

BOROUGH OF MANASQUAN
REORGANIZATION MEETING AGENDA
JANUARY 3rd, 2012 AT 7:00 P.M.

Mayor Dempsey's welcoming statement to the audience.

Moment of Silent Prayer and Salute to the Flag.

ROLL CALL:

Mayor Dempsey's statement re: Open Public Meetings Act of 1975 and that Notice was given to the Coast Star and the Asbury Park Press on December 7, 2011.

SWEARING IN CEREMONIES:

MAYOR George R. Dempsey, Jr. – Four Year Term

COUNCIL: Joseph Bossone – Three Year Term
 Michael W. Mangan - Three Year Term

VOLUNTEER OF THE YEAR 2011:

JANE DONOVAN

REORGANIZATION

Council's Action re: "President of the 2012 Council"

Edward Donovan

Appointment of the Council Committees. The first Council Member's name called will be the Committee Chairperson.

Administration & Finance	TBA	TBA	TBA
Public Safety & Recycling	TBA	TBA	TBA
Public Works	TBA	TBA	TBA
Public Property & Parks	TBA	TBA	TBA
Beach	TBA	TBA	TBA
Law and Code	TBA	TBA	TBA

SUBCOMMITTEES & COMMISSIONS

1. Board of Education Liaison - TBA
2. Chamber of Commerce - TBA
3. M.C. Water Resources - TBA
4. Shore Community Alliance - TBA
5. Personnel Committee- Chairperson of affected Committee - TBA
6. Manasquan Library Liaison- TBA
7. Shared Services - TBA

APPOINTMENTS

POSITION	TERM	NAME
----------	------	------

Board of Appeals:

Chairperson/Council Rep:	1 yr	Owen McCarthy
Council Representative:	1 yr	Donald Grasso

BOROUGH OF MANASQUAN
REORGANIZATION MEETING AGENDA
JANUARY 3rd, 2012 AT 7:00 P.M.

<u>POSITION</u>	<u>TERM</u>	<u>NAME</u>
Board of Appeals, Continued:		
Member	1 yr	Ed Hyer
Member (1/1/12-12/31/13)	2 yr	Stephen DelGuercio
Member (1/1/12-12/31/13)	2 yr	Gordon Twadell
Board of Health:		
Member (1/1/12-12/31/15)	4 yr	Penny Hamilton
Liaison	1 yr	Barbara Ilaria
Cable Advisory:		
Director of Television Services	1 yr	Lee Weisert
Member (1/1/12-12/31/13)	2 yr	Michele Battista
Member (1/1/12-12/31/14)	3 yr	Christopher Brennan
Member (1/1/12-12/31/14)	3 yr	Lou Coccozza
Council Liaison:	1 yr	Pat Connolly
Construction Official:	1 yr	Albert Ratz
Emergency Management Council:		
Secretary:	1 yr	Chris White
Mayor:	1 yr	George Dempsey
Chair DPW Committee	1 yr	Edward Donovan
Police Chief Pro Tem	1 yr	Elliott Correia
Municipal Clerk:	1 yr	Barbara Ilaria
Fire Dept. Liaison:	1 yr	Michael Galos
DPW Superintendent:	1 yr	Thomas Nicaastro
First Aid Capitan:	1 yr	Mike Lauber
Shelter Care Coordinator:	1 yr	Rev. Reggie Albert
Construction Official:	1 yr	Albert Ratz
Borough Engineer	1 yr	T & M Associates
Community Representative:	1 yr	Ryan Dullea
Community Representative:	1 yr	Jerry Hall
Community Representative:	1 yr	Richard Read
Mayor's Representative:	1 yr	Michael Mangan
Council Liaison:	1 yr	Joseph Bossone
Environmental Commission:		
Member (1/1/12-12/31/14)	3 yr	Donna Smith
Member (1/1/12-12/31/14)	3 yr	Jane Donovan
Member (1/1/12-12/31/14)	3 yr	Carole Hart
Alternate #2 (1/1/12-12/31/13)	2 yr	Roseann Lozinski
Council Liaison:	1 yr	Edward Donovan
Historian:	1 yr	Mary Ware
Official Tax Searcher:	1 yr	Valerie Bills
Open Space Committee:		
Council Liason	1 yr	Michael Mangan

BOROUGH OF MANASQUAN
REORGANIZATION MEETING AGENDA
JANUARY 3rd, 2012 AT 7:00 P.M.

