

**2016 REORGANIZATION MEETING – JANUARY 1, 2016**  
**TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE**

**CALL TO ORDER** - The Municipal Clerk calls the 2016 Township Committee Reorganization Meeting to order at 1:00 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 on December 23, 2015 and the Asbury Park Press on December 28, 2015, 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](http://www.neptunetownship.org).

**INVOCATION** – Pastor Paul Brown, First Pentecostal Church

**FLAG SALUTE**

**OATH OF OFFICE – ELECTED TOWNSHIP COMMITTEE MEMBERS**

Re-elected Township Committeeman Dr. Michael Brantley will be sworn into office by The Honorable Steven Fulop, Mayor of Jersey City.

Newly-elected Township Committeeman Nicholas Williams will be sworn into office by his son, The Honorable Jeffrey D. Williams, Councilman Borough of Union Beach.

**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 2016:

J. Randy Bishop      Dr. Michael Brantley      Eric J. Houghtaling (through January 11<sup>th</sup>)  
Kevin B. McMillan      Nicholas Williams

**ELECTION OF MAYOR**

Res. # 16-1 - Elect Chairperson and Mayor of the Township Committee of the Township of Neptune for the year 2016.

Offered by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Bishop, \_\_\_\_\_; Brantley, \_\_\_\_\_; Houghtaling, \_\_\_\_\_; Williams, \_\_\_\_\_; McMillan, \_\_\_\_\_.

Oath of Office administered by The Honorable Lawrence M. Lawson, Monmouth County Superior Court Assignment Judge (retired) and former Mayor of Neptune Township.

**ELECTION OF DEPUTY MAYOR**

Res. # 16-2 - Elect Vice-Chairperson and Deputy Mayor of the Township Committee of the Township of Neptune for the year 2016.

Offered by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Bishop, \_\_\_\_\_; Brantley, \_\_\_\_\_; Houghtaling, \_\_\_\_\_; Williams, \_\_\_\_\_; McMillan, \_\_\_\_\_.

Oath of Office administered by Mayor Fulop.

## **APPOINTMENT OF DEPARTMENTAL CHAIRPERSONS**

The Mayor will announce the appointments of Departmental Chairpersons for 2016:

J. RANDY BISHOP – Code, Senior Center, Tourism, Finance & MURC

DR. MICHAEL BRANTLEY – Engineering, Land Use, Health & Welfare

ERIC J. HOUGHTALING – Public Works, Library & MURC

NICHOLAS WILLIAMS – Construction, Court & Public Safety

KEVIN B. MC MILLAN – Administration, Recreation, Community Development & Economic Development

## **CONSENT AGENDA – PROFESSIONAL APPOINTMENTS**

Res. # 16-3 - Appoint Township Attorney.

Res. # 16-4 - Appoint Acting Township Attorney.

Res. # 16-5 - Appoint Labor Attorney.

Res. # 16-6 - Appoint Prosecutor.

Res. # 16-7 - Appoint Alternate Prosecutor.

Res. # 16-8 - Appoint Public Defender.

Res. # 16-9 - Appoint Alternate Public Defender.

Res. # 16-10 - Appoint Regional Contribution Agreement and Environmental/Shade Tree Comm. Attorney.

Res. # 16-11 – Appoint Emergency Management Coordinator.

Res. # 16-12 – Appoint Transcript Reporter.

Res. # 16-13 - Appoint Auditor.

Res. # 16-14 - Appoint Engineering Consultants.

Res. # 16-15 – Appoint consultant for Computer Aided Drafting and Design (CADD) Services

Res. # 16-16 - Appoint Historic Preservation Commission Attorney.

Res. # 16-17 – Appoint Special Counsel for Emergency Medical Services issues.

*Professional Appointments Consent Agenda*

Offered by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Bishop, \_\_\_\_\_; Brantley, \_\_\_\_\_; Houghtaling, \_\_\_\_\_; Williams, \_\_\_\_\_; McMillan, \_\_\_\_\_.

(The Honorable Robin Wernik, Neptune Township Municipal Court Judge, will administer Oaths of Office to professional appointees who are present)

**CONSENT AGENDA – CITIZEN BOARD APPOINTMENTS**

Res. # 16-18 - Appoint member to the Township of Neptune Sewerage Authority.

