

THE BOROUGH OF MANTOLOKING
MAYOR AND COUNCIL

MINUTES OF THE ORGANIZATION BUSINESS MEETING
January 7, 2014
MANTOLOKING YACHT CLUB
1224 BAY AVENUE
MANTOLOKING, NEW JERSEY

The Organization Meeting of the Mayor and Council was held this day in the Mantoloking Yacht Club with the following actions.

- 1. CALL TO ORDER:** Mayor Nebel called the meeting to order at 4:30 p.m.
- 2. PLEDGE OF ALLEGIANCE** The Mayor led the assembly in the Pledge of Allegiance.

PRESENTATION OF CERTIFICATES OF RECOGNITION

Councilman Donald S. Ness

- 3. OPEN PUBLIC MEETING STATEMENT:** Mayor George C. Nebel read the following statement

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.

- 4. OATH OF OFFICE**

Borough Clerk, Irene Ryan administered the oath of office for council members Councilwoman Ann Elizabeth Nelson and Councilman Christopher Nelson for a three-year term to expire on December 31, 2016.

- 5. ROLL CALL**

PRESENT: Mayor George C. Nebel, Council President Steve Gillingham, Councilmen Peter R. Strohm, Robert S. McIntyre, Chris Nelson, Councilwoman Ann Elizabeth Nelson

ABSENT: Councilman James J. Brown

ALSO PRESENT: Municipal Clerk Irene H. Ryan, Borough Attorney Edwin J. O'Malley, Jr.

- 6. PRIVILEGE OF THE FLOOR:** The Mayor opened the meeting for public comment and questions about the agenda.
No comments made.

- 7. NEW BUSINESS**

NOMINATION OF 2014 COUNCIL PRESIDENT Mayor Nebel requested nominations from the governing body members for the 2014 Council President.

RESOLUTION NO. 01/07/2014 - 01: NOMINATION AND ELECTION OF 2014 COUNCIL PRESIDENT

Councilwoman Nelson motioned to nominate Councilman Gillingham as Council President for 2014. The motion was seconded by Councilman Chris Nelson and approved by unanimous voice vote.

Councilman Gillingham moved the following 10 resolutions. The motion was seconded by Councilwoman Nelson and approved by unanimous voice vote.

RESOLUTION NO. 01/07/2014 - 02: CONFIRMING THE APPOINTMENT OF OFFICIALS, COMMITTEES, AND BOARDS FOR 2014

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, Qualified Purchasing Agent, Tax Search Officer, Public Works Superintendent, Public Works Manager, 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, Municipal Court Violations Clerk, Board Of Health, Registrar of Vital Statistics, Deputy Registrar, Special Counsel, National Flood Insurance Program (NFIP) Coordinator, NFIP Community Rating System Coordinator, Assistant NFIP Community Rating System Coordinator, Flood Plain Manager, NFIP Flood Hazard Mitigation Planning Committee, Handicap Coordinator, Community Development Block Grant Representative, Archives Records Project Manager, Technical Assistant to the Construction Official, Fire Official, Deputy Fire Official, Fire Code Official, Electrical Code Official, Plumbing Code Official, 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 2014" constitute their appointments for the position set forth therein.

IT IS NOW, THEREFORE, this 7th day of January, 2014, Resolved by the Mayor and Council of the Borough of Mantoloking, as follows:

1. That the schedule entitled "Officials, Committees, and Boards for 2014" 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 2014

<u>POSITION</u>	<u>NAME</u>	<u>TERM EXPIRES</u>
Mayor	George C. Nebel	2014

COUNCIL (3 year term)

Councilman	Robert S. McIntyre, Jr.	2015
Councilman	Steve Gillingham	2015
Councilman	Christopher R. Nelson	2016
Councilwoman	Ann Elizabeth Nelson	2016
Councilman	Peter R. Strohm	2014
Councilman	James J. Brown	2014

OFFICIALS

Borough Clerk	Irene H. Ryan	
Assessment Search Officer	Irene H. Ryan	
Public Agency Compliance Officer	Irene H. Ryan	
Qualified Purchasing Agent	Irene H. Ryan	
Insurance Commissioner	Irene H. Ryan	
Deputy Borough Clerk	Lynne A. Hazelet	
Tech. Asst. to the Construction Official	Lynne A. Hazelet	
Chief Financial Officer	Michelle Swisher	
Tax Collector	Michelle Swisher	
Tax Search Officer	Michelle Swisher	
Public Works Superintendent	William Heckman	
Public Works Manager	Laurence Gilman	
Construction Official	Timothy J. Skinner	04/08/17

