

## TOWNSHIP COMMITTEE MEETING – NOVEMBER 14, 2011

Mayor McMillan called the meeting to order at 4:30 p.m. and requested the Clerk to call the roll. The following members were present: J. Randy Bishop, Eric J. Houghtaling, and Mayor Kevin B. McMillan. (Dr. Michael Brantley arrived prior to the public comments on resolutions) Absent: Mary Beth Jahn.

Also present at the dais were Richard J. Cuttrell, Municipal Clerk; Philip D. Huhn, Township Administrator; and Gene Anthony, Township Attorney.

After a moment of Silent Prayer and the Flag Salute, the Mayor asked the Clerk to indicate the fire exits.

The Clerk stated, "Fire exits are located in the direction I am indicating, in case of fire you will be notified by bell and or public address system. If you are alerted of fire, please move in a calm, orderly manner to the nearest smoke-free exit or the next nearest exit as directed over the public address system.

Mayor McMillan announced that the notice requirements of R.S. 10:4-18 have been satisfied by the publication of the required advertisement in the Asbury Park Press and The Coaster on January 6, 2011, a revised notice to amend the start time of the meeting published on November 10, 2011, posting the notices on the Board in the Municipal Complex, and filing a copy of said notices with the Municipal Clerk. In addition, the meeting agenda, resolutions and ordinances are available online at [www.neptunetownship.org](http://www.neptunetownship.org) for public viewing before each Township Committee meeting.

### COMMENTS FROM THE DAIS

The Mayor requested comments from the dais and they were as follows:

Mr. Houghtaling stated that he attended the MURC annual dinner dance and Dianna Harris, MURC President, indicated that this was the most successful dance to date. He also attended the Wawa grand opening on Route 66 where Wawa announced donations to the VFW and fire department. Mr. Houghtaling attended the Veterans Day ceremony at the VFW. He extended congratulations to Mayor McMillan on his re-election.

Mr. Bishop stated that he attended the same functions as Mr. Houghtaling. He congratulated the Mayor on his election victory and extended condolences to Mark Balzarano on the passing of his mother.

The Mayor stated that he also attended the same events and functions as Mr. Bishop and Mr. Houghtaling. He also attended events to honor Bishop Carolyn Webb and Rev. Tommy Miles. He attended the Charter Luncheon for the newly formed Neptune Lions Club and a Mayor's Youth Cabinet event. The Mayor extended thanks to Richard Silva, who opposed him in the recent election, for a good campaign.

### PUBLIC COMMENTS ON RESOLUTIONS

(Dr. Brantley arrived)

The Mayor requested public comments regarding resolutions presented on this agenda.

Dorothy Argyros, 2100 Rutherford Avenue, asked if the resolution to hire Community Service Officers means that the Township is hiring more police. Mr. Bishop stated no, these part-time employees will be used to answer EMS and fire calls and will cross training in code enforcement issues. Mr. Cuttrell added that the cost of these employees is being shared equally with the fire districts. Ms. Argyros asked which department the employees will be assigned too. Mr. Bishop stated that they will report to the Police Department. Ms. Argyros asked if the intention is to eventually convert these employees into full-time police officers who will make \$150,000 a year. Mr. Bishop stated that is not the intention.

### EMPLOY DRIVER IN THE DEPARTMENT OF PUBLIC WORKS ON A PROBATIONARY BASIS

Mr. Bishop offered the following resolution, moved and seconded by Mr. Houghtaling, that it be adopted:

WHEREAS, there is a vacancy in the position of Driver in the Public Works Department; and,

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

WHEREAS, the Public Works Director has made his recommendation; and,

WHEREAS, funds will be provided in the 2011 municipal budget in the appropriation entitled \_\_\_\_\_, known as Account No. \_\_\_\_\_, 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 Paul Sneddon be and is hereby employed as a Driver in the Department of Public Works, 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 21, 2011, at an annual salary of \$26,000.00; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Public Works Director, Business Administrator, Chief Financial Officer, Assistant C.F.O., AFSCME Local #1844, Mandy To and Carina Santos.

The resolution was adopted on the following vote: Bishop, aye; Brantley, aye; Houghtaling, aye; and McMillan, aye.

APPOINT SCHOOL CROSSING GUARD FOR THE 2011-2012 SCHOOL YEAR

Mr. Bishop offered the following resolution, moved and seconded by Mr. Houghtaling, that it be adopted:

WHEREAS, there is a need for an additional School Crossing Guard for the 2011-2012 school year; and,

WHEREAS, funds for this purpose are available in the 2011 municipal budget in the appropriation entitled Police - Salaries and Wages known as Account No. \_\_\_\_\_ and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that Homer Credle be and is hereby appointed as a School Crossing Guard for the 2011-2012 school year and to perform such other duties as prescribed by the Chief of Police, effective November 15, 2011, at an hourly rate of \$12.84; and,

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

The resolution was adopted on the following vote: Bishop, aye; Brantley, aye; Houghtaling, aye; and McMillan, aye.

AUTHORIZE THE TRANSFER OF 2011 BUDGET APPROPRIATIONS

Mr. Bishop offered the following resolution, moved and seconded by Dr. Brantley, that it be adopted:

WHEREAS, N.J.S.A. 40A:4-58 permits the transfer of current year appropriations during the last two months of the fiscal year; and,

WHEREAS, the Chief Financial Officer has recommended that the following appropriation transfers be authorized,

FROM:

Insurance O.E.	133,000.00
Workers Comp O.E.	116,000.00
Group Insurance O.E.	105,000.00
Electricity O.E.	45,000.00
Natural Gas O.E.	51,000.00
Waste Collection S&W	100,000.00

TO:

Administration S&W	31,740.00
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Administration O.E.	10,000.00
Clerk S&W	2,500.00
Data Processing S&W	1,200.00
Assessment S&W	6,000.00
Land Use O.E.	2,000.00
Dispatch S&W	115,000.00
O.E.M. O.E.	12,000.00
Aid to First Aid Squads O.E.	7,260.00
Waste Collection O.E.	3,500.00
MOMV O.E.	277,700.00
Recreation S&W	1,100.00
Senior Center S&W	80,000.00

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune, that 2011 Budget Appropriations be transferred as stated herein; and,

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

The resolution was adopted on the following vote: Bishop, aye; Brantley, aye; Houghtaling, aye; and McMillan, aye.

