

TOWNSHIP COMMITTEE WORKSHOP MEETING – OCTOBER 10, 2013 – 6:00 P.M.

Mayor Houghtaling calls the workshop meeting to order at 6:00 p.m. and asks the Clerk to call the roll:

<u>ROLL CALL</u>	<u>PRESENT/ABSENT</u>
J. Randy Bishop	_____
Dr. Michael Brantley	_____
Mary Beth Jahn	_____
Kevin B. McMillan	_____
Eric J. Houghtaling	_____

Also present: Vito D. Gadaleta, Business Administrator; Michael J. Bascom, Chief Financial Officer; Gene Anthony, Township Attorney; and Richard J. Cuttrel, Municipal Clerk.

Mayor Houghtaling announces that the notice requirements of R.S. 10:4-18 have been satisfied by the publication of the required advertisement in The Coaster on January 3, 2013 and the Asbury Park Press on January 4, 2013, posting the notice on the Board in the Municipal Complex, and filing a copy of said notice with the Municipal Clerk.

ITEMS FOR DISCUSSION IN OPEN SESSION

1. Discussion – Wayne Rode to discuss preparations for the upcoming winter season.

2. Discussion – Veterans Memorial Park.

3. Review Committee calendars/update on outstanding issues and parking lot items.
 - Update on Welsh Farms/Veterans Park
 - Broadway Lighting
 - Pennsylvania Avenue Pump Station Odor Issue
 - Loffredo Field Drainage

Res. # 13-437 – Authorize an Executive Session as authorized by the Open Public Meetings Act.

Offered by: _____ Seconded by: _____

Vote: Bishop, _____; Brantley, _____; Jahn, _____; McMillan, _____; Houghtaling, _____.

TOWNSHIP COMMITTEE MEETING – OCTOBER 10, 2013 – 7:00 P.M.

Mayor Houghtaling calls the meeting to order and asks the Clerk to call the roll:

<u>ROLL CALL</u>	<u>PRESENT/ABSENT</u>	<u>PRESS REPRESENTATIVES</u>
J. Randy Bishop	_____	Don Stine The Coaster
Dr. Michael Brantley	_____	
Mary Beth Jahn	_____	Anthony Panissidi Asbury Park Press
Kevin B. McMillan	_____	
Eric J. Houghtaling	_____	

Also present at the dais: Gene Anthony, Township Attorney; Vito D. Gadaleta, Business Administrator; Michael J. Bascom, Chief Financial Officer; and Richard J. Cuttrell, Municipal Clerk

Silent Prayer and Flag Salute

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

Mayor Houghtaling announces that the notice requirements of R.S. 10:4-18 have been satisfied by the publication of the required advertisement in The Coaster on January 3, 2013 and the Asbury Park Press on January 4, 2013, 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, resolutions and ordinances are posted online at www.neptunetownship.org.

APPROVAL OF MINUTES

Motion offered by _____, seconded by _____, to approve the minutes of the meeting held on August 12th.

REPORT OF THE CLERK

The Clerk states that the following reports and communications are on file in the Clerk's office:

Senior Beacon for October.

Senior Center monthly statistics for September.

Rosemary Gray sent letters of thanks to the following for recent donations to the Senior Center: Dellphine Whittaker, Celeste & Frank DeCapua, Gladys Baker, Diane Panzer, Barbara Macomber, Alison Bowie, Forever Young Group, Wegmans, Shop-Rite, Catholic Men for Jesus Christ, Thomas Donohue, American Legion Post #346, Rita Munn & Barbara Neuman, Sue Lalanas, Delores Reingold, Patti Amberg, Dorothy Gilmore and Thomas Faust.

COMMENTS FROM THE DAIS

The Mayor will now request comments from the Dais regarding business on this agenda or any reports on recent events in their respective departments.

PUBLIC COMMENTS ON RESOLUTIONS

Public comments regarding resolutions presented on this agenda only. The public will be permitted one visit to the microphone with a limit of five minutes.

ORDINANCES

For each ordinance with a public hearing, the public will be permitted one visit to the microphone with a limit of five minutes.

