

THE BOROUGH OF MANTOLOKING
MAYOR AND COUNCIL

MINUTES OF THE ORGANIZATION BUSINESS MEETING
January 2, 2006

The Organization Meeting of the Mayor and Council was held this day in the meeting room of Borough Hall.

1. CALL TO ORDER: TIME: 8:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. OPEN PUBLIC MEETING STATEMENT: Mayor Dunbar

This meeting is called pursuant to the provisions of the New Jersey Open Public Meetings Law. This meeting date was included in a list of meetings sent to the Ocean County Observer, Asbury Park Press, and Ocean Star and posted continuously on the bulletin board in the Municipal Building since December 20, 2005. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk.

4.OATH OF OFFICE

The Borough Clerk, Irene Ryan administered the oath of office for Fire Chief Councilman Douglas J. Popaca for a one-year term to expire on December 31, 2006.

The Borough Clerk, Irene Ryan administered the oath of office for council member Councilman John H. Jones for a three-year term to expire on December 31, 2008.

The Borough Clerk, Irene Ryan administered the oath of office for Council member Councilman Peter R. Strohm for a three-year term expiring on December 31, 2008.

5. ROLL CALL

Mayor William K. Dunbar, III, Councilmen Steve Gillingham, Elbert E. Husted, III, John H. Jones, George C. Nebel, Douglas J. Popaca and Peter R. Strohm

ABSENT: None

4. PRIVILEGE OF THE FLOOR: The Mayor will open the meeting for public comment and questions about the agenda and any other matter of public interest.

Mr. Wyatt Earp, Chairman of the Ocean County Democratic Organization made a presentation of a proclamation as received from Congressman Frank Pallone in honor of Councilman Peter R. Strohm.

6.NEW BUSINESS

Councilman Gillingham moved the following:

RESOLUTION NO. 01/02/2006 – 01: NOMINATION AND ELECTION OF COUNCIL PRESIDENT

Councilman Gillingham nominated Councilman Elbert E. Husted, III to the position of Council President for 2006. The motion was seconded by Councilman Nebel and unanimously approved by voice vote.

Councilman Nebel moved the following:

RESOLUTION 01/02/2006 – 02: CONFIRMING THE APPOINTMENT OF OFFICIALS, COMMITTEES, AND BOARDS FOR 2006

WHEREAS, it is the responsibility of the Mayor to appoint individuals as Class II and Class IV members of the Planning Board as vacancies may exist; and

WHEREAS, it is the responsibility of the Council to appoint individuals as Class III members to the Planning Board as vacancies may exist; and

WHEREAS, it is the responsibility of the Mayor with the consent of Council to appoint various individuals such as Chief Financial Officer, Tax Collector, Borough Clerk, Deputy Borough Clerk, Assessment Search Officer, Public Agency Compliance Officer, Purchasing Agent, Tax Search Officer, Superintendent, Recycling Coordinator, Construction Official, Deputy Construction Official, Building Subcode Official, Deputy Building Subcode Official, Building Inspector, Deputy Building Inspector, Zoning And Land Use Official, Deputy Zoning and Land Use Official, Dune Inspector, Deputy Dune Inspector, Dune Program Director, Emergency Management Coordinator, Municipal Planner, Borough Historian, Licensed Sewer Operator,

Animal Control Officer, Fire Inspector, Auditor, Attorney, Dune Consultant, Prosecutor, Alternate Prosecutors, Conflicts Prosecutor, Public Defender, Alternate Public Defenders, Engineer, Assistant Engineer, Insurance Commissioner, Tax Appeal Agents, Tax Assessor, Magistrate, Court Administrator, Deputy Court Administrator, Board Of Health, Registrar of Vital Statistics, Deputy Registrar, Special Counsel, National Flood Insurance Program Coordinator, Handicap Coordinator, Community Development Block Grant Representative, Archives and Records Project Manager, and

WHEREAS, AFTER DUE DELIBERATION, the Mayor and Council have determined that the schedule attached hereto and made a part hereof entitled “Officials, Committees and Boards for 2006” constitute their appointments for the position set forth therein.

