

DRAFT #1 01/08/2015

THE BOROUGH OF MANTOLOKING
MAYOR AND COUNCIL

MINUTES OF THE ORGANIZATION BUSINESS MEETING
January 6, 2015
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.

1. **CALL TO ORDER:** Mayor Nebel called the meeting to order at 5:30 p.m.

2. **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.

3. **ROLL CALL:**

 Present: Mayor George C. Nebel, Council President Steve Gillingham, Councilmen, Robert S. McIntyre, Peter R. Strohm, Chris Nelson, Alan Laymon and Councilwoman Ann Elizabeth Nelson
 Absent: none
 Also Present: Acting Borough Clerk Beverley Konopada, Borough Attorney, Edwin J. O'Malley, Jr.

4. **PLEDGE OF ALLEGIANCE:** The Mayor led the assembly in the Pledge of Allegiance.

5. **OATH OF OFFICE:**

 Acting Borough Clerk, Beverley Konopada, administered the oath of office to Mayor George C. Nebel, for a 4 year term to expire on December 31, 2018, and council members, Councilman Peter R. Strohm and Councilman Alan Laymon for a three-year term to expire on December 31, 2017.

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

7. **NEW BUSINESS:**

NOMINATION OF 2015 COUNCIL PRESIDENT Mayor Nebel requested nominations from the governing body members for the 2015 Council President.

RESOLUTION NO. 01/06/2015-01: NOMINATION AND ELECTION OF 2015 COUNCIL PRESIDENT

Council President Steve Gillingham motioned to nominate Councilwoman Ann Elizabeth Nelson as Council President for 2015. The motion was seconded by Councilman Peter Strohm.

Council President Nelson moved the following six resolutions. The motion was seconded by Councilman Peter Strohm and approved by unanimous voice vote.

A. RESOLUTION NO. 01/06/2015-02: CONFIRMING THE APPOINTMENT OF OFFICIALS, COMMITTEES, AND BOARDS FOR 2015

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 2015" constitute their appointments for the position set forth therein.

IT IS NOW, THEREFORE, this 6th day of January, 2015, Resolved by the Mayor and Council of the Borough of Mantoloking, as follows:

1. That the schedule entitled "Officials, Committees, and Boards for 2015" 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 2015

<u>POSITION</u>	<u>NAME</u>	<u>TERM EXPIRES</u>
Mayor	George C. Nebel	2018
<u>COUNCIL</u> (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	2017
Councilman	Alan Laymon	2017

OFFICIALS

Borough Clerk	Beverley A. Konopada
Assessment Search Officer	Beverley A. Konopada
Public Agency Compliance Officer	Beverley A. Konopada
Insurance Commissioner	Beverley A. Konopada
Deputy Borough Clerk	Lynne A. Hazelet
Tech. Asst. to the Construction Official	Colleen Malvasio
Qualified Purchasing Agent	April Yezzi
Chief Financial Officer	April Yezzi
Tax Collector	April Yezzi
Tax Search Officer	April Yezzi
Public Works Superintendent	William Heckman
Public Works Manager	Laurence Gilman
Construction Official	Joseph Ehrhardt
Deputy Construction Official	Douglas Applegate
Building Subcode Official	Joseph Ehrhardt
Deputy Building Subcode Official	Douglas Applegate
Building Inspector	Joseph Ehrhardt
Deputy Building Inspector	Douglas Applegate
Fire Official	Charles E. Wills
Deputy Fire Official	Ron Pizar
Fire Sub-Code Official	Ron Pizar
Deputy Fire Sub-Code Official	TBD
Electrical Sub-Code Official	Steve Grenley
Deputy Electrical Sub-Code Official	TBD
Deputy Plumbing Sub-Code Official	TBD
Zoning & Land Use Official	Barbara Woolley-Dillon
Deputy Zoning & Land Use Official	Jeremy Edinger
Deputy Dune Inspector/Handicap Coordinator	Peter R. Strohm
National Flood Insurance Program Coordinator	Alan Laymon
Recycling Coordinator	Jude Walker

Emergency Management Coordinator	Robert S. McIntyre	2015
Tax Assessor	Gary R. DalCorso	6/30/2017
Licensed Sewer Operator	Ron Laird	
Animal Control Officer	Jersey Shore Animal Center	
Tax Appeal Agents	O'Malley, Surman & Michelini, Esq./Gary R.	

