

## REORGANIZATION MEETING JANUARY 7<sup>th</sup>, 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.

Council President Donovan welcomed the audience and invited them to join in a moment of silent prayer and a salute to the Flag.

Council President Donovan 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 4, 2012.

### SWEARING IN CEREMONIES

**COUNCIL:** Michael Sinneck – Council Member - Three Year Term. Council Member Sinneck was sworn in by Senator David R. Ribble.

**COUNCIL:** Gregg Olivera – Council Member - Three Year Term. Council Member Olivera was sworn in by Senator David R. Ribble.

Senator Ribble congratulated the new council members and stated that he is looking forward to helping the Borough in the time to come.

Freeholder Gary Rich and former director John Curley were also present.

Freeholder Gary Rich stated that there has not been a lot of Freeholder participation in the southern part of the county and he wanted the council to know they are here for Manasquan. He stated that the county has a lot of resources that are paid by taxpayers that are available to serve the borough and to call on them at any time.

Former Director John Curley stated that this is a very unique community and the borough is a very tough breed because this was ground zero for this storm and the borough will overcome this crisis. He thanked all for what was done to help the residents and other towns that have been instrumental in making sure that there has been no loss of life.

**ROLL CALL:** Present: Council Members Bossone, Sinneck, Donovan, Mangan, Olivera, and McCarthy

Absent: None

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

### **Council's Action regarding the 2013 Council President.**

Council Member Bossone made a motion to nominate Council Member Donovan to the position of 2013 Council President, seconded by Council Member Mangan. Motion carried unanimously.

### **VOLUNTEER OF THE YEAR 2012 – Richard & Kimberly Read**

Council President Donovan read the following proclamation.

**WHEREAS**, Hurricane Sandy devastated portions of the Northeast and struck Manasquan on October 29, 2012; and

**WHEREAS**, Hurricane Sandy left our community in shock and disbelief with the community suffered both physical and psychological damage from the rains, winds, floods and fear that accompanied this historic storm; and

**WHEREAS**, immediately in response to the devastation, many residents joined together to help our friends and neighbors in need. Volunteers organized amongst themselves in different ways to offer respite to those who had to evacuated and in need of food and shelter; and

**WHEREAS**, the tireless efforts of many dedicated volunteer individuals and community organizations monitoring the impact of the storm, responding to and handling calls of assistance, implementing response activities and caring for affected citizens provided the highest level of public safety for the Borough of Manasquan.

**WHEREAS**, being recognized for their assistance to the community include: the Manasquan Ministerium, Businesses in Manasquan, the Manasquan Elk's and countless individual volunteers;

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**WHEREAS**, residents Rich and Kim Read are representative of these many groups who have demonstrated a stellar example of tireless dedication and commitment through involvement with Long Blue Line Scholarship, Pop Warner Football, Save a Limb Foundation, and the Parker House Fun Run for Charities: and

**WHEREAS**, Rich and Kim along with the Vic Kubu Family through the Long Blue Line Disaster Relief Fund were able to raise and distribute over \$86,000 since Hurricane Sandy; and

**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 7, 2013 as Richard and Kimberly Read “VOLUNTEERS OF THE YEAR RECOGNITION DAY” in recognition of their 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 7<sup>th</sup> day of January, 2013.

### REORGANIZATION

Council President Donovan announced the following appointments.

#### COMMITTEES FOR 2013

Council President Donovan stated that the council members were polled and selected their assignments by seniority and that the first council member named is the chair of that committee.

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

Council Member Mangan made a motion to approve the committee assignments, seconded by Council Member McCarthy. Motion carried unanimously.

#### SUBCOMMITTEES & COMMISSIONS

Council President Donovan presented the following appointments for approval.

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

Council Member Bossone made a motion to approve the subcommittees, seconded by Council Member Sinneck. Motion carried by the following vote “yes” Council Members Bossone, Sinneck, Donovan, Mangan, Olivera, and McCarthy, “no” none.

# **APPOINTMENTS**

POSITION	TERM	NAME
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Council President Donovan presented the following appointments which the Mayor has nominated for approval.

**Board of Appeals:**

Chairperson/Council Rep:	1 yr	Owen McCarthy
Council Representative:	1 yr	Michael Sinneck

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

Member	2 yr	Ed Hyer
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Council Member Sinneck made a motion to approve the appointment, seconded by Council Member Bossone. Motion carried by the following vote: "yes" Council Members Bossone, Sinneck, Donovan, Mangan, Olivera, and McCarthy. "No" none.

