

REORGANIZATION MEETING JANUARY 3rd, 2012

A Reorganization Meeting of Mayor and Council was convened at 7:00 p.m., in Council Chambers of Borough Hall with Mayor Dempsey presiding.

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

The Mayor 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 7, 2011.

ROLL CALL: Present: Council Members Connolly, Donovan, Grasso, McCarthy along with Council Members Elect Bossone and Mangan.

Absent: None

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

SWEARING IN CEREMONIES

MAYOR: George R. Dempsey, Jr. – Four Year Term. Mayor Dempsey was sworn into office by Senator David R. Rible.

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

COUNCIL: Joseph Bossone – Council Member - Three Year Term. Council Member Bossone was sworn in by Mayor George R. Dempsey.

VOLUNTEER OF THE YEAR 2011 – Jane Donovan

Mayor Dempsey read the following proclamation.

WHEREAS, on January 3, 2012, Jane Donovan will be recognized as “VOLUNTEER OF THE YEAR”; and

WHEREAS, Jane has been a dedicated volunteer in the Borough since 2008; and

WHEREAS, Jane has been an active member of the Environmental Commission since 2008, and she has been instrumental in organizing three town clean-ups. With the help of her fellow Commissioners and volunteers, hundreds of pounds of recycling and trash was collected from Borough parks, and public property improving the quality of life for residents and visitors; and

WHEREAS, Jane and the Environmental Commission also worked with the Monmouth County Recycling Office to present three home composting workshops educating residents on the benefits of this practice. They also arranged for three paper shredding events that resulted in the recycling of more than 10,000 lbs. of business paper, Which removed that paper from the trash stream ; and

WHEREAS, through the years Jane has been the consummate volunteer giving her time to such projects as Beach Sweeps, dune maintenance, dune planting, and fishing line recycling as well as being a member of the Manasquan Board of Health; and

WHEREAS, Jane has been a volunteer of Manasquan for many years she has also found the time to be a member of the Belmar/Lake Como St. Patrick's Parade Committee for 9 years as well as being a volunteer puppy raiser for the Seeing Eye Organization in Morristown, NJ.

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 3, 2012 as Jane Donovan “VOLUNTEER OF THE YEAR RECOGNITION DAY” in recognition of her valuable service to the Borough of Manasquan and to our Country. Let true and official copies of this Proclamation be spread upon the minutes of the Borough Council meeting held on the 3th day of January, 2012.

A copy of the proclamation and a plaque were presented to Jane Donovan by Mayor Dempsey.

REORGANIZATION

Council's Action regarding the 2012 Council President.

Council Member Connolly made a motion to nominate Council Member Donovan to the position of 2012 Council President, seconded by Council Member McCarthy. Motion carried by the following vote "yes" Council Members Bossone, Connolly, Donovan, Grasso, Mangan, and McCarthy, "no" none.

The Mayor announced the following appointments.

COMMITTEES FOR 2012

Mayor Dempsey stated that he has compiled a list with all the requests from the Council that he believes most useful and productive to the Borough. He stated that he understands what has been done in the past and he is proposing the selection of the 2012 Council Committee a little differently. He stated having been on Council since 2000 and Mayor since 2008 he has worked with many of the elected officials with different opinions and different styles of leadership. He stated that he has attempted to be inclusive of all the members of Council by submitting their requests for consideration. He stated that he compiled a list of all the choices and after careful consideration of each Council Member's experience, ease of transition and the best interest of the Borough. He stated that he knows that not every Council Member will receive the committee that they requested but all members will serve the Borough and its residents in some capacity regardless of political party. He advised that the Borough Code reads that "the Council shall by a majority of its membership appoint all the Committee Members." He asked that the Council respectfully consider the list of committee members that he has presented tonight in the spirit of cooperation, by partisanship and the best interests of the Borough.

There was discussion on the procedure that was used for the selection of the committee members, how Council was chosen for each committee, and should seniority prevail.

Administration & Finance	Connolly	McCarthy	Grasso
Public Safety & Recycling	McCarthy	Donovan	Connolly
Public Works	Donovan	Bossone	Mangan
Public Property & Parks	Mangan	Connolly	Bossone
Beach	Bossone	Grasso	Donovan
Law and Code	Grasso	Mangan	McCarthy

Council Member Bossone made a motion to approve the committee assignments, seconded by Council Member Donovan. Motion carried by the following vote "yes" Council Member Bossone, Donovan, Mangan, and McCarthy, "no" Council Members Connolly and Grasso.