IT IS NOW, THEREFORE, this 2nd day of January, 2006, Resolved by the Mayor and Council of the Borough of Mantoloking, as follows:

1. That the schedule entitled “Officials, Committees, and Boards for 2006” does accurately designate persons or entities nominated or appointed to the various positions as set forth therein.
2. That the Council does, by this Resolution, hereby confirm, ratify, and approve the nominations and appointments and terms of office identified in said schedule both as to those officers and positions wherein the Mayor has the right to nominate and appoint with the advice and consent of Council or otherwise, and as to those offices and positions wherein the Council has the right to select said individuals or entities.

The motion was seconded by Councilman Jones and unanimously approved by voice vote.

OFFICIALS, COMMITTEES, AND BOARDS FOR 2006

<u>POSITION</u>	<u>NAME</u>	<u>TERM EXPIRES*</u>
Mayor	William K. Dunbar, III	2006
<u>COUNCIL</u> (3 year term)		
Council President	Elbert E. Husted, III	2006
Councilman	Steve Gillingham	2006
Councilman	Peter R. Strohm	2008
Councilman	John H. Jones	2008
Councilman	Douglas J. Popaca	2007
Councilman	George C. Nebel	2007
<u>OFFICIALS</u>		
Borough Clerk	Irene H. Ryan	
Assessment Search Officer	Irene H. Ryan	
Public Agency Compliance Officer	Irene H. Ryan	
Purchasing Agent	Irene H. Ryan	
Insurance Commissioner	Irene H. Ryan	
Deputy Borough Clerk	Nancy Klumb	
Chief Financial Officer	Michelle Swisher	2009
Tax Collector	Patricia Wojcik	
Tax Search Officer	Patricia Wojcik	
Borough Superintendent	William Heckman	
Construction Official	V. John Wardell	
Deputy Construction Official	Douglas Applegate	
Building Subcode Official	V. John Wardell	
Deputy Building Subcode Official	Douglas Applegate	
Building Inspector	V. John Wardell	
Deputy Building Inspector	Douglas Applegate	
Zoning & Land Use Official	Thomas S. Guldin	
Deputy Zoning & Land Use Official	V. John Wardell	
Deputy Dune Inspector	John H. Jones	
National Flood Insurance Program Coordinator	John H. Jones	
Recycling Coordinator	William Heckman	

Emergency Management Coordinator
 Fire Official
 Deputy Fire Official
 Tax Assessor
 Tax Appeal Agents

Sgt. Mark Wright
 Charles E. Wills
 Michael Clayton
 James L. Anderson
 O'Malley, Surman & Michelini, Esq.
 James L. Anderson

*Term ends 12/31 in present year unless otherwise noted

POSITION

Licensed Sewer Operator
 Animal Control Officer
 Handicap Coordinator

NAME

TERM EXPIRES*

Ron Laird
 Associated Humane Societies
 Peter R. Strohm

PROFESSIONAL SERVICES

Borough Auditor
 Borough Attorney
 Dune Consultant
 Municipal Prosecutor
 Alternate Prosecutor #1
 Alternate Prosecutor #2
 Municipal Public Defender
 Alternate Public Defender #1
 Alternate Public Defender #2
 Municipal Conflicts Prosecutor
 Borough Engineer/Flood Plain Manager
 Asst. Borough Engineer/Dune Inspector
 Borough Special Counsel
 Municipal Consulting Planner
 Beach Lobbying & Information Services
 Police Department Physician

William E. Antonides, CPA,RMA,PSA
 Edwin J. O'Malley, Jr., Esq.
 Dr. Stewart Farrell
 Steven A. Zabarsky, Esq.
 Robert A. Greitz, Esq.
 Douglas W. Jones, Jr.
 James J. Gluck, Esq.
 Robert W. Allen, Esq.
 Kerry A. McGrath, Esq.
 Joseph D. Coronato, Esq.
 Thomas S. Guldin, P.E.
 Robert Mainberger, P.E.
 John J. DeVincens, Esq.
 Janice Talley
 Howard Marlowe
 George Jarahian, Jr., M.D.

