

REORGANIZATION MEETING JANUARY 6th, 2014

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.

Mayor Dempsey stated that this meeting is being held in accordance with the Open Public Meetings Act of 1975 and that notice was given to the Coast Star and the Asbury Park Press on December 30, 2013.

SWEARING IN CEREMONIES

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

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

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

Absent: Council Member Olivera

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

Council's Action regarding the 2013 Council President.

Council Member Donovan made a motion to nominate Council Member Mangan to the position of 2014 Council President, seconded by Council Member McCarthy. Motion carried unanimously.

VOLUNTEER OF THE YEAR 2012 – Michael Galos

Mayor Dempsey read the following proclamation.

VOLUNTEER OF THE YEAR

WHEREAS, on January 6, 2014, Michael Galos will be recognized as “VOLUNTEER OF THE YEAR”; and

WHEREAS, Michael is a graduate of Manasquan High School Class of 1993 where he played football all four years for Manasquan Warriors. He currently lives just outside of Manasquan in Wall Township with his wife and three children; and

WHEREAS, Michael has been an active firefighter for the Manasquan Volunteer Engine Company No. 2 since 1995 where he still serves. During his time as a volunteer firefighter he served as an Assistant Engineer, Chief Engineer, Assistant Foreman and Foreman as well as Vice President and Trustee ; and

WHEREAS, Michael was elected to serve as the district's assistant fire chief for 2010-2011, elected to serve as district's Fire Chief for 2012-2013, and was sworn into a two year term as Fire Chief on New Years Day 2012; and

WHEREAS, as Chief Michael was involved with Hurricane Irene, Super Storm Sandy, Atlantic Avenue Fire, First Avenue Fire, Seaside Fire as well as all the smaller events; and

WHEREAS, Michael returned to the rank of Firefighter and Past Chief on January 1, 2014 and is working on his certification as Fire Inspector/Fire Official; and

WHEREAS, Michael was instrumental in bringing back the Fireman's Fair to help in the efforts necessary for funding to renovate the fire house and the purchase of new vehicles. The fair continues in 2014 as the 17th Annual Manasquan Fireman's Fair; 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 6, 2014 as Michael Galos “VOLUNTEER OF THE YEAR RECOGNITION DAY” in recognition of his 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 6th day of January, 2014.

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REORGANIZATION

Mayor Dempsey announced the following appointments.

COMMITTEES FOR 2014

Mayor Dempsey 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

SUBCOMMITTEES & COMMISSIONS

Mayor Dempsey presented the following appointments.

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

APPOINTMENTS

POSITION	TERM	NAME
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Mayor Dempsey presented the following appointments for approval

Board of Appeals:

Board of Appeals: (Mayor nominates with consent of council)

Chairperson/Council Rep:	1 yr	Owen McCarthy
Council Representative:	1 yr	Michael Sinneck
Member	2 yr	Vacant
Member	2 yr	William Place
Board Attorney	1 yr	James D. Carton, IV

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

Mayor Dempsey presented the following appointments for approval.

Board of Health:

Liaison	1 yr	Barbara Ilaria
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Council Member Mangan made a motion to approve the appointments, seconded by Council Member Sinneck. Motion carried unanimously.

Mayor Dempsey presented the following appointments for approval.

Cable Advisory:

Director of Television Services	1 yr	Lee Weisert
Member	3 yr	Lee Weisert
Council Liaison	1 yr	Ed Donovan

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

Mayor Dempsey presented the following appointment for approval.

Construction Official: 1 yr Albert Ratz

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

Mayor Dempsey announced the following appointments.

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	Edward Hill
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
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	3 yr	Harvey McKenzie
Member	3 yr	Judy Mangan
Alternate #1	2 yr	Vacant
Council Liaison	1 yr	Ed Donovan

The Mayor announced the following appointment.

Historian: 1 yr Mary Ware

The Mayor announced the following appointment for approval.

Official Tax Searcher: 1 yr Valerie Bills

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

Mayor Dempsey presented the following appointment for approval.

Open Space Committee:

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Member	3 yr	Martin McHugh, Sr.
Member	3 yr	William Giunco
Member/Council Representative	3 yr	Gregg Olivera
Member	3 yr	William Place

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

Mayor Dempsey stated that the Planning Board is appointed by the Mayor and the liaison is appointed by the council.

Mayor Dempsey presented the following appointments which were selected by the Mayor.

Planning Board:

CL IV Member	4 yr	John Muly
CL IV Member	4 yr	Neil Hamilton
CL IV Member	4 yr	Leonard Sullivan
CL III Council Liaison	1 yr	Owen McCarthy
CL I	1 yr	George Dempsey
CL II	1 yr	Paul Rabenda
Alternate #4 unexpired 2014	2 yr	Kevin Thompson
Mayor's Des. C1	1 yr	Robert Young
Secretary	1 yr	Mary Salerno
Engineer:	1 yr	T & M Associates

Council Member Mangan made a motion to approve the appointment for council liaison, seconded by Council Member Bossone. Motion carried unanimously.