SUBCOMMITTEES & COMMISSIONS

The Mayor presented the following appointments for approval.

1. Board of Education Liaison - Grasso
2. Chamber of Commerce - Donovan
3. Shore Community Alliance - Donovan
4. Personnel Committee- Donovan, Connolly and Chairperson of affected Committee
5. Manasquan Library Liaison- Connolly
6. Shared Services – Donovan, Mangan, Bossone

Council Member Donovan made a motion to approve the subcommittees, seconded by Council Member Bossone. Motion failed by the following vote "yes" Council Members Bossone and Grasso, "no" Council Members Connolly, Donovan, Mangan and McCarthy.

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Council Member Connolly suggested switching herself from the Board of Education Liaison to the Manasquan Library Liaison with Council Member Grasso. Council Member Grasso agreed with the switch.

Council Member Donovan made a motion to amend the subcommittee list, seconded by Council Member Mangan. Motion carried by the following vote "yes" Council Member Bossone, Connolly, Donovan, Grasso, Mangan, and McCarthy, "no" none.

APPOINTMENTS

POSITION	TERM	NAME
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The Mayor presented the following appointments for approval.

Board of Appeals:

Chairperson/Council Rep:	1 yr	Owen McCarthy
Council Representative:	1 yr	Donald Grasso
Member	1 yr	Ed Hyer
Member (1/1/12-12/31/13)	2 yr	Stephen DelGuercio
Member (1/1/12-12/31/13)	2 yr	Gordon Twadell

Council Member Donovan made a motion to approve the appointments, seconded by Council Member McCarthy. Motion carried by the following vote: "yes" Council Members Bossone, Connolly, Donovan, Grasso, Mangan, and McCarthy. "No" none.

The Mayor presented the following appointments for approval.

Board of Health:

Member (1/1/12-12/31/15)	4 yr	Penny Hamilton
Liaison	1 yr	Barbara Ilaria

Council Member Connolly made a motion to approve the appointments, seconded by Council Member McCarthy. Motion carried by the following vote: "yes" Council Members Bossone, Connolly, Donovan, Grasso, Mangan, and McCarthy. "No" none.

The Mayor presented the following appointments for approval.

Cable Advisory:

Director of Television Services	1 yr	Lee Weisert
Member (1/1/12-12/31/14)	3 yr	Christopher Brennan
Member (1/1/12-12/31/14)	3 yr	Lou Cocozza
Council Liaison:	1 yr	Pat Connolly

Council Member Donovan made a motion to approve the appointments, seconded by Council Member Bossone. Motion carried by the following vote: "yes" Council Members Bossone, Connolly, Donovan, Grasso, Mangan, and McCarthy. "No" none.

The Mayor presented the following appointments for approval.

Construction Official:	1 yr	Albert Ratz
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Council Member Bossone made a motion to approve the appointments, seconded by Council Member Mangan. Motion carried by the following vote: "yes" Council Members Bossone, Connolly, Donovan, Grasso, Mangan, and McCarthy. "No" none.

The Mayor announced the following appointments.

Emergency Management Council:

Secretary:	1 yr	Chris White
Mayor:	1 yr	George Dempsey
Chair DPW Committee	1yr	Edward Donovan

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POSITION	TERM	NAME
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Emergency Management Council continued

Police Chief Pro Tem	1 yr	Elliott Correia
Municipal Clerk:	1 yr	Barbara Ilaria
Fire Dept. Liaison:	1 yr	Michael Galos
DPW Superintendent:	1 yr	Thomas Nicastro
First Aid Capitan:	1 yr	Mike Lauber
Shelter Care Coordinator:	1 yr	Rev. Reggie Albert
Construction Official:	1 yr	Albert Ratz
Borough Engineer	1 yr	T & M Associates
Community Representative:	1 yr	Ryan Dullea
Community Representative:	1 yr	Jerry Hall
Community Representative:	1 yr	Richard Read
Mayor's Representative:	1 yr	Michael Mangan
Council Liaison:	1 yr	Joseph Bossone

The Mayor announced the following appointments.