Res. # 16-19 - Appoint member to the Ocean Grove Sewerage Authority.

Res. # 16-20 - Appoint members to the Board of Adjustment.

Res. # 16-21 - Appoint members to the Recreation Committee.

Res. # 16-22 - Appoint members to the Senior Citizens Advisory Council.

Res. # 16-23 - Appoint members to the Municipal Alliance Against Alcoholism and Drug Abuse.

Res. # 16-24 - Appoint members to the Fletcher Lake Commission.

Res. # 16-25 - Appoint members to the Wesley Lake Commission.

Res. # 16-26 - Appoint members to the Deal Lake Commission.

Res. # 16-27 - Appoint Trustees to the Economic Development Corporation.

Res. # 16-28 - Appoint members to the Municipal Parade Committee.

Res. # 16-29 - Appoint members to the Local Emergency Planning Committee.

Res. # 16-30 - Appoint members to the Board of Health.

Res. # 16-31 - Appoint members to the Region 12 watershed area.

Res. # 16-32 - Appoint members to the Rent Leveling Board.

*Citizen Board Appointments Consent Agenda*

Offered by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Bishop, \_\_\_\_\_; Brantley, \_\_\_\_\_; Houghtaling, \_\_\_\_\_; Williams, \_\_\_\_\_; McMillan, \_\_\_\_\_.

**MAYOR'S APPOINTMENTS TO CITIZEN BOARDS**

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

**Denise Salles, Richard Ambrosio, and Mindi Arcoleo for three year terms.**

Res. # 16-33 - Confirm Mayor's appointments to the Environmental/Shade Tree Commission.

Offered by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Bishop, \_\_\_\_\_; Brantley, \_\_\_\_\_; Houghtaling, \_\_\_\_\_; Williams, \_\_\_\_\_; McMillan, \_\_\_\_\_.

**The Mayor announces the following appointments to the Planning Board:**

**Dyese Davis, as the Class I Member for a one year term.**

**Robert Lane, as the Class II member for a one year term.**

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

**Mychal Mills, as a Class IV member for a four year term.**

**Keith P. Cafferty, as the Class IV Alternate #2 for a two year term.**

Res. # 16-34 - Confirm Mayor's appointments to the Planning Board.

Offered by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Bishop, \_\_\_\_\_; Brantley, \_\_\_\_\_; Houghtaling, \_\_\_\_\_; Williams, \_\_\_\_\_; McMillan, \_\_\_\_\_.

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

**Pamela Mallete as a Class B member for a four-year term**

**Len Steen 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. # 16-35 - Confirm Mayor's appointments to the Historic Preservation Commission.

Offered by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Bishop, \_\_\_\_\_; Brantley, \_\_\_\_\_; Houghtaling, \_\_\_\_\_; Williams, \_\_\_\_\_; McMillan, \_\_\_\_\_.

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

**Michael Palermo 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. # 16-36 - Confirm Mayor's appointments to Board of Library Trustees.

Offered by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Bishop, \_\_\_\_\_; Brantley, \_\_\_\_\_; Houghtaling, \_\_\_\_\_; Williams, \_\_\_\_\_; McMillan, \_\_\_\_\_.

**CONSENT AGENDA – TOWNSHIP COMMITTEE/ADMINISTRATIVE STAFF APPOINTMENTS**

Res. # 16-37 - Appoint Community Development representatives.

Res. # 16-38 – Appoint representative to Meridian Health Advisory Board.

Res. # 16-39 - Appoint Municipal Liaison to the Monmouth County Transportation Council.

Res. # 16-40 - Appoint Board of Education Liaison.

Res. # 16-41 – Designate Public Agency Compliance Officer.

Res. # 16-42 – Appoint Governing Body Subcommittees.

*Township Committee/Administrative Staff Appointments Consent Agenda*

Offered by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Bishop, \_\_\_\_\_; Brantley, \_\_\_\_\_; Houghtaling, \_\_\_\_\_; Williams, \_\_\_\_\_; McMillan, \_\_\_\_\_.

**CONSENT AGENDA – FINANCIAL & INSURANCE MATTERS/FEE SCHEDULES/LEGAL NOTICES**

Res. # 16-43 – Establish salaries for part-time positions not covered by contract.