OFFICIALS

	<u>NAME</u>	<u>TERM EXPIRES</u>
Deputy Construction Official	Douglas Applegate	
Building Subcode Official	Timothy J. Skinner	
Deputy Building Subcode Official	Douglas Applegate	
Building Inspector	Timothy J. Skinner	
Deputy Building Inspector	Douglas Applegate	
Fire Official	Charles E. Wills	
Deputy Fire Official	Michael Clayton	
Fire Sub-Code Official	Thomas Murray, Jr.	06/12/17
Deputy Fire Sub-Code Official	Robert Torrance	
Electrical Sub-Code Official	Eric Sudia	09/13/14
Deputy Electrical Sub-Code Official	Stuart Safeer	
Deputy Plumbing Sub-Code Official	S. Charles West	
Zoning & Land Use Official	Barbara Woolley-Dillon	
Deputy Zoning & Land Use Official	William Heckman	
Deputy Dune Inspector	Peter R. Strohm	
National Flood Insurance Program Coordinator	James J. Brown	
Recycling Coordinator	Dorothy Alexander	
Emergency Management Coordinator	Robert S. McIntyre	2014

Tax Assessor
Tax Appeal Agents

Gary R. DalCorso 06/30/2017
O'Malley, Surman & Michelini, Esq./Gary R.
DalCorso

Licensed Sewer Operator
Animal Control Officer
Handicap Coordinator

Ron Laird
Jersey Shore Animal Center
Peter R. Strohm

PROFESSIONAL SERVICES

Borough Auditor
Borough Attorney
Dune Consultant
Municipal Prosecutor
Alternate/Conflicts Prosecutor
Alternate/Conflicts Prosecutor
Municipal Public Defender
Alternate Public Defender #1
Alternate Public Defender #2
Borough Engineer/Stormwater Program Coordinator
Asst. Engineer/Dune Inspector/Flood Plain Manager
Asst. Community Rating System Coordinator
Borough Special Counsel-Public Education
Borough Special Counsel-State Tax Appeal
Borough Special Consultant-PBA Contract
Police Department Physician

Robert S. Oliwa, R.M.A.
Edwin J. O'Malley, Jr., Esq.
Dr. Stewart Farrell
Kim Pascarella, Esq.
Bonnie R. Peterson, Esq.
Joseph D. Coronato, Jr., Esq.
Margarie M. Herlihy, Esq.
Kevin E. Young, Esq.
Thaddeus D. Niemiec, Esq.
Lawrence Plevier, P.E.
Robert Mainberger, P.E.
Francis X. Bruton
Vito A. Gagliardi, Jr., Esq.
Harry Haushalter, Esq.
Raymond Cassetta
George Jarahian, Jr., M.D.

COMMISSIONS

Environmental
(3 Year Terms)

<u>NAME</u>	<u>TERM EXPIRES</u>
Courtney Bixby, Chairman	12/31/2016
Constance E. Pilling	12/31/2015
Eileen McIntyre	12/31/2016
Jennifer Buck	12/31/2015
Peter Chance	12/31/2014
Elizabeth Ann Nelson	12/31/2014

Subcommittee:
Barnegat Bay Estuary

Ann Elizabeth Nelson, Chairwoman

COMMITTEES

Finance Committee

<u>NAME</u>	<u>TERM EXPIRES</u>
Steve Gillingham, Chairman	
Christopher R. Nelson	
Stanley Witkowski	
Thomas McIntyre	
Donald S. Ness	

Subcommittee:
Insurance Coverage Review

Stanley Witkowski, Chairman

Patricia Peterson

Dune & Beach Committee

Peter R. Strohm, Dune Program Director
Steve Gillingham
Michael Arnone
John H. Jones
Dee Ring

Subcommittees:

Dune Walk

Peter R. Strohm, Chairman
Craig Symons
John H. Jones
Michael Arnone

Mantoloking Beach Protection

Peter R. Strohm, Chairman
Steve Gillingham
Anthony Grella
Kara Symons
John H. Jones

Flood Strategy

Peter R. Strohm, Chairman
Robert C. Mainberger, P.E.
Craig Symons
John H. Jones

COMMITTEES

NAME

TERM EXPIRES

Legislative Action

Peter R. Strohm, Chairman
Steve Gillingham
Christopher R. Nelson
Joyce Popaca
Patricia Peterson
Michael Arnone
Harry McEnroe
Edwin J. O'Malley, Jr., Esq.

