THE BOROUGH OF MANTOLOKING
MAYOR AND COUNCIL

AGENDA – ORGANIZATION BUSINESS MEETING
January 2, 2009
4:30 P.M.
BOROUGH HALL

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

1. CALL TO ORDER:  TIME:

2. PLEDGE OF ALLEGIANCE

3. OPEN PUBLIC MEETING STATEMENT: Mayor George C. Nebel
   In compliance with the provisions of the New Jersey Open Public Meetings Act, adequate notice of this meeting of the Mantoloking Borough Council has been advertised in the manner provided by law.

3. OATH OF OFFICE
   Borough Clerk, Irene Ryan administers the oath of office for council members Councilman Peter R. Strohm and Councilman James J. Brown for a three-year term to expire on December 31, 2011.

5. ROLL CALL
   Mayor George C. Nebel, Councilmen Steve Gillingham, Peter R. Strohm, Stanley F. Witkowski, Donald S. Ness, James J. Brown and Councilwoman Beth Nelson
   ABSENT:
   ALSO PRESENT

6. PRIVILEGE OF THE FLOOR: The Mayor will open the meeting for public comment and questions about the agenda.

7. NEW BUSINESS
   RESOLUTION: NOMINATION AND APPOINTMENT OF COUNCIL PRESIDENT
   Council_______________________ motioned to nominate Council______________________________________ as Council President for 2009. Council_____________ seconded the motion and ………………………………………

   Council President moves the following two (2) resolution.
   RESOLUTION: CONFIRMING THE APPOINTMENT OF OFFICIALS, COMMITTEES, AND BOARDS FOR 2009
   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 an individual as Class III member 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, Borough Historian, Licensed Sewer Operator, Animal Control Officer, 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, Records Project Manager, Technical Assistant to the Construction Official, Fire Official, Deputy Fire Official, Flood Plain Manager, Beach Lobbying Consultants, Police Department Physician and Environmental Commission, 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 2009” constitute their appointments for the position set forth therein.

IT IS NOW, THEREFORE, this 2nd day of January, 2009, Resolved by the Mayor and Council of the Borough of Mantoloking, as follows:

1. That the schedule entitled “Officials, Committees, and Boards for 2009” 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.

OFFICIALS, COMMITTEES, AND BOARDS FOR 2009

<table>
<thead>
<tr>
<th>POSITION</th>
<th>NAME</th>
<th>TERM EXPIRES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor</td>
<td>George C. Nebel</td>
<td>2010</td>
</tr>
<tr>
<td>COUNCIL (3 year term)</td>
<td></td>
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<tr>
<td>Councilman</td>
<td>Stanley F. Witkowski</td>
<td>2009</td>
</tr>
<tr>
<td>Council President, Councilman</td>
<td>Steve Gillingham</td>
<td>2009</td>
</tr>
<tr>
<td>Councilman</td>
<td>Donald S. Ness</td>
<td>2010</td>
</tr>
<tr>
<td>Councilwoman</td>
<td>Ann Elizabeth Nelson</td>
<td>2010</td>
</tr>
<tr>
<td>Councilman</td>
<td>Peter R. Strohm</td>
<td>2011</td>
</tr>
<tr>
<td>Councilman</td>
<td>James J. Brown</td>
<td>2011</td>
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OFFICIALS

<table>
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<tr>
<th>POSITION</th>
<th>NAME</th>
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<tbody>
<tr>
<td>Borough Clerk</td>
<td>Irene H. Ryan</td>
</tr>
<tr>
<td>Assessment Search Officer</td>
<td>Irene H. Ryan</td>
</tr>
</tbody>
</table>
Public Agency Compliance Officer
Purchasing Agent
Insurance Commissioner
Deputy Borough Clerk
Tech. Asst. to the Construction Official
Chief Financial Officer
Tax Collector
Tax Search Officer
Borough Superintendent
Construction Official
Deputy Construction Official
Building Subcode Official
Deputy Building Subcode Official
Building Inspector
Deputy Building Inspector
Fire Official
Deputy Fire Official
Fire Code Official
Electrical Code Official
Plumbing Code Official
Zoning & Land Use Official
Deputy Zoning & Land Use Official
Deputy Dune Inspector
National Flood Insurance Program Coordinator
Recycling Coordinator
Emergency Management Coordinator
Environmental Commission Chairman
Tax Assessor
Tax Appeal Agents