Mayor Dempsey announced the following appointments.

Recreation Commission:

Member	5 yr	Mike Condon
Member	5 yr	William McManus
Mayor's Representative:	1 yr	Robert Wells
Council Liaison	1 yr	Edward Donovan

Mayor Dempsey announced the following appointments.

Shade Tree Commission:

Member (unexpired 2014)	5 yr	Brian Mallin
Member (unexpired 2017)	5 yr	Rita Coleman
Alternate # 2 (unexpired 2015)	4 yr	Neil Paulsen
Mayor's Des.	1 yr	Claire Chrystal
Council Liaison	1 yr	Owen McCarthy

Mayor Dempsey announced the following appointments.

Tourism Commission:

Member	3 yr	Ray Summers
Member	3 yr	Doug Paviluk
Member	3 yr	Ray Shinn
Member	3 yr	Walter Wall
Member	3 yr	Gregg Olivera
Member	3 yr	Claudette Scoras
Council Liaison:	1 yr	Michael Mangan

Mayor Dempsey 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 unanimously.

Mayor Dempsey presented the following appointments.

Fire-Police – Bruce Bresnahan	Boyd Wagner	Michele Ely
William Heulitt	Mark Stemmerman	Tony Alfano
Edgar Hyer	William Paynton	Kevin Thompson

CONSENT AGENDA

Council Member Mangan made a motion to add Resolution 29-2014 Professional Appointments to the Consent Agenda and remove Resolution 28-14 Appointing Borough Engineer from the Consent Agenda to vote on separately, seconded by Council Member Sinneck. Motion carried unanimously.

The Borough Attorney presented the following resolutions for approval on the Consent Agenda.

**RESOLUTION
1-2014**

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 2014.

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

**RESOLUTION
2-2014**

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, 2014 through December 31, 2014.

BE IT FURTHER RESOLVED that Mayor George Dempsey be appointed as the deputy representative and his designee Thomas Nicaastro to the Monmouth County Community Block Grant Development Program effective January 1, 2014 through December 31, 2014.

**RESOLUTION
3-2014**

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 2014.

**RESOLUTION
4-2014**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that Frank DiRoma be appointed Community Rating System Coordinator for a one year term from January 1, 2014 through December 31, 2014.

**CASH MANAGEMENT PLAN
RESOLUTION
5-2014**

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Manasquan, County of

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Monmouth, New Jersey, that for the year 2014 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
Santander Bank	2500 Belmar Blvd. Wall, New Jersey 07719
TD Bank	6000 Atrium Way Mount Laurel, New Jersey 08054
North Fork Bank	1314 Sea Girt Avenue Wall, New Jersey 07719

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

CASH MANAGEMENT POLICY RESOLUTION 6-2014

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 6, 2014 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
7-2014**

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, 2014 through December 31, 2014

BE IT RESOLVED that Superintendent of Public Works Department Thomas Nicastro be appointed as the Alternate JIF Fund Commissioner and Alternate CJHIF Health Fund Commissioner for a one year term commencing January 1, 2014 through December 31, 2014.

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 2014, without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION
8-2014**

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 2014 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

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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 2014 budget:

2014 TEMPORARY BUDGET

CURRENT FUND:	Salaries & Wages	Other Expense
Administrator	6,625.00	278.00
Governing Body	2,064.00	636.00
Municipal Clerk	22,105.00	9,381.00
Financial Administration	9,974.00	2,576.00
Audit Service		5,550.00
Collection of Taxes	8,907.00	2,687.00
Assessment of Taxes	7,134.00	569.00
Legal Services		19,875.00
Engineering Services		7,155.00
Planning Board	5,314.00	2,297.00
Code Enforcement	25,655.00	1,701.00
Zoning Office	6,017.00	
Construction Official	21,889.00	821.00
Electrical Inspection	2,477.00	
Plumbing Inspection	2,491.00	
Fire Inspection	694.00	
Insurance		245,736.00
Health Benefit Opt-Out		5,000.00
Police	677,039.00	24,809.00
Emergency Management	1,985.00	1,325.00
Streets & Roads Maintenance	87,437.00	12,779.00
Maintenance of Borough Vehicles		12,455.00
Solid Waste-Recycling/Disposal	826.00	96,208.00
Public Buildings & Grounds		15,142.00
Shade Tree Commission		11,315.00
Traffic Lights		1,060.00
Board of Health	861.00	6.00
Animal Control		3,498.00
Environmental Commission		365.00
Recreational Commission	7,552.00	881.00
Landfill/Solid Waste Disposal		74,862.00
Parks & Playgrounds	29,451.00	5,909.00
Senior Citizen Transportation		265.00
Anniversary & Holidays		535.00
Waterways		1,245.00
Utilities		48,000.00
Contingent		500.00
Social Security & Medicare		41,598.00
Drug Alliance		17,095.00
Interlocal - Brielle Gasoline		19,345.00
Snow Removal		3,180.00
Municipal Court	<u>26,468.00</u>	<u>26,947.00</u>
	952,965.00	<u>723,586.00</u>
TOTAL 2014 CURRENT FUND TEMPORARY BUDGET		<u>1,676,551.00</u>