Res. # 16-44 - Establish Cash Management Plan.

Res. # 16-45 – Designate meeting dates for 2016.

Res. # 16-46 – Designate official newspapers.

Res. # 16-47 - Establish a grace period for tax, sewer and commercial refuse payments.

Res. # 16-48 - Approve Petty Cash Funds.

Res. # 16-49 - Establish the interest rates to be charged by the tax office.

Res. # 16-50 - Establish rate of reimbursement for use of a personal vehicle for official Township business.

Res. # 16-51 - Establish a fee schedule for repair rates performed by the Department of Public Works.

Res. # 16-52 - Authorize the Tax Assessor to sign stipulations and file cross appeals and assessor appeals for corrections only in connection with tax appeals.

Res. # 16-53 - Approve 2016 Temporary Budget.

Res. # 16-54 – Establish 2016 hourly rates for part-time positions.

Res. # 16-55 – Appoint Risk Management Consultant.

Res. # 16-56 – Appoint Statewide Insurance Fund Commissioner.

Res. # 16-57 – Establish fee for refuse and recycling containers.

Res. # 16-58 – Establish salaries for certain appointed professionals.

*Financial & Insurance Matters/Fee Schedules/Legal Notices Consent Agenda*

Offered by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Bishop, \_\_\_\_\_; Brantley, \_\_\_\_\_; Houghtaling, \_\_\_\_\_; Williams, \_\_\_\_\_; McMillan, \_\_\_\_\_.

**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** – Pastor Randy Steinman, Redeemer Lutheran Church

**ADJOURNMENT**

RESOLUTION #16-1 - 1/1/16

ELECT CHAIRPERSON OF THE TOWNSHIP COMMITTEE  
AND MAYOR OF THE TOWNSHIP OF NEPTUNE FOR THE YEAR 2016

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 2016.





RESOLUTION #16-3 - 1/1/16

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 15, 2015 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 2016 in the 2016 Temporary Budget and funds for the balance of 2016 will be provided in the Budget for the year 2016, 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 2016, effective January 1, 2016 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 #16-4 - 1/1/16

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 15, 2015 and desires to make an appointment from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2016 in the 2016 Temporary Budget and funds for the balance of 2016 will be provided in the Budget for the year 2016, 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 2016, effective January 1, 2016 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 #16-5 - 1/1/16

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 15, 2015 and desires to make an appointment from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2016 in the 2016 Temporary Budget and funds for the balance of 2016 will be provided in the Budget for the year 2016, 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 2016, effective January 1, 2016 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 #16-6 - 1/1/16

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 15, 2015 and desires to make an appointment from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2016 in the 2016 Temporary Budget and funds for the balance of 2016 will be provided in the Budget for the year 2016, 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 2016, effective January 1, 2016 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 #16-7 - 1/1/16

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 15, 2015 and will make a selection from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2016 in the 2016 Temporary Budget and funds for the balance of 2016 will be provided in the Budget for the year 2016, 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 2016, 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 #16-8 - 1/1/16

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 15, 2015 and desires to make an appointment from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2016 in the 2016 Temporary Budget and funds for the balance of 2016 will be provided in the Budget for the year 2016, 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 2016, effective January 1, 2016 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 #16-9 - 1/1/16

APPOINT ALTERNATE PUBLIC DEFENDER

WHEREAS, the Township of Neptune desires to appoint an Alternate 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 15, 2015 and will make a selection from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2016 in the 2016 Temporary Budget and funds for the balance of 2016 will be provided in the Budget for the year 2016, 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 Raymond S. Santiago to serve as Alternate Public Defender in the absence of the Public Defender for the year 2016, 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 #16-10 - 1/1/16

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 15, 2015 and will make a selection from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2016 in the 2016 Temporary Budget and funds for the balance of 2016 will be provided in the Budget for the year 2016, 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 2016, 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 #16-11 - 1/1/16

APPOINT EMERGENCY MANAGEMENT COORDINATOR

BE IT RESOLVED, by the Township Committee of the Township of Neptune that Michael J. Bascom be and is hereby appointed as Emergency Management Coordinator of the Township of Neptune for a three-year term expiring December 31, 2018; and,