Irene H. Ryan
Irene H. Ryan
Irene H. Ryan
Nancy Klumb
Nancy Klumb
Michelle Swisher
Michelle Swisher
Michelle Swisher
V. John Wardell
Douglas Applegate
V. John Wardell
Douglas Applegate
V. John Wardell
Douglas Applegate
Charles E. Wills
Michael Clayton
Stephen G. Patterson
John J. Helmstetter
Hans D. Warnebold
Thomas S. Guldin
William Heckman
Peter R. Strohm
James J. Brown
James J. Brown
Robert S. McIntyre
Joseph DeAmicis
James L. Anderson
O’Malley, Surman & Michelini, Esq.
James L. Anderson

<table>
<thead>
<tr>
<th>POSITION</th>
<th>NAME</th>
<th>TERM EXPIRES</th>
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</thead>
<tbody>
<tr>
<td>Licensed Sewer Operator</td>
<td>Ron Laird</td>
<td></td>
</tr>
<tr>
<td>Animal Control Officer</td>
<td>Jersey Shore Animal Center</td>
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<tr>
<td>Handicap Coordinator</td>
<td>Peter R. Strohm</td>
<td></td>
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</table>

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
Alternate Municipal Conflicts Prosecutor

William E. Antonides, CPA,RMA,PSA
Edwin J. O'Malley, Jr., Esq.
Dr. Stewart Farrell
Steven A. Zabarsky, Esq.
Thomas V. Campo, Esq.
Colleen M. Dolcy, Esq.
James J. Gluck, Esq.
Robert W. Allen, Esq.
Kerry A. McGrath, Esq.
Joseph D. Coronato, Esq.
Bonnie R. Peterson, Esq.
Borough Engineer/Flood Plain Manager  
Asst. Borough Engineer/Dune Inspector  
Borough Special Counsel  
Police Department Physician  
---
Thomas S. Guldin, P.E.  
Robert Mainberger, P.E.  
Vito A. Gagliardi, Jr., Esq.  
George Jarahian, Jr., M.D.

<table>
<thead>
<tr>
<th>COMMISSIONS</th>
<th>NAME</th>
<th>TERM EXPIRES</th>
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<tr>
<td>Environmental</td>
<td>Joseph DeAmicis, Chairman</td>
<td>12/31/2009</td>
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<tr>
<td></td>
<td>Constance E. Pilling</td>
<td>12/31/2009</td>
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<td></td>
<td>Richard Bradley</td>
<td>12/31/2010</td>
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<td></td>
<td>Marilyn Potter</td>
<td>12/31/2010</td>
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<td></td>
<td>Courtney Bixby</td>
<td>12/31/2010</td>
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<td></td>
<td>Peter Chance</td>
<td>12/31/2011</td>
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<tr>
<td></td>
<td>Jennifer Buck</td>
<td>12/31/2011</td>
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Subcommittee:  
Barnegat Bay Estuary  
Constance E. Pilling, Chairwoman

<table>
<thead>
<tr>
<th>COMMITTEES</th>
<th>NAME</th>
<th>TERM EXPIRES</th>
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</thead>
<tbody>
<tr>
<td>Finance Committee</td>
<td>Stanley Witkowski, Chairman</td>
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<tr>
<td></td>
<td>Donald S. Ness</td>
<td></td>
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<tr>
<td></td>
<td>Steve Gillingham</td>
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<tr>
<td></td>
<td>Mary Brown</td>
<td></td>
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</table>

Public Safety Committee  
Steve Gillingham, Chairman  
Stanley Witkowski  
Peter R. Strohm  
Harold Lyons

Subcommittees:  
Municipal Court Security  
Steve Gillingham, Chairman  
Donald S. Ness  
Judge Samuel M. Morris  
Chief Mark Wright  
Jennifer Krieg, Court Administrator

<table>
<thead>
<tr>
<th>COMMITTEES</th>
<th>NAME</th>
<th>TERM EXPIRES</th>
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</thead>
<tbody>
<tr>
<td>Subcommittees:</td>
<td></td>
<td></td>
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<tr>
<td>Beach Ordinance &amp; Staffing Review</td>
<td>Steve Gillingham, Chairman</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Donald S. Ness</td>
<td></td>
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<tr>
<td></td>
<td>Ann Elizabeth Nelson</td>
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</tr>
</tbody>
</table>

