasquan. Let true and official copies of this Proclamation be spread upon the minutes of the Borough Council meeting held on the 5th day of January, 2015.

Mayor Dempsey advised that in the audience is Freeholder Curley, Freeholder Rich, and Freeholder Arnone.

Each of the Freeholders stood up and thanked Manasquan for all the hard work the Borough is doing and they are looking forward to continuing to work together on projects and shared services.

REORGANIZATION

Council's Action regarding the 2015 Council President

Council Member Mangan made a motion to nominate Council Member Donovan to the position of 2015 Council President, seconded by Council Member Lee. Motion carried unanimously.

COMMITTEES FOR 2015

Council Member Mangan advised that the council revised the committees this year to better reflect what this government does day to day and what the priority of our citizens are. He briefly went over how and why the new committees were formed.

Mayor Dempsey stated that the first council member named is the chair of that committee.

Administration & Finance	Mangan	McCarthy	Olivera
Public Safety	McCarthy	Donovan	Olivera
Public Works & Grounds	Donovan	Sinneck	Lee
Recreation & Environment	Olivera	Lee	Donovan
Beach	Lee	Sinneck	Mangan
Building, Planning & Zoning	Sinneck	Mangan	McCarthy

SUBCOMMITTEES & COMMISSIONS

1. Board of Education Liaison – Sinneck
2. Personnel Committee- Donovan, Mangan, and Chairperson of affected Committee
3. Manasquan Library Liaison- Olivera
4. Shared Services – Donovan, Lee, and Chairperson of affected Committee

Mayor Dempsey presented the following appointments for approval.

POSITION	TERM	NAME
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Board of Appeals:

Chairperson/Council Rep:	1 yr	Owen McCarthy
Council Representative:	1 yr	Michael Sinneck
Citizen Representative	2 yr	Edgar Hyer
Alternate #1	2 yr	Vacant
Alternate #2	2 yr	Vacant
Board Attorney	1 yr	James D. Carton, IV

Council Member Mangan made a motion to approve the appointment, seconded by Council Member Donovan, Motion carried unanimously.

Mayor Dempsey presented the following appointments for approval.

Board of Health:

Member	4 yr	Jane Donovan
Member	4 yr	Nancy Acciavatti
Liaison	1 yr	Barbara Ilaria

REORGANIZATION MEETING JANUARY 5th, 2015

Council Member Donovan made a motion to approve the appointment, seconded by Council Member Mangan, Motion carried unanimously.

Mayor Dempsey presented the following appointments for approval.

Cable Advisory:

Director of Television Services	1 yr	Lee Weisert
Member	3 yr	Lou Coccozza
Member	3 yr	Michael Mangan
Member (unexpired 12/31/15)	3 yr	Emily Neiberlin
Council Liaison	1 yr	Ed Donovan

Council Member Donovan made a motion to approve the appointment, seconded by Council Member Mangan, Motion carried unanimously.

Mayor Dempsey presented the following appointment for approval.

Construction Official: 1 yr Albert Ratz

Council Member McCarthy made a motion to approve the appointment, seconded by Council Member Lee, Motion carried unanimously.

Mayor Dempsey announced the following appointments.

Emergency Management Council:

Secretary	1 yr	Yvonne Calabro
Mayor	1 yr	George Dempsey
Chair Public Works Committee	1 yr	Edward Donovan
Police Chief	1 yr	Elliott Correia
Municipal Clerk	1 yr	Barbara Ilaria
Fire Dept. Liaison	1 yr	Edward Hill
DPW Superintendent	1 yr	Thomas Nicastro
First Aid Captain	1 yr	Eric McLaughlin
Shelter Care Coordinator	1 yr	Rev. Reggie Albert
Construction Official	1 yr	Albert Ratz
Borough Engineer	1 yr	Maser Consulting
Community Representative	1 yr	Peter Mayer
Community Representative	1 yr	Jerry Hall
Community Representative	1 yr	Richard Read
Mayor's Representative	1 yr	Michael Mangan

Mayor Dempsey announced the following appointments.

Environmental Commission:

Member	3 yr	Donna Smith
Member	3 yr	Vacant
Member	3 yr	Jane Donovan

Mayor Dempsey announced the following appointment.

Historian: 1 yr Mary Ware

Mayor Dempsey announced the following appointment.

