

TOWNSHIP COMMITTEE SINE-DIE MEETING - JANUARY 1, 2017 - 11:55 P.M.

Mayor McMillan calls the meeting to order and requests the Clerk to call the roll:

<u>ROLL CALL</u>	<u>PRESENT/ABSENT</u>
Dr. Michael Brantley	_____
Robert Lane, Jr.	_____
Carol Rizzo	_____
Nicholas Williams	_____
Kevin B. McMillan	_____

Also present at the dais:

Michael J. Bascom, Chief Financial Officer; Vito D. Gadaleta, Business Administrator; Richard J. Cuttrel, Municipal Clerk; Gene Anthony, Township Attorney, and Pamela D. Howard, Deputy Municipal Clerk.

The Clerk states, "Fire exits are located in the rear of the room and to my right. In the event of fire, you will be notified by fire alarm and/or public address system, then move to the nearest smoke-free exit".

Mayor McMillan announces that the notice requirements of R.S. 10:4-18 have been satisfied by the publication of the required advertisement in the Asbury Park Press and The Coaster on December 22, 2016, posting the notice on the Board in the Municipal Complex, and filing a copy of the said notice with the Municipal Clerk.

REMAINING BUSINESS FOR 2016

Mayor McMillan calls for the transaction of any remaining business for the year of 2016.

The Clerk replies that there is no further business to be transacted.

Motion made by _____, seconded by _____, to Adjourn Sine Die.

**2017 REORGANIZATION MEETING – JANUARY 1, 2017
TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE**

CALL TO ORDER - The Municipal Clerk calls the 2017 Township Committee Reorganization Meeting to order at 12:00 p.m.

NOTICE REQUIREMENTS

The Clerk announces that the notice requirements of R.S. 10:4-18 have been satisfied by the publication of the required advertisement in The Coaster the Asbury Park Press on December 22, 2016, posting the notice on the Board in the Municipal Complex, and filing a copy of said notice with the Municipal Clerk. In addition, the meeting agenda and resolutions are posted online at www.neptunetownship.org.

INVOCATION – Reverend Dr. Henry Davis

FLAG SALUTE

OATH OF OFFICE – ELECTED TOWNSHIP COMMITTEE MEMBERS

Newly-elected Township Committeewoman Carol Rizzo will be sworn into office by The Honorable Phil Murphy, former United States Ambassador to Germany.

Newly-elected Township Committeeman Robert Lane, Jr. will be sworn into office by The Honorable Eric J. Houghtaling, Assemblyman, New Jersey 11th Legislative District, and former Mayor of the Township of Neptune.

MEMBERS QUALIFIED TO SERVE

The Clerk certifies that the following individuals are duly qualified by law to serve as members of the Township Committee of the Township of Neptune for the year 2017:

Dr. Michael Brantley

Robert Lane, Jr.

Kevin B. McMillan

Carol Rizzo

Nicholas Williams

ELECTION OF MAYOR

Res. # 17-1 - Elect Chairperson and Mayor of the Township Committee of the Township of Neptune for the year 2017.

Offered by: _____ Seconded by: _____
Lane, _____; McMillan, _____; Rizzo, _____; Williams, _____; Brantley, _____.

Oath of Office administered by The Honorable Phil Murphy

ELECTION OF DEPUTY MAYOR

Res. # 17-2 - Elect Vice-Chairperson and Deputy Mayor of the Township Committee of the Township of Neptune for the year 2017.

Offered by: _____ Seconded by: _____
Lane, _____; McMillan, _____; Rizzo, _____; Williams, _____; Brantley, _____.

Oath of Office administered by The Honorable Phil Murphy

PRESENTATION

The Mayor will make a presentation to Committeeman Kevin B. McMillan who served as Mayor in 2016.

APPOINTMENT OF DEPARTMENTAL CHAIRPERSONS

The Mayor will announce the appointments of Departmental Chairpersons for 2017:

- ROBERT LANE, JR. – Code, Construction, Senior Center, Tourism, and MURC
- DR. MICHAEL BRANTLEY – Engineering, Land Use, and Administration
- CAROL RIZZO – Finance, Economic Development, Health & Welfare, and Library
- NICHOLAS WILLIAMS – Public Works and Marina
- KEVIN B. MC MILLAN – Recreation, Court & Public Safety, Community Development

CONSENT AGENDA – PROFESSIONAL APPOINTMENTS

- Res. # 17-3 - Appoint Township Attorney.
- Res. # 17-4 - Appoint Acting Township Attorney.
- Res. # 17-5 - Appoint Labor Attorney.
- Res. # 17-6 - Appoint Prosecutor.
- Res. # 17-7 - Appoint Alternate Prosecutor.
- Res. # 17-8 - Appoint Public Defender.
- Res. # 17-9 - Appoint Registrar.
- Res. # 17-10 - Appoint Regional Contribution Agreement and Environmental/Shade Tree Comm. Attorney.
- Res. # 17-11 – Appoint Municipal Court Judge.
- Res. # 17-12 – Appoint Transcript Reporter.
- Res. # 17-13 - Appoint Auditor.
- Res. # 17-14 - Appoint Engineering Consultants.
- Res. # 17-15 – Appoint consultant for Computer Aided Drafting and Design (CADD) Services
- Res. # 17-16 - Appoint Historic Preservation Commission Attorney.
- Res. # 17-17 – Appoint Special Counsel for Emergency Medical Services issues.
- Res. # 17-18 – Appoint Township Engineer.

Vote on Consent Agenda – Professional Appointments

Offered by: _____ Seconded by: _____
Lane, _____; McMillan, _____; Rizzo, _____; Williams, _____; Brantley, _____.

Oath of Office administered to professional appointees who are present

CONSENT AGENDA – CITIZEN BOARD APPOINTMENTS

Res. # 17-19 - Appoint members to the Rent Leveling Board.

Res. # 17-20 - Appoint member to the Township of Neptune Sewerage Authority.

Res. # 17-21 - Appoint member to the Ocean Grove Sewerage Authority.

Res. # 17-22 - Appoint members to the Board of Adjustment.

Res. # 17-23 - Appoint members to the Recreation Committee.

Res. # 17-24 - Appoint members to the Senior Citizens Advisory Council.

Res. # 17-25 - Appoint members to the Municipal Alliance Against Alcoholism and Drug Abuse.

Res. # 17-26 - Appoint members to the Fletcher Lake Commission.

Res. # 17-27 - Appoint member to the Deal Lake Commission.

Res. # 17-28 - Appoint Trustees to the Economic Development Corporation.

Res. # 17-29 - Appoint members to the Parade/Municipal Special Events Committee.

Res. # 17-30 - Appoint members to the Local Emergency Planning Committee.

Vote on Consent Agenda - Citizen Board Appointments

Offered by: _____ Seconded by: _____
Lane, _____; McMillan, _____; Rizzo, _____; Williams, _____; Brantley, _____.

MAYOR'S APPOINTMENTS TO CITIZEN BOARDS

The Mayor announces the following appointments to the Environmental/Shade Tree Commission:

Julie Soleil & Peter Longo for three year terms.

William Heyniger, as the Alternate #1 member for a two year term

Res. # 17-31 - Confirm Mayor's appointments to the Environmental/Shade Tree Commission.

Offered by: _____ Seconded by: _____
Lane, _____; McMillan, _____; Rizzo, _____; Williams, _____; Brantley, _____.

The Mayor announces the following appointments to the Planning Board:

Keith P. Cafferty, as the Class I Member for a one year term.

John Bonney, as the Class II member for a one year term.

Dr. Michael Brantley, as the Class III member for a one year term.

Sharon Davis, as a Class IV member for a four year term.

Linda Kornegay, as the Class IV Alternate #1 for a two year term.

Res. # 17-32 - Confirm Mayor's appointments to the Planning Board.

Offered by: _____ Seconded by: _____
Lane, _____; McMillan, _____; Rizzo, _____; Williams, _____; Brantley, _____.

The Mayor announces the following appointments to the Historic Preservation Commission:

Kennedy Buckley as a Class C member for a four-year term

Damaris Adamo as the Alternate #1 member for a one-year term

Donna Spencer as the Alternate #2 member for a one-year term

Res. # 17-33 - Confirm Mayor's appointments to the Historic Preservation Commission.

Offered by: _____ Seconded by: _____
Lane, _____; McMillan, _____; Rizzo, _____; Williams, _____; Brantley, _____.

The Mayor announces the following appointments to the Board of Library Trustees:

Torquato Tasso for a five-year term.

Meghan Plevier as the Superintendent of School's representative for a one-year term.