Public Works Committee  
Ann Elizabeth Nelson, Chairman  
James J. Brown  
Steve Gillingham  
Douglas J. Popaca

Subcommittees:  
Utility Services  
Ann Elizabeth Nelson, Chairman  
Peter R. Strohm  
Donald S. Ness
### Regionalization & Shared Services

- Ann Elizabeth Nelson, Chairman
- Steve Gillingham
- Peter R. Strohm

### Ocean County Block Grant Program

- Thomas S. Guldin P.E., Local Representative
- Peter R. Strohm, Alternate
- Barbara DeAmicis, Alternate
- Mary Brown

### Dune & Beach Committee

- Peter R. Strohm, Dune Program Director
- Steve Gillingham
- Elbert E. Husted, III
- John H. Jones

#### Subcommittees:

- **Dune Walk**
  - Peter R. Strohm, Chairman
  - Craig Symons
  - Jennifer Buck
  - Marilyn Potter
  - John H. Jones

- **Mantoloking Beach Protection**
  - Peter R. Strohm, Chairman
  - Steve Gillingham
  - Craig Goldman
  - Anthony Grella
  - Kara Symons
  - John H. Jones

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

### COMMITTEES

#### Subcommittees:

- **Legislative Action**
  - Peter R. Strohm, Chairman
  - Steve Gillingham
  - Donald S. Ness
  - Joyce Popaca
  - Patricia Peterson
  - George Ring
  - Harry McEnroe
  - Edwin J. O’Malley, Jr., Esq.

- **Long Range Planning**
  - Peter R. Strohm, Chairman
  - James J. Brown
  - Steve Gillingham

- **Drug & Alcohol Alliance**
  - Peter R. Strohm, Chairman
  - Kathleen May
Mantoloking Committee

Subcommittees:
- Beautification
  - Mary Anne Finch, Chairwoman
  - Elizabeth Wagner
  - Jacqueline Lewis
- Historical
  - Anne L. Benedict, Borough Historian
  - Jane Post
  - Runyon Colie
  - Robert S. McIntyre
  - Jennifer Buck

2011 Centennial Celebration

- Sarah Dewing, Co-Chairwoman
- Constance Kapp, Co-Chairwoman
- William B. Tubbs, Co-Chairman
- Steve Gillingham, Finance Chairman
- Anne L. Benedict, Historian
- Lynn Foristall, Publicity
- Anna Slack
- Doreen Duggan
- Brenda Koechling
- R. Lockwood Jones
- Robert S. McIntyre
- Edwin C. O’Malley
- Lynn O’Mealia
- Virginia Sigety

COMMITTEES

Municipal Services Committee

- James J. Brown, Chairman

Subcommittees:
- NFIP Flood Hazard Mitigation Planning
  - James J. Brown Chairman
  - Stanley F. Witkowski
  - Thomas S. Guldin, P.E.
  - William Heckman
  - Robert Mainberger, P.E.
  - Craig Symons
  - V. John Wardell
  - Peter Flihan
  - George Peterson
  - John H. Jones
### Archives and Records
- James J. Brown, Chairman
- Donald S. Ness
- Irene H. Ryan, Project Manager

### Borough Hall Library
- Marianne Buck, Chairwoman
- Constance E. Pilling
- Sally Van Duyne
- Susan Laymon
- Terry Hughes