2014 TEMPORARY BUDGET

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

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TOTAL 2014 WATER/SEWER TEMP. BUDGET **515,795.00**

BEACH UTILITY BUDGET

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

TOTAL 2014 BEACH FUND TEMP. BUDGET **403,141.00**

**RESOLUTION
9-2014**

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 2014, effective January 1, 2014 through December 31, 2014 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
10-2014**

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, 2014 will be 56 cents per mile.

**RESOLUTION
11-2014**

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
12-2014**

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
13-2014**

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 2014 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
14-2014**

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 2014 without the need of further resolutions or actions by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION
15-2014**

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

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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
16-2014**

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

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

**RESOLUTION
17-2013**

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 2014 without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION
18-2014**

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

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\$ 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
19-2014**

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 2014 without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan

**RESOLUTION
20-2014**

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 2014 as required, without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION
21-2014**

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 2014, without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

**RESOLUTION
22-2014**

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

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

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

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

WHEREAS, the current 1 Year LIBOR rate is .058; and

NOW, THEREFORE, BE IT RESOLVED, that the interest rate for the licenses issued for encroachments onto municipal properties in the year 2014 be 3.058%.

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

**RESOLUTION
23-2014**

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 2014 be 1.18%.

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
24-2014**

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 2014 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
25-2014**

WHEREAS, the Borough of Manasquan is desirous of appointing SLEO's, Class I and Class II and Crossing Guards for 2014; and

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Manasquan,

Monmouth County, New Jersey, on this 6th day of January, 2014 appoint the following for 2014:

Class I & II

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

Part-time Communication Operator

- 1) Palmer, Robert
- 2) Terracciano, Michael
- 3) White, Christine

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) Kleinknecht, Kevin

**RESOLUTION
26-2014**

WHEREAS, the Borough of Manasquan is desirous of appointing Special Law Enforcement Officers Class II for the year 2014; and

WHEREAS, the Police Chief has submitted the following individuals for appointment as Special Law Enforcement Officers Class II for the Borough of Manasquan effective January 27, 2014 at the current contractual rate of \$17.07 per hour:

Eric Krozser, Manasquan
Timothy Margadonna, Sea Girt
Shane Roland, Manasquan

**RESOLUTION
27-2014**

Governor's Council on Alcoholism and Drug Abuse
Fiscal Grant Cycle July 2014-June 2019
FORM 1B

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

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WHEREAS, the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

WHEREAS, the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Borough Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Monmouth, State of New Jersey hereby recognizes the following:

1. The Borough Council does hereby authorize submission of a Strategic plan for the Shore Municipal Alliance grant for fiscal year 2014 in the amount of:

DEDR	\$74,000.00
Cash Match	\$18,500.00
In-Kind	\$55,500.00

2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

**RESOLUTION
29-2014**

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 2014 calendar year; and

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

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

WHEREAS, the anticipated term of these contracts are one year (January 1, 2014 to December 31, 2014); 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

Kevin Starkey – Labor Counsel

John Ducey – Conflict 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 6th day of January 2014 as follows:

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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 2014 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 McCarthy made a motion to approve the consent agenda, seconded by Council Member Mangan. Motion carried by the following vote: Council Members Bossone, Sinneck, Donovan, Mangan, and McCarthy. "No" none.

**RESOLUTION
28-2014**

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 2014 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 municipal 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 this contract is one year (January 6, 2014 to December 31, 2014); and

WHEREAS, the following professional services provider has submitted proposals indicating that they will provide their services for the agreed upon rate (s) that are contained in their proposals/contracts that are on file in the Clerk's Office.

Borough Engineering Services – Maser Consulting PA

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 6th day of January, 2014 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 2014 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

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

APPROVAL OF MINUTES

Work Session and Regular Meeting Minutes November 18, 2013 (absent none)

Special Meeting Minutes – December 30, 2013 (absent none)

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

Special Meeting Minutes - December 2, 2013 (absent Donovan and Mangan)

Work Session and Regular Meeting Minutes – December 2, 2013 (absent Donovan and Mangan)

Council Member Bossone made a motion to approve the minutes, seconded by Council Member McCarthy. Motion carried unanimously. Council Members Donovan and Mangan abstained.