Madeline King as the Mayor's representative for a term concurrent with the Mayor.

Res. # 17-34 - Confirm Mayor's appointments to Board of Library Trustees.

Offered by: _____ Seconded by: _____
Lane, _____; McMillan, _____; Rizzo, _____; Williams, _____; Brantley, _____.

CONSENT AGENDA – TOWNSHIP COMMITTEE/ADMINISTRATIVE STAFF APPOINTMENTS

Res. # 17-35 – Appoint Governing Body Subcommittees.

Res. # 17-36 - Appoint Community Development representatives.

Res. # 17-37 – Appoint representative to Meridian Health Advisory Board.

Res. # 17-38 - Appoint Municipal Liaison to the Monmouth County Transportation Council.

Res. # 17-39 - Appoint Board of Education Liaison.

Res. # 17-40 – Designate Public Agency Compliance Officer.

Res. # 17-41 – Appoint representative to the Monmouth County Tax Advisory Board.

Vote on Consent Agenda - Township Committee/Administrative Staff Appointments

Offered by: _____ Seconded by: _____

Lane, _____; McMillan, _____; Rizzo, _____; Williams, _____; Brantley, _____.

CONSENT AGENDA – FINANCIAL & ADMINISTRATIVE MATTERS/FEE SCHEDULES/LEGAL NOTICES

Res. # 17-42 - Approve 2017 Temporary Budget.

Res. # 17-43 – Establish 2017 salaries for part-time positions not covered by contract.

Res. # 17-44 – Designate meeting dates for 2017.

Res. # 17-45 – Designate official newspapers.

Res. # 17-46 - Establish a grace period for tax, sewer and commercial refuse payments.

Res. # 17-47 - Approve Petty Cash Funds.

Res. # 17-48 - Establish the interest rates to be charged by the tax office.

Res. # 17-49 - Establish rate of reimbursement for use of a personal vehicle for official Township business.

Res. # 17-50 - Establish a fee schedule for repair rates performed by the Department of Public Works.

Res. # 17-51 - Authorize the Tax Assessor to sign stipulations and file cross appeals and assessor appeals for corrections only in connection with tax appeals.

Res. # 17-52 – Establish Special Duty rates for Police Officers.

Res. # 17-53 – Establish 2017 hourly rates for part-time positions.

Res. # 17-54 – Authorize joining of Garden State Municipal Joint Insurance Fund and execution of Indemnity and Trust Agreement.

Res. # 17-55 – Appoint Risk Management Consultant.

Res. # 17-56 – Appoint Garden State Municipal Joint Insurance Fund Commissioner.

Res. # 17-57 – Establish fee for refuse and recycling containers.

Res. # 17-58 – Establish 2017 salaries for certain appointed professionals.

Res. # 17-59 – Establish policy for selecting professional services from engineering pool list.

Res. # 17-60 - Establish Cash Management Plan.

Vote on Consent Agenda - Financial & Administrative Matters/Fee Schedules/Legal Notices

Offered by: _____ Seconded by: _____

Lane, _____; McMillan, _____; Rizzo, _____; Williams, _____; Brantley, _____.

PRIVILEGE OF THE FLOOR/PUBLIC COMMENTS

Members of the public may address any concern relating to the Township. The public will be permitted one visit to the microphone with a limit of five minutes.

COMMENTS FROM THE TOWNSHIP COMMITTEE

MAYOR'S ADDRESS

CLOSING PRAYER – Reverend Davis

ADJOURNMENT – Please join the Township Committee in the 1st floor Rotunda for light refreshments and the Mayor's Youth Cabinet bake sale.

RESOLUTION #17-1 - 1/1/17

ELECT CHAIRPERSON OF THE TOWNSHIP COMMITTEE
AND MAYOR OF THE TOWNSHIP OF NEPTUNE FOR THE YEAR 2017

BE IT RESOLVED, by the Township Committee of the Township of Neptune that
_____ be and is hereby elected Chairperson of the Township Committee and Mayor of
the Township of Neptune for the year 2017.

RESOLUTION #17-3 - 1/1/17

APPOINT TOWNSHIP ATTORNEY

WHEREAS, the Township of Neptune desires to appoint a Township Attorney through the fair and open bidding process pursuant to the provisions of N.J.S.A. 19:44A-1, et seq.; and,

WHEREAS, the Township accepted Requests for Proposals for said position on December 8, 2016 and desires to make an appointment from the proposals received; and,

WHEREAS, funds for Township Attorney will be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided in the Budget for the year 2017, when finally adopted, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes the execution of a contract to engage the services of Gene Anthony as Township Attorney for the year 2017, effective January 1, 2017 at an annual retainer as set by resolution and a hourly rate of \$130.00; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be forwarded to the Business Administrator, Chief Financial Officer, and Assistant C.F.O.

RESOLUTION #17-4 - 1/1/17

APPOINT ACTING TOWNSHIP ATTORNEY

WHEREAS, the Township of Neptune desires to appoint an Acting Township Attorney through the fair and open bidding process pursuant to the provisions of N.J.S.A. 19:44A-1, et seq.; and,

WHEREAS, the Township accepted Requests for Proposals for said position on December 8, 2016 and desires to make an appointment from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided in the Budget for the year 2017, when finally adopted, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes the execution of a contract to engage the services of Michael Celli as acting Township Attorney for the year 2017, effective January 1, 2017 at the terms as indicated in said contract on file in the Office of the Municipal Clerk; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be forwarded to the Business Administrator, Chief Financial Officer, and Assistant C.F.O.

RESOLUTION #17-5 - 1/1/17

APPOINT TOWNSHIP LABOR ATTORNEY

WHEREAS, the Township of Neptune desires to appoint a Township Labor Attorney through the fair and open bidding process pursuant to the provisions of N.J.S.A. 19:44A-1, et seq.; and,

WHEREAS, the Township accepted Requests for Proposals for said position on December 8, 2016 and desires to make an appointment from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided in the Budget for the year 2017, when finally adopted, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes the execution of a contract to engage the services of Florio, Kenny & Raval as Township Labor Attorney for the year 2017, effective January 1, 2017 at the terms as indicated in said contract on file in the Office of the Municipal Clerk; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be forwarded to the Business Administrator, Chief Financial Officer, and Assistant C.F.O.

RESOLUTION #17-6 - 1/1/17

APPOINT PROSECUTOR

WHEREAS, the Township of Neptune desires to appoint a Prosecutor through the fair and open bidding process pursuant to the provisions of N.J.S.A. 19:44A-1, et seq.; and,

WHEREAS, the Township accepted Requests for Proposals for said position on December 8, 2016 and desires to make an appointment from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided in the Budget for the year 2017, when finally adopted, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby appoints James Butler, Jr. as Prosecutor for the year 2017, effective January 1, 2017 at an annual salary as established by Resolution of the Township Committee; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be forwarded to the Business Administrator, Chief Financial Officer, and Assistant C.F.O.

RESOLUTION #17-7 - 1/1/17

APPOINT ALTERNATE PROSECUTOR

WHEREAS, the Township of Neptune desires to appoint an Alternate Prosecutor through the fair and open bidding process pursuant to the provisions of N.J.S.A. 19:44A-1, et seq.; and,

WHEREAS, the Township accepted Requests for Proposals for said position on December 8, 2016 and will make a selection from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided in the Budget for the year 2017, when finally adopted, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes the execution of a contract to engage the services of Diegnan & Brophy to serve as Alternate Prosecutor in the absence of the Public Defender for the year 2017, at a per hour compensation rate as established by Resolution of the Township Committee; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be forwarded to the Business Administrator, Chief Financial Officer, Assistant C.F.O and Court Administrator.

RESOLUTION #17-8 - 1/1/17

APPOINT PUBLIC DEFENDER

WHEREAS, the Township of Neptune desires to appoint a Public Defender through the fair and open bidding process pursuant to the provisions of N.J.S.A. 19:44A-1, et seq.; and,

WHEREAS, the Township accepted Requests for Proposals for said position on December 8, 2016 and desires to make an appointment from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided in the Budget for the year 2017, when finally adopted, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby appoints Kevin Wigenton as Public Defender for the year 2017, effective January 1, 2017 at an annual salary as established by Resolution of the Township Committee; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be forwarded to the Business Administrator, Chief Financial Officer, and Assistant C.F.O.

RESOLUTION #17-9 - 1/1/17

APPOINT REGISTRAR OF VITAL STATISTICS

WHEREAS, the State Registrar requires the appointment of a Registrar of Vital Statistics for a three year term in accordance with N.J.S.A. 26:8-11; and,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that Hugh P. Hinds be and is hereby reappointed as the Registrar of Vital Statistics for a three year term expiring December 31, 2019; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Human Resources Director and Hugh P. Hinds.