### Solid Waste & Recycling
- James J. Brown, Chairman
- Donald S. Ness
- Ann Elizabeth Nelson
- Peter Flihan

### New Jersey League of Municipalities Liaison
- James J. Brown, Chairman
- Steve Gillingham
- Ann Elizabeth Nelson

### Mantoloking Website
- James J. Brown, Chairman
- Edwin C. O’Malley

<table>
<thead>
<tr>
<th>DEPARTMENT/POSITION</th>
<th>NAME</th>
<th>TERM EXPIRES</th>
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</thead>
<tbody>
<tr>
<td><strong>PLANNING BOARD</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Class I (4 year term)</td>
<td>George C. Nebel</td>
<td>2010</td>
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<tr>
<td>Mayor’s Designee in Absence of Mayor</td>
<td>Stanley F. Witkowski</td>
<td>N/A</td>
</tr>
<tr>
<td>Class II (1 year term)</td>
<td>Robert S. McIntyre</td>
<td>2009</td>
</tr>
<tr>
<td>Class III (1 year term)</td>
<td>Steve Gillingham</td>
<td>2009</td>
</tr>
<tr>
<td>Class IV (4 year term)</td>
<td>Richard Bradley</td>
<td>2009</td>
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<tr>
<td></td>
<td>D. Mark Hawkings</td>
<td>2009</td>
</tr>
<tr>
<td></td>
<td>Jane White</td>
<td>2012</td>
</tr>
<tr>
<td></td>
<td>G. Russell Henshaw, Jr.</td>
<td>2010</td>
</tr>
<tr>
<td></td>
<td>Marilyn Potter</td>
<td>2010</td>
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<tr>
<td></td>
<td>Thomas McIntyre</td>
<td>2012</td>
</tr>
<tr>
<td>Alternate #1</td>
<td>Betsy Nelson</td>
<td>2010</td>
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<tr>
<td>Alternate #2</td>
<td>Denise Boughton</td>
<td>2009</td>
</tr>
<tr>
<td>Board Attorney/Special Counsel</td>
<td>John J. DeVincen</td>
<td></td>
</tr>
<tr>
<td>Municipal Planner</td>
<td>Robert Mainberger, P.E.</td>
<td></td>
</tr>
</tbody>
</table>
MUNICIPAL COURT
Magistrate
(3 year term)
Court Administrator
(3 year term)
Deputy Court Administrator
Dep. Ct. Admin/Violations Clerk
Samuel M. Morris
Jennifer B. Krieg
Irene H. Ryan
Elizabeth L. Boettger

DEPARTMENT/POSITION
NAME
TERM EXPIRES
BOARD OF HEALTH
Health Official
(3 year term)
Dr. Michael J. Doyle
2010
Dr. Patricia McCormack
2012
John Mathey
2009
Sandra McIntyre
2010

REGISTRAR OF VITAL STATISTICS
Irene H. Ryan (Concurrent w/term as Municipal Clerk)

Deputy Registrar
Nancy Klumb

BOARD OF EDUCATION
President
Joyce Popaca
2010
Member
Sandra McIntyre
2009
Vice President
Barbara DeAmicis
2011
Business Administrator
Linda M. Considine
Treasurer of School Funds
Patricia Peterson

MANTOLOKING FIRE COMPANY NO. 1
Fire Chief
Laurence Gilman
Fire Company President
George Downes

RESOLUTION: 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 2009. The Coordinator is appointed for a term of three (3) years:
Robert S. McIntyre, Emergency Management Coordinator (Term Expires 12/31/2011)
Steve Gillingham, Deputy Emergency Management Coordinator
Courtney Bixby, Mantoloking Fire Company No. 1
Irene H. Ryan, Borough Clerk
Mark Wright, Chief of Police
William Heckman, Borough Superintendent
Dr. Michael Doyle, Director, Board of Health
Councilman Witkowski moves the following eight (8) resolutions:

RESOLUTION: 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, 2009, by the Council of the Borough of Mantoloking, County of Ocean, State of New Jersey, that:

1) TDCommerce Bank
   Sovereign Bank
   Bank of New York
   Ocean First
   PNC Bank
   Amboy National Bank
   First Washington State Bank
   Bank of America
   North Fork Bank
   Chase
   Valley National Bank
   Provident Bank
   Capital One 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 2009.
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).

RESOLUTION: 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 2009.

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 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.

RESOLUTION: PAYMENT OF BILLS

RESOLVED, that the payment of routine or recurring accounts allowing discounts or other payments in the year 2009 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.