Environmental Commission:

Member (1/1/12-12/31/14)	3 yr	Donna Smith
Member (1/1/12-12/31/14)	3 yr	Jane Donovan
Member (1/1/12-12/31/14)	3 yr	Carole Hart
Alternate #2 (1/1/12-12/31/13)	2 yr	Roseann Lozinski
Council Liaison:	1 yr	Edward Donovan

The Mayor announced the following appointment.

Historian:	1 yr	Mary Ware
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The Mayor presented the following appointment for approval.

Official Tax Searcher:	1 yr	Valerie Bills
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Council Member Connolly made a motion to approve the appointment, seconded by Council Member Mangan. Motion carried by the following vote: "yes" Council Members Bossone, Connolly, Donovan, Grasso, Mangan, and McCarthy. "No" none.

The Mayor presented the following appointment for approval.

Open Space Committee:

Council Liaison	1 yr	Michael Mangan
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Council Member Bossone made a motion to approve the appointment, seconded by Council Member McCarthy. Motion carried by the following vote: "yes" Council Members Bossone, Connolly, Donovan, Grasso, Mangan, and McCarthy. "No" none.

Council Member Bossone stepped out of the meeting at 7:31 p.m.

Mr. DeLorio informed the Council that the Planning Board attorney, secretary and engineer are appointed by the Planning Board and they are just be reaffirmed tonight.

Planning Board:

Attorney	1 yr	Geoffrey Cramer
Mayor's Des. C1	1 yr	Mark Apostolou
Secretary:	1 yr	Mary Salerno
Engineer:	1 yr	T & M Associates
Council Liaison	1 yr	Owen McCarthy

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Council Member Donovan made a motion to reaffirm the attorney, secretary and engineer, seconded by Council Member Connolly. Motion carried by the following vote: "yes" Council Members Connolly, Donovan, Grasso, Mangan, and McCarthy. "No" none. Council Member Bossone was out of the room for the vote.

Council Member Donovan made a motion to appoint the Mayor's Designee and Council Liaison, seconded by Council Member Mangan. Motion carried by the following vote: "yes" Council Members Connolly, Donovan, Grasso, Mangan, and McCarthy. "No" none. Council Member Bossone was out of the room for the vote.

The Mayor announced the following appointments.

Recreation Commission:

Mayor's Representative:	1 yr	Robert Wells
Member (1/1/12-12/31/16)	5 yr	Sandra Otchy
Member (1/1/12-12/31/16)	5 yr	Michael Bauer
Alternate #1(1/1/12-12/31/15)	4 yrs	Open
Council Liaison	1 yr	Edward Donovan

The Mayor announced the following appointments.

Shade Tree Commission:

Member (1/1/12-12/31/16)	5 yr	Ed Hyer
Member (1/1/12-12/31/16)	5 yr	John Ryan
Secretary:	1 yr	Sharon Bogie
Mayor's Designee	1 yr	Open
Alternate #1 (1/1/12-12/31/16)	5 yr	Frank Servidio
Alternate #2 (1/1/12-12/31/15)	4 yr	Open (Initial Appt.)
Council Liaison	1 yr	Owen McCarthy

The Mayor announced the following appointments.

Tourism Commission:

Member (1/1/12-12/31/14)	3 yr	Joseph Bossone
Member (1/1/12-12/31/14)	3 yr	James Coakley
Member (1/1/12-12/31/14)	3 yr	Barbara Ilaria
Member (1/1/12-12/31/14)	3 yr	Dominic Bossone
Member (1/1/12-12/31/14)	3 yr	Carmen Triggiano
Member	1 yr	George Dempsey
Council Liaison:	1 yr	Michael Mangan

The Mayor presented the following appointment for approval.

Water/Sewer Collector: 1 yr Valerie Bills

Council Member Donovan made a motion to approve the appointment, seconded by Council Member McCarthy. Motion carried by the following vote: "yes" Council Members Connolly, Donovan, Grasso, Mangan, and McCarthy. "No" none. Council Member Bossone was out of the room for the vote.

Mr. DeLorio advised the Council that the Monmouth County Water Resource Subcommittee does not exist anymore and requested that the council take formal action to remove it from the list.