RESOLUTION #17-10 - 1/1/17

APPOINT REGIONAL CONTRIBUTION AGREEMENT AND ENVIRONMENTAL/
SHADE TREE COMMISSION ATTORNEY

WHEREAS, the Township of Neptune desires to appoint a Township Regional Contribution Agreement and Environmental/Shade Tree Commission Attorney through the fair and open bidding process pursuant to the provisions of N.J.S.A. 19:44A-1, et seq.; and,

WHEREAS, the Township accepted Requests for Proposals for said position on December 8, 2016 and will make a selection from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided in the Budget for the year 2017, when finally adopted, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes the execution of a contract to engage the services of Michael Celli as Township Regional Contribution Agreement and Environmental/Shade Tree Commission Attorney for the year 2017, at the terms as indicated in said contract on file in the Office of the Municipal Clerk; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be forwarded to the Business Administrator, Chief Financial Officer, Assistant C.F.O.

RESOLUTION #17-11 - 1/1/17

APPOINT MUNICIPAL COURT JUDGE

WHEREAS, the Township of Neptune desires to appoint a Municipal Court Judge through the fair and open bidding process pursuant to the provisions of N.J.S.A. 19:44A-1, et seq.; and,

WHEREAS, the Township accepted Requests for Proposals for said position on December 15, 2016 and will make a selection from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided in the Budget for the year 2017, when finally adopted, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby appoints Robin Wernik as Municipal Court Judge effective January 1, 2017 for a three year term expiring December 31, 2019 at an annual salary as established by Resolution of the Township Committee; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be forwarded to the Municipal Court Administrator, Chief Financial Officer, Assistant C.F.O.

RESOLUTION #17-12 - 1/1/17

APPOINT TRANSCRIPT REPORTER

WHEREAS, the Township of Neptune desires to appoint a Township Transcript Reporter through the fair and open bidding process pursuant to the provisions of N.J.S.A. 19:44A-1, et seq.; and,

WHEREAS, the Township accepted Requests for Proposals for said position on December 8, 2016 and will make selections from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided in the Budget for the year 2017, when finally adopted, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes the execution of a contract to engage the services of Torro Reporting to serve as Transcript Reporter for all municipal boards and committees for the year 2017, at the terms as indicated in said contract on file in the Office of the Municipal Clerk; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be forwarded to the Business Administrator, Chief Financial Officer, Planning Board/Board of Adjustment Administrative Officer, H.P.C. Secretary and Assistant C.F.O.

RESOLUTION #17-13 - 1/1/17

APPOINT AUDITOR

WHEREAS, the Township of Neptune desires to appoint a Township Auditor through the fair and open bidding process pursuant to the provisions of N.J.S.A. 19:44A-1, et seq.; and,

WHEREAS, the Township accepted Requests for Proposals for said position on December 8, 2016 and will make a selection from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided in the Budget for the year 2017, when finally adopted, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes the execution of a contract to engage the services of Fallon & Larsen, LLP as Township Auditor for the year 2017, effective January 1, 2017 at the terms as indicated in said contract on file in the Office of the Municipal Clerk; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be forwarded to the Business Administrator, Chief Financial Officer, and Assistant C.F.O.

RESOLUTION #17-14 - 1/1/17

APPOINT CONSULTING ENGINEERS

WHEREAS, the Township of Neptune has appointed its in-house Director of Engineering and Planning as Township Engineer; and,

WHEREAS, from time to time there are larger and more specialized engineering and infrastructure projects that require the services of a Consulting Engineer as determined by the Township Engineer;

WHEREAS the Township desires to appoint a pool of Consulting Engineers, who can provide proposals for engineering services on specific Township projects, through the fair and open bidding process pursuant to the provisions of N.J.S.A. 19:44A-1, et seq.; and,

WHEREAS, the Township accepted Requests for Proposals for said position on December 8, 2016 and will make selections from the proposals received; and,

WHEREAS, funds will be provided for this purpose by Resolution at the time engineering services are awarded for a specific project,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes to appoint and engage the services of the following Consultant Engineers who will be solicited for proposals on larger and/or specialized engineering projects beyond the scope of the Township Engineer and in-house staff for the year 2017:

Maser Consulting
ARH Engineers
CME Associates

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be forwarded to the Director of Engineering and Planning, Business Administrator, Chief Financial Officer, and Assistant C.F.O.

RESOLUTION #17-15 - 1/1/17

APPOINT CONSULTANT FOR COMPUTER AIDED
DRAFTING AND DESIGN (CADD) SERVICES

WHEREAS, the Township of Neptune desires to appoint a Consultant for Computer Aided Drafting and Design (CADD) Services through the fair and open bidding process pursuant to the provisions of N.J.S.A. 19:44A-1, et seq.; and,

WHEREAS, the Township accepted Requests for Proposals for said position on December 8, 2016 and will make a selection from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided in the Budget for the year 2017, when finally adopted, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes to appoint and engage the services of Civil Solutions for Computer Aided Drafting and Design Services for year 2017; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be forwarded to the Business Administrator, Chief Financial Officer, and Assistant C.F.O.

RESOLUTION #17-16 - 1/1/17

APPOINT HISTORIC PRESERVATION COMMISSION ATTORNEY

WHEREAS, the Township of Neptune desires to appoint an Attorney to the Historic Preservation Commission through the fair and open bidding process pursuant to the provisions of N.J.S.A. 19:44A-1, et seq.; and,

WHEREAS, the Township accepted Requests for Proposals for said position on December 8, 2016 and will make a selection from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided in the Budget for the year 2017, when finally adopted, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes the execution of a contract to engage the services of Eugene Melody as Attorney to the Historic Preservation Commission for the year 2017 at the terms as indicated in said contract on file in the Office of the Municipal Clerk; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be forwarded to the Business Administrator, Chief Financial Officer, H.P.C. Secretary and Assistant C.F.O.

RESOLUTION #17-17 - 1/1/17

APPOINT SPECIAL COUNSEL FOR EMERGENCY MEDICAL SERVICES ISSUES

WHEREAS, the Township of Neptune desires to appoint Special Counsel to represent the Township's interests in issues relating the Emergency Medical Services through the fair and open bidding process pursuant to the provisions of N.J.S.A. 19:44A-1, et seq.; and,

WHEREAS, the Township accepted Requests for Proposals for said position on December 8 2016 and will make a selection from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided in the Budget for the year 2017, when finally adopted, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes the execution of a contract to engage the services of Diegnan & Brophy, LLC as Special Counsel for Emergency Medical Services issues for the year 2017 at the terms as indicated in said contract on file in the Office of the Municipal Clerk; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be forwarded to the Business Administrator, Chief Financial Officer, and Assistant C.F.O.

RESOLUTION #17-18 - 1/1/17

APPOINT TOWNSHIP ENGINEER

WHEREAS, the three year term of the Township Engineer expired December 31, 2016 and the Township Committee desires to make an appointment to this position for a new three year term,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby appoints Leanne Hoffmann as Township Engineer for a three year term effective January 1, 2017 and expiring December 31, 2019; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be forwarded to the Chief Financial Officer, Assistant C.F.O and Township Engineer.

RESOLUTION #17-19 - 1/1/17

APPOINT MEMBERS TO THE RENT LEVELING BOARD

BE IT RESOLVED, that the following persons be and they are hereby appointed members of the Rent Leveling Board for the year 2017:

Deacon Morrell Massicot
Constance Holmes
James Manning, Jr.
Catherine McAphee
Ruth Johnson
Jeff Klein – Alternate #1
Naomi Riley – Alternate #2

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Secretary to the Rent Leveling Board.

RESOLUTION #17-20 - 1/1/17

APPOINT MEMBER TO THE TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY

BE IT RESOLVED, by the Township Committee of the Township of Neptune that Linda Johnson be and is hereby appointed to the Neptune Sewerage Authority for a term of five (5) years effective February 1, 2017 and expiring January 31, 2022; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Township of Neptune Sewerage Authority.

RESOLUTION #17-21 - 1/1/17

APPOINT MEMBER TO THE OCEAN GROVE SEWERAGE AUTHORITY

BE IT RESOLVED, by the Township Committee of the Township of Neptune that Barbara Burns be and is hereby appointed to the Ocean Grove Sewerage Authority for a term of five years effective February 1, 2017 and expiring January 31, 2022; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Ocean Grove Sewerage Authority.