ORDINANCE NO. 13-34 - An ordinance to amend Volume I, Chapter XXI, Section 21-3.7 of the Code of the Township of Neptune to permit the bagging of leaves in the historic district during curbside leaf pickup season. – Final Reading

Explanatory Statement: This ordinance permits residents in the historic district to place leaves in bags (rather than in piles) for curbside collection during fall leaf pick-up season.

Public Hearing:

Offered by: _____ Seconded by: _____
Vote: Bishop, _____; Brantley, _____; Jahn, _____; McMillan, _____; Houghtaling, _____.

ORDINANCE NO. 13-35 - An ordinance to amend Volume I, Chapter VII, Section 7-21 of the Code of the Township of Neptune by removing two handicapped parking zones on Franklin Avenue – Final Reading

Explanatory Statement: This ordinance eliminates existing handicapped parking stalls in front of 144 Franklin Avenue and 96 Franklin Avenue.

Public Hearing:

Offered by: _____ Seconded by: _____
Vote: Bishop, _____; Brantley, _____; Jahn, _____; McMillan, _____; Houghtaling, _____.

ORDINANCE NO. 13-36 - An ordinance to amend salary range Ordinance No. 11-48 by creating and setting the salary range for the job title of Harbor Commission Secretary – Final Reading

Explanatory Statement: This ordinance creates the part-time position of Harbor Commission Secretary and establishes a salary range of for the position of a minimum of \$1,000 to a maximum of \$2,500.

Public Hearing:

Offered by: _____ Seconded by: _____
Vote: Bishop, _____; Brantley, _____; Jahn, _____; McMillan, _____; Houghtaling, _____.

ORDINANCE NO. 13-37 - An ordinance repealing Volume I, Chapter IV, Section 4-25 of the Code of the Township of Neptune entitled "Rooming and Boarding House Site Licensing Board; Licensure of Rooming and Boarding Homes" – Final Reading

Explanatory Statement: This ordinance eliminates the Rooming and Boarding House Site Licensing Board effective December 31, 2013.

Public Hearing:

Offered by: _____ Seconded by: _____
Vote: Bishop, _____; Brantley, _____; Jahn, _____; McMillan, _____; Houghtaling, _____.

ORDINANCE NO. 13-38 - An ordinance of the Township of Neptune, in the County of Monmouth, State of New Jersey (the "Township") providing for a special emergency appropriation in an amount not to exceed \$1,000,000 to fund the revaluation of real property and tax map updates in and for the Township – Final Reading

Explanatory Statement: The purpose of this ordinance is to authorize a special emergency appropriation in the amount of \$1,000,000 and the sale of special emergency notes to finance such appropriation to fund the revaluation of real property and tax map updates in and for the Township and also including all work, materials, equipment, labor and appurtenances necessary therefor or incidental thereto.

Public Hearing:

Offered by: _____ Seconded by: _____
Vote: Bishop, _____; Brantley, _____; Jahn, _____; McMillan, _____; Houghtaling, _____.

ORDINANCE NO. 13-39 - Bond Ordinance providing for the implementation of the Energy Efficiency Improvement Program and the Boiler Replacement Project, by and in the Township of Neptune, in the County of Monmouth, State of New Jersey; appropriating \$750,000 therefor and authorizing the issuance of \$712,500 bonds or notes of the Township to finance part of the cost thereof – Final Reading

Explanatory Statement: This ordinance provides funding for the implementation of the Energy Efficiency Improvement Program and the Boiler Replacement Project, a lawful public purpose, including but not limited to, as applicable, demolition and disposal of the existing boiler system and installation of energy efficient boilers, water heaters, rooftop HVAC units, water pumps, variable frequency drives, and other equipment necessary or useful in the implementation the Energy Efficiency Improvement Program

Public Hearing:

Offered by: _____ Seconded by: _____
Vote: Bishop, _____; Brantley, _____; Jahn, _____; McMillan, _____; Houghtaling, _____.