RESOLUTION: SETTING THE TEMPORARY BUDGET FOR THE 2009 BUDGET YEAR

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 2009 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, 2009; and

WHEREAS, the total appropriations in the 2008 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of $3,374,950.84 ; and

WHEREAS, 26.25% of the total appropriations in 2008 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2008 budget is the sum of $885,924.60 ;

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:

<table>
<thead>
<tr>
<th>TEMPORARY APPROPRIATIONS – 2009</th>
<th>SALARY &amp; WAGES</th>
<th>OTHER EXPENSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal Clerk</td>
<td>$36,000.00</td>
<td>$15,000.00</td>
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<tr>
<td>Finance</td>
<td>19,000.00</td>
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<td>Audit</td>
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<tr>
<td>Tax Collector</td>
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<td>Tax Assessor</td>
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<td>Planning</td>
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<tr>
<td>Category</td>
<td>Salary &amp; Wages</td>
<td>Other Expenses</td>
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<td>--------------------------------</td>
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<tr>
<td>Construction</td>
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<td>Electrical Sub-code</td>
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<td>Liability Insurance</td>
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<td>First Aid</td>
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<td>Fire</td>
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<td>Garbage</td>
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<td>Buildings &amp; Grounds</td>
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<td>15,000.00</td>
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<td>Sewer System</td>
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<td>Board of Health</td>
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<td>Dog</td>
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<td>Aid to Hospital</td>
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<td>Beach Maintenance</td>
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<td>Beach Maint-outside caps</td>
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**Capital Improvement**

**TOTAL**

Salary & Wages: $397,100.00

Other Expenses: $449,500.00

**GRAND TOTAL**

Salary & Wages: $846,600.00

**RESOLUTION: 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.

RESOLUTION: 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 2009 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 2009.

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

RESOLUTION: 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, 2009, RESOLVED by the Mayor and Council of the Borough of Mantoloking, Ocean County, New Jersey, as follows:


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.

RESOLUTION: ESTABLISHMENT OF EMPLOYEE SALARIES FOR 2009

WHEREAS, the Mayor has recommended annual salaries for all borough employees for 2009, now, therefore, be it

RESOLVED, the Mayor and Council of the Borough of Mantoloking, Ocean County, New Jersey approves the following schedule of salaries for 2009.
Council President moves the following resolution.

**RESOLUTION: APPROVAL OF THE 2009 ROSTER OF COUNCIL MEETINGS**

**PLEASE BE ADVISED** that the following is the schedule of the Regular Council Meetings for 2009 for the Borough of Mantoloking. All meetings are held at the Borough Hall, 202 Downer Avenue, in the Borough of Mantoloking, at 4:30 p.m., unless otherwise noted.

**REGULAR MEETINGS:**

- Tuesday, January 20, 2009
- Monday, February 23, 2009
- Monday, March 23, 2009
- Monday, April 20, 2009
- Monday, May 18, 2009
- Monday, June 15, 2009
- Monday, July 20, 2009
- Monday, August 17, 2009
- Monday, September 21, 2009
- Monday, October 19, 2009
- Monday, November 23, 2009
- Monday, December 21, 2009

**2010 Organization Meeting:** Monday, January 4, 2010 (TENTATIVE)

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7. **MAYOR AND COUNCIL COMMENTS PERIOD**

8. **PUBLIC COMMENTS PERIOD**

   The Mayor will open the meeting for public comment and questions about the agenda and any other matter of public interest.

9. **EXECUTIVE SESSION AS NECESSARY**

**RESOLUTION: ADJOURN TO CLOSED SESSION IN COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT**

**WHEREAS,** the Open Public Meetings Act, N.J.S.A.10: 4-11, permits municipal governing bodies to meet in closed session to discuss certain matters, now, therefore be it

**RESOLVED,** the Mayor and Council adjourns to closed session to discuss: (select one or more)

- a matter rendered confidential by federal or state law
- a matter in which release of information would impair the right to receive government funds
- material the disclosure of which constitutes an unwarranted invasion of individual privacy
- a collective bargaining agreement and/or negotiations related to it
- a matter involving the purchase, lease, or acquisition of real property with public funds
- protection of public safety and property and/or investigations of possible violations or violations of law
- pending or anticipated litigation or contract negotiation and/or matters of attorney-client privilege
☐ specific prospective or current employees unless all who could be adversely affected request an open session

☐ deliberation after a public hearing that could result in a civil penalty or other loss, and be it

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

10. OPEN SESSION AS NECESSARY

11. NEXT MEETING  Regular Meeting of Tuesday, January 20, 2009 at 4:30 p.m.

12. ADJOURNMENT
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