RESOLUTION #17-22 - 1/1/17

APPOINT MEMBERS TO THE BOARD OF ADJUSTMENT

BE IT RESOLVED, by the Township Committee of the Township of Neptune that the following persons be and are hereby appointed to the Neptune Township Board of Adjustment:

Paul Dunlap to a four-year term expiring December 31, 2020

Frances M. Keel as the Alternate #1 member to a two year term expiring December 31, 2018

Theopolis Stewart as the Alternate #3 member to a two year term expiring December 31, 2018

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Board of Adjustment Administrative Officer.

RESOLUTION #17-23 - 1/1/17

APPOINT MEMBERS TO THE RECREATION COMMITTEE

BE IT RESOLVED, that the following persons be and they are hereby appointed members of the Neptune Recreation Committee for the year 2017:

Margot Wright	Verita Hill
Michelle Moss	Niarra Harvey
Myan Nichols-Morgan	Terry Moloughney
Monica Kowalski	Nadine Kleiberg
Bridget James	Robert Lane
Maureen Ruotolo	Laria Hamilton
Kevin McMillan	Matt Olds
Michael Radwanski	Jeff Narciso

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Recreation Director.

RESOLUTION #17-24 - 1/1/17

APPOINT MEMBERS TO THE SENIOR CITIZEN ADVISORY COUNCIL

BE IT RESOLVED, that the following be and are hereby appointed members of the Neptune Township Senior Citizen Advisory Council for the year 2017:

Capt. Larry Fisher
Maureen Minnick
Elizabeth Schneider
Jacqueline Catley
Robert Hodges
Victor D'Anna

Anne Sibole
Arthur Bauter
Anne Alling
Joan Keleigh
Angela Germann
Serena Norall

Cynthia Moore
Esther Day
June Stucky
Evelyn Bedell
Walter Drummond

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Senior Center Director.

RESOLUTION #17-25 - 1/1/17

APPOINT MEMBERS TO THE MUNICIPAL ALLIANCE
AGAINST ALCOHOLISM AND DRUG ABUSE

BE IT RESOLVED, that the following are hereby appointed as members to the Neptune Township Municipal Alliance Against Alcoholism and Drug Abuse for a one-year term expiring December 31, 2017:

Ava Johnson
Kevin B. McMillan
Billy Brown
Gail Oliver
Brent Landers
Shawanda Beale
Diane Shelton

Sherry Sotnikoff
John Bonney
Mallory LaCorte
Rick Matson
Capt. Larry Fisher
Laria Hamilton

BE IT FURTHER RESOLVED, that Kevin B. McMillan shall serve as Mayoral Representative to the Drug Alliance.

RESOLUTION #17-26 - 1/1/17

APPOINT MEMBERS TO THE FLETCHER LAKE COMMISSION

BE IT RESOLVED, by the Township Committee of the Township of Neptune that the following individuals be and are hereby appointed to the Fletcher Lake Commission for the year 2017:

VACANT - Township Committee Member
Susan Roach – Township Committee Representative
William Mockridge - Business Administrator's Representative
Mark Balzarano - Director of Public Works representative
Robert Scholz - At-large member
Carol Bernard - Alternate member

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Fletcher Lake Commission.

RESOLUTION #17-27 - 1/1/17

APPOINT REPRESENTATIVES TO THE DEAL LAKE COMMISSION

BE IT RESOLVED, by the Township Committee of the Township of Neptune that Eric Houghtaling be and is hereby appointed as a member and VACANT as an alternate member to the Deal Lake Commission for a one year term expiring December 31, 2017; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Secretary of the Deal Lake Commission.

RESOLUTION #17-28 - 1/1/17

APPOINT TRUSTEES TO THE ECONOMIC DEVELOPMENT CORPORATION

BE IT RESOLVED, that the Township Committee hereby consents to the Mayor's designee of Frances Keel to the Economic Development Corporation for the year 2017; and,

BE IT FURTHER RESOLVED, that the Township Committee hereby appoints Carol Rizzo and Len Steen as Municipal Trustees to the Economic Development Corporation for the year 2017; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Secretary of the Economic Development Corporation.

RESOLUTION #17-29 - 1/1/17

APPOINT MEMBERS TO THE PARADE/MUNICIPAL SPECIAL EVENTS COMMITTEE

BE IT RESOLVED, by the Township Committee of the Township of Neptune that Robert Lane and Assemblyman Eric Houghtaling be and are hereby appointed to serve on the Parade/Municipal Special Events Committee for the year 2017; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to Joint Veterans Parade Committee and Ocean Grove Camp Meeting Association.

RESOLUTION #17-30 - 1/1/17

APPOINT MEMBERS TO THE LOCAL EMERGENCY PLANNING COMMITTEE

BE IT RESOLVED, by the Township Committee of the Township of Neptune that the following individuals be and are hereby appointed to the Local Emergency Planning Committee for the year 2017:

Michael Bascom - Emergency Management Coordinator/Chairman
Michael DiLeo – Deputy Emergency Management Coordinator - Haz-Mat
Kevin Devlin – Deputy Emergency Management Coordinator - Communications
Donald Colarusso – Deputy Assistant Coordinator
William Rosen - Deputy Assistant Coordinator
David Shotwell – EMS
George Waterman – EMS
Doug Rowell - Fire
James Hunt, Chief of Police
Sharon Rowe - Secretary
Tami R. Crader - Board of Education
Don Frangipane – Board of Education / EOC Facility
Vito Gadaleta – Business Administrator/Public Information Officer
Edward Hudson - Purchasing/Resource Management
Dr. Michael Brantley, Mayor
Kevin B. McMillan, Public Safety Committeeperson
Doug Campbell - JSUMC
Mark Balzarano - Public Works
Brian Butch - Shelter Management
Roberta Grace - Public Assistance
Richard Cuttrell – Weather
Bernard Haney – GIS/Donations Management
Leanne Hoffmann - Engineer
Joseph Mauro - TNHA
James W. Manning, Jr. - TNSA
Stephen Vetrano, D.O. – Medical Director
William Doolittle – Construction Official
Edward Finlay – Marina
Jeffrey Force – OGCMA
Molly Berkowitz – JSUMC Trauma
Stephanie Oppegaard – Human Resources
Neptune Fire Chief
Ocean Grove Fire Chief

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Emergency Management Coordinator and the Business Administrator.

RESOLUTION #17-31 - 1/1/17

CONFIRM MAYOR'S APPOINTMENTS TO THE
ENVIRONMENTAL/SHADE TREE COMMISSION

BE IT RESOLVED, that the Township Committee confirms the Mayor's appointment of the following individuals to the Environmental/Shade Tree Commission:

Julie Soleil and Peter Longo for three year terms expiring December 31, 2019.

William Heyniger as the Alternate #1 member for a two year term expiring December 31, 2018.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Secretary to the Environmental/Shade Tree Commission.

RESOLUTION #17-32 - 1/1/17

CONFIRM MAYOR'S APPOINTMENTS TO THE PLANNING BOARD

BE IT RESOLVED, that the Township Committee hereby confirms the Mayor's appointments of the following persons to the Neptune Township Planning Board for the year 2017:

Keith P. Cafferty, as the Class I Member for a one year term expiring December 31, 2017.

John Bonney, as the Class II member for a one year term expiring December 31, 2017.

Dr. Michael Brantley, as the Class III member for a one year term expiring December 31, 2017.

Sharon Davis as a Class IV member for a four year term expiring December 31, 2020.

Linda Kornegay, as the Class IV Alternate #1 for a two year term expiring December 31, 2018.

BE IT FURTHER RESOLVED, that a certified copy of this resolution will be forwarded to the Administrative Officer of the Neptune Township Planning Board.

RESOLUTION #17-33 - 1/1/17

CONFIRM MAYOR'S APPOINTMENTS TO
THE HISTORIC PRESERVATION COMMISSION

BE IT RESOLVED, that the Township Committee hereby consents to the Mayor's appointments of the following individuals to the Historic Preservation Commission:

Kennedy Buckley as a Class C member for a four-year term expiring December 31, 2020

2017 Damaris Adamo as the Alternate #1 member for a one-year term expiring December 31,

2017 Donna Spencer as the Alternate #2 member for a one-year term expiring December 31,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Secretary of the Historic Preservation Commission.

RESOLUTION #17-34 - 1/1/17

CONFIRM MAYOR'S APPOINTMENT TO THE BOARD OF LIBRARY TRUSTEES

BE IT RESOLVED, that the Township Committee hereby confirms the Mayor's appointment of the following members to the Board of Library Trustees:

Torquato Tasso for a five-year term expiring December 31, 2021

Meghan Plevier as the Superintendent of School's representative for a one-year term expiring December 31, 2017.