Official Tax Searcher: 1 yr Valerie Bills

Mayor Dempsey presented the following appointments for approval.

Open Space Committee:

Member-Environmental	1 yr	Vacant
Member-Planning Board	1 yr	Vacant
Member-Recreation	1 yr	Vacant
Alternate: Environmental	1 yr	Vacant
Alternate: Planning Board	1 yr	Vacant
Alternate: Recreation	1 yr	Vacant

Mayor Dempsey presented the following appointment for approval.

Planning Board:

REORGANIZATION MEETING JANUARY 5th, 2015

CL III

1 yr

Owen McCarthy

Council Member Mangan made a motion to approve this appointment, seconded by Council Member Sinneck. Motion carried unanimously.

Mayor Dempsey announced the following appointments.

CL I	1 yr	George Dempsey
CL II	1 yr	Paul Rabenda
Alternate #1	2 yr	Peter Ragan
Alternate #2	2 yr	Mark Apostolou
Alternate #3	2 yr	Kevin Thompson
Alternate #4	2 yr	Vacant
Mayor's Des. C1	1 yr	Robert Young
Secretary	1 yr	Mary Salerno
Engineer:	1 yr	Al Yodakis

Mayor Dempsey announced the following appointment.

Recreation Commission:

Mayor's Representative:	1 yr	Robert Wells
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Mayor Dempsey announced the following appointments.

Shade Tree Commission:

Member	5 yr	Brian Mallin
Mayor's Des.	1 yr	Neil Paulsen
Alternate #2 (unexpired 12/31/15)	4 yr	Tom Lozinski
Council Liaison	1 yr	Gregg Olivera

Mayor Dempsey announced the following appointments.

Tourism Commission:

Member	3 yr	Carmen Triggiano
Member	3 yr	Barbara Ilaria
Member	3 yr	Vacant
Member	3 yr	Peter Goetz
Member	3 yr	Joseph Bossone
Member	3 yr	Jane Donovan
Member	3 yr	Jamie Biesiada
Member (unexpired 12/31/16)	3 yr	Vacant

Mayor Dempsey announced the following appointments.

Water/Sewer Collector:	1 yr	Valerie Bills
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Mayor Dempsey announced the following appointments.

Fire-Police – Anthony Alfano, Lt.; Bruce Bresnahan, Capt; Michele Ely; William Heulitt, Trustee; Edgar Hyer; Tim Manoville; William Paynton, Lt; Mark Stemmermann, Sect; Kevin Thompson; Boyd Wagner, Capt.

CONSENT AGENDA

RESOLUTION

1-2015

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, that the following newspapers shall be designated the official newspapers of the Borough of Manasquan New Jersey, for the year 2015.

The Coast Star	Manasquan, New Jersey
The Asbury Park Press	Neptune, New Jersey
The Newark Star Ledger	Newark, New Jersey

RESOLUTION

2-2015

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that Municipal Administrator Joseph DeIorio be appointed as the representative to the Monmouth County Community Block Grant Development Program effective January 1, 2015 through December 31, 2015.

BE IT FURTHER RESOLVED that Mayor George Dempsey be appointed as the deputy representative and his designee Thomas Nicastro to the Monmouth County Community Block Grant Development Program effective January 1, 2015 through December 31, 2015.

**RESOLUTION
3-2015**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, that the Municipal Clerk be authorized to sign the Community Service Program, Working Agreement with Work Site for 2015.

**RESOLUTION
4-2015**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that Frank DiRoma be appointed Community Rating System Coordinator for a one year

**CASH MANAGEMENT PLAN
RESOLUTION
5-2015**

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Manasquan, County of Monmouth, New Jersey, that for the year 2015 the following shall serve as the cash management plan of the Borough of Manasquan.

The Chief Financial Officer is directed to use this cash management plan as the guide in depositing and investing the Borough of Manasquan's funds.

The following are suitable and authorized investments.

Interest-bearing bank accounts and certificates of deposit in authorized banks, listed below, for deposit of local unit funds.

Government money market mutual funds as comply with N.J.S.A. 40A:5-15.1 (e)

Local government investment pools which comply with N.J.S.A. 40A:5-15.1 (e) and conditions set by the Division of Local Government Services.

New Jersey State Cash Management Fund.