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

RESOLUTION #16-12 - 1/1/16

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 15, 2015 and will make selections from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2016 in the 2016 Temporary Budget and funds for the balance of 2016 will be provided in the Budget for the year 2016, 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 2016, 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 #16-13 - 1/1/16

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 15, 2015 and will make a selection from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2016 in the 2016 Temporary Budget and funds for the balance of 2016 will be provided in the Budget for the year 2016, 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 2016, effective January 1, 2016 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 #16-14 - 1/1/16

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 15, 2015 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 2016:

Maser Consulting  
ARH Engineers  
AME Associates  
Lewis Consulting Group  
Grant Engineering

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 #16-15 - 1/1/16

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 11, 2015 and will make a selection from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2016 in the 2016 Temporary Budget and funds for the balance of 2016 will be provided in the Budget for the year 2016, 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 Leon S. Avakian, Inc. for CADD Services, for the year 2016 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 #16-16 - 1/1/16

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 15, 2015 and will make a selection from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2016 in the 2016 Temporary Budget and funds for the balance of 2016 will be provided in the Budget for the year 2016, 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 2016 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 #16-17 - 1/1/16

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 15, 2015 and will make a selection from the proposals received; and,

WHEREAS, funds will be provided for the first three months of 2016 in the 2016 Temporary Budget and funds for the balance of 2016 will be provided in the Budget for the year 2016, 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 2016 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 #16-18 - 1/1/16

APPOINT MEMBER TO THE TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY

BE IT RESOLVED, by the Township Committee of the Township of Neptune that James Mowczan be and is hereby appointed to the Neptune Sewerage Authority for a term of five (5) years effective February 1, 2016 and expiring January 31, 2021; and,

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



RESOLUTION #16-19 - 1/1/16

APPOINT MEMBER TO THE OCEAN GROVE SEWERAGE AUTHORITY

BE IT RESOLVED, by the Township Committee of the Township of Neptune that Al Dawson be and is hereby appointed to the Ocean Grove Sewerage Authority for a term of five years effective February 1, 2016 and expiring January 31, 2021; and,

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

RESOLUTION #16-20 - 1/1/16

APPOINT MEMBERS TO THE BOARD OF ADJUSTMENT

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

Thomas Healey and James Gilligan to four-year terms expiring December 31, 2019

Carol Rizzo as the Alternate #2 member to a two year term expiring December 31, 2017

Dr. James Brown as the Alternate #3 member to an unexpired two year term expiring December 31, 2016

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

RESOLUTION #16-21 - 1/1/16

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 2016:

Roger Brown  
Michelle Moss  
Myan Nichols-Morgan  
Monica Kowalski  
Bridget James  
Maureen Ruotolo  
Laria Hamilton  
Matt Olds

Verita Hill  
Niarra Harvey  
Terry Moloughney  
Teddy Wilson  
Robert Lane  
Charles "Chappy" Williams  
Kevin McMillan  
Michael Radwanski

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

RESOLUTION #16-22 - 1/1/16

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 2016:

Capt. Larry Fisher  
Maureen Minnick  
Elizabeth Schneider  
Jacqueline Catley  
Thomas Collins  
Walter Drummond

Anne Sibole  
Arthur Bauter  
Therman Baker  
Joan Keleigh  
Robert Hodges  
Victor D'Anna

Cynthia Moore  
Esther Day  
June Stucky  
Evelyn Bedell  
Angela Germann

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

RESOLUTION #16-23 - 1/1/16

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, 2016:

Ava Johnson

Kevin B. McMillan

Billy Brown

Gail Oliver

Brittany Salvatore

Jennifer Clearwaters

Sherry Sotnikoff

John Bonney

Mallory Chosak

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 #16-24 - 1/1/16

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 2016:

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 #16-25 - 1/1/16

APPOINT MEMBERS TO THE WESLEY LAKE COMMISSION

BE IT RESOLVED, by the Township Committee that the following individuals are hereby appointed to the Wesley Lake Commission for a three year term expiring December 31, 2018:

Dr. Michael Brantley - Township Committee member  
Sharon Davis - Business Administrator's Representative  
Mark Balzarano - Director of Public Works representative  
Peter Longo – At-large resident  
Dr. James Brown – At-large resident