Council President Donovan presented the following appointments which the Mayor selected for approval.

**Board of Health:**

Member	4 yr	Sue Thompson
Member	4 yr	Donna Trengrove

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

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

Council President Donovan presented the following appointments for approval.

**Cable Advisory:**

Director of Television Services	1 yr	Lee Weisert
Council Liaison	1 yr	Ed Donovan

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

Member	3 yr	Robert Miles
Member	3 yr	John Tischio

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

Council President Donovan 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 appointment, seconded by Council Member McCarthy. Motion carried by the following vote: "yes" Council Members Bossone, Sinneck, Donovan, Mangan, Olivera, and McCarthy. "No" none.

Council President Donovan announced the following appointments which were selected by the Mayor.

### Emergency Management Council:

Secretary	1 yr	Christine White
Mayor	1 yr	George Dempsey
Chair DPW Committee	1 yr	Edward Donovan
Police Chief	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 Captain	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

### Environmental Commission:

Chairperson	3 yr	Greg Love
Member	3 yr	Richard Miller
Alternate #1	2 yr	Vacant
Council Liaison	1 yr	Ed Donovan

### Historian:

1 yr	Mary Ware
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### Official Tax Searcher:

1 yr	Valerie Bills
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Council President Donovan presented the following appointment for approval.

### Open Space Committee:

Member/Council Representative	3 yr	Gregg Olivera
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Council Member Mangan made a motion to approve the appointment, seconded by Council Member McCarthy. Motion carried by the following vote: "yes" Council Members Bossone, Sinneck, Donovan, Mangan, Olivera, and McCarthy. "No" none.

Council President Donovan stated that the Planning Board is appointed by the Mayor and the liaison is appointed by the council.

Council President Donovan presented the following appointments which were selected by the Mayor.

### Planning Board:

CL IV Chairman	4 yr	John Burke
CL IV Member	4 yr	Joan Harriman
CL IV Environ. Comm Liaison	3 yr	Greg Love
CL I	1 yr	George Dempsey
CL II	1 yr	Patrick Callahan
Alternate 1	2 yr	Jay Price
Alternate 2	2 yr	Peter Ragan, Jr.
Alternate 3	2 yr	Mark Apostolou
Alternate #4	2 yr	Vacant
Mayor's Des. C1	1 yr	Robert Young
Secretary	1 yr	Mary Salerno
Engineer:	1 yr	T & M Associates

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Council President Donovan presented the following appointment.

CL III Council Liaison	1 yr	Owen McCarthy
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Council Member Mangan made a motion to approve the appointment, seconded by Council Member McCarthy. Motion carried by the following vote: "yes" Council Members Bossone, Sinneck, Donovan, Mangan, Olivera, and McCarthy. "No" none.

Council President Donovan presented the following appointments which were selected by the Mayor.

### Recreation Commission:

Member	5 yr	Eric Ertle
Member	5 yr	Christine Rice
Mayor's Representative:	1 yr	Robert Wells
Council Liaison	1 yr	Edward Donovan

### Shade Tree Commission:

Member	5 yr	Neil Paulsen
Member	5 yr	Vacant
Mayor's Des.	1 yr	Vacant
Secretary	1 yr	Sharon Bogie
Council Liaison	1 yr	Owen McCarthy

### Tourism Commission:

Member	3 yr	Penny Hamilton
Council Liaison:	1 yr	Michael Mangan

Council President Donovan presented the following appointment for approval.

Water/Sewer Collector:	1 yr	Valerie Bills
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Council Member Mangan made a motion to approve the appointment, seconded by Council Member Sinneck. Motion carried by the following vote: "yes" Council Members Bossone, Sinneck, Donovan, Mangan, Olivera, and McCarthy. "No" none.

Council President Donovan presented the following appointments for approval.

<b>Fire-Police</b> – Bruce Bresnahan	Boyd Wagner	Michele Ely
William Heulitt	Mark Stenmerman	Tony Alfrano
Edgar Hyer	William Paynton	Kevin Thompson

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

### CONSENT AGENDA

Council Member McCarthy made a motion to add Resolution 33-2013 to the agenda, seconded by Council Member Mangan. Motion carried unanimously.

The Borough Attorney presented the following resolutions for approval.