Madeline King as the Mayor's representative for a term concurrent with that of the Mayor.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Library Director.

RESOLUTION #17-35 – 1/1/17

APPOINT GOVERNING BODY SUBCOMMITTEES

WHEREAS, the governing body of the Township of Neptune is desirous to appoint 2017 Subcommittees with representatives from the governing body participating with said Subcommittees as liaisons to the various departments and activities of the Township of Neptune for the benefit of the governing body and the Township of Neptune; and

WHEREAS, Committeepersons appointed to said Subcommittees shall serve in an advisory capacity and report back to the governing body as a liaison to report on departmental activities and make recommendations for improvements as stated more fully below; and

WHEREAS, each Subcommittee, to the extent limited by State Statute and Law, may also serve as a screening committee for personnel matters that need to be decided by the entire governing body.

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune, County of Monmouth and State of New Jersey, that the governing body hereby authorizes the following subcommittees and confirms appointments to the same for the year 2017:

A. Code, Construction, Senior Center, Tourism and MURC

Committeeperson Robert Lane (Chairperson)
Mayor or Deputy Mayor as requested
Senior Center Director
Code Enforcement Supervisor
Construction Official
Chief Financial Officer
Business Administrator

B. Engineering, Land Use, and Administration

Mayor Dr. Michael Brantley (Chairperson)
Deputy Mayor as requested
Land Use Administrator
Township Engineer
Zoning Officer
Registrar of Vital Statistics
Municipal Clerk
Business Administrator

C. Finance, Economic Development, Health & Welfare, and Library

Committeeperson Carol Rizzo (Chairperson)
Mayor or Deputy Mayor as requested
Chief Financial Officer

Purchasing Agent
Economic Development Coordinator
Registrar
Library Director
Business Administrator

D. Recreation, Community Development, Court & Public Safety, and MURC

Committeeman Kevin B. McMillan (Chairperson)
Mayor or Deputy Mayor as requested
Recreation Director
Community Projects Coordinator
Police Chief and/or other Police Department designee
Police Director
Court Administrator
Business Administrator

E. Public Works and Marina

Deputy Mayor Nicholas Williams (Chairperson)
Mayor as requested
Director of Public Works and/or other Public Works Department designee
Harbor Master
Business Administrator

BE IT FURTHER RESOLVED, that the duties and powers of the Committeepersons on Subcommittees shall be as follows:

1. All Committeepersons on Subcommittees shall be subject to N.J.S.A. 40A:63-1 *et seq.*, as amended.
2. Committeepersons on Subcommittees shall investigate any activity relevant to the Committeeperson's Subcommittee.
3. Committeepersons shall participate and report back to the governing body on all interviews, hiring and promotion and discipline actions of department heads or members of management under the jurisdiction of the Subcommittee.
4. Committeepersons shall participate, assist in formulation and report to the governing body on all policies, budgets, proposed rules and regulations relevant to the Subcommittee and departments under the jurisdiction of the Subcommittee.
5. Committeepersons shall serve as liaison for communications between the departments under the jurisdiction of the Subcommittees and the governing body.
6. All actions of Committeepersons are subject not only to N.J.S.A. 40A:63-1, but all other NJ Statutes, ordinances and contracts of the Township of Neptune.

RESOLUTION #17-36 - 1/1/17

APPOINT COMMUNITY DEVELOPMENT REPRESENTATIVES

BE IT RESOLVED, by the Township Committee of the Township of Neptune that Vito Gadaleta be and is hereby appointed Community Development Representative of the Township of Neptune for the year 2017; and,

BE IT FURTHER RESOLVED, that Monique Burger is hereby appointed as the Alternate Community Development Representative; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Monmouth County Office of Community Development.

RESOLUTION #17-37 - 1/1/17

APPOINT REPRESENTATIVE TO THE MERIDIAN HEALTH ADVISORY BOARD

BE IT RESOLVED, by the Township Committee of the Township of Neptune that Carol Rizzo be and is hereby appointed as the Township Committee representative to the Meridian Health Advisory Board for the year 2017; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Meridian Health Advisory Board.

RESOLUTION #17-38 - 1/1/17

APPOINT REPRESENTATIVE TO THE
MONMOUTH COUNTY TRANSPORTATION COUNCIL

BE IT RESOLVED, by the Township Committee of the Township of Neptune that Kevin McMillan be and is hereby appointed as the Neptune Township Municipal Liaison to the Monmouth County Transportation Council for the year 2017; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Monmouth County Transportation Council.

RESOLUTION #17-39 - 1/1/17

APPOINT BOARD OF EDUCATION LIAISON

BE IT RESOLVED, by the Township Committee of the Township of Neptune that Nicholas Williams be and is hereby appointed as the liaison between the Township of Neptune and the Neptune Township Board of Education for the year 2017.

RESOLUTION #17-40 - 1/1/17

DESIGNATE A PUBLIC AGENCY COMPLIANCE OFFICER

BE IT RESOLVED, by the Township Committee of the Township of Neptune that Sandra Petersen be and is hereby appointed Public Agency Compliance Officer (P.A.C.O.) for the year 2017 in accordance with P.L. 1975 c 125 (N.J.A.C. 17:27) at the salary set by resolution of the Township Committee; and,

BE IT FURTHER RESOLVED, that funds for this purpose will be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided in the Budget for the year 2017, when finally adopted, and the Chief Financial Officer has so certified in writing; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the State Affirmative Action Office and the Neptune Township Business Administrator.

RESOLUTION #17-41 - 1/1/17

APPOINT REPRESENTATIVE TO THE MONMOUTH COUNTY TAX ADVISORY BOARD

BE IT RESOLVED, by the Township Committee of the Township of Neptune that Carol Rizzo be and is hereby appointed as the Township Committee representative to the Monmouth County Tax Advisory Board for the year 2017; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Monmouth County Board of Taxation.

RESOLUTION #17-42 - 1/1/17

APPROVE TEMPORARY BUDGET

BE IT RESOLVED, by the Township Committee of the Township of Neptune that the revenues and expenditures which constitute the 2017 Temporary Budget be and the same is hereby approved; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Auditor, Chief Financial Officer and Assistant C.F.O.

General Temporary Budget

Description	
General Administration S&W	75,000
General Admin OE	35,000
Municipal Clerk S&W	50,000
Municipal Clerk OE	10,000
Financial Administration S&W	90,000
Financial Admin OE	25,000
Audit Services OE	10,500
Data Processing S&W	25,000
Data Processing OE	7,500
Revenue Administration S&W	100,000
Revenue Administration OE	7,500
Tax Assessment Administration S&W	45,000
Tax Assessment Admin OE	4,000
Legal Services OE	75,000
Engineering Services S&W	75,000
Engineering Services OE	45,000
Economic Development Agencies S&W	3,000
Economic Development Agencies OE	2,000
Municipal Prosecutor S&W	10,000
Planning Board S&W	6,500
Planning Board OE	6,000
Zoning Board of Adjustment S&W	6,500
Zoning Board of Adjustment OE	4,000
Historic Preservation Comm S&W	2,500
Historic Preservation Comm OE	5,000
LAND USE ADMIN S&W	20,000
Zoning Land Use Administration OE	1,000
Community Programs S&W	11,500
Community Programs OE	2,500
Uniform Construction Code S&W	125,000
Uniform Construction Code OE	5,000
OthCode Enf Functions S&W	55,000
Oth Code Enf Functions OE	3,000
Mercantile Licensing S&W	1,700
Mercantile Licensing OE	3,500
Liability Insurance OE	275,000
Worker Compensation Insurance OE	350,000
Employee Group Insurance OE	1,000,000
Unemployment Insurance OE	10,000
Recycling Tax on Landfill Costs	15,000
Police Department S&W	2,000,000
Police Department OE	100,000
Homeland Security Police OE OE	3,000
Office of Emergency Management S&W	5,000
Office of Emergency Management OE	7,500
Aid to Volunteer Ambulance Co. OE	5,000
Homeland Security OEM OE	3,000
Municipal Prosecutor S&W	10,000
Streets & Road Maintenance S&W	300,000
Streets and Road Maintenance OE	40,000
Other Public Works Functions S&W	45,000
Other Public Works Functions OE	4,500
Solid Waste Collection S&W	250,000