PROFESSIONAL SERVICES

Borough Auditor	<u>NAME</u>	
Borough Attorney	Robert S. Oliwa, R.M.A.	
Dune Consultant	Edwin J. O'Malley, Jr., Esq.	
Municipal Prosecutor	Dr. Stewart Farrell	
Alternate/Conflicts Prosecutor	Kim Pascarella, Esq.	
Alternate/Conflicts Prosecutor	Bonnie R. Peterson, Esq.	
Municipal Public Defender	Joseph D. Coronato, Jr., Esq.	
Alternate Public Defender #1	Margarie M. Herlihy, Esq.	
Alternate Public Defender #2	Kevin E. Young, Esq.	
Borough Engineer/Stormwater Program Coordinator	Thaddeus D. Niemiec, Esq.	
Asst. Engineer/Dune Inspector/Flood Plain Man.	Lawrence Plevier, P.E.	
Asst. Community Rating System Coordinator	Robert Mainberger, P.E.	
Borough Special Counsel-Public Education	Francis X. Bruton	
Borough Special Counsel-State Tax Appeal	Vito A. Gagliardi, Jr., Esq.	
Borough Special Consultant-PBA Contract	Harry Haushalter, Esq.	
Police Department Physician	Raymond Cassetta	
Special Consultant, Chief Selection Process	George Jarahian, Jr., M.D.	
	Frank Rodgers	

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
Sandy Witkowski	12/31/2017
Joe Daly	12/31/2017
John G. Wesson	12/31/2015
Lance White	08/19/2017

Subcommittee:
Barnegat Bay Estuary

Ann Elizabeth Nelson, Chairwoman

COMMITTEE

Finance Committee

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

Subcommittee: Insurance Coverage

Stanley Witkowski, Chairman
Steve Gillingham
Ann Elizabeth Nelson
Beverley A. Konopada

Donald S. Ness
Douglas Nelson

COMMITTEE

NAME

TERM EXPIRES

Public Safety Committee

Robert S. McIntyre, Jr., Chairman
Steve Gillingham
Peter R. Strohm
Courtney Bixby
Lynn O'Mealia
Michael Duggan

Subcommittees:
Municipal Court Security

Robert S. McIntyre, Jr., Chairman
Steve Gillingham
Christopher R. Nelson
Judge Samuel M. Morris
Chief Stacy Ferris
Elizabeth L. Boettger, Court Administrator

LEPC Local Emergency Planning Committee

Robert S. McIntyre, Emergency Management Coordinator (Term Expires 12/31/2017)

Bixby, Deputy Emergency Management Coordinator
Council President TBD
Beverley Konopada, Acting Borough Clerk
Stacy Ferris, 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
Thomas McIntyre, Community Group
Edwin J. O'Malley, Jr., Borough Attorney
April Yezzi, Chief Financial Officer
Edwin C. O'Malley-Ocean County Amateur Radio
Emergency Services

Planning Committee
Public Works Committee

Ann Elizabeth Nelson, Chairwoman
Alan Layman
Steve Gillingham
Douglas J. Popaca

Subcommittees:
Utility Services

Ann Elizabeth Nelson, Chairwoman

COMMITTEE

Peter R. Strohm
Christopher R. Nelson

NAME

TERM EXPIRES

Ocean County Block Grant Program

Lawrence Plevier, P.E., Local Representative
Peter R. Strohm, Alternate
Barbara DeAmicis, Alternate

Borough Hall Building Committee

Ann Elizabeth Nelson, Co-Chairwoman
Donald Ness, Co-Chairman
Robert Semple
Carol Leone
Sandy Diehl

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.
John H. Jones

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.

COMMITTEE

NAME

TERM EXPIRES

Long Range Planning

Peter R. Strohm, Chairman
Alan Laymon
Steve Gillingham

Mantoloking Committee

Christopher R. Nelson, Chairman

Subcommittees:

Beach Ordinance & Staffing Review

Christopher R. Nelson, Chairman
Steve Gillingham
Ann Elizabeth Nelson
Courtney Bixby

Regionalization & Shared Services

Christopher Nelson, Chairman
Steve Gillingham
Peter R. Strohm

Historical

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

Taxation Committee

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

Welcome to Mantoloking

Gloria Grella, Chairwoman Dawn Arnone
Dotty Grandey Betsy Nelson

Mantoloking Website

Chris Nelson, Chairman
Edwin C. O'Malley

Technology Committee

Christopher R. Nelson, Chairman
Beverley A. Konopada
Lynne Hazelet
Stacy Ferris
John Barcus
Edwin C. O'Malley
Patrick Smith