ORDINANCE NO. 13-40 - Bond Ordinance providing for the demolition of the Welsh Farms property, by and in the Township of Neptune, in the County of Monmouth, State of New Jersey; appropriating \$200,000 therefor and authorizing the issuance of \$190,000 bonds or notes of the Township to finance part of the cost thereof – Final Reading

Explanatory Statement: This ordinance provides funding for the Demolition of the Welsh Farms Property, previously acquired by the Township for use as a park and open space (the “Welsh Farms Property”), a lawful public purpose, including but not limited to, as applicable, demolition of existing structures at the Welsh Farms Property, various site remediation and restoration of the Welsh Farms Property in preparation for its use by the Township as a park and open space

Public Hearing:

Offered by: _____ Seconded by: _____
Vote: Bishop, _____; Brantley, _____; Jahn, _____; McMillan, _____; Houghtaling, _____.

ORDINANCE NO. 13-41 - An ordinance to amend Volume I, Chapter VII, Section 7-21 of the Code of the Township of Neptune by adding a handicapped parking zone on Oxonia Avenue – First Reading

Explanatory Statement: This ordinance creates a handicapped parking stall in front of First Pentecostal Church on Oxonia Avenue.

Offered by: _____ Seconded by: _____
Vote: Bishop, _____; Brantley, _____; Jahn, _____; McMillan, _____; Houghtaling, _____.

The Public Hearing on Ordinance 13-41 will be held on Monday, October 28, 2013.

CONSENT AGENDA

Res. # 13-438 – Employ seasonal/on-call Drivers in the Department of Public Works for snow plowing.

Res. # 13-439 – Establish hourly pay rate for Public Safety Officers.

Res. # 13-440 – Amend transient rate for dockage at the Municipal Marina.

Res. # 13-441 – Grant Social Affair Permit to Richard S. Bascom Scholarship Fund.

Res. # 13-442 – Amend Resolution No. 13-10 appointing Bond Counsel for 2013.

Res. # 13-443 – Accept the resignation of Pamela Howard as Shade Tree Commission Secretary.

Res. # 13-444 – Appoint Environmental/Shade Tree Commission Secretary.

Res. # 13-445 – Appoint Rent Leveling Board Secretary.

Res. # 13-446 – Appoint Harbor Commission Secretary.

Res. # 13-447 – Authorize the refund of taxes as a result of an overpayment.

Res. # 13-448 – Authorize the submission of grant applications to the New Jersey Department of Law & Public Safety for Hazardous Materials Emergency Preparedness Training and Planning Subgrants.

Res. # 13-449 – Place lien for costs associated with the demolition of 304 Michelle Court.

Res. # 13-450 – Employ on-call/part-time Plumbing Inspector.

CONSENT AGENDA Offered by: _____ Seconded by: _____
Vote: Bishop, _____; Brantley, _____; Jahn, _____; McMillan, _____; Houghtaling, _____.

Res. # 13-451 – Authorize Change Order #2 in connection with North Riverside Drive Pump Station improvements.

Offered by: _____ Seconded by: _____
Vote: Bishop, _____; Brantley, _____; Jahn, _____; McMillan, _____; Houghtaling, _____.

Res. # 13-452 – Employ Assistant Engineer in the Engineering Department on a probationary basis.

Offered by: _____ Seconded by: _____
Vote: Bishop, _____; Brantley, _____; Jahn, _____; McMillan, _____; Houghtaling, _____.

Res. # 13-453 – Reclassify employee to the position of Departmental Secretary in the Construction Department.

Offered by: _____ Seconded by: _____
Vote: Bishop, _____; Brantley, _____; Jahn, _____; McMillan, _____; Houghtaling, _____.

The Mayor makes the following appointment to the Housing Authority:

Carol Foster as the Mayor’s appointment for an unexpired five year term expiring December 31, 2016.

Res. # 13-454 – Consent to Mayor’s appointment to the Housing Authority.

Offered by: _____ Seconded by: _____
Vote: Bishop, _____; Brantley, _____; Jahn, _____; McMillan, _____; Houghtaling, _____.

Res. # 13-455 – Authorize the payment of bills.