Solid Waste Collection OE	5,000
Buildings and Grounds S&W	90,000
Buildings and Grounds OE	25,000
Public Works Vehicle Maintenance OE	275,000
Public Health Services S&W	30,000
Public Health Services OE	3,000
Environmental/Shade Tree Services S&W	500
Environmental/Shade Tree Services OE	2,000
Animal Control OE	20,000
Mon Cty Drug Alcohol Abuse Services OE	3,500
Recreation Services and Programs S&W	30,000
Recreation Services and Programs OE	20,000
Senior Citizens Programs S&W	50,000
Senior Citizens Programs OE	30,000
Maintenance of Parks OE	35,000
Education Municipal Library S&W	135,000
Education Municipal Library OE	175,000
Publicity & Tourism S&W	1,500
Publicity & Tourism OE	1,000
Celebration of Public Events OE	5,000
Electricity OE	85,000
Street Lighting OE	75,000
Telephone OE	35,000
Water OE	10,000
Natural Gas OE	50,000
Telecommunications Costs OE	25,000
Gasoline OE	75,000
Solid Waste Disposal OE	300,000
Statutory Expenses PERS OE	907,200
Statutory Expenses PFRS OE	1,847,250
Statutory Expenses Social Security OE	200,000
SrCitizens Title III S&W	53,500
Federal Emergency Mgt Assistance OE	2,500
DEDR Municipal Alliance S&W	3,000
DEDR Municipal Alliance OE	5,000
Clean Communities OE	5,000
Interfaith Neighbors Meal Program S&W	5,000
Neptune BOE Newsletter	2,500
Interlocal - Liability Insurance OE	45,000
Interlocal - ANSWER Team OE	2,500
Interlocal - County of Monmouth EMS S&W	1,500
Interlocal - Vehicle Maintenance OE	25,000
Municipal Court Municipal Court S&W	70,000
Municipal Court OE	5,500
Municipal Court Public Defender S&W	2,500
Capital Improvement Fd OE	50,000
Debt Service Bond Principal	0
Debt Service Payment of Notes	34,000
Debt Service Bond Interest	75,350
Debt Service Green Acres Loan Payment	40,000
Debt Service MCIA	75,000
Reserve for Uncollected Taxes	225,000

10,650,000

Sewer Temporary Budget

Description	
Utility Operating S&W	150000
Utility Operating OE	160000
TNSA Annual Charge	1100000
OGSD Capacity Purchase	12000
Group Insurance	40000
Payment of Bond Principal	123000
Payment of BANs & Capital Notes	10500
Interest on Bonds	6000
Principal and Interest Loan	25000
MCIA Capital Lease Program	7500
PERS Contribution	5000
Social Security - FICA	11000
TOTAL	1650000

Marina Temporary Budget

Description	
Utility Operating S&W	17500
Utility Operating OE	65000
Capital Improvement Fund	7500
Capital Outlay	1500
Payment of BANs & Capital Notes	10500
Interest on Bonds	6000
Interest on Notes	2500
MCIA Capital Lease Program	8000
PERS Contribution	4000
Social Security - FICA	2500
TOTAL	125000

RESOLUTION #17-43 – 1/1/17

ESTABLISH SALARIES FOR PART-TIME POSITIONS NOT COVERED BY CONTRACT

WHEREAS, there exists a number of part-time positions in the Township of Neptune that are not covered by a collective bargaining contract for which the Township Committee desires to establish salaries for years 2017-2020 to coincide with the term of the newly negotiated bargaining unit contracts; and,

WHEREAS, funds will be provided for the first three months of 2017 in the 2017 Temporary Budget in the various salary and wage appropriations and funds for the balance of 2017-2020 will be provided in the Budgets for the years 2017-2020, when finally adopted, and the Chief Financial Officer has so certified in writing; and,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby establishes salaries for certain stipend positions not covered by a collective bargaining contract or employment agreement for the years 2017-2020:

<u>Position</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Rent Leveling Board Secretary	\$3,263.21	\$3,328.47	\$3,411.69	\$3,496.98
Public Agency Compliance Officer	\$1,279.69	\$1,305.29	\$1,337.92	\$1,371.37
Shade Tree / Env Comm Secretary	\$1,631.61	\$1,664.24	\$1,705.84	\$1,748.49
Mercantile Officer	\$5,402.80	\$5,510.85	\$5,648.62	\$5,789.84
Assistant Mercantile Officer	\$1,731.68	\$1,766.31	\$1,810.47	\$1,855.73
Taxi Licenses	\$2,704.11	\$2,758.20	\$2,827.15	\$2,897.83
OEM Secretary	\$2,704.11	\$2,758.20	\$2,827.15	\$2,897.83
OEM Assistant Deputy Coordinator	\$2,497.44	\$2,547.39	\$2,611.08	\$2,676.35
OEM Deputy Coordinator	\$4,051.83	\$4,132.86	\$4,236.18	\$4,342.09
OEM Coordinator	\$6,755.94	\$6,891.06	\$7,063.33	\$7,239.92
Parks Inspector	\$1,354.23	\$1,381.31	\$1,415.85	\$1,451.24
Alliance Coordinator	\$12,343.65	\$12,590.53	\$12,905.29	\$13,227.92
Zoning Compliance Officer	\$5,438.69	\$5,547.46	\$5,686.15	\$5,828.31
Technical Asst to Construction Official	\$5,438.69	\$5,547.46	\$5,686.15	\$5,828.31
Sewer Operator	\$6,722.25	\$6,856.70	\$7,028.11	\$7,203.82
2nd Sewer Operator License	\$3,379.60	\$3,447.19	\$3,533.37	\$3,621.71
Deputy Economic Development Coord.	\$4,994.90	\$5,094.79	\$5,222.16	\$5,352.72
Mayor	\$9,364.34	\$9,551.63	\$9,790.42	\$10,035.18
Township Committee Member	\$8,115.61	\$8,277.92	\$8,484.87	\$8,696.99
Medical Director	\$2,401.73	\$2,449.76	\$2,511.01	\$2,573.78
Land Use Administrator	\$5,887.93	\$6,005.69	\$6,155.83	\$6,309.72
HPC Secretary	\$6,926.71	\$7,065.25	\$7,241.88	\$7,422.93
Assistant Zoning Officer	\$3,263.21	\$3,328.47	\$3,411.69	\$3,496.98
Recycling Coordinator	\$1,426.02	\$1,454.54	\$1,490.90	\$1,528.18
EDC Secretary	\$3,587.50	\$3,659.25	\$3,750.73	\$3,844.50
Fire Sub-Code Official	\$10,873.20	\$11,090.66	\$11,367.93	\$11,652.13
Assistant Director of Public Works	\$3,500.00	\$3,570.00	\$3,659.25	\$3,750.73

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Business Administrator, Chief Financial Officer, Assistant C.F.O. and Human Resources Director.

RESOLUTION #17-44 - 1/1/17

DESIGNATE MEETING NIGHTS FOR THE YEAR 2017

BE IT RESOLVED, that the meetings of the Township Committee of the Township of Neptune will be held on the second and fourth Monday of each month at the Neptune Municipal Complex, 2nd Floor Meeting Room, 25 Neptune Blvd., Neptune, N.J.; and,

BE IT FURTHER RESOLVED, that the Workshop portion of the meeting will begin at 6:00 p.m. and the regular portion of the meeting will immediately follow the conclusion of the workshop meeting but start no earlier than 7:00 p.m.; and,

BE IT ALSO RESOLVED, that the Township Clerk be and is hereby directed to publish the following list of dates of Township Committee meetings to be held during the year of 2017 in accordance with the requirements of R.S. 10:4-18:

January 9	July 10
January 23	July 24
February 13	August 14
February 27	August 28
March 13	September 11
March 27	September 25
April 10	October 5 (Thursday)
April 24	October 23
May 8	November 9 (Thursday)
May 22	November 27
June 12	December 11
June 26	December 21 (Thursday)

January 1, 2018 - 11:55 A.M.
Sine Die Meeting
January 1, 2018 – 12:00 P.M.
Re-Organization Meeting

This notice is given in accordance with the requirements of R.S. 10:4-18.

Dated: January 1, 2017

RESOLUTION #17-45 - 1/1/17

DESIGNATE OFFICIAL NEWSPAPERS

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

WHEREAS, subsequent newspapers designated by this body must have the greatest likelihood of informing the public within the jurisdictional boundaries of this body of such meetings;

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune does hereby designate official newspapers for the year 2017 as follows:

1. The Coaster, Beverly Way, Neptune, New Jersey, is hereby designated as the official newspaper of the Township of Neptune.
2. The Asbury Park Press, 3601 Highway #66, Neptune, is hereby designated to receive all notices of meetings as required under the Open Public Meetings Act.
3. It is the opinion of this body that the Asbury Park Press has the greatest likelihood of informing the public with the jurisdictional area of this body of such meeting.
4. This resolution shall take effect immediately.