### RESOLUTION 1-2013

**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 2013.

The Coast Star

Manasquan, New Jersey

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The Asbury Park Press

Neptune, New Jersey

The Newark Star Ledger

Newark, New Jersey

**RESOLUTION  
2-2013**

**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, 2013 through December 31, 2013.

**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, 2013 through December 31, 2013.

**RESOLUTION  
3-2013**

**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 2013.

**RESOLUTION  
4-2013**

**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, 2013 through December 31, 2013.

**CASH MANAGEMENT PLAN  
RESOLUTION  
5-2013**

**BE IT RESOLVED** by the Mayor and Borough Council of the Borough of Manasquan, County of Monmouth, New Jersey, that for the year 2013 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

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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 6-2013

**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 7, 2013 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

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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 cores 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



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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  
7-2013

**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, 2013 through December 31, 2013.

**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, 2013 through December 31, 2013.

**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 2013, without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

RESOLUTION  
9-2013

**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 2013, effective January 1, 2013 through December 31, 2013 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.

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**RESOLUTION  
10-2013**

**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, 2013 will be 56.5 cents per mile

Borough of Manasquan that effective January 1, 2013 the Borough will reimburse officials, officers and employees for automobile business usage at a rate of 56.5 cents per mile.

**RESOLUTION  
11-2013**

**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 11<sup>th</sup> day of the 11<sup>th</sup> month of each year.

**RESOLUTION  
12-2013**

**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  
13-2013**

**BE IT 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 Borough

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Payroll checks in twenty-six installments throughout the year 2013 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  
14-2013**

**BE IT 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 Borough Social Security payments in twenty-six installments throughout the year 2013 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  
16-2013**

**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 Delorio, Chief Financial Officer. All disbursements shall be made by checks signed by Joseph Delorio, 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).

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**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 Delorio, Chief Financial Officer or Valerie Bills, Assistant CFO. All disbursements shall be made by checks signed by Joseph Delorio, Chief Financial Officer or Valerie Bills, Assistant CFO.

**RESOLUTION  
17-2013**

**BE IT 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 the Unemployment/Disability payments on a quarterly basis throughout the year 2013 without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION  
18-2013**

**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 Delorio, 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 Delorio, 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  
19-2013**

**BE IT 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 the County, School and Fire District Tax payments on a quarterly basis throughout the year 2013 without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan

**RESOLUTION  
20-2013**

**BE IT 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 Debt

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Payments throughout the year 2013 as required, without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION  
21-2013**

**BE IT 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 medical insurance premiums throughout the year 2013, without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION  
22-2013**

**BE IT RESOLVED**, by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that Joseph Delorio be appointed Community Development Representative for a one year term commencing on January 1, 2013 through December 31, 2013.

**BE IT FURTHER RESOLVED**, Mayor George R. Dempsey be appointed as Alternate Representative for a one year term commencing on January 1, 2013 through December 31, 2013.

**RESOLUTION  
23-2013**

**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 2013 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  
24-2013**

**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

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**NOW THEREFORE BE IT RESOLVED**, that the Mayor, in order to effectuate proper decorum,

assigns the seating arrangement for the year beginning 2013 for the members of council as follows:

Council Member Joseph Bossone  
Council Member Michael Sinneck  
Council Member Edward Donovan  
Council Member Michael Mangan  
Council Member Gregg Olivera  
Council Member Owen McCarthy

**RESOLUTION**  
**26-2012**

**BE IT RESOLVED** by the Council of the Borough of Manasquan, County of Monmouth, New Jersey that: MARY MAGNABOUSCO

**WHEREAS**, refunds for DUPLICATE WATER/SEWER PAYMENTS are due on the below described property in the amount designated as follows:

ACCOUNT # 250000-1      NAME: MAGNABOUSCO, MARY

PROPERTY LOCATION: 133 BEACHFRONT

AMOUNT OF REFUND:      \$739.14

REASON FOR REFUND: Refund of duplicate water/sewer payment.

REFUND CHECK TO BE MADE PAYABLE TO: MARY MAGNABOUSCO

**WHEREAS**, the Water/Sewer Collector has certified that the claimant is entitled to the refund.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Chief Financial Officer is hereby authorized and directed to draw a warrant in the said amount to the above listed property with said warrant to be charged against the General Ledger.

**RESOLUTION**  
**27-2013**

**BE IT RESOLVED** by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that the application of Manasquan Beach House for an Amusement Game License to operate two amusement games at 390 E. Main Street, Manasquan, New Jersey for the year 2013 is hereby approved and accepted.