Council Member Connolly made a motion to remove the MC Water Resource Subcommittee, seconded by Council Member McCarthy. Motion carried by the following vote: "Yes" Council Member Connolly, Donovan, Grasso, Mangan, and McCarthy. "No" none. Council Member Bossone was out of the room for the vote.

The Mayor presented the following appointments for approval.

Fire-Police – Bruce Bresnahan	Boyd Wagner	Michele Ely
Donna Merriman	Chris Gratzel	William Heulitt
Edgar Hyer	William Paynton	Mark Stemmerman
Kevin Thompson	Tony Alfrano	

REORGANIZATION MEETING JANUARY 3rd, 2012

Council Member Donovan made a motion to approve the appointments, seconded by Council Member McCarthy. Motion carried by the following vote: "yes" Council Members Connolly, Donovan, Grasso, Mangan, and McCarthy. "No" none. Council Member Bossone was out of the room for the vote.

CONSENT AGENDA

Council Member Bossone returned to the meeting at 7:37 p.m.

The Borough Attorney presented the following resolutions for approval.

**RESOLUTION
1-2012**

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 2012.

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

**RESOLUTION
2-2012**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that Municipal Administrator Joseph DeLorio be appointed as the representative to the Monmouth County Community Block Grant Development Program effective January 1, 2012 through December 31, 2012.

BE IT FURTHER RESOLVED that Mayor George Dempsey be appointed as the deputy representative to the Monmouth County Community Block Grant Development Program effective January 1, 2012 through December 31, 2012.

**RESOLUTION
3-2012**

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 2012.

**RESOLUTION
4-2012**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that Patrick Callahan be appointed Community Rating System Coordinator for a one year term from January 1, 2012 through December 31, 2012.

**CASH MANAGEMENT PLAN
RESOLUTION
5-2012**

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Manasquan, County of Monmouth, New Jersey, that for the year 2012 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
Manasquan Savings Bank	185 Main Street Manasquan, New Jersey 08736
Provident Savings Bank	Highway 71 and 205 Main Street Manasquan, New Jersey 08736
Sovereign 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
6-2012**

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 3, 2012 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
7-2012**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that Joseph DeIorio be appointed JIF Fund Commissioner and CJHIF Health Fund Commissioner for a one year term commencing on January 1, 2012 through December 31, 2012.

BE IT RESOLVED that Superintendent of Public Works Department Tom Nicastro be appointed as the Alternate JIF Fund Commissioner and Alternate CJHIF Health Fund Commissioner for a one year term commencing January 1, 2012 through December 31, 2012.

BE IT FURTHER 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 insurance premiums throughout the year 2012, without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION
8-2012**

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 2012 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 2012 budget:

2012 TEMPORARY BUDGET

CURRENT FUND:	Salaries & Wages	Other Expense
Administrator	5,035.00	278.00
Governing Body	2,064.00	636.00
Municipal Clerk	20,243.00	11,994.00
Financial Administration	9,974.00	2,453.00
Audit Service		5,550.00
Collection of Taxes	8,842.00	2,530.00
Assessment of Taxes	7,134.00	543.00
Legal Services		21,200.00
Engineering Services		8,745.00
Planning Board	5,250.00	2,203.00
Code Enforcement	25,655.00	1,701.00
Zoning Office	6,017.00	
Construction Official	23,304.00	821.00
Electrical Inspection	2,477.00	
Plumbing Inspection	2,491.00	
Fire Inspection	694.00	
Insurance		245,736.00
Police	677,039.00	24,809.00
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

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Drug Alliance		17,095.00
Interlocal - Brielle Gasoline		19,345.00
Snow Removal		3,180.00
Municipal Court	26,468.00	26,947.00
	950,799.00	723,714.00

TOTAL 2012 CURRENT FUND TEMPORARY BUDGET **1,674,513.00**

2012 TEMPORARY BUDGET

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

TOTAL 2012 WATER/SEWER TEMP. BUDGET **515,795.00**

BEACH UTILITY BUDGET

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

TOTAL 2012 BEACH FUND TEMP. BUDGET **403,141.00**

RESOLUTION 9-2012

BE IT RESOLVED that the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, has authorized that the following employees shall receive the stipends listed below for the calendar year 2012, effective January 1, 2012 through December 31, 2012 as follows:

EMPLOYEES:

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
10-2012**

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, 2012 will be 55.5 cents per mile

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that effective January 1, 2012 the Borough will reimburse officials, officers and employees for automobile business usage at a rate of 55.5 cents per mile.