Repurchase agreements (repos) of fully collateralized securities which comply with N.J.S.A. 40A:5-15.1 (a)

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

Central Jersey Bank	2200 State Highway 35 Wall, New Jersey 08750
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Manasquan Savings Bank	185 Main Street
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REORGANIZATION MEETING JANUARY 5th, 2015

	Manasquan, New Jersey 08736
Provident Savings Bank	Highway 71 and 205 Main Street Manasquan, New Jersey 08736
Santander Bank	2500 Belmar Blvd. Wall, New Jersey 07719
TD Bank	6000 Atrium Way Mount Laurel, New Jersey 08054
North Fork Bank	1314 Sea Girt Avenue Wall, New Jersey 07719

The CFO shall report to the governing body any account that does not earn interest.

**CASH MANAGEMENT POLICY
RESOLUTION
6-2015**

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Manasquan, County of Monmouth, New Jersey, that the Chief Financial Officer shall administer the cash management plan adopted on January 5, 2015 through compliance with 40A:5-1 et seq. prudent application of these cash management policies, which shall not conflict the plan in any way.

I. Objectives: the priority of investing practices shall be, in order of descending importance, **security, liquidity, and yield.**

A. **Security:** The safety of principal is the foremost objective of the cash management plan. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective is to mitigate credit risk and interest rate risk.

1. **Credit Risk:** Credit risk is the risk of loss due to failure of the security issuer or backer. Credit risk may be mitigated by:

- a. Limiting investments to the safest types of securities.
- b. Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors with which an entity will do business.

2. **Interest Rate Risk:** Interest rate risk is the risk that the market value of the securities in the portfolio will fall due to changes in general interest rates. Interest rate risk may be mitigated by:

- a. Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and
- b. By investing operating funds primarily in shorter-term securities.

B. **Liquidity:** The portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. Investments of various funds should be structured so that they match the potential need. Thus, investments of operating funds should be kept in investments with a maturity of not more than one year. Investments of a capital, or long term trust fund nature should match the expected use of the funds, but not to exceed five years. Investments should consist of securities with active secondary markets or in mutual funds that permit liquidation at net asset value. Securities shall not be sold prior to maturity with the following exceptions:

1. a declining credit security could be sold early to minimize the loss of principal.
2. a security swap would improve the quality, yield, or target duration in the portfolio.

3. liquidity needs of the local unit require that the security be sold.

- C. **Yield:** The investment portfolio must be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objectives described above. The core of investments are limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. The chief financial officer shall carefully evaluate the legality, security, and yield attributes of any investment offering above market yields.

II. Standards of Care

A. Prudence

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio in accordance with State law and this policy. Chief financial officers acting in accordance with the cash management plan and policy shall be relieved of any liability for loss of such moneys due to the insolvency or closing of any depository designated by, or the decrease in value of any investment authorized by, the cash management plan.

Investment shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

B. Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall not have personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material investment in financial institutions with which they conduct business. They shall disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of their entity. Personnel involved in investment activities shall comply with the Local Government Ethics Law.

C. Delegation of Responsibility and Authority

Responsibility and authority to manage the cash management plan and policy is granted to the chief financial officer pursuant to N.J.S.A. 40A:5-14. No person may engage in an investment transaction except as provided under the terms of the policy and the written procedures established by the chief financial officer. The chief financial officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

III. Safekeeping and Custody

A. Authorized Banks for Deposit of Governmental Funds

The cash management plan shall list all authorized banks for deposit of governmental funds. Only banks approved by the Department of Banking and Insurance under the Government Unit Depository Protection Act (GUDPA) can be approved depositories.

B. Internal Controls

1. The governing body shall act to provide that the agency has an internal control structure that is established, defined and maintained to ensure that the assets of the entity are protected from loss, theft or misuse. The chief financial officer shall develop written internal controls and submit them to the governing body for approval. The internal control structure shall be designed to provide reasonable assurance that the assets of the entity are protected from loss, theft or misuse. The concept of reasonable assurance recognizes that:

- a. the cost of a control should not exceed the benefits likely to be derived.
- b. the valuation of costs and benefits of internal controls requires estimates

and judgments by management.

C. Delivery vs Payment

All trades where applicable will be executed by delivery vs payment (DVP). This ensures that securities are deposited in the eligible financial institution prior to the release of funds. Securities will be held by a third party custodian as evidenced by safekeeping receipts.