<u>POSITION</u>	<u>TERM</u>	<u>NAME</u>
Planning Board:		
Attorney	1 yr	Geoffrey Cramer
Mayor's Des. C1	1 yr	Mark Apostolou
Secretary:	1 yr	Mary Salerno
Engineer:	1 yr	T & M Associates
Council Liaison	1 yr	Owen McCarthy
Recreation Commission:		
Mayor's Representative:	1 yr	Robert Wells
Council Liaison	1 yr	Edward Donovan
Member (1/1/12-12/31/16)	5 yr	Sandra Otchy
Member (1/1/12-12/31/16)	5 yr	Michael Bauer
Alternate #1(1/1/12-12/31/15)	4 yrs	Open
Shade Tree Commission:		
Member (1/1/12-12/31/16)	5 yr	Ed Hyer
Member (1/1/12-12/31/16)	5 yr	Open
Secretary:	1 yr	Sharon Bogie
Mayor's Designee	1 yr	John Ryan
Council Liaison	1 yr	Open
Alternate #1 (1/1/12-12/31/16)	5 yr	Frank Servidio
Alternate #2 (1/1/12-12/31/15)	4 yr	Open (Initial Appt.)
Tourism Commission:		
Member (1/1/12-12/31/14)	3 yr	Joseph Bossone
Member (1/1/12-12/31/14)	3 yr	James Coakley
Member (1/1/12-12/31/14)	3 yr	Barbara Ilaria
Member (1/1/12-12/31/14)	3 yr	Dominic Bossone
Member (1/1/12-12/31/14)	3 yr	Carmen Triggiano
Member	1 yr	George Dempsey
Council Liaison:	1 yr	Michael Mangan
Water/Sewer Collector:	1 yr	Valerie Bills
Fire-Police – List Attached.		

CONSENT AGENDA

Resolutions

- 1-12 Designating Newspapers
- 2-12 CDBG Representative
- 3-12 Community Service Program
- 4-12 CRS Coordinator
- 5-12 Cash Management Plan
- 6-12 Cash Management Policy
- 7-12 JIF/CJHIF Fund Commissioner
- 8-12 Temporary Budget
- 9-12 Planning Board Stipend
- 10-12 Mileage Reimbursement
- 11-12 Interest Rate Non-Payment of Taxes
- 12-12 Appointment Public Agency Compliance Officer
- 13-12 Payroll Authorization
- 14-12 Social Security Payment Authorization
- 15-12 Authorization to Sign Checks
- 16-12 Provident Bank Accounts
- 17-12 Unemployment/Disability Payment Authorization

BOROUGH OF MANASQUAN
REORGANIZATION MEETING AGENDA
JANUARY 3rd, 2012 AT 7:00 P.M.

- 18-12 Petty Cash
- 19-12 Tax Issuance School & Fire District Payments
- 20-12 Debt Payment
- 21-12 Issuance of All Medical Insurance Premiums
- 22-12 Appoint Community Development Rep/Alt
- 23-12 Tax Rate for Installment Payments for Assessments
- 24-12 Professional Appointments
- 25-12 Seating Assignments for Council

STATEMENTS BY COUNCIL MEMBERS

AUDIENCE PARTICIPATION

ADJOURNMENT

**BOROUGH OF MANASQUAN
RESOLUTION
1-2012**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, that the following newspapers shall be designated the official newspapers of the Borough of Manasquan, New Jersey, for the year 2012.

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

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, Monmouth County, New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 3, 2012 meeting.

BARBARA ILARIA, RMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA			YES	NO		

**BOROUGH OF MANASQUAN
RESOLUTION
2-2012**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that Municipal Administrator Joseph DeIorio be appointed as the representative to the Monmouth County Community Block Grant Development Program effective January 1, 2012 through December 31, 2012.