COMMITTEES

Finance

George C. Nebel, Chairman
 John H. Jones
 Peter R. Strohm

Public Safety

Steve Gillingham, Chairman
 George C. Nebel
 Peter R. Strohm

Beach Ordinance & Staffing Review

Steve Gillingham, Chairman
 John H. Jones
 George C. Nebel

Solid Waste & Recycling

Peter R. Strohm, Chairman
 Elbert E. Husted, III
 Douglas J. Popaca

Public Works

Douglas J. Popaca, Chairman
John H. Jones
Steve Gillingham

Regionalization & Shared Services

Douglas J. Popaca, Chairman
Steve Gillingham
Peter R. Strohm

Archives and Records Committee

Douglas J. Popaca, Chairman
John H. Jones
Irene H. Ryan, Project Manager

COMMITTEES

Long Range Planning

NAME **TERM EXPIRES***
Douglas J. Popaca, Chairman
John H. Jones
Steve Gillingham

Ocean County Cultural Plan Implementation

Priscilla Hiby

Beautification of Mantoloking

Douglas J. Popaca, Chairman
Mary Anne Finch
Elizabeth Wagner
Jacqueline Lewis

Dune & Beach Renourishment

Elbert E. Husted, III, Dune Program Dir
John H. Jones
Peter R. Strohm

Dune Walk

John H. Jones, Chairman
Elbert E. Husted, III
Craig Symons
Jennifer Buck
Marilyn Potter

Drug & Alcohol Alliance Committee

Peter R. Strohm, Chairman
Sandra McIntyre
Chief Richard Ortley

Ocean County Block Grant Program

Douglas J. Popaca, Local Representative
Peter R. Strohm, Alternate
Barbara DeAmicis, Alternate

Legislative Action Committee

Elbert E. Husted, III
Peter R. Strohm
George Ring
Donald Redlinger
Harry McEnroe

Barnegat Bay Estuary Committee

Constance E. Pilling

Utility Services Committee

Douglas J. Popaca, Chairman
 Peter R. Strohm
 George C. Nebel

Flood Strategy Committee

John H. Jones, Chairman
 Peter R. Strohm
 Thomas S. Guldin, P.E.
 Craig Symons

COMMITTEES

NFIP Flood Hazard Mitigation Planning

<u>NAME</u>	<u>TERM EXPIRES*</u>
John H. Jones, Chairman	
Thomas S. Guldin, P.E.	
William Heckman	
Robert Mainberger, P.E.	
Craig Symons	
V. John Wardell	
Stanley Witkowski	
Peter Flihan	
George Peterson	

Historical Committee

Anne L. Benedict, Borough Historian
 Jane Post
 Runyon Colie
 Robert S. McIntyre

2011 Centennial Celebration Committee

Anne L. Benedict
 Jane Post
 Robert Post
 Betsy Colie
 Runyon Colie
 Jennifer Buck
 Robert McIntyre
 Barbara Earle
 James Earle
 Edwin C. O’Malley
 Sarah Dewing
 Constance Kapp
 Virginia Sigety

PLANNING BOARD

Class I (4 year term)	William K. Dunbar, III	2006
Class II (1 year term)	James J. Brown	2006
Class III (1 year term)	Steve Gillingham	2006
Class IV (4 year term)	Richard Bradley	2009
	D. Mark Hawkings	2009

	Chairman Joseph DeAmicis	2006
	Robert S. McIntyre	2006
	Vice-Chairman G. Russell Henshaw, Jr.	2006
	Elizabeth Nelson	2007
Alternate #1	Stanley Witkowski	2006
Alternate #2	Marilyn Potter	2006
Alternate #3	James Clarke	2006