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

RESOLUTION #16-26 - 1/1/16

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, 2016; and,

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



RESOLUTION #16-27 - 1/1/16

APPOINT TRUSTEES TO THE ECONOMIC DEVELOPMENT CORPORATION

BE IT RESOLVED, that the Township Committee hereby consents to the Mayor's appointment of Carol Rizzo as a Municipal Trustee to the Economic Development Corporation for the year 2016; and,

BE IT FURTHER RESOLVED, that the Township Committee hereby appoints VACANT as the Municipal Trustee and Len Steen as the member at-large Trustee to the Economic Development Corporation for the year 2016; and,

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

RESOLUTION #16-28 - 1/1/16

APPOINT MEMBERS TO THE MUNICIPAL PARADE COMMITTEE

BE IT RESOLVED, by the Township Committee of the Township of Neptune that Eric Houghtaling and Randy Bishop be and are hereby appointed to serve on the Municipal Parade Committee for the year 2016; 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 #16-29 - 1/1/16

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 2016:

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  
Kevin B. McMillan, Mayor  
Nicholas Williams, Public Safety Committeeperson  
Doug Campbell - JSUMC  
Wayne Rode - Public Works  
Rosemary Gray - Shelter Management  
Roberta Grace - Public Assistance  
Richard Cuttrel – 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  
Tim O'Connor – Marina Supervisor  
Edward Finlay – Marina  
William Bailey – 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 #16-30 - 1/1/16

APPOINT MEMBERS TO THE BOARD OF HEALTH

BE IT RESOLVED, by the Township Committee of the Township of Neptune that Dr. Arlene Cardinale and Teretha Jones be and is hereby appointed to the Board of Health for three year terms expiring December 31, 2018.

RESOLUTION #16-31 - 1/1/16

APPOINT MEMBERS TO THE REGION 12 WATERSHED AREA

BE IT RESOLVED, by the Township Committee of the Township of Neptune that the following persons be and they are hereby appointed as representatives to the Region 12 Watershed Area for the year 2016:

(VACANT) (Mid and South)  
Shay Schembri (North)

RESOLUTION #16-32 - 1/1/16

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 2016:

Deacon Morrell Massicot  
Constance Holmes  
James Manning, Jr.  
Charles (Mal) Woolfolk  
Ruth Johnson  
VACANT – Alternate #1  
VACANT – Alternate #2

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

RESOLUTION #16-33 - 1/1/16

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:

Denise Salles, Richard Ambrosio and Mindi Arcoleo for three year terms expiring December 31, 2018.

VACANT as the Alternate #2 member for a two year term expiring December 31, 2017.

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

RESOLUTION #16-34 - 1/1/16

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 2016:

Dyese Davis, as the Class I Member for a one year term expiring December 31, 2016.

Robert Lane, as the Class II member for a one year term expiring December 31, 2016.

Dr. Michael Brantley, as the Class III member for a one year term expiring December 31, 2016.

Mychal Mills as a Class IV member for a four year term expiring December 31, 2019.

Keith P. Cafferty, as the Class IV Alternate #1 for a two year term expiring December 31, 2017.

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 #16-35 - 1/1/16

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:

Pamela Mallete as a Class B member for a four-year term expiring December 31, 2019

Len Steen a Class C member for a four-year term expiring December 31, 2019

2016 Damaris Adamo as the Alternate #1 member for a one-year term expiring December 31,

2016 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 #16-36 - 1/1/16

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:

Michael Palermo for a five-year term expiring December 31, 2020.

Meghan Plevier as the Superintendent of School's representative for a one-year term expiring December 31, 2016.

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 #16-37 - 1/1/16

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 2016; 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 #16-38 - 1/1/16

APPOINT REPRESENTATIVE TO THE MERIDIAN HEALTH ADVISORY BOARD

BE IT RESOLVED, by the Township Committee of the Township of Neptune that Dr. Michael Brantley be and is hereby appointed as the Township Committee representative to the Meridian Health Advisory Board for the year 2016; and,

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

RESOLUTION #16-39 - 1/1/16

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 2016; and,

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

RESOLUTION #16-40 - 1/1/16

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 2016.