BE IT FURTHER RESOLVED that Mayor George Dempsey be appointed as the deputy representative to the Monmouth County Community Block Grant Development Program effective January 1, 2012 through December 31, 2012.

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at their January 3, 2012 meeting.

BARBARA ILARIA, RMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA			YES	NO		

**BOROUGH OF MANASQUAN
RESOLUTION
3-2012**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, that the Municipal Clerk be authorized to sign the Community Service Program, Working Agreement with Work Site for 2012.

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 3, 2012 meeting.

BARBARA ILARIA, RMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA YES NO						

CASH MANAGEMENT PLAN

RESOLUTION

5-2012

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Manasquan, County of Monmouth, New Jersey, that for the year 2012 the following shall serve as the cash management plan of the Borough of Manasquan.

The Chief Financial Officer is directed to use this cash management plan as the guide in depositing and investing the Borough of Manasquan's funds.

The following are suitable and authorized investments.

Interest-bearing bank accounts and certificates of deposit in authorized banks, listed below, for deposit of local unit funds.

Government money market mutual funds as comply with N.J.S.A. 40A:5-15.1 (e)

Local government investment pools which comply with N.J.S.A. 40A:5-15.1 (e) and conditions set by the Division of Local Government Services.

New Jersey State Cash Management Fund.

Repurchase agreements (repos) of fully collateralized securities which comply with N.J.S.A. 40A:5-15.1 (a)

The following Government Unit Depository Protection Act approved banks are authorized depositories for the deposit of funds:

Central Jersey Bank	2200 State Highway 35 Wall, New Jersey 08750
Manasquan Savings Bank	185 Main Street Manasquan, New Jersey 08736
Provident Savings Bank	Highway 71 and 205 Main Street Manasquan, New Jersey 08736
Sovereign Bank	2500 Belmar Blvd. Wall, New Jersey 07719
TD Bank	6000 Atrium Way Mount Laurel, New Jersey 08054
North Fork Bank	1314 Sea Girt Avenue Wall, New Jersey 07719

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

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 3, 2012 meeting.

BARBARA ILARIA, RMC
Municipal Clerk

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA			YES	NO		

**BOROUGH OF MANASQUAN
CASH MANAGEMENT POLICY
RESOLUTION
6-2012**

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Manasquan, County of Monmouth, New Jersey, that the Chief Financial Officer shall administer the cash management plan adopted on January 3, 2012 through compliance with 40A:5-1 et seq. prudent application of these cash management policies, which shall not conflict the plan in any way.

I. **Objectives:** the priority of investing practices shall be, in order of descending importance, **security, liquidity, and yield.**

A. **Security:** The safety of principal is the foremost objective of the cash management plan. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective is to mitigate credit risk and interest rate risk.

1. **Credit Risk:** Credit risk is the risk of loss due to failure of the security issuer or backer. Credit risk may be mitigated by:

a. Limiting investments to the safest types of securities.

b. Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors with which an entity will do business.

2. **Interest Rate Risk:** Interest rate risk is the risk that the market value of the securities in the portfolio will fall due to changes in general interest rates. Interest rate risk may be mitigated by:

a. Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and

b. By investing operating funds primarily in shorter-term securities.

B. **Liquidity:** The portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. Investments of various funds should be structured so that they match the potential need. Thus, investments of operating funds should be kept in investments with a maturity of not more than one year. Investments of a capital, or long term trust fund nature should match the expected use of the funds, but not to exceed five years. Investments should consist of securities with active secondary markets or in mutual funds that permit liquidation at net asset value. Securities shall not be sold prior to maturity with the following exceptions:

1. a declining credit security could be sold early to minimize the loss of principal.

2. a security swap would improve the quality, yield, or target duration in the portfolio.

3. liquidity needs of the local unit require that the security be sold.

C. **Yield:** The investment portfolio must be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objectives described above. The core of investments are limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. The chief

financial officer shall carefully evaluate the legality, security, and yield attributes of any investment offering above market yields.

II. Standards of Care

A. Prudence

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio in accordance with State law and this policy. Chief financial officers acting in accordance with the cash management plan and policy shall be relieved of any liability for loss of such moneys due to the insolvency or closing of any depository designated by, or the decrease in value of any investment authorized by, the cash management plan.