DEPARTMENT/POSITION

NAME

TERM EXPIRES*

MUNICIPAL COURT

Magistrate (3 year term)	Samuel M. Morris	2007
Court Administrator (3 year term)	Jennifer B. Krieg	2007
Deputy Court Administrator	Irene H. Ryan	
Dep. Ct. Admin/Violations Clerk	Elizabeth L. Boettger	

BOARD OF HEALTH

Health Official (3 year term)	Dr. Michael J. Doyle	2007
	Julie Dunbar	2008
	Dr. Patricia McCormack	2008
	John Mathey	2006
	Sandra McIntyre	2007

REGISTRAR OF VITAL STATISTICS

Deputy Registrar	Irene H. Ryan (Concurrent w/term as Municipal Clerk)	
	Nancy Klumb	

*Term ends 12/31 in present year unless otherwise noted.

Councilman Nebel moved the following:

RESOLUTION NO. 01/02/2006 – 03: AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES

WHEREAS, the Borough of Mantoloking has a need to acquire Professional Services as traditional contracts pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 (as appropriate); and,

WHEREAS, Chief Financial Officer has determined and certified in writing that the value of the acquisitions will exceed \$17,500; and,

WHEREAS, the anticipated term of the contracts is one (1) year; and

WHEREAS, the following have submitted proposals by January 2, 2006 indicating they will provide their listed services:

<u>POSITION</u>	<u>OFFICIAL</u>	<u>CONTRACT AMOUNT</u>	<u>BUSINESS NAME</u>
Dune Consultant	Dr. Stewart Farrell	\$ 27,301.95	R. Stockton College of N.J.
Borough Engineer	Thomas S. Guldin, P.E.	42/hr to 225/hr + Misc.Exp.	Hatch, Mott, MacDonald
Asst.Borough Eng/Dune Insp.	Robert Mainberger, P.E.	“ “ “ “	“ “ “
Beach Lobbying & Infor. Serv.	Howard Marlowe	\$31,800+Travel Exp to \$350/mo.	Marlowe and Company

AND

WHEREAS, as may be applicable pursuant to N.J.S.A. 19:44-A-20.4, et seq. obligates the professional contractors to certify that they have not made any reportable contributions to a political or candidate committee in the Borough of Mantoloking in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract, and

WHEREAS, the Business Entity Disclosure Certification shall be executed prior to execution of the professional services contract, and

WHEREAS, a Certificates of Availability of Funds issued by the Chief Financial Officer has been submitted pursuant to N.J.A.C. 5:30-5.4.

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Mantoloking authorize the Mayor to enter into the contracts with the professional contractors as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution. And,

BE IT FURTHER RESOLVED that notice of this action is published as a contract award without competitive bidding as professional services pursuant to N.J.S.A. 40:55D-24.

The motion was seconded by Councilman Jones and unanimously approved by voice vote.

Councilman Nebel moved the following:

RESOLUTION NO. 01/02/2006 – 04: NAMING OFFICIAL DEPOSITORIES

WHEREAS, NJS 40A:5-14 mandates that the governing body of a municipal corporation shall, by resolution passed by a majority vote of the full membership thereof, designate as a depository for its monies a bank or trust company having its place of business in the state and organized under the laws of the United States or this state;

NOW, THEREFORE, BE IT RESOLVED on the 2nd day of January, 2006, by the Council of the Borough of Mantoloking, County of Ocean, State of New Jersey, that:

- 1) Commerce Bank
- Sovereign Bank
- Bank of New York
- Wachovia
- Ocean First
- PNC Bank
- Amboy National Bank
- First Washington State Bank
- Bank of America (formerly Fleet Bank)
- North Fork Bank

New Jersey Cash Management
Municipal Investors Service Corp (MBIA)

Be and are hereby designated as official depositories for the Borough of Mantoloking for the year 2006.

- 2) Prior to the deposit of any municipal funds in the above-mentioned depositories, said bank shall file with the Chief Financial Officer a statement indicating that the bank is covered under the Government Units Deposit Protection Act (R.S. 17:9-41).

The motion was seconded by Councilman Strohm and unanimously approved by voice vote.