IV. Policy

The cash management plan must be approved by the governing body, by resolution, on an annual basis, and may be amended at any time during the year to reflect changes due to changes in laws, depositories, funds or investments.

**RESOLUTION
7-2015**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that Joseph Delorio be appointed JIF Fund Commissioner and CJHIF Health Fund Commissioner for a one year term commencing on January 1, 2015 through December 31, 2015

BE IT RESOLVED that Superintendent of Public Works Department Thomas Nicastro be appointed as the Alternate JIF Fund Commissioner and Alternate CJHIF Health Fund Commissioner for a one year term commencing January 1, 2015 through December 31, 2015.

BE IT FURTHER RESOLVED by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Joseph Delorio, is hereby authorized to perform all matters necessary to enable the issuance of all insurance premiums throughout the year 2015, without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION
8-2015**

WHEREAS, N.J.S.A. 40:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2015 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that the following appropriations constitute the 2015 budget:

2015 TEMPORARY BUDGET

CURRENT FUND:	Salaries & Wages	Other Expense
Administrator	6,625.00	2,278.00
Governing Body	2,064.00	636.00
Municipal Clerk	22,105.00	9,381.00
Financial Administration	9,974.00	2,576.00
Audit Service		5,550.00
Collection of Taxes	8,907.00	2,687.00
Assessment of Taxes	7,134.00	569.00
Legal Services		19,875.00
Engineering Services		7,155.00
Planning Board	5,314.00	2,297.00
Code Enforcement	25,655.00	1,701.00
Zoning Office	6,017.00	
Construction Official	21,889.00	821.00
Electrical Inspection	2,477.00	
Plumbing Inspection	2,491.00	
Fire Inspection	694.00	
Insurance		245,736.00
Health Benefit Opt-Out		5,000.00
Police	677,039.00	24,809.00

REORGANIZATION MEETING JANUARY 5th, 2015

Emergency Management	1,985.00	1,325.00
Streets & Roads Maintenance	87,437.00	12,779.00
Maintenance of Borough Vehicles		12,455.00
Solid Waste-Recycling/Disposal	826.00	96,208.00
Public Buildings & Grounds		15,142.00
Shade Tree Commission		11,315.00
Traffic Lights		1,060.00
Board of Health	861.00	6.00
Animal Control		3,498.00
Environmental Commission		365.00
Recreational Commission	7,552.00	881.00
Landfill/Solid Waste Disposal		74,862.00
Parks & Playgrounds	29,451.00	5,909.00
Senior Citizen Transportation		265.00
Anniversary & Holidays		535.00
Waterways		1,245.00
Utilities		48,000.00
Contingent		500.00
Social Security & Medicare		41,598.00
Drug Alliance		17,095.00
Interlocal - Brielle Gasoline		19,345.00
Snow Removal		3,180.00
Municipal Court	<u>26,468.00</u>	<u>26,947.00</u>
	952,965.00	<u>723,586.00</u>

TOTAL 2015 CURRENT FUND TEMPORARY BUDGET **1,678,551.00**

2015 TEMPORARY BUDGET

WATER/SEWER UTILITY FUND	Salaries & Wages	Other Expense
Salaries and Wages	<u>128,525.00</u>	
Other Expense		145,762.00
SMRSA		231,676.00
Social Security & Medicare		<u>9,832.00</u>
	<u>128,525.00</u>	<u>387,270.00</u>

TOTAL 2015 WATER/SEWER TEMP. BUDGET **515,795.00**

BEACH UTILITY BUDGET

Salaries & Wages	<u>227,368.00</u>	
Other Expense		158,790.00
Social Security & Medicare		<u>16,983.00</u>
	<u>227,368.00</u>	<u>175,773.00</u>

TOTAL 2015 BEACH FUND TEMP. BUDGET **403,141.00**

RESOLUTION 9-2015

BE IT RESOLVED that the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, has authorized that the following employee shall receive the stipends listed below for the calendar year 2015, effective January 1, 2015 through December 31, 2015 as follows:

EMPLOYEE:

Mary Salerno, Planning Board Secretary \$100.00 per meeting

BE IT RESOLVED that in the absence of the Planning Board Secretary an Alternate may be assigned by the Administrator and shall be paid based on alternate employee hourly rate of pay; and

BE IT FURTHER RESOLVED that the Borough Clerk is authorized to notify the employee upon passage of this resolution.