RESOLUTION #17-46 - 1/1/17

ESTABLISH A GRACE PERIOD FOR TAX, SEWER
AND COMMERCIAL REFUSE PAYMENTS

BE IT RESOLVED, by the Township Committee of the Township of Neptune that in accordance with State Statute a ten (10) day grace period will be established for receipt of tax payments; and,

BE IT FURTHER RESOLVED, that a thirty (30) day grace period will be established for sewer rent which will have due dates of March 1 and September 1; and,

BE IT FURTHER RESOLVED, that a ten (10) day grace period will be established for commercial refuse collection which will have due dates of the first day of each quarter; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Tax Collector.

RESOLUTION #17-47 - 1/1/17

APPROVE PETTY CASH FUNDS

WHEREAS, there exists the need for various departments to have petty cash for emergency expenditures; and,

WHEREAS, expenditures from petty cash are not to exceed \$40.00,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Neptune that the following departments are hereby approved to have petty cash funds in the amounts so stated:

Police	Chief James Hunt	250.00
Finance	Michael J. Bascom	200.00
Library	John Bonney	250.00

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Chief Financial Officer, Assistant C.F.O., Business Administrator and Auditor.

RESOLUTION #17-48 - 1/1/17

ESTABLISH THE INTEREST RATES TO BE CHARGED BY THE TAX OFFICE

WHEREAS, R.S. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and,

WHEREAS, R.S. 54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500.00 of delinquency and 18% per annum on any amount in excess of \$1,500.00 and allows an additional penalty of 6% be collected against any delinquency in excess of \$10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year;

NOW, THEREFORE, BE IT RESOLVED, by the Township of Neptune, County of Monmouth, State of New Jersey, as follows:

1. Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes becoming delinquent after due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency.

2. Any payment received after the prescribed grace period will be charged interest in the above manner from the original due date.

3. This resolution shall be published in its entirety once in the Coaster.

4. A certified copy of this resolution shall be forwarded to the Tax Collector, Township Attorney and Township Auditor.

RESOLUTION #17-49 - 1/1/17

ESTABLISH RATE OF REIMBURSEMENT FOR USE OF A PERSONAL VEHICLE
FOR OFFICIAL TOWNSHIP BUSINESS

WHEREAS, the Township of Neptune reimburses its employees for the use of their personal vehicle to attend work related conferences, seminars and classes; and,

WHEREAS, an adjustment in the rate of reimbursement per mile is needed,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that a Township employee shall be reimbursed at the following rate when the use of said employee's personal vehicle has received prior authorization by the Business Administrator for official Township business; and,

Fifty-six (56) cents per mile when a Township vehicle is not available for use.

Fifteen (15) cents per mile when a Township vehicle is available for use.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to all Township Department Heads.

RESOLUTION #17-50 - 1/1/17

ESTABLISH A FEE SCHEDULE FOR REPAIR RATES PERFORMED
BY THE DEPARTMENT OF PUBLIC WORKS

WHEREAS, Ordinance #843 of the Township of Neptune states that where a violation or condition exists on any property in the Township of Neptune that is of such a nature as to constitute an immediate threat to life, health, safety and the well being of residents in this township unless abated without delay, the Code Enforcement Supervisor may abate the violation or condition immediately or order the owner, operator or occupant to correct the violation or condition within a three-day period; and

WHEREAS, the Department of Public Works performs the repairs to abate said violation or condition if the property owner, operator or occupant, does not act to correct the violation within the three day period; and,

WHEREAS, the cost of materials, equipment and labor of the Public Works Department is placed as a lien against the property; and,

WHEREAS, the Director of Public Works has prepared a rate schedule for the use of resources of the Public Works Department for the purposes of assigning an amount to the property lien,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the following shall constitute a rate schedule of the Public Works Department, and shall be effective for the year 2017:

Supervisor	70.00 per hour
Non-Supervisory Personnel	55.00 per hour
Sweeper	125.00 per hour
Loader	125.00 per hour
Commercial weight vehicles	85.00 per hour
All other vehicles	55.00 per hour
Sand	25.00 per ton
Disposal Fee	110.00 per ton
Plywood	25.00 per 4X8 sheet
Mower	25.00
Power tools	20.00
Barrier tape	20.00 per roll
All hand tools	15.00
Other hardware/salt	Cost plus 25%

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Code Enforcement Supervisor, Director of Public Works, Tax Collector/C.F.O. and Business Administrator.

RESOLUTION #17-51 - 1/1/17

AUTHORIZE THE EXECUTION OF STIPULATIONS AND FILING OF CROSS APPEALS
AND ASSESSOR APPEALS FOR CORRECTIONS ONLY
IN CONNECTION WITH TAX APPEALS

WHEREAS, a number of 2016 and 2017 County and State Tax Appeals have been filed by Neptune Township property owners; and,

WHEREAS, it is the desire of the Township Committee that the Township Tax Assessor, Deputy Tax Assessor and Township Attorney sign stipulations, file cross appeals and Assessor's appeals, for corrections only, where necessary,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune, that the Tax Assessor, Deputy Tax Assessor and Township Attorney be and are hereby authorized to sign stipulations, file cross appeals and Assessor's appeals, for corrections only, where necessary on behalf of the Township of Neptune; and,

BE IT FURTHER RESOLVED, that Arthur J. Lehman will act as the Township expert in defense of 2016 and 2017 Tax Court appeals; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Tax Assessor, and the County Board of Taxation.

RESOLUTION #17-52 - 1/1/17

ESTABLISH RATES FOR SPECIAL DUTY ASSIGNMENTS FOR POLICE OFFICERS

BE IT RESOLVED, by the Township Committee of the Township of Neptune that the following shall represent hourly rates for Special Duty Assignments for Sworn Police Officers and Special Law Enforcement Officers – Class II effective January 1, 2017:

Overall rates:

Traffic Control/Security Assignment	\$85.00 per hour
Regularly Scheduled (repetitive) Security Assignment:	\$75.00 per hour
Board of Education Assignment	\$45.00 per hour
Board of Education Assignment – SLEO II	\$40.00 per hour
Off-Duty Assignment – Governmental agency (Includes non-profit organizations supported by the municipal budget)	\$50.00 per hour

Sworn Police Officers (PBA and FOP) assigned to these duties will be paid as follows:

Traffic Control/Security Assignment	\$60.00 per hour
Regularly Scheduled (repetitive) Security Assignment:	\$50.00 per hour
Board of Education Assignment	\$45.00 per hour
Off-Duty Assignment – Governmental agency (Includes non-profit organizations supported by the municipal budget)	\$45.00 per hour

Special Law Enforcement Class II Officers assigned to these duties will be paid as follows:

Traffic Control/Security Assignment	\$30.00 per hour
Regularly Scheduled (repetitive) Security Assignment:	\$30.00 per hour
Board of Education Assignment	\$40.00 per hour
Off-Duty Assignment – Governmental agency (Includes non-profit organizations supported by the municipal budget)	\$30.00 per hour

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Chief of Police, Chief Financial Officer, Assistant C.F.O. and Human Resources Director.

RESOLUTION #17-53 - 1/1/17

ESTABLISH 2017 HOURLY RATES FOR PART-TIME POSITIONS

WHEREAS, there exists a number of part-time positions in the Township of Neptune, that are not covered by a collective bargaining contract, for which the Township Committee desires to establish the hourly rate for the year 2017; and,

WHEREAS, funds will be provided for the first three months of 2017 in the 2017 Temporary Budget in the various salary and wage appropriations and funds for the balance of 2017 will be provided in the Budget for the year 2017, when finally adopted, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby establishes hourly rates for certain part-time positions not covered by a collective bargaining contract or agreement for the year 2017:

Title	2017 Hourly Rate
Yard Attendant	\$ 18.00
Bus Driver	\$ 16.29
Kitchen Aid	\$ 15.00
Building Inspector	\$ 30.75
Sub-Code Official	\$ 39.00
Marina Attendant	\$ 15.00
Tourism Representative	\$ 15.00
Special Law Enforcement Officer - Class 1	\$ 16.50
Special Law Enforcement Officer - Class 2	\$ 20.00
Supervising Special Law Enforcement Officer	\$ 24.00
Special Law Enforcement Officer - Class 2 (School Resource Officer)	\$ 27.00
Part-Time On Call Custodian w/o Black Seal	\$ 20.00
Part-Time On Call Custodian with Black Seal	\$ 21.00
Violations Clerk	\$ 15.00
Municipal Intern	\$ 10.00
Public Safety Officer	\$ 17.00
Senior Public Safety Officer	\$ 20.50
Property Maintenance	\$ 18.00
Customer Service Representative	\$ 15.00
Code Enforcement Inspector	\$ 16.50
Jailer	\$ 20.00

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Business Administrator, Chief Financial Officer, Assistant C.F.O. and Human Resources Director.