Offered by: _____ Seconded by: _____
Vote: Bishop, _____; Brantley, _____; Jahn, _____; McMillan, _____; Houghtaling, _____.

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.

ADJOURNMENT

ORDINANCE NO. 13-41

AN ORDINANCE TO AMEND VOLUME I, CHAPTER VII, SECTION 7-21 OF THE CODE OF THE TOWNSHIP OF NEPTUNE BY ADDING A HANDICAPPED PARKING ZONE ON OXONIA AVENUE

BE IT ORDAINED, by the Township Committee of the Township of Neptune that the Code of the Township of Neptune is hereby amended as follows:

SECTION 1

Volume I, Chapter VII, Section 7-21.2 - Handicapped Parking Spaces on Public Roads - Locations Designated, is hereby amended by adding the following:

<u>Name of Street</u>	<u>No. of Spaces</u>	<u>Location</u>
Oxonia Avenue	1	East side of Oxonia Avenue beginning 50 feet south of the southeast intersection of Oxonia Avenue and Asbury Avenue

SECTION 2

This ordinance shall take effect upon publication in accordance with law.

APPROVED ON FIRST READING:

APPROVED, PASSED, AND ADOPTED:

Richard J. Cuttrel,
Municipal Clerk

Eric J. Houghtaling,
Mayor

RESOLUTION #13-437 – 10/10/13

AUTHORIZE AN EXECUTIVE SESSION AS AUTHORIZED BY
THE OPEN PUBLIC MEETINGS ACT

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and,

WHEREAS, this public body is of the opinion that such circumstances presently exist,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune, County of Monmouth, as follows:

1. The Public shall be excluded from discussion of and action upon the hereinafter specified subject matters.

2. The general nature of the subject matter to be discussed is as follows:

Personnel – Appointment to Housing Authority

Real Estate negotiations – Property at northwest corner of Heck and Neptune Blvd

Potential Litigation – Tree Replacement fees for Housing Authority/Meridian project

Personnel – Recommendation for Assistant Engineer

Potential Litigation – Bond Counsel

3. It is anticipated at this time that the above stated subject matters will be made public when matters are resolved.

4. This Resolution shall take effect immediately.

RESOLUTION #13-438 - 10/10/13

EMPLOY SEASONAL/ON-CALL DRIVERS IN THE DEPARTMENT OF
PUBLIC WORKS FOR SNOW PLOWING

WHEREAS, the Township desires to create a pool of individuals with commercial drivers license who would be called upon during major snowfalls to operate snow plows as a supplement to the full-time Public Works staff; and,

WHEREAS, the Director of Public Works has forwarded his recommendations to employ workers for this purpose; and,

WHEREAS, funds will be provided in the 2013 municipal budget in the appropriation entitled Roads S&W, known as Account No. 290-010 and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the following individuals be and are hereby employed in the Department of Public Works as Casual Employees on an on-call basis only for snow plowing during major snow/ice events during the 2013-2014 winter season at an hourly rate of \$25.00; and,

Greg LaFrance
Donald Diebert
Michael Finer
Richard Hulsart
Daniel Morales
Michael Secord

John Blecki
Raymond Koeppel
Douglas Adams
Robert Fahnholz
Ronald Taylor

Harry Conover III
William Burge
William Forshaw
Edward Curry
Caesar Cowart

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

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF NEPTUNE ON 10/10/13



Richard J. Cuttrell, Municipal Clerk

RESOLUTION #13-439 - 10/10/13

ESTABLISH HOURLY PAY RATE FOR PUBLIC SAFETY OFFICERS

WHEREAS, the Township employs part-time Public Safety Officers who are not represented by a bargaining unit; and,

WHEREAS, the hourly rate of pay for said Officers has not been adjusted since 2011; and,

WHEREAS, funds will be provided in the 2013 municipal budget in the appropriation entitled Police S&W,, known as Account No. 240-012, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the hourly rate of pay for Public Safety Officers shall be \$14.56 and the hourly rate of pay for Senior Public Safety Officers shall be \$17.68, effective January 1, 2013; and,

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

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF NEPTUNE ON 10/10/13

A handwritten signature in black ink, appearing to read 'Richard J. Cuttrell', written in a cursive style.