**RESOLUTION
11-2012**

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
12-2012**

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
13-2012**

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 2012 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
14-2012**

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 2012 without the need of further resolutions or actions by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION
15-2012**

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
16-2012**

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

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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
17-2012**

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 2012 without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION
18-2012**

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
19-2012**

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 2012 without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan

**RESOLUTION
20-2012**

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 2012 as required, without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION
21-2012**

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 2012, without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION
22-2012**

BE IT RESOLVED, by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that Joseph DeIorio be appointed Community Development Representative for a one year term commencing on January 1, 2012 through December 31, 2012.

BE IT FURTHER RESOLVED, Mayor George R. Dempsey be appointed as Alternate Representative for a one year term commencing on January 1, 2012 through December 31, 2012.

**RESOLUTION
23-2012**

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 2012 be 1.55%.

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
24-2012**

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 2011 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 will exceed \$21,000; and

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WHEREAS, the anticipated term of these contracts are one year (January 1, 2012 to December 31, 2012); 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)

Kenneth Fortier – Public Defender

Mark Kitrick – Borough Attorney

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 3rd day of January, 2012 as follows:

1. The Business Disclosure Entity Certification of these professionals and the 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 2012 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.

**RESOLUTION
25-2011**

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 2012 for the members of council in alphabetical order by last name.

Council Member McCarthy made a motion to approve the consent agenda, seconded by Council Member Mangan. Motion carried by the following vote: "Yes" Council Members Bossone, Connolly, Donovan, Grasso, Mangan, and McCarthy. "No" none.

**RESOLUTION
26-2012**

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 2012 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 will exceed \$21,000; and

WHEREAS, the anticipated term of these contracts are one year (January 1, 2012 to December 31, 2012); 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.

Charles Rooney, T & M Associates - Borough Engineer

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 3rd day of January, 2012 as follows:

1. The Business Disclosure Entity Certification of these professionals and the 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.
3. 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 2012 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 Mangan made a motion to approve Resolution 26-2012, seconded by Council Member Bossone. Motion carried by the following vote: "yes" Council Member Bossone, Connolly, Donovan, Grasso, and Mangan. "No" none. Council Member McCarthy abstained.

STATEMENTS BY COUNCIL MEMBERS

Council Member McCarthy stated that he is looking forward to working with the new members and with Senator Rible and others to improve the quality of life in Manasquan.

Council Member Mangan thanked everyone for coming out to attend the meeting and that he is honored and humbled to once again be serving the people of Manasquan. He stated that he believes that government at all levels should always be examining the positions and beliefs to insure that they are always representing the constituent and not personal or political agendas. He stated that he believes there are three areas that are paramount in governing Manasquan which he will seek to make a priority over the next 3 years. He went over the definition of sustainability and the projects that are going on in town. He stated that progress should always be looked at and public private partnership was his 3rd priority that he will be following over the next 3 months. He stated that he is looking forward to working with the council and the employees of the Borough.

Council Member Grasso stated that he has nothing to report at this time.

Council Member Donovan thanked the council for voting for him for Council President and congratulated Joe, Mike and George on their election and welcomed Mike and Joe back to the council. He stated that he is looking forward to working with everyone this year.

Council Member Connolly congratulated everyone that was sworn in tonight and the volunteer of the year, Jane Donovan. She thanked all the volunteers that give so much of their time and effort to make "Manasquan Manasquan". She wished all a healthy and happy New Year.

Council Member Bossone thanked everyone for coming out to the meeting and for putting their trust and confidence in him to again take the council seat. He also thanked Mayor Dempsey for taking him back on his team and he thanked his family.

AUDIENCE PARTICIPATION

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

There being none, Council Member Connolly made a motion to close the public portion, seconded by Council Member Donovan. Motion carried unanimously.

Council Member Donovan made a motion to close the meeting at 7:44 p.m., seconded by Council Member Mangan. Motion carried unanimously.

Respectfully submitted,

B. Ilaria

Barbara J. Ilaria
Municipal Clerk

DATE APPROVED 3-5-12