Councilman Gillingham moved the following:

RESOLUTION NO. 01/02/2006 - PAYMENT OF BILLS

RESOLVED, that the payment of routine or recurring accounts allowing discounts or other payments in the year 2006 requiring urgency be paid by the Chief Financial Officer on order of the Mayor and attested by the Municipal Clerk. All such payments to be presented to the Council at the next succeeding meeting for confirmation.

The motion was seconded by Councilman Nebel and unanimously approved by voice vote.

Councilman Jones moved the following:

RESOLUTION NO. 01/02/2006 – 06: OFFICIAL NEWSPAPERS

WHEREAS, Section 3(d) of the Open Public Meeting Act, Chapter 231, P.L. 1975, requires that certain notice of meetings be submitted to any two (2) newspapers, one of which shall be the official newspaper; and

WHEREAS, the second newspaper designated by this body must be one which has the greatest likelihood of informing the public within the jurisdictional boundaries of this body of such meeting.

WHEREAS, to facilitate the timely publication of public notices as required by law, and in the interest of the public, the Borough Council desires to avail itself of the services of newspapers of general circulation in the community for the year 2006.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Mantoloking, County of Ocean, State of New Jersey, as follows:

1. The Ocean County Observer, Toms River, the The Ocean Star, Point Pleasant Beach, and the Asbury Park Press, Neptune are designated to receive all notices of meetings as required under the Open Public Meetings Act.

The motion was seconded by Councilman Husted and unanimously approved by voice vote.

Councilman Nebel moved the following:

RESOLUTION NO. 01/02/2006 – 07: SETTING THE TEMPORARY BUDGET

WHEREAS, N.J.S.A. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2006 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January, 2006; and

WHEREAS, the total appropriations in the 2005 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of \$2,758,300.70 ; and

WHEREAS, 26.25% of the total appropriations in 2005 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2005 budget is the sum of \$724,053.93 ;

NOW, THEREFORE, BE IT RESOLVED that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for the records:

TEMPORARY APPROPRIATIONS – 2006

	<u>SALARY & WAGES</u>	<u>OTHER EXPENSES</u>
Municipal Clerk	\$35,000.00	\$20,000.00
Finance	9,000.00	12,000.00
Audit		10,000.00
Tax Collector	10,000.00	200.00
Tax Assessor	4,000.00	1,000.00
Legal		20,000.00
Engineering		25,000.00
Planning	9,000.00	2,000.00
Construction	8,000.00	2,000.00

Sub-code Plumbing		3,000.00
Sub-code Fire		3,000.00
Liability Insurance		35,000.00
Workmens Comp Ins		15,000.00
Group Health Ins		55,000.00
Police	180,000.00	45,000.00
Emergency Management		200.00
First Aid		
Fire		10,000.00
Uniform Fire Safety	1,000.00	
Municipal Prosecutor		1,000.00
Road Repairs	22,000.00	13,000.00
Garbage		42,000.00
Recycling		
Buildings & Grounds		20,000.00
Sewer System		5,000.00
Board of Health	60.00	
Municipal Alliance		200.00
Aid to Hospital		
Beach Access		2,000.00
Beach Maintenance		10,000.00
Beach Maint-outside caps		5,000.00
Electricity		6,000.00
Telephone		4,000.00
Water		2,000.00
Fire Hydrant		7,000.00
Natural Gas		5,000.00
Gasoline		5,000.00
Ocean Cty Utility Authority		30,000.00
PERS		
Social Security		12,000.00
PFRS		
Court	10,000.00	1,500.00
Public Defender		1,000.00
Capital Improvement		
TOTAL	\$288,060.00	\$430,100.00
GRAND TOTAL		<u>\$718,160.00</u>

The motion was seconded by Councilman Jones and unanimously approved by voice vote.