Richard J. Cuttrell, Municipal Clerk

RESOLUTION #13-440 – 10/10/13

AMEND TRANSIENT RATE FOR DOCKAGE AT THE MUNICIPAL MARINA

WHEREAS, on October 22, 2012, the Neptune Township Committee adopted Resolution #12-395 which established a Marina Rate Schedule for the Municipal Marina; and,

WHEREAS, the Harbor Master recommends that the fee for transient dockage be amended,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby approves the following changes to Resolution #12-395 which established the 2013 Marina Rate Schedule, said changes to be effective immediately and in effect until otherwise amended by subsequent resolution of the Township Committee:

b. Daily Dockage/Transient Rate

Per day/night: \$4.00 per foot/per day

Per month: \$25.00 per foot/per month to be paid in full prior to renting the slip.

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

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF NEPTUNE ON 10/10/13



Richard J. Cuttrell, Municipal Clerk

RESOLUTION #13-441 - 10/10/13

GRANT SOCIAL AFFAIR PERMIT TO RICHARD S. BASCOM SCHOLARSHIP FUND

BE IT RESOLVED, by the Township Committee of the Township of Neptune that the Municipal Clerk and Chief of Police be and are hereby authorized to approve the application of the Richard S. Bascom Scholarship Fund for a social affair permit at The Headliner, Route 35, on October 23, 2013 from 6:30 P.M. to 11:00 P.M.

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF NEPTUNE ON 10/10/13

A handwritten signature in black ink, appearing to read "Richard J. Cuttrell". The signature is stylized and cursive.

Richard J. Cuttrell, Municipal Clerk

RESOLUTION #13-442 – 10/10/13

AMEND RESOLUTION NUMBER 13-10 APPOINTING BOND COUNSEL FOR 2013



WHEREAS, the Township of Neptune (the "Township") appointed John M. Cantalupo, Esq. of Wilentz, Goldman & Spitzer, P.A. (the "Firm") to serve as Bond Counsel for 2013; and

WHEREAS, the Township is in receipt of a letter from Wilentz dated September 30, 2013 that John M. Cantalupo, Esq. of Wilentz was leaving to join the firm Archer & Greiner, P.C. and pursuant to said letter, the Township has the right to allow John M. Cantalupo to continue providing bond counsel legal services to the Township for 2013; and

WHEREAS, John M. Cantalupo has served as bond counsel to the Township for many years and the Township is desirous of continuing to have John Cantalupo serve as bond counsel to the Township for the remainder of 2013; and

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

SECTION 1. Resolution Number 13-10 be and the same is hereby amended to remove the law firm of Wilentz, Goldman & Spitzer, P.A. and to replace same with John M. Cantalupo, Esq. of Archer & Greiner, P.C. and that any current assignments being handled by Wilentz, Goldman & Spitzer, P.A. be transferred to John M. Cantalupo, Esq. of Archer & Greiner, P.C. The appointment of Wilentz, Goldman & Spitzer, P.A. is hereby assigned to John M. Cantalupo, Esq. of Archer & Greiner, P.C. and the terms, conditions and rates that applied to Wilentz shall apply to John M. Cantalupo, Esq. of Archer & Greiner, P.C. All the other terms and conditions of the original Resolution Number 13-10 not amended hereby shall remain in full force and effect.

SECTION 2. Wilentz, Goldman & Spitzer, P.A. is hereby directed to immediately transfer any and all files, both electronic and physical, transcripts and any other documents to John M. Cantalupo, Esq. of Archer & Greiner, P.C.

SECTION 3. The Township Clerk is hereby directed to file a certified copy of this resolution with Wilentz, Goldman & Spitzer, P.A. and John M. Cantalupo, Esq. of Archer & Greiner, P.C.

SECTION 4. This resolution shall take effect immediately.