Long Range Planning

Peter R. Strohm, Chairman
James J. Brown
Steve Gillingham

Mantoloking Committee

Subcommittees:

Christopher R. Nelson, Chairman

Historical

Anne L. Benedict, Borough Historian
Jane Post
Robert S. McIntyre
Jennifer Buck
John G. Wesson

Solid Waste & Recycling

Christopher R. Nelson, Chairman
Ann Elizabeth Nelson
Michael Arnone
Irene H. Ryan, Contract Administrator
Peter Flihan
Donald S. Ness
Dorothy Alexander, Recycling Coordinator

Taxation Committee

Christopher R. Nelson, Chairman
Michael Arnone
Michael Winschuh
Carl Beck

Welcome to Mantoloking

Gloria Grella, Chairwoman Dawn Arnone
Dotty Grandey Betsy Nelson

COMMITTEES

NAME

TERM EXPIRES

Municipal Services Committee

James J. Brown, Chairman

Subcommittees:

NFIP Flood Hazard Mitigation Planning

James J. Brown Chairman, CRS Coordinator
Stanley F. Witkowski
Robert C. Mainberger, P.E.
Lawrence Plevier, P.E.
Frank X. Bruton
William Heckman
Craig Symons
Timothy J. Skinner, Construction Official
Peter Flihan
George Peterson
John H. Jones
Robert S. McIntyre, Jr.
Courtney Bixby

Archives and Records

James J. Brown, Chairman
Christopher R. Nelson
Irene H. Ryan, Project Manage

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

DEPARTMENT/POSITION

NAME

TERM EXPIRES

PLANNING BOARD

Class I (4 year term)	George C. Nebel	2014
Mayor's Designee in Absence of Mayor	Robert S. McIntyre, Jr.	N/A
Class II (1 year term)	Courtney Bixby	2014
Class III (1 year term)	Steve Gillingham	2014
Class IV (4 year term)	Denise Boughton	2017
	D. Mark Hawkings	2017
	Jane White	2016
	Betsy Nelson	2014
	Stanley F. Witkowski	2014
	Thomas McIntyre	2016
Alternate #1	Susan Laymon	2015
Alternate #2	Joseph Daly	2014
Board Attorney/Special Counsel	John J. DeVincens	
Municipal Planner	Robert Mainberger, P.E.	

DEPARTMENT/POSITION

NAME

TERM EXPIRES

MUNICIPAL COURT

Magistrate (3 year term)	Samuel M. Morris	2016
Court Administrator	Elizabeth L. Boettger	
Dep. Ct. Admin/Violations Clerk	Lisa Newton	

BOARD OF HEALTH

Health Official (3 year term)	Dr. Michael J. Doyle	2016
	Dr. Patricia McCormack	2014
	Barbara DeAmicis	2015
	Sandra McIntyre	2016

REGISTRAR OF VITAL STATISTICS

	Irene H. Ryan (Concurrent w/term as Municipal Clerk)	
Deputy Registrar	Lynne A. Hazelet	

MANTOLOKING FIRE COMPANY NO. 1

Fire Chief
Fire Company President

Laurence Gilman
Foster Voorhees

POINT PLEASANT BEACH BOARD OF EDUCATION

Joyce A. Popaca

RESOLUTION NO. 01/07/2014 - 03: THE 2014 DESIGNATION OF 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, publication of public notices as required by law, are to posted on the Borough of Mantoloking official web site; and

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 and the Borough web site for the year 2014.

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, is hereby designated as the official newspaper of the Borough of Mantoloking as required under the Open Public Meetings Act.
2. The Asbury Park Press, Neptune is designated to receive notices of meetings and solicitations for proposals, when necessary, as required under the Open Public Meetings Act.
3. The Borough of Mantoloking official web site, www.mantoloking.org is designated to receive notices of meetings and solicitations for proposals, when necessary, as required under the Open Public Meetings Act.

RESOLUTION NO. 01/07/2014 - 04: 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 2014 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 2014.

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

RESOLUTION NO. 01/07/2014 - 05: 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 7th day of January, 2014, 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)
Crown Bank
Manasquan Savings Bank
Investor Savings
Central Jersey Bank

Be and are hereby designated as official depositories for the Borough of Mantoloking for the year 2014.

- 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 NO. 01/07/2014 - 06: PAYMENT OF BILLS

RESOLVED, that the payment of routine or recurring accounts allowing discounts or other payments in the year 2014 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 NO. 01/074/2014 -07: SETTING THE TEMPORARY BUDGET FOR THE 2014 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 2014 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, 2014; and

WHEREAS, the total appropriations in the 2013 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of \$5,579,804.96 ; and

WHEREAS, 26.25% of the total appropriations in 2013 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2013 budget is the sum of \$1,464,698.80 ;

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 – 2014

	<u>SALARY & WAGES</u>	<u>OTHER EXPENSES</u>
Municipal Clerk	\$36,000.00	\$15,000.00
Finance	30,000.00	14,000.00
Audit		12,000.00
Tax Collector	4,000.00	500.00
Tax Assessor	4,000.00	1,000.00
Legal		65,000.00
Engineering		45,000.00
Planning	12,000.00	7,000.00
Construction	30,000.00	4,000.00
Sub-code Plumbing	3,000.00	
Sub-code Fire	3,000.00	
Electrical Sub-code	3,000.00	
Liability Insurance		50,000.00
Workmens Comp Ins		40,000.00
Group Health Ins		80,000.00
Police	250,000.00	48,000.00
Emergency Management		1,000.00
First Aid		
Fire		7,000.00
	<u>SALARY & WAGES</u>	<u>OTHER EXPENSES</u>
Uniform Fire Safety	1,000.00	
Municipal Prosecutor		1,000.00
Road Repairs	55,000.00	7,000.00
Garbage		45,000.00
Buildings & Grounds		10,000.00
Sewer System		5,000.00
Board of Health	100.00	