RESOLUTION #16-41 - 1/1/16

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 2016 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 2016 in the 2016 Temporary Budget and funds for the balance of 2016 will be provided in the Budget for the year 2016, 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 #16-42 – 1/1/16

APPOINT GOVERNING BODY SUBCOMMITTEES

WHEREAS, the governing body of the Township of Neptune desirous to appoint 2016 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; 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 2016:

A. Code, Senior Center, Tourism and Finance

Committeeperson J. Randy Bishop (Chairperson)  
Mayor or Deputy Mayor as requested  
Senior Center Director  
Code Enforcement Supervisor  
Chief Financial Officer  
Business Administrator

B. Engineering, Land Use, Health and Welfare

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

C. Public Works, Library and MURC

Committeeperson Eric J. Houghtaling (Chairperson)  
Mayor or Deputy Mayor as requested  
Public Works Director  
Library Director



Business Administrator

D. Administration, Recreation, Community Development and Economic Development

Mayor Kevin B. McMillan (Chairperson)  
Deputy Mayor as requested  
Recreation Director  
Community Projects Coordinator  
Municipal Clerk  
Economic Development Coordinator  
Chief Financial Officer  
Business Administrator

E. Construction, Court and Public Safety

Committeeperson Nicholas Williams (Chairperson)  
Deputy Mayor as requested  
Construction Official  
Police Chief or other Police Department designee  
Police Director  
Court Administrator  
Business Administrator

RESOLUTION #16-43 – 1/1/16

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 2016; and,

WHEREAS, funds will be provided for the first three months of 2016 in the 2016 Temporary Budget in the various salary and wage appropriations and funds for the balance of 2016 will be provided in the Budget for the year 2016, 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 agreement for the year 2016:

<u>Position</u>	<u>2016 Salary</u>
Rent Leveling Board Secretary	\$ 3,183.62
Public Agency Compliance Officer	\$ 1,248.48
Shade Tree / Env Comm Secretary	\$ 1,591.81
Mercantile Officer	\$ 5,271.02
Assistant Mercantile Officer	\$ 1,689.44
Taxi Licenses	\$ 2,638.16
OEM Secretary	\$ 2,638.16
OEM Assistant / Deputy Coordinator	\$ 2,436.53
Deputy OEM Coordinator	\$ 3,953.00
OEM Coordinator	\$ 6,591.16
Parks Inspector	\$ 1,321.20
Marina Supervisor	\$ 6,119.99
Alliance Coordinator	\$ 12,042.59
Harbor Commission Secretary	\$ 1,591.81
Zoning Compliance Officer	\$ 5,306.04
Technical Asst to the Construction Official	\$ 5,306.04
2nd Sewer Operator License	\$ 3,297.17
Deputy Economic Development Coord.	\$ 4,873.07
Mayor	\$ 9,135.94
Township Committee Member	\$ 7,917.67
Medical Director	\$ 2,343.15
Land Use Administrator	\$ 5,744.32
HPC Secretary	\$ 6,757.77
Assistant Zoning Officer	\$ 3,183.62
Recycling Coordinator	\$ 1,391.24
Playground Safety Inspector	\$ 1,040.40

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 #16-44 - 1/1/16

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, 2016, and on file in the offices of the Municipal Clerk and Chief Financial Officer shall be adopted for the year 2016; and,

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

RESOLUTION #16-45 - 1/1/16

DESIGNATE MEETING NIGHTS FOR THE YEAR 2016

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, 2<sup>nd</sup> 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 2016 in accordance with the requirements of R.S. 10:4-18:

January 11	July 11
January 25	July 25
February 8	August 8
February 22	August 22
March 14	September 12
March 28	September 26
April 11	October 6 (Thursday)
April 25	October 24
May 9	November 14
May 23	November 28
June 13	December 12
June 27	December 22 (Thursday)

January 1, 2017 - 12:25 P.M.  
Sine Die Meeting  
January 1, 2017 – 12:30 P.M.  
Re-Organization Meeting

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

Dated: January 1, 2016

RESOLUTION #16-46 - 1/1/16

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 2016 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 #16-47 - 1/1/16

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 #16-48 - 1/1/16

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 #16-49 - 1/1/16

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 #16-50 - 1/1/16

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 #16-51 - 1/1/16

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 2016:

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	15.00 per ton
Disposal Fee	110.00 per ton
Plywood	20.00 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 #16-52 - 1/1/16

AUTHORIZE THE TAX ASSESSOR TO SIGN STIPULATIONS AND FILE  
CROSS APPEALS AND ASSESSOR APPEALS FOR CORRECTIONS ONLY  
IN CONNECTION WITH TAX APPEALS

WHEREAS, a number of 2016 County 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 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 be and is 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 Tax Court appeals; and,

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

RESOLUTION #16-53 - 1/1/16

APPROVE TEMPORARY BUDGET

BE IT RESOLVED, by the Township Committee of the Township of Neptune that the revenues and expenditures which constitute the 2016 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	30,000	
Debt Service	Bond Interest	90,500	
Debt Service	Green Acres Loan Payment	35,000	
Debt Service	MCIA	85,000	
Reserve for Uncollected Taxes		225,000	

10,666,150

**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

**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	7500
Interest on Bonds	6000
MCIA Capital Lease Program	7500
PERS Contribution	8000
Social Security - FICA	11000
TOTAL	1625000



RESOLUTION #16-54 - 1/1/16

ESTABLISH 2016 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 2016; and,

WHEREAS, funds will be provided for the first three months of 2016 in the 2016 Temporary Budget in the various salary and wage appropriations and funds for the balance of 2016 will be provided in the Budget for the year 2016, 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 2016:

Title	2016 Hourly Rate
Yard Attendant	\$14.26
Bus Driver	\$15.89
Kitchen Aid	\$10.58
Building Inspector	\$30.00
Sub-Code Official	\$39.00
Marina Attendant	\$11.59
Tourism Representative	\$13.58
Special Law Enforcement Officer - Class I	\$15.61
Special Law Enforcement Officer - Class II	\$18.95
Supervising Special Law Enforcement Officer - Class II	\$22.44
Part-Time On Call Custodian Without Black Seal License	\$19.29
Part-Time On Call Custodian with Black Seal License	\$20.07
Violations Clerk	\$12.48
Municipal Intern	\$10.00
Public Safety Officer	\$15.76
Senior Public Safety Officer	\$19.14
Plumbing Sub-Code Official	\$49.13
Customer Service Rep	\$12.89

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 #16-55 - 1/1/16

APPOINT RISK MANAGEMENT CONSULTANT

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

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the Fund; and,

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

WHEREAS, the Fund has requested its members to appoint individuals or entities to that position,

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 2016.
2. The Mayor and Clerk and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2016 in the form attached hereto.

Township of Neptune

By: \_\_\_\_\_  
Kevin B. McMillan, Mayor

ATTEST:

\_\_\_\_\_  
Richard J. Cuttrell, Clerk

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, 2016.

\_\_\_\_\_  
Richard J. Cuttrell, Clerk

RESOLUTION #16-56 - 1/1/16

APPOINT STATEWIDE INSURANCE FUND COMMISSIONER

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

WHEREAS, the Fund's Bylaws require 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 local unit.
- 2. Michael J. Bascom is hereby appointed as the Alternate Fund Commissioner for the local unit
- 3. The Local Unit's Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

Township of Neptune

By: \_\_\_\_\_  
Kevin B. McMillan, Mayor

ATTEST:

\_\_\_\_\_  
Richard J. Cuttrell, Clerk

This Resolution agreed to on the 1<sup>st</sup> day of January, 2016 by a vote of:

\_\_\_ Affirmative    \_\_\_ Abstain    \_\_\_ Negative    \_\_\_ Absent

RESOLUTION #16-57 - 1/1/16

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 #16-58 - 1/1/16

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 2016; and,

WHEREAS, funds will be provided for the first three months of 2016 in the 2016 Temporary Budget and funds for the balance of 2016 will be provided in the Budget for the year 2016, 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 2016 salaries/retainers for the professionals listed below who are not covered by a collective bargaining contract or agreement:

<b>POSITION</b>	<b>2016 SALARY/RETAINER</b>
Municipal Judge	\$ 57,233.05
Municipal Prosecutor	38,056.00
Alternate Municipal Prosecutor	\$410 per session
Public Defender	20,659.00
Alternate Public Defender	\$90 per hour
Township Attorney	34,395.00

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.