<u>COMMITTEE</u>	<u>NAME</u>	<u>TERM EXPIRES</u>
Municipal Services Committee	Alan Laymon, Chairman	
Solid Waste & Recycling	Alan Laymon, Chairman Ann Elizabeth Nelson Michael Arnone Beverley A. Konopada, Contract Administrator Peter Flihan Donald S. Ness Jude Walker, Recycling Coordinator	
Subcommittees: NFIP Flood Hazard Mitigation Planning	Alan Laymon, CRS Coordinator Stanley F. Witkowski Robert C. Mainberger, P.E. Lawrence Plevier, P.E. Frank X. Bruton William Heckman Craig Symons Joseph Ehrhardt, Construction Official Peter Flihan George Peterson John H. Jones Robert S. McIntyre, Jr. Courtney Bixby	
Beautification	Alan Laymon, Chairman Susan Laymon Joan Mattia Patricia Peterson Ann Elizabeth Nelson	
Land Use	Alan Laymon Ann Elizabeth Nelson	
Construction	Alan Laymon Ann Elizabeth Nelson	
Archives and Records	Alan Laymon, Chairman Christopher R. Nelson Beverley Konopada, Project Manager	
New Jersey League of Municipalities Liaison	Alan Laymon, Chairman	

Steve Gillingham
Ann Elizabeth Nelson

PLANNING BOARD

Class I (4 year term)	George C. Nebel	2018
Mayor's Designee in Absence of Mayor	Robert S. McIntyre, Jr.	N/A
Class II (1 year term)	Courtney Bixby	2015
Class III (1 year term)	Steve Gillingham	2015
Class IV (4 year term)	Denise Boughton	2017
	D. Mark Hawkings	2017
	Jane White	2016
	Joe Daly	2018
	Stanley F. Witkowski	2018
	Thomas McIntyre	2016
Alternate #1	Susan Laymon	2015
Alternate #2	Mike Duggan	2016
Board Attorney/Special Counsel	John J. DeVincens	
Municipal Planner	Robert Mainberger, P.E.	

MUNICIPAL COURT

Magistrate (3 year term)	Samuel M. Morris	2016
Court Administrator	Elizabeth L. Boettger	2017
Dep. Ct. Admin/Violations Clerk	Lisa Newton	

BOARD OF HEALTH

Health Official (3 year term)	Dr. Michael J. Doyle	2016
	Barbara DeAmicis	2015
	Sandra McIntyre	2016
	Patricia McCormack	2017

REGISTRAR OF VITAL STATISTICS

Local Registrar	Beverley A. Konopada
Deputy Registrar	Lynne A. Hazelet

MANTOLOKING FIRE COMPANY NO. 1

Fire Chief	Laurence Gilman
Fire Company President	Doug Popaca

POINT PLEASANT BEACH BOARD OF EDUCATION

Joyce A. Popaca

B. RESOLUTION NO. 01/06/2015-03: THE 2015 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 2015.

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.

C. RESOLUTION NO. 01/06/2015-04: 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 2015 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 2015.
3. That a certified copy of this Resolution be forwarded to the Ocean County Board of Taxation with any such Petition of Appeal.

D. RESOLUTION NO. 01/06/2015-05: 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 6th day of January, 2015, 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 2015.

- 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).

E. RESOLUTION NO. 01/06/2015-06: APPROVAL OF THE 2015 HOLIDAY SCHEDULE

RESOLVED, the Mayor and Council of the Borough of Mantoloking, Ocean County, New Jersey, approves the following 2015 Holiday Schedule as indicated.

New Year's Day	January 1, 2015
Martin King Day	January 19, 2015
President's Day	February 16, 2015
Good Friday	April 3, 2015
Memorial Day	May 25, 2015
Independence Day	July 3, 2015
Labor Day	September 7, 2015
Columbus Day	October 12, 2015
Election Day	November 3, 2015
Veteran's Day	November 11, 2015
Thanksgiving Day	November 26, 2015
Post Thanksgiving Day	November 27, 2015
Christmas Eve Day	December 24, 2015
Christmas Day	December 25, 2015

F. RESOLUTION NO. 01/06/2015-07: APPROVAL OF THE 2015 COUNCIL MEETING

DATES

RESOLVED, the Mayor and Council of the Borough of Mantoloking, Ocean County, New Jersey, approves the following 2015 Regular Council Meeting dates as indicated.