Councilman Husted motioned the following:

RESOLUTION NO. 01/02/2006 – 08: DELINQUENT TAX COLLECTION

RESOLVED, that the Tax Collector of the Borough of Mantoloking is hereby directed to charge and collect interest at eight percent (8%) per annum on the first \$1,500 of any delinquency, and eighteen percent (18%) per annum on any amount in excess of \$1,500, to be calculated from the date the tax was payable to the date of actual payment.

RESOLVED, that the Tax Collector of the Borough of Mantoloking is hereby directed to charge and collect an additional penalty at the rate of six percent (6%) of the amount of delinquency from each taxpayer with a delinquency in excess of \$10,000 who shall fail to pay that delinquency prior to the end of the calendar year.

FURTHER RESOLVED, that the interest on any delinquency shall be computed from the date the monies are due or become delinquent, except that no interest shall be charged on any installment payment if payment of said installment is made within ten (10) days after the date upon which same becomes payable

The motion was seconded by Councilman Popaca and unanimously approved by voice vote.

Councilman Husted moved the following:

RESOLUTION NO. 01/02/2006 – 09: LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

BE IT RESOLVED that the following named persons are hereby appointed as members of the Borough of Mantoloking Local Emergency Planning Committee (LEPC) for the year 2006. The Coordinator is appointed for a term of three (3) years:

Sergeant Mark Wright, Emergency Management Coordinator (Term expires 12/31/2008)
Steve Gillingham, Deputy Emergency Management Coordinator
Douglas J. Popaca, Councilman/Fire Chief
Irene H. Ryan, Borough Clerk
Richard Ortley, Chief of Police
William Heckman, Borough Superintendent
Dr. Michael Doyle, Director, Board of Health
Ocean County Department of Social Services
Stanley Switlick, Community Group-Mantoloking Yacht Club
Edwin J. O'Malley, Jr., Borough Attorney
Michelle Swisher, Chief Financial Officer
Christine Wilder, Editor-The Mantoloking Reporter
Craig Goldman, Member-Ocean County Amateur Radio Emergency Services

BE IT FURTHER RESOLVED that the Borough Coordinator of Emergency Management is authorized, upon adoption of this Resolution, to call necessary meetings, arrange for appropriate training sessions, and to set deadlines for responses in writing of the various sections of the Emergency Operations Plan as well as any further related requirements.

The motion was seconded by Councilman Nebel and unanimously approved by voice vote.

Councilman Gillingham moved the following:

RESOLUTION NO. 01/02/2006 – 10: TAX APPEAL AGENTS

WHEREAS, from time to time, the Tax Assessor discovers an error in calculation, transposing, measurement, or typographical errors in the tax assessments on the tax list after the time the County Board of Taxation has certified the tax rates for the tax year, or a property becomes subject to a rollback assessment; and

WHEREAS, the governing body of the Taxing District of the Borough of Mantoloking is desirous that every taxpayer pays his fair share of taxes; and

WHEREAS, if the above discovered errors are not corrected or a rollback assessment not applied, the taxpayers affected would not be paying their fair share of taxes; and

WHEREAS, the method of correcting such errors is to file a Petition of Appeal or Complaint with the Ocean County Board of Taxation.

IT IS NOW, THEREFORE, Resolved by the Mayor and Council of the Borough of Mantoloking as follows:

1. That the Tax Assessor or Municipal Attorney is hereby authorized to act as the agent for the Taxing District during the year of 2006 and file a Petition of Appeal or Complaint with the Ocean County Board of Taxation to correct such assessments to the property value and that a copy of any Petition of Appeal or Complaint filed with the Ocean County Board of Taxation under this Resolution be filed with the Municipal Clerk.

2. That the Tax Assessor or Municipal Attorney is hereby authorized to execute stipulations of settlement on any tax appeal or complaint filed by the taxing district or by a taxpayer in the tax year 2006.

3. That a certified copy of this Resolution be forwarded to the Ocean County Board of Taxation with any such Petition of Appeal.

The motion was seconded by Councilman Jones and unanimously approved by voice vote.