**RESOLUTION
10-2015**

WHEREAS, the Mayor and Council of the Borough of Manasquan reimburse officials, officers and employees for automobile business usage, and

WHEREAS, the Mayor and Council are desirous of setting a rate for automobile business usage, and

WHEREAS, the Internal Revenue Service has announced the standard mileage expense rate for automobile business usage effective January 1, 2015 will be 57.5 cents per mile.

**RESOLUTION
11-2015**

WHEREAS, R. S. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments; and

WHEREAS, R. S. 54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00; and

WHEREAS, R. S. 54:4-65 provides for a 6% year end penalty to be charged on delinquencies over \$10,000 in any one year on any one property; and

WHEREAS, C99, P.L. 1997 requires the governing body to pass a resolution to hold a tax sale;

NOW, THEREFORE, BE IT RESOLVED, by the Borough of Manasquan, County of Monmouth, State of New Jersey, as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes or assessments becoming delinquent after the due date and 18% per annum on any amount of taxes or assessments in excess of \$1,500.00 becoming delinquent after the due date.
2. Quarterly tax payments shall have a ten (10) day grace period, with the due date counted as being day one (1).
3. The Tax Collector is hereby authorized to charge a 6% year end penalty for all unpaid delinquencies over \$10,000 on any one property at the end of any one year.
4. The Tax Collector is hereby authorized to cancel any tax credit balances up to \$10.00 and tax debit balances up to \$5.00.
5. The Tax Collector must hold a tax sale on current or prior year delinquencies each year and may sell any properties delinquent after the 11th day of the 11th month of each year.

**RESOLUTION
12-2015**

BE IT RESOLVED, that Barbara Ilaria, Borough Clerk, be and is hereby named the Public Agency Compliance Officer (P.A.C.O.) for Affirmative Action in the Borough of Manasquan.

RESOLUTION

13-2015

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Joseph DeIorio, is hereby authorized to perform all matters necessary to enable the issuance of Borough Payroll checks in twenty-six installments throughout the year 2015 without the need of further resolutions or action by the Mayor and Council of the Borough of Manasquan, and

BE IT FURTHER RESOLVED that the payroll referred to herein for Borough employees is as authorized by ordinances and resolutions currently in effect.

**RESOLUTION
14-2015**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Joseph DeIorio, is hereby authorized to perform all matters necessary to enable the issuance of Borough Social Security payments in twenty-six installments throughout the year 2015 without the need of further resolutions or actions by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION
15-2015**

BE IT RESOLVED, that the Hon. George R. Dempsey, Jr., Mayor of the Borough of Manasquan, be and is hereby authorized to sign checks and warrants on behalf of the Borough of Manasquan and otherwise act for the Borough of Manasquan in such instances as may become necessary in the various banking transactions involving the Borough, and

BE IT FURTHER RESOLVED, that the President of Council of the Borough of Manasquan, be and is hereby authorized to act as aforesaid in the place and stead of the Mayor at such times as by law he is empowered so to do.

BE IT FURTHER RESOLVED, that a copy of this resolution be filed with Provident Bank, one of the official depositories of the Borough.

**RESOLUTION
16-2015**

BE IT RESOLVED, that the Provident Bank shall be the depository for the Animal Control Trust Fund Account, Assessment Trust Fund Account, Community Alliance Account, Current Account, Federal Special Law Enforcement Fund Account, General Capital Account, HUD Trust Account, Public Assistance Trust Fund Account #1, Public Assistance Trust Fund Account #2, Recreation Trust Fund Account, Safe Keeping Account (Police Department), Sewer Utility Capital Account, Sewer Utility Operating Account, Special Law Enforcement Fund Account, State Unemployment Insurance Account, Tax Collector Premium Account and Trust Others Account of the Borough of Manasquan and the custodian shall be Joseph DeIorio, Chief Financial Officer. All disbursements shall be made by checks signed by Joseph DeIorio, Chief Financial Officer (or Valerie Bills, Assistant CFO), George R. Dempsey, Mayor (or Council President) and Barbara Ilaria, Borough Clerk (or Nancy Acciavatti, Deputy Borough Clerk, in the absence of the Borough Clerk).