REGULAR MEETINGS 5:30 p.m.

LOCATION: Mantoloking Yacht Club, 1224 Bay Ave., Mantoloking

Tuesday, January 6, 2015
Tuesday, February 10, 2015
Tuesday, March 17, 2015
Tuesday, April 21, 2015
Tuesday, May 19, 2015
Tuesday, June 16, 2015
Tuesday, July 21, 2015
Tuesday, August 18, 2015
Tuesday, September 15, 2015
Tuesday, October 20, 2015
Tuesday, November 24, 2015
Tuesday, December 15, 2015

2016 Organization Meeting: Tuesday, January 5, 2016 & Regular Meeting

8. FINANCE COMMITTEE, Councilman Gillingham moved the following six resolutions. The motion was seconded by Council President Nelson and approved by unanimous voice vote.

:

A. RESOLUTION NO. 01/06/2015-08: PAYMENT OF BILLS

RESOLVED, that the payment of routine or recurring accounts allowing discounts or other payments in the year 2015 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.

B. RESOLUTION NO. 01/06/2015-09: SETTING THE TEMPORARY BUDGET FOR THE 2015 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 2015 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, 2015; and

WHEREAS, the total appropriations in the 2014 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of \$7,176,721.96 ; and **WHEREAS**, 26.25% of the total appropriations in 2014 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2014 budget is the sum of \$1,883,889.51 ;

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 – 2015

	<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	1,500.00
Tax Assessor	4,000.00	1,000.00
Legal		65,000.00
Engineering		65,000.00
Planning	12,000.00	10,000.00
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	

	<u>SALARY & WAGES</u>	<u>OTHER EXPENSES</u>
Liability Insurance		55,000.00
Workmens Comp Ins		45,000.00
Group Health Ins		80,000.00
Police	250,000.00	48,000.00
Emergency Management	4,000.00	2,000.00
First Aid		
Fire		7,000.00
Uniform Fire Safety	1,500.00	
Municipal Prosecutor		3,000.00
Road Repairs	55,000.00	7,000.00
Garbage		50,000.00
Buildings & Grounds		15,000.00
Sewer System		7,500.00
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		2,500.00
Fire Hydrant		10,000.00
Natural Gas		7,000.00
Gasoline		10,000.00
Ocean Cty Utility Authority		35,000.00
PERS		64,450.00
Social Security		30,000.00
PFRS		182,600.00
DCRP		1,000.00
Court	14,000.00	2,000.00
Public Defender		1,000.00
Capital Improvement		
TOTAL	\$449,600.00	\$891,550.00

GRAND TOTAL \$1,341.150.00

C. RESOLUTION NO. 01/06/2015-10: 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.

D. RESOLUTION NO. 01/06/2015-11: 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 6th day of January, 2015, **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.

E. RESOLUTION NO. 01/06/2015-12: 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. Acting Borough Clerk or Deputy Borough Clerk; and
3. Chief Financial Officer or Councilman Steve Gillingham

IT IS NOW, THEREFORE, this 6th day of January, 2015, **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).

F. RESOLUTION NO. 01/06/2015-13: APPROVING 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.

9. **PUBLIC SAFETY COMMITTEE**, Councilman McIntyre moves the following resolution. The motion was seconded by Council President Nelson and approved by unanimous voice vote.

A. RESOLUTION NO. 01/06/2015-14: ADOPTION OF THE 2015 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 2015. The Coordinator is appointed for a term of three (3) years:

Robert S. McIntyre, Emergency Management Coordinator (Term Expires 12/31/2017)

Courtney Bixby, Deputy Emergency Management Coordinator

Council President TBD

Beverley Konopada, Acting Borough Clerk

Stacy Ferris, 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

Thomas McIntyre, Community Group-Mantoloking Yacht Club

Edwin J. O'Malley, Jr., Borough Attorney

April Yezzi, 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.

10. **NEXT MEETING:** Regular Meeting of Tuesday, January 6, 2015 immediately following this 2015 Organization Meeting,

11. **ADJOURNMENT:** There being no further business for this meeting, it was moved by Councilman Strohm to adjourn. The motion was seconded by Councilman Laymon and was approved by unanimous voice vote at 5:40

Respectfully submitted,

Beverley A. Konopada
Acting Borough Clerk