RESOLUTION NO. 01/02/2006 – 11: ADOPTION OF A CASH MANAGEMENT PLAN

WHEREAS, P.L. 1983, Chapter 8, approved January 18, 1983, amending N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-14, mandate that each local governmental unit shall adopt a Cash Management Plan; and

WHEREAS, the Borough Council (Finance Committee) with the assistance of the Borough's Chief Financial Officer, has, pursuant to the law, generated a proposed Cash Management Plan.

IT IS, NOW THEREFORE, this 2nd day of January, 2006, **RESOLVED** by the Mayor and Council of the Borough of Mantoloking, Ocean County, New Jersey, as follows:

1. The attached document entitled "Cash Management Plan of the Borough of Mantoloking, Ocean County, New Jersey" dated March 18, 1996, (Amended: January 3, 2005) is hereby adopted and approved as the Cash Management Plan of the Borough.

2. The Chief Financial Officer, with the advice of the Chairman of the Council's Finance Committee, shall have the authority and responsibility to make deposits and investments of municipal funds.

**CASH MANAGEMENT PLAN OF THE BOROUGH OF MANTOLOKING
OCEAN COUNTY, NEW JERSEY
MARCH 18, 1996
(AMENDED: JANUARY 3, 2005)**

Definitions

1. Fiscal year shall mean the twelve months ending December thirty-one.
2. Cash Management Plan shall mean the plan as approved by this Resolution.

Designation of Depositories

At the Borough's reorganization meeting, the governing body shall by resolution designate the depositories and the methods of transferring funds for investment purposes for the Borough of Mantoloking in accordance with N.J.S.A. 40A:5-14.

Audit Requirement

The Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A:5-4.

Authority to Invest

The governing body shall pass a resolution at its annual reorganization meeting designating the Borough Official(s) who shall make and be responsible for municipal deposits and investments,

Investment Instruments

The designated Borough Official(s) shall invest at his discretion in any investment instrument as approved by the State of New Jersey in accordance with N.J.S.A. 40A:5-15.1. Rate of return shall not be the only consideration, safety and liquidity shall be considered along with rate of return.

Records and Reports

The Chief Financial Officer shall report all investments in accordance with N.J.S.A 40A:5-15.2.

At a minimum the Chief Financial Officer shall:

1. Keep a record of all investments.
2. Confirm investments with the governing body at the next regularly scheduled meeting.
3. Report monthly to the governing body as to the status of cash balances in all bank accounts, revenue collection, interest rates and interest earned.

Cash Flow

1. The Chief Financial Officer shall ensure that the accounting system provides regular information concerning the cash position and investment performance.
2. All monies, shall be turned over to the Chief Financial Officer and deposited in accordance with N.J.S.A. 40A:5-15.
3. The Chief Financial Officer is authorized and directed to invest surplus funds of the Borough of Mantoloking as the availability of the funds permit. In addition, it shall be the responsibility of the Chief Financial Officer to minimize the possibility of idle cash by depositing the monies in interest bearing accounts whenever practical and in the best interest of the Borough of Mantoloking.
4. The Chief Financial Officer shall ensure that the funds are borrowed for Capital Projects in a timely fashion.

7. SPECIAL MEETING

Mayor Dunbar announced that a Special Meeting was advertised and posted to hold a public hearing on the 2006 Community Development Block Grant Program in the Borough of Mantoloking. Councilman Popaca, Local Representative of the Ocean County Block Grant Program added that applications are available up to 1:00 p.m. on Friday, January 6, 2006. A second public hearing will be held on said applications on January 17, 2006. Therefore, the meeting was opened for citizens to comment on the needs of the borough in relation to handicap access. There being no comments made, the public hearing was closed.

8. NEXT MEETING Regular Meeting of Tuesday, January 17, 2006 at 8:00 p.m.

9. ADJOURNMENT

There being no further business for this meeting, it was moved by Councilman Nebel to adjourn. The motion was seconded by Councilman Popaca and unanimously approved by voice vote at 8:27 p.m.

Respectfully submitted,

Irene H. Ryan, R.M.C.
Municipal Clerk