Dog		1,000.00
Aid to Hospital		
Beach Maintenance		20,000.00
Beach Maint-outside caps		5,000.00
Beach Access		2,000.00
Electricity		7,000.00
Telephone		4,000.00
Water		2,000.00
Fire Hydrant		10,000.00
Natural Gas		7,000.00
Gasoline		10,000.00
Ocean Cty Utility Authority		35,000.00
PERS		60,500.00
Social Security		30,000.00
PFRS		182,800.00
DCRP		1,000.00
Court	14,000.00	2,000.00
Public Defender		1,000.00
Capital Improvement		
TOTAL	\$445,100.00	\$837,800.00
 GRAND TOTAL		 <u>\$1,282,900.00</u>

RESOLUTION NO. 01/07/2004 - 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

RESOLUTION NO. 01/07/2014 - 09: 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 7th day of January, 2013, **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.

RESOLUTION NO. 01/07/2014 - 10: DESIGNATED SIGNATORIES ON BOROUGH BANK ACCOUNTS (THREE SIGNATURES REQUIRED)

WHEREAS, it is necessary to designate and authorize persons to sign Borough checks; and

WHEREAS, the following officers and alternates be designated as authorized signatories (all checks drawn upon Borough owned bank accounts shall be signed by three (3) authorized signatories):

1. Mayor or Council President; and
2. Borough Clerk or Deputy Borough Clerk; and
3. Chief Financial Officer or Councilman Robert S. McIntyre, Jr.

IT IS NOW, THEREFORE, this 7th day of January, 2014, **RESOLVED** by the Mayor and Council of the Borough of Mantoloking, Ocean County, New Jersey, that the above officials and alternates are designated as authorized signatories (all checks drawn upon Borough owned bank accounts shall be signed by three (3) authorized signatories).

RESOLUTION NO. 01/07/2014 - 11: REQUESTING THE CANCELLATION OF TAX AND SEWER OVERPAYMENTS OR DELINQUENT AMOUNTS LESS THAN \$10.00

WHEREAS, N.J.S.A. 40A:5-17 allows for the cancellation of sewer or property tax refunds or delinquent amounts in the amounts of less than \$10.00; and,

WHEREAS, the governing body may authorize a municipal employee chosen by said body to process, without further action on their part, any cancellation of property tax refunds or delinquencies of less than \$10.00.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Mantoloking, County of Ocean, State of New Jersey, hereby authorize the Tax Collector to cancel said tax amounts as deemed necessary.

BE IT FINALLY RESOLVED, that a certified copy of the Resolution be forwarded to the Tax Collector.

Councilman McIntyre moved the following resolution. The motion was seconded by Councilman Gillingham and approved by unanimous voice vote.

RESOLUTION NO. 01/07/2014 – 12: ADOPTION OF 2014 LOCAL EMERGENCY PLANNING COMMITTEE

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 2014. The Coordinator is appointed for a term of three (3) years:

- Robert S. McIntyre, Emergency Management Coordinator (Term Expires 12/31/2014)
- Courtney Bixby, Deputy Emergency Management Coordinator
- Steve Gillingham, Borough Council
- Irene H. Ryan, Borough Clerk
- Mark Wright, Chief of Police
- William Heckman, Borough Superintendent
- Dr. Michael Doyle, Director, Board of Health
- Sandra McIntyre, Board of Health Member

Denise Boughton, H.E.L.P. Coordinator
Lawrence Plevier, P.E., (Borough Engineer), Damage Assessment Officer
Ocean County Department of Social Services
Michael Spark, Community Group-Mantoloking Yacht Club
Edwin J. O'Malley, Jr., Borough Attorney
Michelle Swisher, Chief Financial Officer
Edwin C. O'Malley-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.

7. MAYOR AND COUNCIL COMMENTS PERIOD

No comments

8. PUBLIC COMMENTS PERIOD

No comments

9. NEXT MEETING Regular Meeting of Tuesday, January 7, 2014 immediately following this 2014 Organization Meeting,

10. ADJOURNMENT

There being no further business for this meeting, it was motioned by Councilwoman Nelson to adjourn. The motion was seconded by Councilman McIntyre and approved by unanimous voice vote at 4:40 p.m.

Respectfully Submitted,

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