RESOLUTION #13-443 - 10/10/13

ACCEPT THE RESIGNATION OF PAMELA HOWARD
AS SHADE TREE COMMISSION SECRETARY

WHEREAS, the Township Committee has received a letter from Pamela Howard resigning as Environmental/Shade Tree Commission Secretary effective October 10, 2013,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the resignation of Pamela Howard as Environmental/Shade Tree Commission Secretary is hereby accepted effective October 10, 2013; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Business Administrator, Chief Financial Officer, Assistant C.F.O., Land Use Administrator, Township Engineer and Sandra Petersen.

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF NEPTUNE ON 10/10/13

A handwritten signature in black ink, appearing to read "Richard J. Cuttrell", is written over the certification text.

Richard J. Cuttrell, Municipal Clerk

RESOLUTION #13-444 - 10/10/13

APPOINT ENVIRONMENTAL/SHADE TREE COMMISSION SECRETARY

WHEREAS, Pamela Howard has submitted her resignation as Environmental/Shade Tree Commission Secretary; and,

WHEREAS, the Business Administrator has made his recommendation based on interviews conducted when the position was vacant in August; and,

WHEREAS, funds will be provided in the appropriation entitled Env/ShadeTree S&W, known as Account No. 335-010, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that Christopher Bedrosian be and is hereby appointed to the position of Environmental/Shade Tree Commission Secretary at an annual salary of \$1,500.00 effective October 11, 2013; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Business Administrator, Chief Financial Officer, Assistant C.F.O., Land Use Administrator, Township Engineer, and Sandra Petersen

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF NEPTUNE ON 10/10/13

A handwritten signature in black ink, appearing to read "Richard J. Cuttrell". The signature is stylized and cursive.

Richard J. Cuttrell, Municipal Clerk

RESOLUTION #13-445 - 10/10/13

APPOINT RENT LEVELING BOARD SECRETARY

WHEREAS, by adoption of Ordinance No. 13-32, the Township Committee created the position of Rent Leveling Board Secretary; and,

WHEREAS, the position was posted and the Business Administrator has made his recommendation; and,

WHEREAS, funds will be provided in the appropriation entitled Admin S&W, known as Account No. 100-010, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that Pamela Howard be and is hereby appointed to the position of Rent Leveling Board Secretary at an annual salary of \$3,000.00 effective October 11, 2013; and,

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

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF NEPTUNE ON 10/10/13

A handwritten signature in black ink, appearing to read "Richard J. Cuttrell". The signature is stylized and cursive.

Richard J. Cuttrell, Municipal Clerk

RESOLUTION #13-446 - 10/10/13

APPOINT HARBOR COMMISSION SECRETARY

WHEREAS, by adoption of Ordinance No. 13-36, the Township Committee created the position of Harbor Commission Secretary; and,

WHEREAS, the position was posted and the Business Administrator has made his recommendation; and,

WHEREAS, funds will be provided in the appropriation entitled Marina S&W known as Account No. 09-501-010, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that Michele Narciso be and is hereby appointed to the position of Harbor Commission Secretary at an annual salary of \$1,500.00 effective October 11, 2013; and,

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

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF NEPTUNE ON 10/10/13

A handwritten signature in black ink, appearing to read "Richard J. Cuttrell", written in a cursive style.

Richard J. Cuttrell, Municipal Clerk

RESOLUTION #13-447 - 10/10/13

AUTHORIZE THE REFUND OF TAXES
AS A RESULT OF AN OVERPAYMENT

WHEREAS, the properties listed below reflect overpayments; and,

WHEREAS, they have furnished the necessary documentation and have requested a refund;
and,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune,
County of Monmouth, State of New Jersey, that the Tax Collector be and is hereby authorized to
refund the taxes as stated herein; and,

BLOCK	LOT	ASSESSED TO	ADDRESS	YEAR	AMOUNT
3000	37C0603	HILL	603 ALPINE TR	2013	91.72
247	5	ROSS	1709 MONROE AVE	2013	1,402.95
485	389	HOGAN	329 HILLSIDE DR	2013	1,654.11