Investment shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

B. Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall not have personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material investment in financial institutions with which they conduct business. They shall disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of their entity. Personnel involved in investment activities shall comply with the Local Government Ethics Law.

C. Delegation of Responsibility and Authority

Responsibility and authority to manage the cash management plan and policy is granted to the chief financial officer pursuant to N.J.S.A. 40A:5-14. No person may engage in an investment transaction except as provided under the terms of the policy and the written procedures established by the chief financial officer. The chief financial officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

III. Safekeeping and Custody

A. Authorized Banks for Deposit of Governmental Funds

The cash management plan shall list all authorized banks for deposit of governmental funds. Only banks approved by the Department of Banking and Insurance under the Government Unit Depository Protection Act (GUDPA) can be approved depositories.

B. Internal Controls

1. The governing body shall act to provide that the agency has an internal control structure that is established, defined and maintained to ensure that the assets of the entity are protected from loss, theft or misuse. The chief financial officer shall develop written internal controls and submit them to the governing body for approval. The internal control structure shall be designed to provide reasonable assurance that the assets of the entity are protected from loss, theft or misuse. The concept of reasonable assurance recognizes that:

- a. the cost of a control should not exceed the benefits likely to be derived.
- b. the valuation of costs and benefits of internal controls requires estimates and judgments by management.

C. Delivery vs Payment

All trades where applicable will be executed by delivery vs payment (DVP). This ensures that securities are deposited in the eligible financial institution prior to the release of funds. Securities will be held by a third party custodian as evidenced by safekeeping receipts.

IV. Policy

The cash management plan must be approved by the governing body, by resolution, on an annual basis, and may be amended at any time during the year to reflect changes due to changes in laws, depositories, funds or investments.

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 3, 2012 meeting.

 BARBARA ILARIA, RMC
 Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA			YES	NO		

**BOROUGH OF MANASQUAN
RESOLUTION
8-2012**

WHEREAS, N.J.S.A. 40:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2012 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that the following appropriations constitute the 2012 budget:

2012 TEMPORARY BUDGET

CURRENT FUND:	Salaries & Wages	Other Expense
Administrator	5,035.00	278.00
Governing Body	2,064.00	636.00
Municipal Clerk	20,243.00	11,994.00
Financial Administration	9,974.00	2,453.00
Audit Service		5,550.00
Collection of Taxes	8,842.00	2,530.00
Assessment of Taxes	7,134.00	543.00
Legal Services		21,200.00
Engineering Services		8,745.00
Planning Board	5,250.00	2,203.00
Code Enforcement	25,655.00	1,701.00
Zoning Office	6,017.00	
Construction Official	23,304.00	821.00
Electrical Inspection	2,477.00	
Plumbing Inspection	2,491.00	
Fire Inspection	694.00	
Insurance		245,736.00
Police	677,039.00	24,809.00
Emergency Management	1,985.00	1,325.00
Streets & Roads Maintenance	87,437.00	12,779.00
Maintenance of Borough Vehicles		12,455.00
Solid Waste-Recycling/Disposal	826.00	96,208.00
Public Buildings & Grounds		15,142.00
Shade Tree Commission		11,315.00
Traffic Lights		1,060.00
Board of Health	861.00	6.00
Animal Control		3,498.00
Environmental Commission		365.00
Recreational Commission	7,552.00	881.00
Landfill/Solid Waste Disposal		74,862.00
Parks & Playgrounds	29,451.00	5,909.00
Senior Citizen Transportation		265.00
Anniversary & Holidays		535.00
Waterways		1,245.00
Utilities		48,000.00
Contingent		500.00
Social Security & Medicare		41,598.00
Drug Alliance		17,095.00
Interlocal - Brielle Gasoline		19,345.00
Snow Removal		3,180.00
Municipal Court	26,468.00	26,947.00
	950,799.00	723,714.00
TOTAL 2012 CURRENT FUND TEMPORARY BUDGET		1,674,513.00