BE IT FURTHER RESOLVED, that the Provident Bank shall be the depository for the Payroll Account and Payroll Agency Account of the Borough of Manasquan and the custodian shall be Joseph DeIorio, Chief Financial Officer or Valerie Bills, Assistant CFO. All disbursements shall be made by checks signed by Joseph DeIorio, Chief Financial Officer or Valerie Bills, Assistant CFO.

**RESOLUTION
17-2015**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Joseph DeIorio, is hereby authorized to perform all matters necessary to enable the issuance of the Unemployment/Disability payments on a quarterly basis throughout the year 2015 without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION
18-2015**

WHEREAS, the application to establish a Petty Cash Fund in the Office of the Borough Clerk, in the Office of the Chief of Police and in the Office of the Code/Construction Department of the Borough of Manasquan has been approved by the Director of Local Government Services, now therefore,

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that Joseph DeIorio, Chief Financial Officer, is hereby authorized to draw checks as follows:

\$100.00, which sum is to be utilized as a Petty Cash Fund in the Office of the
Borough Clerk

\$100.00, which sum is to be utilized as a Petty Cash Fund in the Office of the
Chief of Police

\$ 50.00, which sum is to be utilized as a Petty Cash Fund in the Office of the
Code/Construction Dept.

BE IT FURTHER RESOLVED, that the said Joseph DeIorio, Chief Financial Officer, is hereby authorized to draw similar checks in the future, pursuant to the guidelines established in the approved application at whatever times the said Petty Cash Fund required additional monies.

**RESOLUTION
19-2015**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Joseph DeIorio is hereby authorized to perform all matters necessary to enable the issuance of the County, School and Fire District Tax payments on a quarterly basis throughout the year 2015 without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan

**RESOLUTION
20-2015**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Joseph DeIorio, is hereby authorized to perform all matters necessary to enable the issuance of all Debt

Payments throughout the year 2015 as required, without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION
21-2015**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Joseph DeIorio, is hereby authorized to perform all matters necessary to enable the issuance of all medical insurance premiums throughout the year 2015, without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION
22-2015**

WHEREAS, the Governing Body of the Borough of Manasquan has permitted encroachments onto municipal properties through authorized and executed licenses; and

WHEREAS, when a license is approved, an annual fee is charged to the property owner who is encroaching onto municipal property, with legal interest; and

WHEREAS, is has been deemed necessary to establish a rate of interest for licenses issued for municipal encumbrances; and

WHEREAS, the Borough has determined the rate be based on the 1 Year London Interbank Offered Rate (LIBOR) plus 3 percentage points; and

WHEREAS, the current 1 Year LIBOR rate is .0.63; and

NOW, THEREFORE, BE IT RESOLVED, that the interest rate for the licenses issued for encroachments onto municipal properties in the year 2015 be 3.063%.

NOW, THEREFORE, BE IT RESOLVED, by the Borough of Manasquan, County of Monmouth, State of New Jersey that the Mayor and Council authorize the Municipal Clerk's Office to institute said interest for properties licensed to allow encroachments onto municipal property.

**RESOLUTION
23-2015**

WHEREAS, N.J.S.A. 40:56-35 permits a governing body to issue a special assessment for any improvement; and

WHEREAS, N.J.S.A. 40:56-35 permits a municipality to provide that the assessments may be payable in installments, with legal interest; and

NOW, THEREFORE, BE IT RESOLVED, that the interest rate for the installment payment for special assessments confirmed in the year 2015 be 0.53%.

NOW, THEREFORE, BE IT RESOLVED, by the Borough of Manasquan, County of Monmouth, State of New Jersey that the Mayor and Council authorize the Tax Collector to institute said interest for properties requesting installment payments as prescribed by law.