**BE IT FURTHER RESOLVED** that the Borough Clerk is instructed and authorized to issue a license, that is,

<u>NAME OF APPLICANT</u>	<u>ADDRESS OF PREMISE TO BE LICENSED</u>	<u>TYPE OF GAME AND LICENSE</u>
Manasquan Beach House	390 E. Main Street Manasquan, New Jersey 08736	Video Buck Hunter
Manasquan Beach House	390 E. Main Street Manasquan, New Jersey 08736	Video Golden Tee
Manasquan Beach House	390 E. Main Street Manasquan, New Jersey 08736	Video Mega Truck

**RESOLUTION**  
**28-2013**

REORGANIZATION MEETING JANUARY 7<sup>th</sup>, 2013

**RESOLUTION AWARDING A CONTRACT FOR THE  
TRANSPORTATION AND DISPOSAL OF AN ESTIMATED 250 TONS OF  
LEADED GASOLINE CONTAMINATED SOIL AT THE WATER  
TREATMENT PLANT IN THE BOROUGH OF MANASQUAN, COUNTY  
OF MONMOUTH STATE OF NEW JERSEY**

**WHEREAS**, quotes were requested and received pursuant to the Local Public Contracts Law (N.J.S.A. 40A: 11-1 et seq.) for the Transportation and Disposal of Leaded Gasoline Contaminated Soil at the Water Treatment Plant; and

**WHEREAS**, four bids for this project were received:

AWT Environmental	\$13,950
TTL Environmental	\$15,250
Aurora Environmental	\$17,990
GWS Environmental	\$20,159

**WHEREAS**, AWT Environmental submitted a monetary quote in the amount of \$13,950.00; and

**WHEREAS**, the bid by AWT Environmental complies with the quote specifications and includes all required documentation; and

**WHEREAS**, the Borough Council is desirous of awarding a contract to AWT Environmental in the amount of \$13,950 for the project;

**NOW, THEREFORE BE IT RESOLVED** on the 7<sup>th</sup> day of January 2013, by the Mayor and Council of the Borough of Manasquan, in the County of Monmouth and State of New Jersey, as follows:

1. This award is subject to the review and approval of the Manasquan Borough attorney
2. Subject to the above conditions, a contract in the amount of \$13,950 is awarded to AWT Environmental for this project.
3. The Mayor and Municipal Clerk are authorized and directed to execute all necessary documents to effectuate a contract with AWT Environmental.
4. A certified copy of this resolution shall be sent to:

AWT Environmental  
PO Box 128  
Sayreville, NJ 08871

**RESOLUTION  
29-2013**

**WHEREAS**, N.J.S.A 40A:9-140.10 states that municipalities are required to have chief financial officer appointed by the Governing Body; and

**WHEREAS**, N.J.S.A 40A:9-140.10 states the term of office shall be four years, which shall run from January 1 in the year in which the Chief Financial Officer is appointed; and

**WHEREAS**, Joseph Delorio was appointed on September 9, 2010 to the position of Chief Financial Officer to the unexpired term of former Chief Financial Officer John Trengrove, ending December 31, 2012; and

REORGANIZATION MEETING JANUARY 7<sup>th</sup>, 2013

**WHEREAS**, the Borough of Manasquan is desirous of appointing a Chief Financial Officer; and

**NOW THEREFORE BE IT RESOLVED**, that the Borough of Manasquan hereby appoints Joseph Delorio, as Chief Financial Officer to a four year term beginning January 1, 2013 and ending December 31, 2016 as required by law; and

**BE IT FURTHER RESOLVED** the salary set for the position Chief Financial Officer as of is determined by Resolution 141-2012.

**RESOLUTION  
30-2013**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Manasquan that T&M Associates be and is hereby authorized to advertise a Bid Notice for the reconstruction of the Emergency Access Road along Beachfront.

**RESOLUTION  
31-2013**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Manasquan that Barbara Ilaria, Municipal Clerk of the Borough of Manasquan, be and is hereby authorized to advertise Bid Notice for Beach Restoration/Sand Sifting Project and authorize Joseph Delorio, Chief Financial Officer and Purchasing Agent or his designee to prepare specifications for the Beach Restoration/Sand Sifting Project as a result of Super Storm Sandy.