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

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF NEPTUNE ON 10/10/13



Richard J. Cuttrell, Municipal Clerk

RESOLUTION #13-448 – 10/10/13

AUTHORIZE THE SUBMISSION OF GRANT APPLICATIONS TO THE NEW JERSEY
DEPARTMENT OF LAW & PUBLIC SAFETY FOR HAZARDOUS MATERIALS
EMERGENCY PREPAREDNESS TRAINING AND PLANNING SUBGRANTS

WHEREAS, the New Jersey Department of Law & Safety, Division of State Police offer sub grants to municipalities for Hazardous Materials Emergency Preparedness (HMEP) training and drills; and,

WHEREAS, the Emergency Management Coordinator recommends that the Township submit funding applications for hazardous materials response training and a hazardous materials incident drill,

THEREFORE, BE IT FURTHER RESOLVED, by the Township Committee of the Township of Neptune that the Emergency Management Coordinator be and is hereby authorized to submit grant applications to the New Jersey Department of Law & Safety, Division of State Police, for a FY13 HMEP Training Subgrant for HazMat Response Training in the amount of \$31,000.00 and a FY13 HMEP Planning Subgrant for a HazMat incident drill in the amount of \$25,800.00, and,

BE IT FINALLY RESOLVED, that a copy of this resolution be forwarded to the O.E.M. Coordinator, Deputy O.E.M Coordinator and the Business Administrator.

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF NEPTUNE ON 10/10/13



Richard J. Cuttrell, Municipal Clerk

RESOLUTION #13-449 - 10/10/13

PLACE LIEN FOR COSTS ASSOCIATED WITH
THE DEMOLITION OF 304 MICHELLE COURT

WHEREAS, the Construction Official has noticed the owners 304 Michelle Court of various building violations; and

WHEREAS, the Construction Official has notified the Township Committee that the owners of said property have failed to correct the condition/violation as ordered; and

WHEREAS, the Construction Official has ordered the building demolished at a total cost as indicated below,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the Tax Collector be and is hereby authorized to place the following costs as a lien against the following property; and,

<u>BLOCK/LOT</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
8000/31	304 Michelle Court	\$21,800.00

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

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF NEPTUNE ON 10/10/13



Richard J. Cuttrell, Municipal Clerk

RESOLUTION #13-450 - 10/10/13

EMPLOY ON-CALL/PART-TIME PLUMBING INSPECTOR

WHEREAS, from time to time, the Township Plumbing Sub-Code Official is out of the office on vacation leave; and,

WHEREAS, the Construction Official has recommended the employment of an on-call/part-time temporary Plumbing Inspector to cover plumbing inspections during this period; and,

WHEREAS, funds will be provided in the 2013 Municipal Budget in the appropriation entitled Sonstr S&W, known as Account No. 195-010, 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 employment of Philip Price as an on-call/part-time temporary Plumbing Inspector during the absence of the Township Plumbing Sub-Code Official at an hourly rate of \$35.00; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Construction Official, Business Administrator, Chief Financial Officer, Assistant C.F.O., Sandra Petersen and Stephanie Oppegard.

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF NEPTUNE ON 10/10/13



Richard J. Cuttrell, Municipal Clerk

RESOLUTION #13-451 - 10/10/13

AUTHORIZE CHANGE ORDER #2 IN CONNECTION WITH
NORTH RIVERSIDE DRIVE PUMP STATION IMPROVEMENTS

WHEREAS, a contract was awarded to DeMaio Electrical Co. Inc, in the amount of \$495,000.00 in connection with North Riverside Drive Pump Station Improvements; and,

WHEREAS, the Township Committee approved Change Order #1 by adoption of Resolution #13-309 which increased the contract amount by \$6,363.00; and,

WHEREAS, additional changes to the contract have been experienced as a result of renting a by-pass pump to keep the station operational during construction and a change to the layout of the supports in connection with the installation of a new generator; and,

WHEREAS, these changes have been approved by the Township Engineering Consultant; and,

WHEREAS, funds for this purpose will be provided in the Special Emergency Appropriation – Sewer Utility and Ordinance Nos. 04-31, 05-25, 06-07, 08-51 and 12-14, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the Mayor and Clerk be and are hereby authorized to execute Change Order #2 in the contract with DeMaio Electrical Co. Inc. in connection with North Riverside Drive Pump Station Improvements resulting in a net increase of \$22,898.00 revising the total contract amount to \$524,261.00; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Engineering Consultant, Chief Financial Officer; Business Administrator and Township Engineer.