**RESOLUTION
24-2015**

WHEREAS, Chapter 2 of the Borough of Manasquan Municipal Code states that the council shall meet for organization on the first day of January or within the first 7 days in January in any year at such time and place as council may direct; and

WHEREAS, as Chapter 2-3 under the Powers and Duties of Mayor shall maintain peace and good order; and

WHEREAS, Chapter 2-3.1 states the Mayor shall on all occasions preserve order and decorum; and

WHEREAS, Chapter 2-5.1 states that the deliberations of the council shall be governed by Roberts Rules of Order; and

NOW THEREFORE BE IT RESOLVED, that the Mayor, in order to effectuate proper decorum, assigns the seating arrangement for the year beginning 2015 for the members of council as follows:

Council Member Jeffrey Lee
Council Member Michael Sinneck
Council Member Edward Donovan
Council Member Michael Mangan
Council Member Gregg Olivera
Council Member Owen McCarthy

**RESOLUTION
25-2015**

WHEREAS, the Borough of Manasquan is desirous of appointing Special Law Enforcement Officers Class II for the year 2015; and

WHEREAS, the Police Chief has submitted the following individuals for appointment as Special Law Enforcement Officers Class II for the Borough of Manasquan effective January 26, 2015 at the current contractual rate of \$18.12 per hour:

Christopher J. Harris, Brick
Matthew R. Spadaro, Morganville
Steven J. Kicher, Manasquan
John G. Ringo, Manasquan

**RESOLUTION
26-2014**

WHEREAS, the Borough of Manasquan is desirous of appointing SLEO's, Class I and Class II and Crossing Guards for 2015; and

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, on this 5th day of January, 2015 appoint the following for 2015:

Class I & II

- | | |
|----------------------------------|--------------------------------|
| 1) Bennett, Brooke | 13) Norek, Sean |
| 2) Brewer, Brenton | 14) Ottmer, Justin |
| 3) Eisenman, Donald | 15) Parker, Richard |
| 4) Farina, Nicole | 16) Shunda, Ilir (Class 1) |
| 5) Harris, Christopher (Class 1) | 17) Spadaro, Matthew (Class 1) |
| 6) Jones, Michael | 18) Teller, Douglas |
| 7) Kircher, Stephen (Class 1) | |
| 8) Kleinknecht, Kevin (Class 1) | |
| 9) Krol, Michael | |

- 10) Krozser, Eric
- 11) McGowan, Mark
- 12) McMahon, Paul

Part-time Communication Operator

- 1) Palmer, Robert
- 2) Duerkes, Kevin
- 3) Kleinknecht, Kevin

Full-Time Crossing Guards:

- 1) Boden, Judith
- 2) Brown, Anne
- 3) Drury, Marietta
- 4) Frey, Kathryn
- 5) Hodkinson, Ralph
- 6) VanSickle, Patricia

Substitute Crossing Guards:

- 1) Farina, Nicolle
- 2) Gonzalez, Lisbeth
- 3) Kleinknecht, Kevin
- 4) Shunda, Ilir

**RESOLUTION
27-2015**

WHEREAS, N.J.S.A. 40A:11-5 (1) (a) (1) permits the governing body to award a professional services contract without publicly advertising for bids and bidding therefor; and

WHEREAS, the borough council has determined that there is a need for professional services during the 2015 calendar year; and

WHEREAS, the borough council has determined to provide the need to acquire these professional services as a non-fair and open contract pursuant to the provisions of N. J. S. A. 19:44A-20.5; and

WHEREAS, the chief financial officer of the municipality has determined and certified in writing that the value of these professional services may exceed \$21,000; and

WHEREAS, the anticipated term of these contracts are one year (January 1, 2015 to December 31, 2015); and

WHEREAS, the following professional services providers have or will submit contracts to be reviewed for completeness and approval by the borough attorney indicating that they will provide their services for the agreed upon rate (s) that are contained in their contracts that are on file in the Clerk's Office.

Allen Shechter, CPA - Borough Auditor
McManimon & Scotland, LLC - Borough Bond Counsel
Ronald Sage - Borough Prosecutor
James Carton IV - Alternate Borough Prosecutors
Jeffrey R. Surenian - Special Counsel (COAH)
Timothy Wintrode - Public Defender
David Gardner - Alternate Public Defender
Mark Kitrick - Borough Attorney
Kevin Starkey - Labor Counsel
John Ducey - Conflict Attorney
James Priolo - Borough Engineer - Maser Consulting

These appointments are made pursuant to N. J. S. 2B:12-1 et seq.