**RESOLUTION  
32-2013**

**WHEREAS**, the Borough of Manasquan is desirous of appointing SLEO's, Class I and Class II and Crossing Guards for 2013; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, on this 7<sup>th</sup> day of January, 2013 appoint the following for 2013:

**Class I & II**

- |                            |                                |
|----------------------------|--------------------------------|
| 1) Austin, Nicholas        | 13) Mansfield, Deborah         |
| 2) Bennett, Brooke         | 14) McGowan, Mark              |
| 3) Brewer, Brenton         | 15) McMahon, Paul              |
| 4) Cosaj, Albert (Class I) | 16) Norek, Sean                |
| 5) Craig, Randall          | 17) Ottmer, Justin             |
| 6) Eisenman, Donald        | 18) Pappalardo, Felicia        |
| 7) Farina, Nicole          | 19) Parker, Richard            |
| 8) Fernandez, Roger        | 20) Shunda, Ilir               |
| 9) Homick, Edward          | 21) Spadaro, Matthew (Class I) |
| 10) Jones, Michael         | 22) Teller, Douglas            |
| 11) Kleinknecht, Kevin     | 23) Terracciano, Michael       |
| 12) Kole, Matthew          |                                |

**Part-time Communication Operator**

- 1) Palmer, Robert
- 2) Terracciano, Michael



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3) White, Chris

**Full-Time Crossing Guards:**

- 1) Boden, Judith
- 2) Brown, Anne
- 3) Drury, Marietta
- 4) Hodgkinson, Ralph
- 5) Margulies, Norman
- 6) VanSickle, Patricia

**Substitute Crossing Guards:**

- 1) Farina, Nicolle
- 2) Frey, Kathryn
- 3) Gonzalez, Lisbeth
- 4) Waterson, Jesse

**RESOLUTION**

**33-2013**

**WHEREAS**, the Borough of Manasquan is desirous of appointing Ilir Shunda, Class I SLEO as a Substitute Crossing Guard; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, on this 7<sup>th</sup> day of January, 2013 appoint the following Substitute Crossing Guard at a salary of \$15.82 per hour.

Ilir Shunda, Manasquan, NJ

Also, presented was Resolution 8-2013 Temporary Budget.

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

**STATEMENTS BY COUNCIL MEMBERS**

Council Member Bossone congratulated the two council members on being elected to serve on the council.

Council Member Sinneck thanked the residents for giving him the opportunity to serve on the council. He thanked Pete Pappas and Michelle Battista for their dedication to Manasquan and for their willingness to serve this great community, they ran a great campaign and he considers them to be colleagues and friends. He thanked Pat Connolly and Marilyn Jacobson for their service to Manasquan. He read a speech about Manasquan and why he and his wife love it here and that he is dedicated to use his experience to address the issues confronting Manasquan in an open fact collegial way.

Council Member Mangan congratulated and welcomed the new members and thanked the previous council for their service. He stated that Lee Weisert is putting together a documentary to document the events that surrounded Super Storm Sandy and he is looking for people who have film or pictures available to help contribute to the documentary. He stated that he is now on Administration and Finance to help with the budget process and that budget hearings start this Saturday. He stated that the council approved to go out to bid for the beach access way as well as the sand sifting project and that all projects will be going out to competitive bids to make sure the best prices are being used.

Council Member Olivera thanked the people of Manasquan for their confidence and supporting him with his campaign and thanked the previous council members for their service. He stated that the job in front of the council is not going to be an easy one because of the storm and that there are going to be many difficult decisions to made and he is eager and excited to get started and to work with his fellow council members, mayor, borough staff and the people of Manasquan to get the job done.

Council Member McCarthy congratulated the new members of council and Kim and Rich Read for being honored as Volunteer of the Year. He thanked all the volunteers that helped out during the storm. He also thanked and congratulated Joe Delorio, Ed Donovan, Jane Donovan, members of the chamber for the concert that was put together on short notice that was on Saturday night. He stated that the concert raised about \$45,000 for the Borough restoration and it was a very enjoyable evening. He thanked everyone else that was involved as well as the attendees that made the event a success. He thanked the previous council members for their service to Manasquan. He stated that there has been a few questions about height restrictions and what is going to

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happen and that this is being worked on and something will be put together within the next couple of weeks where there will be an open forum to answer questions about flood maps and the next step to move forward.

Council Member Donovan on behalf of himself and the Mayor congratulated the new council members and welcomed them aboard and he thanked the previous council members for their service.

### AUDIENCE PARTICIPATION

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

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

Council Member Mangan made a motion to suspend the meeting to go into closed session, seconded by Council Member Bossone. Motion carried unanimously.

The closed session portion of the minutes begins on the next page. The signature and approval date are located on the last page following the closed session meeting minutes.

Council Member Sinneck made a motion to re-open the meeting, seconded by Council Member McCarthy. Motion carried unanimously.

Council President Donovan stated that there will be no official action taken at this meeting as a result of the discussion during closed session.

Council Member Sinneck made a motion to close the meeting at 8:30 p.m., seconded by Council Member Bossone. Motion carried unanimously.