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF NEPTUNE ON 10/10/13



Richard J. Cuttrell, Municipal Clerk

RESOLUTION #13-452 - 10/10/13

EMPLOY ASSISTANT ENGINEER IN THE ENGINEERING DEPARTMENT
ON A PROBATIONARY BASIS

WHEREAS, there is a vacancy in the position of Assistant Engineer in the Engineering Department; and,

WHEREAS, the position was duly posted and advertised and applicants have been interviewed; and,

WHEREAS, the Township Engineer has made her recommendation; and,

WHEREAS, funds will be provided in the appropriation entitled Engineering S&W, known as Account No. 165-010, and the Chief Financial Officer has so certified in writing; and,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that Sean Areia be and is hereby employed as an Assistant Engineer in the Engineering Department, on a probationary basis for a period of not less than 90 days and not exceeding one year, pending favorable results of the required physical, effective November 4, 2013, at an annual salary of \$49,000.00; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Business Administrator, Chief Financial Officer, Assistant C.F.O., AFSCME Local #1844, Township Engineer, Sandra Petersen and Stephanie Oppegaard.

CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF NEPTUNE ON 10/10/13



Richard J. Cuttrell, Municipal Clerk

RESOLUTION #13-453 - 10/10/13

RECLASSIFY EMPLOYEE TO THE POSITION OF DEPARTMENTAL
SECRETARY IN THE CONSTRUCTION DEPARTMENT

WHEREAS, there is a vacancy in the position of Departmental Secretary in the Construction Department; and,

WHEREAS, the position was duly posted and the Business Administrator conducted interviews; and,

WHEREAS, the Business Administrator has made a recommendation to reclassify an existing employee to said position; and,

WHEREAS, funds will be provided in the 2013 Municipal Budget in the appropriation entitled Constr S&W, known as Account No. 195-010, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that Diana Pajak be and is hereby reclassified to the position of Departmental Secretary in the Construction Department at an annual salary of \$39,657.00 effective October 11, 2013 (also retaining the title of Technical Assistant to the Construction Official at an annual salary of \$5,000.00); and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Business Administrator, Construction Official, Chief Financial Officer, Assistant C.F.O., Sandra Petersen, Stephanie Oppegaard and AFSCME Local #1844.

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF NEPTUNE ON 10/10/13



Richard J. Cuttrell, Municipal Clerk

RESOLUTION #13-454 - 10/10/13

CONSENT TO MAYOR'S APPOINTMENT TO THE
NEPTUNE TOWNSHIP HOUSING AUTHORITY

BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby consents to the Mayor's appointment of Carol Foster to the Neptune Township Housing Authority for an unexpired five year term expiring March 31, 2016; and,

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

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF NEPTUNE ON 10/10/13

A handwritten signature in black ink, appearing to read "Richard J. Cuttrell". The signature is stylized and cursive.

Richard J. Cuttrell, Municipal Clerk

RESOLUTION #13-455 – 10/10/13

AUTHORIZE THE PAYMENT OF BILLS

BE IT RESOLVED, by the Township Committee of the Township of Neptune that the following bills be paid if properly certified:

CURRENT FUND	826,394.99
FEDERAL & STATE GRANT FUND	8,980.38
TRUST OTHER	24,728.94
GENERAL CAPITAL FUND	5,569,828.72
SEWER OPERATING FUND	16,267.55
SEWER CAPITAL FUND	1,304,707.05
MARINA OPERATING FUND	80,829.43
MARINA CAPITAL FUND	686,570.43
DOG TRUST	7,541.53
LIBRARY TRUST	1,806.97
BILL LIST TOTAL	\$8,527,655.99

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

CERTIFICATION
I HEREBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF NEPTUNE ON 10/10/13



Richard J. Cuttrell, Municipal Clerk