WHEREAS, a certification as to the availability of funds executed by the chief financial officer is attached to this resolution pursuant to the provisions of N. J. A. C. 5:30-5-4;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, on this 5th day of January 2015 as follows:

1. The Business Disclosure Entity Certification of these professionals and the

REORGANIZATION MEETING JANUARY 5th, 2015

Determination of Value Certification of the chief financial officer shall be filed in the office of the municipal clerk, and shall be available for public inspection.

2. The Mayor and Municipal Clerk are hereby authorized and directed to execute a contract with these professionals to provide professional services to the municipality for the 2015 contract year at the agreed upon rate that is contained in the contract/proposal on file in the Clerk's Office.
3. A notice stating the nature, duration, service and the amount of this contract shall be published in the Coast Star and this resolution shall be maintained on file and available for the public inspection in the office of the municipal clerk.
4. A certified copy of this resolution shall be sent to the professionals included in this resolution.

Council Member Donovan made a motion to approve the Consent Agenda, seconded by Council Member Sinneck. Motion carried by the following vote: Council Members Lee, Sinneck, Donovan, Mangan, and McCarthy. "No" none.

APPROVAL OF MINUTES

December 30, 2014 Special Meeting Minutes were removed from the agenda.

STATEMENTS BY COUNCIL MEMBERS

Council Member McCarthy congratulated Michael and Jeff on their election and swearing in and having worked with both of them in the past he is certain that the Borough and the residents are in good hands and he looks forward to working with both of them. He thanked the Freeholders for attending the meeting and their comments and they are certainly available to the Borough whenever needed. He stated that he looks forward to another healthy year for everyone involved in public safety and looks forward to working with Chief Correia as well as all the members of the department.

Council Member Mangan thanked everyone for last year as it was a great year and he enjoyed working with everyone and he is looking forward to working with Jeff Lee again in the New Year.

Council Member Donovan congratulated Michael and Jeff on their victory at the election in November and being sworn in tonight and he congratulated Harry Hoey for a long overdue Volunteer of the Year. He said good bye to Joe Bossone as he escaped and he hopes he enjoys his leisure time now that he is no longer on council. He wished everyone a healthy, happy and prosperous new year.

Council Member Sinneck congratulated Jeff and Michael and he is looking forward to working with them and he wished everyone a Happy New Year. He reported on the Building, Planning and Zoning Committee which used to be called Law and Code. He went over the year-end figures for 2014 in the code/construction/zoning departments. He stated that every building permit issued generates at least 56 interactions with the Borough staff to get it moved through the process. He reported on the new homes that were built in 2012, 2013 and 2014 and demolitions and the amount of Open Public Records Act (OPRA) that were submitted. He went over the amount of OPRA requests and what most of the requests are for. He went over the changes in the physical office area and the quick reply for inspections and that the committee and the department head are working on updating the filing and storage of documents. He stated that all in all the Law and Code Department did a great job last year and the years before even given the stress of the increased work load, services were improved and they will continue to focus on ways to improve that service. He thanked the staff and Michael, Owen and Joe for their effort.

Council Member Lee congratulated Michael and thanked the citizens of Manasquan for giving him the honor and privilege to serve again and he thanked his wife for her support. He stated that he has been here before and has found everyone to be open and engaging with their comments with the best result in mind for the town and he looks forward to doing this with each and every one. He congratulated Harry for his volunteerism for the town. He inquired about the council doing a recognition for Skip Wierman as he was in the paper for his volunteering of 40 years. He stated that he is looking forward to working with Wally, Joe, Barbara Elliott and the staff.

AUDIENCE PARTICIPATION

Council Member Sinneck made a motion to open the meeting to the public, seconded by Council Member Mangan. Motion carried unanimously.

Mary Ryan, 113 Beachfront wished everyone a happy new year and she stated how nice it is to sit in the audience at the council meetings and to hear how complimentary they all are to each other and she believes it is a tribute to the community and the people that serve on the council. He congratulated Jeff for his return and Mike for his re-election of another term. She stated that she appreciates everything that Joe and Mark do and she hopes that they can all work together in the New Year.

Council Member Sinneck made a motion to close the public portion, seconded by Council Member Mangan. Motion carried unanimously.

Council Member Donovan made a motion to close the meeting at 6:39 p.m., seconded by Council Member Mangan. Motion carried unanimously.

Respectfully submitted,



Barbara J. Ilaria
Municipal Clerk

DATE APPROVED 2-2-15