Work Session and Regular Meeting Minutes – December 16, 2013 (absent Sinneck)

Council Member Donovan made a motion to approve the minutes, seconded by Council Member McCarthy. Motion carried unanimously. Council Member Sinneck abstained.

STATEMENTS BY COUNCIL MEMBERS

Council Member McCarthy congratulated former Chief Galos on his nomination of Volunteer of the Year and it is truly deserved. He stated that he was fortunate over the last few years to have had a chance to work with Mike through some good times such as the Fireman's Fair and there were some not so good times with Irene and then Sandy. He stated that Mike was a true professional and a strong leader for the fire department and he worked well with all council and the various department heads that he interacted with. He also thanked the voters of Manasquan for giving him the opportunity tonight to be sworn in for a second term and he is very appreciative of this and he looks forward to working with all his colleagues as well as all the employees and residents as we move forward through these challenging times ahead. He stated that he believes a lot has been done in the last year but there is still a lot of work ahead of us to perform as the Borough continues to rebuild from the storm and that he is grateful to have the opportunity to be part of the rebuilding process.

Council Member Mangan congratulated Council Members Donovan, McCarthy, and Sinneck for all their hard work for the citizens of the town last year. He announced that this Saturday, January 11, 2014 budget meeting has been cancelled and the first budget meeting is scheduled for January 25 at 9 a.m. He also announced that the Borough received clearance and a signed request for reimbursement dated today for \$4,529,082.74 clearing its way from Washington DC to Trenton. He stated that this does not mean that the Borough has it yet but that this is a major hurdle in getting it out of DC and there is processing to be handled in Trenton but it has been approved and it is on its way to the Borough. He congratulated Council Members Donovan and McCarthy for their re-election.

Council Member Donovan thanked the citizens of Manasquan for giving Council Member McCarthy and himself the opportunity to finish what they had started pre and post Sandy and he congratulated Mike Galos for a well deserved honor. He thanked all the Council Members and the Mayor for being so eager to work together and get things done. He wished everyone a Happy New Year and a happy, healthy and safe year.

Council Member Sinneck gave his year end report. He reported that 2013 was a very eventful year for the Borough and Law and Code Committee because Super Storm Sandy reeked havoc on the Borough and destroyed about 60% of the housing stock in town. He reported that it was an unprecedented and unexpected work load for the residents to try and get their lives put back together and it was a hugely draining experience emotionally for everybody in Manasquan. He reported that the aftermath of the storm created a huge work load for the Law and Code Department as in previous years the department processed 500-800 permits and for the full year 2013 there were 1484 permits issued representing almost a 75% increase in permit work load. He stated that all procedures, processes, tools, systems, and filing which caused staffing to be increased to accommodate the increase. He reported that every time a new building is built at least 56 calls, multiple trips to

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the office, resulting in 925 electrical permits, 570 building permits, 597 plumbing permits and 413 plumbing inspections. He reported that there were 124 demolitions this past year and that has a very negative affect on the ratables. He stated that they expect that position to increase substantially as more and more properties are recovered and rebuilt and put back into the tax roles. He reported that \$320,199 in permit fees for 2013 compared to a budget of \$113942 just for Uniform Construction Code. He stated that the additional funds were used to offset the hiring of additional part time and provisional staff to handle the work, defer costs associated with the improvement to the work flow in the department and also to purchase advance software to improve the ease of data entry, tracking, filing, and interface with the finance department. He stated that they have listened to every frustration that was voiced by the residents and did the best they could to address them. He stated that it has been a pleasure working with Council Member Mangan and McCarthy on this committee throughout the year and they are truly dedicated to doing the right thing for Manasquan, residents and the tax payers. He thanked Joe D. for taking him in as a rookie and teaching him the ropes as to what he can and can not do. He stated that Frank DiRoma is well joined as the Code Supervisor and his experience in multiple areas is already proved to be an asset to the town.

Council Member Bossone congratulated Council Member Donovan and McCarthy on their re-election and he is looking forward to working with both of them again this year. He also congratulated Mike Galos on his nomination for the Volunteer of the Year and it is well deserved. He stated that he had the opportunity to work along side of Mike Galos and it showed how he has the Fireman's Fair down to where it runs very smooth. He stated that he looks forward to the new year that is coming up and finishing up the projects at the beach that were started after the storm and looks forward to a better summer of 2014 and he wished everyone aHappy New Year.

AUDIENCE PARTICIPATION

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

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

Council Member Donovan made a motion to close the meeting at 7:31 p.m., seconded by Council Member Mangan. Motion carried unanimously.

Respectfully submitted,



Barbara J. Ilaria
Municipal Clerk

DATE APPROVED 1-25-14