2012 TEMPORARY BUDGET

WATER/SEWER UTILITY FUND	Salaries & Wages	Other Expense
Salaries and Wages	128,525.00	
Other Expense		145,762.00
SMRSA		231,676.00
Social Security & Medicare		9,832.00
	128,525.00	387,270.00
TOTAL 2012 WATER/SEWER TEMP. BUDGET		515,795.00

BEACH UTILITY BUDGET

Salaries & Wages	227,368.00	
Other Expense		158,790.00
Social Security & Medicare		16,983.00
	227,368.00	175,773.00
TOTAL 2012 BEACH FUND TEMP. BUDGET		403,141.00

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 3, 2012 meeting.

BARBARA ILARIA, RMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA			YES	NO		

**BOROUGH OF MANASQUAN
RESOLUTION
9-2012**

BE IT RESOLVED that the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, has authorized that the following employees shall receive the stipends listed below for the calendar year 2012, effective January 1, 2012 through December 31, 2012 as follows:

EMPLOYEES:

Mary Salerno, Planning Board Secretary \$ 100.00 per meeting

BE IT RESOLVED that in the absence of the Planning Board Secretary an Alternate may be assigned by the Administrator and shall be paid based on alternate employee hourly rate of pay; and

BE IT FURTHER RESOLVED that the Borough Clerk is authorized to notify the employee upon passage of this resolution.

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 3, 2012 meeting.

BARBARA ILARIA, RMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA			YES	NO		

**BOROUGH OF MANASQUAN
RESOLUTION
10-2012**

WHEREAS, the Mayor and Council of the Borough of Manasquan reimburse officials, officers and employees for automobile business usage, and

WHEREAS, the Mayor and Council are desirous of setting a rate for automobile business usage, and

WHEREAS, the Internal Revenue Service has announced the standard mileage expense rate for automobile business usage effective January 1, 2012 will be 55.5 cents per mile

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that effective January 1, 2012 the Borough will reimburse officials, officers and employees for automobile business usage at a rate of 55.5 cents per mile.

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 3, 2012 meeting.

BARBARA ILARIA, RMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA			YES	NO		

**BOROUGH OF MANASQUAN
RESOLUTION
12-2012**

BE IT RESOLVED, that Barbara Ilaria, Borough Clerk, be and is hereby named the Public Agency Compliance Officer (P.A.C.O.) for Affirmative Action in the Borough of Manasquan.

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 3, 2012 meeting.

BARBARA ILARIA, RMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA YES NO						

**BOROUGH OF MANASQUAN
RESOLUTION
14-2012**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Joseph DeLorio, is hereby authorized to perform all matters necessary to enable the issuance of Borough Social Security payments in twenty-six installments throughout the year 2012 without the need of further resolutions or actions by the Mayor and Council of the Borough of Manasquan.

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 3, 2012 meeting.

BARBARA ILARIA, RMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA			YES	NO		

**BOROUGH OF MANASQUAN
RESOLUTION
15-2012**

BE IT RESOLVED, that the Hon. George R. Dempsey, Jr., Mayor of the Borough of Manasquan, be and is hereby authorized to sign checks and warrants on behalf of the Borough of Manasquan and otherwise act for the Borough of Manasquan in such instances as may become necessary in the various banking transactions involving the Borough, and

BE IT FURTHER RESOLVED, that the President of Council of the Borough of Manasquan, be and is hereby authorized to act as aforesaid in the place and stead of the Mayor at such times as by law he is empowered so to do.

BE IT FURTHER RESOLVED, that a copy of this resolution be filed with Provident Bank, one of the official depositories of the Borough.

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 3, 2012 meeting.

BARBARA ILARIA, RMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA			YES	NO		

**BOROUGH OF MANASQUAN
RESOLUTION
16-2012**

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

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

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 3, 2012 meeting.