RESOLUTION #17-54 - 1/1/17

AUTHORIZE JOINING OF GARDEN STATE MUNICIPAL JOINT INSURANCE FUND
AND EXECUTION OF INDEMNITY AND TRUST AGREEMENT

WHEREAS, a number of local governmental units in the State of New Jersey have joined together to form a Joint Insurance Fund, as permitted by Chapter 372 Laws of 1983 (N.J.S.A. 40A:10-36); and,

WHEREAS, the statutes and regulations governing the creation and operation of a Joint Insurance Fund contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Fund; and,

WHEREAS, the Township Committee of the Township of Neptune (hereinafter referred to as the "Municipality") has determined that membership in the Garden State Municipal Joint Insurance Fund (hereinafter referred to as the "Fund") is in the best interests of itself and its citizens,

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Neptune, in the County of Monmouth, and State of New Jersey, does hereby resolve and agree to become a member of the Fund for a period not to exceed one (1) year beginning January 1, 2017 for the purpose of establishing the following types of coverage:

- Workers' Compensation and Employers' Liability
- General Liability including law enforcement and public officials liability
- Motor vehicle liability
- Property damage (building, contents)
- Cyber liability
- Non-owned aircraft liability
- Crime and Public Official Position Bonds

BE IT FURTHER RESOLVED, that the Municipality has never defaulted on claims and has not been cancelled for non-payment of insurance premiums for a period of at least two (2) years prior to the adoption of this Resolution; and,

BE IT FURTHER RESOLVED, that the Municipality's Fund Commissioner is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Fund and to deliver same to the Executive Director of the Fund with the express reservation that said document shall become effective only upon approval by the New Jersey Department of Banking and Insurance.

ADOPTED: January 1, 2017

I hereby certify that the above is a true and exact copy of the Resolution adopted by the Township Committee of the Township of Neptune at their Regular Meeting held on January 1, 2017

Richard J. Cuttrell, Municipal Clerk

RESOLUTION #17-55 - 1/1/17

APPOINT RISK MANAGEMENT CONSULTANT

WHEREAS, the Township of Neptune (hereinafter "Municipality") is a member of the Garden State Municipal Joint Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and,

WHEREAS, participating members are required to appoint a Risk Management Consultant; and,

WHEREAS, the Municipality has complied with relevant law with regard to the appointment of a Risk Management Consultant; and,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune, in the County of Monmouth, and State of New Jersey, as follows:

1. The Township Committee hereby appoints Ted Wardell of Brown & Brown Benefit Advisors as its local Risk Management Consultant for calendar year 2017.
2. The Mayor and Clerk and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2017 in the form attached hereto.

I, Richard J. Cuttrell, Clerk of the Township of Neptune, County of Monmouth, do hereby certify that the foregoing to be a true and correct copy of a Resolution adopted by the governing body of the Township of Neptune, in the County of Monmouth, New Jersey, on January 1, 2017.

Richard J. Cuttrell, Clerk

RESOLUTION #17-56 - 1/1/17

APPOINT GARDEN STATE MUNICIPAL JOINT INSURANCE FUND COMMISSIONER

WHEREAS, the Township of Neptune (hereinafter "Municipality") is a member of the Garden State Municipal Joint Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36; and,

WHEREAS, the Fund requires participating members to appoint a Fund Commissioner,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune, in the County of Monmouth, and State of New Jersey, as follows:

1. Vito D. Gadaleta is hereby appointed as the Fund Commissioner for the Municipality.
2. Michael J. Bascom is hereby appointed as the Alternate Fund Commissioner for the Municipality.
3. The Municipality's Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Garden State Municipal Joint Insurance Fund.

RESOLUTION #17-57 - 1/1/17

ESTABLISH FEE FOR REFUSE AND RECYCLING CONTAINERS

BE IT RESOLVED, by the Township Committee of the Township of Neptune that the fee for refuse (blue) and recycling (green) containers is hereby established as follows:

	<u>95 gallon</u>	<u>65 gallon</u>	<u>35 gallon</u>
Blue refuse container	\$ 60.00	\$ 50.00	\$ 40.00
Green recycling container	\$ 36.00	\$ 30.00	\$ 24.00

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Department of Public Works, Chief Financial Officer and Auditor.

RESOLUTION #17-58 - 1/1/17

ESTABLISH SALARIES FOR CERTAIN APPOINTED PROFESSIONALS

WHEREAS, the Municipal Judge, Municipal Prosecutor, Alternate Municipal Prosecutor, Public Defender, Alternate Public Defender and Township Attorney receive compensation and are not covered by a collective bargaining contract; and,

WHEREAS, the Township Committee desires to establish the salary for these positions for the year 2017; and,

WHEREAS, funds will be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided in the Budget for the year 2017, when finally adopted, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby establishes 2017 salaries/retainers for the professionals listed below who are not covered by a collective bargaining contract or agreement:

POSITION	2017 SALARY/RETAINER
Municipal Judge	\$ 58,377.71
Municipal Prosecutor	38,817.12
Alternate Municipal Prosecutor	\$410 per session
Public Defender	21,072.18
Alternate Public Defender	\$90 per hour
Township Attorney	35,082.09

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Business Administrator, Chief Financial Officer, Assistant C.F.O. and Human Resources Director.

RESOLUTION #17-59 – 1/1/17

ESTABLISH POLICY FOR SELECTING PROFESSIONAL SERVICES
FROM THE ENGINEERING POOL LIST

WHEREAS, Neptune Township maintains an Engineering Pool List of engineers who are chosen for professional services when needed, and in accordance with the Public Contract Law, and based on their listing on the Engineering Pool List and expertise in the area needed by Neptune Township; and

WHEREAS, any engineer on the Engineering Pool List, which is selected for professional services on behalf of Neptune Township cannot serve or be retained by private clients in Neptune Township on services that require the attention or review of Municipal Officials, Agencies or Boards, since such dual representation of both Neptune Township and private clients would serve as a conflict of interest; and

WHEREAS, Neptune Township desires to establish a policy to address potential and actual conflicts of interest with regard to the Request for Professional Services in the area of engineering, which is the basis of this Resolution.

THEREFORE, BE IT RESOLVED, by Township Committee of the Township of Neptune, that the governing body shall continue to maintain through the Engineering Department of Neptune Township, an Engineering Pool List of qualified engineers to be used for various engineering projects sponsored by Neptune Township, but in furtherance of the policy to avoid conflicts of interest, shall require any engineer on the Engineering Pool List who is selected for services to execute a Certification concerning conflict of interest certifying that the particular engineer/engineering firm, while providing services under any contract with Neptune Township for Neptune Township, shall not be representing private clients in Neptune Township at the same time, where such representation of private clients would require action or review by Neptune Township Municipal Officials, Agencies or Boards in fulfilling the engineer's obligations for a private client; and,

BE IT FURTHER RESOLVED, that should an engineer have a conflict, it shall not be selected by Neptune Township on a municipal project while the conflict exists, and should the conflict be discovered by Neptune Township and confirmed after an engineer on the Engineering Pool List certifies that no conflict exists, then that engineer/firm shall be removed from the Engineering Pool List, and not be returned to the Engineering Pool List for a period of at least three years, with further certification of lack of conflict of interest at the time of future placement on the Engineering Pool List; and,

BE IT FURTHER RESOLVED, that the Municipal Engineer shall provide a monthly report to the governing body as to the selection of engineers for services by the Municipal Engineering Department, and the basis for such selection from the Engineering Pool List.

RESOLUTION #17-60 - 1/1/17

ESTABLISH CASH MANAGEMENT PLAN

WHEREAS, pursuant to Chapter 8, Laws of 1982, The Township of Neptune is required to adopt a Cash Management Plan, including the Designation of a Depository or Depositories,

THEREFORE, BE IT RESOLVED by the Mayor and Committee of The Township of Neptune, a municipal Corporation of the County of Monmouth, in the State of New Jersey, that the Cash Management Plan dated January 1, 2017, and on file in the offices of the Municipal Clerk and Chief Financial Officer shall be adopted for the year 2017; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Chief Financial Officer and Auditor.