AUTHORIZE THE PAYMENT OF BILLS

Mr. Bishop offered the following resolution, moved and seconded by Mr. Houghtaling, that it be adopted:

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

CURRENT FUND	346,730.78
FEDERAL & STATE GRANT FUND	49,347.05
TRUST OTHER	126,308.39
GENERAL CAPITAL FUND	46,513.32
SEWER OPERATING FUND	65,370.99
SEWER CAPITAL FUND	169,837.50
MARINA OPERATING FUND	561.61
DOG TRUST	7,496.30
LIBRARY TRUST	691.64
 BILL LIST TOTAL	 \$812,857.58

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

The resolution was adopted on the following vote: Bishop, aye; Brantley, aye; Houghtaling, aye; and McMillan, aye.

AUTHORIZE AN AMENDMENT TO THE 2011 MUNICIPAL BUDGET TO REALIZE MONIES FROM THE STATE BODY ARMOR REPLACEMENT FUND

Mr. Bishop offered the following resolution, moved and seconded by Dr. Brantley, that it be adopted:

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not

determined at the time of the adoption of the budget; and,

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and,

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget for the year 2011 in the sum of \$6,549.73 which is now available from a NJDL&PS – Division of Criminal Justice Grant in the amount of \$6,549.73; and,

BE IT FURTHER RESOLVED that the like sum of \$6,549.73 is hereby appropriated under the caption of FY2011 State Body Armor Replacement Fund; and,

BE IF FURTHER RESOLVED, that the above is the result of funds from a New Jersey Division of Law and Public Safety – Division of Criminal Justice 2011 State Body Armor Replacement Fund Grant in the amount of \$6,549.73; and,

BE IT FURTHER RESOLVED, that the Clerk forward three certified copies of this resolution to the Chief Financial Officer and one copy to the Assistant C.F.O., and Auditor.

The resolution was adopted on the following vote: Bishop, aye; Brantley, aye; Houghtaling, aye; and McMillan, aye.

AUTHORIZE AN AMENDMENT TO THE 2011 MUNICIPAL BUDGET TO REALIZE MONIES FROM FLEET MAINTENANCE SHARED SERVICES AGREEMENTS

Mr. Bishop offered the following resolution, moved and seconded by Dr. Brantley, that it be adopted:

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and,

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and,

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget for the year 2011 in the sum of \$80,000.00 which is now available from Fleet Maintenance Shared Service Agreements in the amount of \$80,000.00; and,

BE IT FURTHER RESOLVED that the like sum of \$80,000.00 is hereby appropriated under the caption of Fleet Maintenance Shared Service Agreements; and,

BE IF FURTHER RESOLVED, that the above is the result of funds collected from Fleet Maintenance Shared Service Agreements in the amount of \$80,000.00; and,

BE IT FURTHER RESOLVED, that the Clerk forward three certified copies of this resolution to the Chief Financial Officer and one copy to the Assistant C.F.O., and Auditor.

The resolution was adopted on the following vote: Bishop, aye; Brantley, aye; Houghtaling, aye; and McMillan, aye.

EMPLOY COMMUNITY SERVICE OFFICERS ON A PART-TIME BASIS

Mr. Bishop offered the following resolution, moved and seconded by Dr. Brantley, that it be adopted:

WHEREAS, by adoption of Ordinance No. 11-34, the Township Committee created the position of Community Service Officer; and,

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

WHEREAS, the Chief of Police has made his recommendations; and,

WHEREAS, funds will be provided in the appropriation entitled \_\_\_\_\_, known as

Account No. \_\_\_\_\_, 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 the following be and are hereby employed as Community Service Officers on a part-time basis, pending favorable results of the required physical, effective December 1, 2011, at an hourly rate of \$17.00 per hour for Senior Community Service Officer and \$14.00 per hour for Community Service Officer; and,

Senior Community Service Officer

Jennifer England	Joseph Grabas
William Rosen	David Shotwell, Jr.
George Waterman	

Community Service Officer

Bryan Bonanno	Brian Turner
Edward Fletcher	Steve Whritenour
Ryan Moses	Tracey Newenhouse
Michael Mullen	

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

The resolution was adopted on the following vote: Bishop, aye; Brantley, aye; Houghtaling, aye; and McMillan, aye.

PRIVILEGE OF THE FLOOR/PUBLIC COMMENTS

Dorothy Argyros, 2100 Rutherford Avenue, stated that the Township needs another revaluation because property values have dropped. She added that Middletown had a lot of tax appeals so they did a revaluation. Mr. Cuttrell stated that the last revaluation was done in 2004 and cost the Township \$900,000. He added that it is based on the ratio between market value and assessed value. At the present time, the difference between the two is not that significant in the Township because property values rose after the 2004 revaluation before falling back since 2008. Ms. Argyros stated that she will let it be known that she will assist anyone will filing a tax appeal

Heinz Weck, Ocean Grove, congratulated Mayor McMillan on his election victory.

Mr. Bishop offered a motion, seconded by Mr. Houghtaling, to adjourn. All were in favor.

Richard J. Cuttrell,  
Municipal Clerk