BARBARA ILARIA, RMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA			YES	NO		

**BOROUGH OF MANASQUAN
RESOLUTION
18-2012**

WHEREAS, the application to establish a Petty Cash Fund in the Office of the Borough Clerk, in the Office of the Chief of Police and in the Office of the Code/Construction Department of the Borough of Manasquan has been approved by the Director of Local Government Services, now therefore,

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that Joseph DeIorio, Chief Financial Officer, is hereby authorized to draw checks as follows:

\$100.00, which sum is to be utilized as a Petty Cash Fund in the Office of the
Borough Clerk

\$100.00, which sum is to be utilized as a Petty Cash Fund in the Office of the
Chief of Police

\$ 50.00, which sum is to be utilized as a Petty Cash Fund in the Office of the
Code/Construction Dept.

BE IT FURTHER RESOLVED, that the said Joseph DeIorio, Chief Financial Officer, is hereby authorized to draw similar checks in the future, pursuant to the guidelines established in the approved application at whatever times the said Petty Cash Fund required additional monies.

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 3, 2012 meeting.

BARBARA ILARIA, RMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA			YES	NO		

**BOROUGH OF MANASQUAN
RESOLUTION
19-2012**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Joseph DeLorio is hereby authorized to perform all matters necessary to enable the issuance of the County, School and Fire District Tax payments on a quarterly basis throughout the year 2012 without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 3, 2012 meeting.

BARBARA ILARIA, RMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA			YES	NO		

**BOROUGH OF MANASQUAN
RESOLUTION
20-2012**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Joseph DeIorio, is hereby authorized to perform all matters necessary to enable the issuance of all Debt Payments throughout the year 2012 as required, without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 3, 2012 meeting.

BARBARA ILARIA, RMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA			YES	NO		

**BOROUGH OF MANASQUAN
RESOLUTION
21-2012**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Joseph DeIorio, is hereby authorized to perform all matters necessary to enable the issuance of all medical insurance premiums throughout the year 2012, without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 3, 2012 meeting.

BARBARA ILARIA, RMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA			YES		NO	

**BOROUGH OF MANASQUAN
RESOLUTION
22-2012**

BE IT RESOLVED, by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that Joseph DeIorio be appointed Community Development Representative for a one year term commencing on January 1, 2012 through December 31, 2012.

BE IT FURTHER RESOLVED, Mayor George R. Dempsey be appointed as Alternate Representative for a one year term commencing on January 1, 2012 through December 31, 2012.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk of the Borough of Manasquan, Monmouth County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at their regular meeting held on January 3, 2012.

BARBARA ILARIA, RMC
Municipal Clerk

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA			YES	NO		

**MANASQUAN BOROUGH
RESOLUTION
23-2012**

WHEREAS, N.J.S.A. 40:56-35 permits a governing body to issue a special assessment for any improvement; and

WHEREAS, N.J.S.A. 40:56-35 permits a municipality to provide that the assessments may be payable in installments, with legal interest; and

NOW, THEREFORE, BE IT RESOLVED, that the interest rate for the installment payment for special assessments confirmed in the year 2012 be 1.55%.

NOW, THEREFORE, BE IT RESOLVED, by the Borough of Manasquan, County of Monmouth, State of New Jersey that the Mayor and Council authorize the Tax Collector to institute said interest for properties requesting installment payments as prescribed by law.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey; do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 3, 2012 meeting.

BARBARA ILARIA, RMC
Municipal Clerk

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA YES NO						

**BOROUGH OF MANASQUAN
RESOLUTION
24-2012**

WHEREAS, N.J.S.A. 40A:11-5 (1) (a) (1) permits the governing body to award a professional services contract without publicly advertising for bids and bidding therefor; and

WHEREAS, the borough council has determined that there is a need for professional services during the 2011 calendar year; and

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

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

WHEREAS, the anticipated term of these contracts are one year (January 1, 2012 to December 31, 2012); and

WHEREAS, the following professional services providers have or will submit contracts to be reviewed for completeness and approval by the borough attorney indicating that they will provide their services for the agreed upon rate (s) that are contained in their contracts that are on file in the Clerk's Office.

Allen Shechter, CPA - Borough Auditor

Charles Rooney, T & M Associates - Borough Engineer

McManimon & Scotland, LLC - Borough Bond Counsel

Ronald Sage - Borough Prosecutor
James Carton IV - Alternate Borough Prosecutors

Jeffrey R. Surenian - Special Counsel (COAH)

Kenneth Fortier – Public Defender

Mark Kitrick – Borough Attorney

Geoffrey Cramer – Planning Board Attorney

Albert Yodakis – T& M Associates – Board Director

These appointments are made pursuant to N. J. S. 2B:12-1 et seq.

WHEREAS, a certification as to the availability of funds executed by the chief financial officer is attached to this resolution pursuant to the provisions of N. J. A. C. 5:30-5-4;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, on this 3rd day of January, 2012 as follows:

1. The Business Disclosure Entity Certification of these professionals and the Determination of Value Certification of the chief financial officer shall be filed in the office of the municipal clerk, and shall be available for public inspection.

execute a contract with these professionals to provide professional services to the municipality for the 2012 contract year at the agreed upon rate that is contained in the contract/proposal on file in the Clerk's Office.

3. A notice stating the nature, duration, service and the amount of this contract shall be published in the Coast Star and this resolution shall be maintained on file and available for the public inspection in the office of the municipal clerk.
4. A certified copy of this resolution shall be sent to the professionals included in this resolution.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, Monmouth County, New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 3, 2012 meeting.

BARBARA ILARIA, RMC
Municipal Clerk

CERTIFICATION

Pursuant to a resolution of the Division of Local Government Services, Local Finance Board, dated October 20, 1975, I hereby state that there is annexed hereto a proper certificate of availability of funds executed by the Municipal treasurer.

MARK G. KITRICK,
Borough Attorney

CERTIFICATION

I am the chief municipal financial officer charged with the responsibility of maintaining financial records of the Borough of Manasquan, State of New Jersey, and on this 3rd day of January, 2012, I hereby certify to the Borough Council of the Borough of Manasquan as follows:

1. Adequate funds are available in an amount sufficient to defray the expenditure of money by the Borough under the following proposed contract, which is pending approval by the governing body:

Allen Shechter, CPA
Charles Rooney, T&M Associates
McManimon & Scotland, LLC
Ronald Sage
James Carton IV
Jeffrey R. Surenian
Kenneth Fortier
Mark Kittrick
Geoffrey Cramer
Albert Yodakis

2. The funds certified herein as being available for the aforementioned contract have not been certified by the undersigned as being available for any other contract now pending or in force.

Joseph DeIorio
Chief Municipal Financial Officer

**CERTIFICATION
OF
CHIEF MUNICIPAL FINANCIAL OFFICER
OF
BOROUGH OF MANASQUAN**

I CERTIFY, pursuant to the provisions of the "New Jersey Local unit Pay-to-Play Law" (N.J.S. A. 19:44A-20.4 et seq.) that the value of the contract to be awarded for the aforementioned Professional Services for the 2012 calendar year will exceed \$21,000.00

BOROUGH OF MANASQUAN

Dated: January 3, 2012

BY: _____
JOSEPH DeIORIO
CERTIFIED MUNICIPAL FINANCIAL OFFICER

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA			YES	NO		

**BOROUGH OF MANASQUAN
RESOLUTION
25-2011**

WHEREAS, Chapter 2 of the Borough of Manasquan Municipal Code states that the council shall meet for organization on the first day of January or within the first 7 days in January in any year at such time and place as council may direct; and

WHEREAS, as Chapter 2-3 under the Powers and Duties of Mayor shall maintain peace and good order; and

WHEREAS, Chapter 2-3.1 states the Mayor shall on all occasions preserve order and decorum; and

WHEREAS, Chapter 2-5.1 states that the deliberations of the council shall be governed by Roberts Rules of Order; and

NOW THEREFORE BE IT RESOLVED, that the Mayor, in order to effectuate proper decorum, assigns the seating arrangement for the year beginning 2012 for the members of council in alphabetical order by last name.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk of the Borough of Manasquan, Monmouth County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at their regular meeting held on January 3, 2012.

BARBARA ILARIA, RMC
Municipal Clerk

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BOSSONE						
CONNOLLY						
DONOVAN						
GRASSO						
MANGAN						
McCARTHY						
ON CONSENT AGENDA YES NO						