

TOWNSHIP COMMITTEE WORKSHOP MEETING – DECEMBER 21, 2015 – 6:00 P.M.

Mayor Jahn 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	_____
Eric J. Houghtaling	_____
Kevin B. McMillan	_____
Mary Beth Jahn	_____

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

Mayor Jahn announces that the notice requirements of R.S. 10:4-18 have been satisfied by the publication of the required advertisement in The Coaster and the Asbury Park Press on October 15, 2015, 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. Presentation – PrepareAthon Poster Contest winners.

2. Review Committee calendars/update on outstanding issues and capital items.
- Various on-going capital improvement projects.

Res. # 15-480 – Authorize an Executive Session as authorized by the Open Public Meetings Act.

Offered by: _____ Seconded by: _____

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

TOWNSHIP COMMITTEE MEETING – DECEMBER 21, 2015 – 7:00 P.M.

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

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

Also present at the dais: Vito D. Gadaleta, Business Administrator; Michael J. Bascom, Chief Financial Officer; Gene J. Anthony, Township Attorney; 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 Jahn announces that the notice requirements of R.S. 10:4-18 have been satisfied by the publication of the required advertisement in The Coaster and the Asbury Park Press on October 15, 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, resolutions and ordinances are posted online at www.neptunetownship.org.

APPROVAL OF MINUTES

Motion offered by _____, seconded by _____, to approve the minutes of the meetings held on November 23rd and December 3rd.

REPORT OF THE CLERK

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

Letter from the NJ Board of Public Utilities thanking the Township Committee for their resolution in support of the Southern Reliability Link Project.

COMMENTS FROM THE DAIS

Comments from the Dais regarding business on this agenda or any reports on recent events in their respective departments.

PUBLIC COMMENTS ON RESOLUTION TO HIRE TWO POLICE OFFICERS

Public comments regarding Resolution 15-481. The public will be permitted one visit to the microphone with a limit of five minutes.

Res. # 15-481 – Employ two police officers on a probationary basis.

Offered by: _____ Seconded by: _____

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

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 is permitted one visit to the microphone with a limit of five minutes.

ORDINANCE NO. 15-54 – An ordinance to amend Volume I, Chapter XX of the Code of the Township of Neptune by adding Section 20-4 entitled hydraulic fracking and hydraulic fracking byproducts - Final Reading

Explanatory Statement: This ordinance prohibits hydraulic fracking and the disposal or use of hydraulic fracking byproducts within the Township.

Public Hearing:

Offered by: _____ Seconded by: _____

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

ORDINANCE NO. 15-55 – An ordinance amending Volume I, Chapter IV, of the Code of the Township of Neptune entitled, “Business and Licensing regulations concerning granting of Revocable Licenses” - Final Reading

Explanatory Statement: This ordinance establishes procedures and regulations for the granting of a Revocable License in certain instances for encroachments upon Township property or right-of-way including standards and procedures for approval and encroachment exemptions.

Public Hearing:

Offered by: _____ Seconded by: _____

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

CONSENT AGENDA

Res. # 15-482 – Authorize Revocable License Agreement with Southporte Condominium Assn.

Res. # 15-483 – Authorize submission of a Strategic Plan for the Neptune Township Municipal Alliance Grant.

Res. # 15-484 – Reclassify Custodian to permanent full-time status in the Building Maintenance Department.

Res. # 15-485 – Renew liquor license held by Atlantic Coast Food Systems, Inc.

Res. # 15-486 – Support the “Drive Sober Or Get Pulled Over 2015 Year End Holiday Crackdown”.

Res. # 15-487 – Award Façade Improvement Loan/Grant to Neptune Investments LLC (34 Route 35).

Res. # 15-488 – Accept the resignation of Tressa Huizenga as a Records Clerk in the Police Department.

Res. # 15-489 – Confirm employment of on-call Public Safety Officers on a part-time basis.

Res. # 15-490 – Authorize the release of the performance guarantee filed by 1700 Route 33, LLC for site improvements at Foodini (Hawthorne and Corlies Avenue)

Res. # 15-491 – Extend contract of Centerra Integrated Services to provide fleet management and maintenance.

Res. # 15-492 – Accept the resignation of Robert Zoino as a Special Law Enforcement Officer – Class II.

Res. # 15-493 – Authorize purchase of fiberglass dock boxes at the Municipal Marina.

Res. # 15-494 – Authorize the purchase of network switching hardware through the Middlesex Regional Education Services Commission Purchasing Program.

Res. # 15-495 – Authorize the purchase of hardware computer equipment through the State Cooperative Purchasing Program.

Res. # 15-496 – Support the installation of left turn arrows at the Route 33 and Jumping Brook Road/Old Corlies Avenue traffic signal.

Res. # 15-497 – Authorize participation in the New Jersey State Health Benefits Program Act of the State of New Jersey for local prescription coverage.

Res. # 15-498 – Authorize the refund of taxes as a result of an overpayment.

Res. # 15-499 – Authorize application to the Division of Local Government Services to participate in the Electronic Tax Sale Program.

Res. # 15-500 – Authorize the use of a Procurement Card System, appoint a Program Manager and authorize the execution of a Corporate Card Agreement and Linking Contract with the Township’s primary bank.

Res. # 15-501 – Authorize the transfer of 2015 budget appropriations.

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

Res. # 15-502 – Authorize the payment of bills.

Offered by: _____ Seconded by: _____

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

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

RESOLUTION #15-480 – 12/21/15

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:

Litigation – Update on pending litigation.

Personnel – Recommendations for EMS Manager.

Personnel – Job posting for Records Clerk.

Personnel/Contract negotiations – 2016 appointments.

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 #15-481 - 12/21/15

EMPLOY TWO POLICE OFFICERS ON A PROBATIONARY BASIS

WHEREAS, there are two vacancies in the position of Police Officer in the Police Department; and,

WHEREAS, candidates were interviewed by the Police Department command staff; and,

WHEREAS, the Police Director and Police Chief have made their recommendations; and,

WHEREAS, funds will be provided in the 2016 temporary budget and in the 2016 municipal budget when adopted in the appropriation entitled Police S&W 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 offered employment as Police Officers in the Police Department, contingent upon favorable results of all physical and psychological examinations and criminal background checks, at a base salary pursuant to the salary scale in the P.B.A. Local #74 contract as indicated, and to perform such other duties as prescribed by the Chief of Police effective January 1, 2016:

Shane Leaming – Step 3 - \$59,092.00

Evan F. Pollara – Step 1 - \$39,788.00

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, Human Resources, and P.B.A. Local 74.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-482 – 12/21/15

AUTHORIZE REVOCABLE LICENSE AGREEMENT
WITH SOUTHPORTE CONDOMINIUM ASSOCIATION

WHEREAS, Southporte Condominium Association, with property located at 120 South Concourse, Neptune Township, New Jersey, and property in question located at Block 5607, Lot 3 (formerly Block 550, Lot 23), on the tax map of the Township of Neptune has requested a Revocable License Agreement be entered into between the Township of Neptune and Southporte Condominium Association in Neptune Township concerning encroachments upon the municipal right-of-way; and

WHEREAS, Southporte Condominium Association is seeking a license to provide and to maintain certain encroachments presently in the municipal right-of-way including a fence, fire pit, picnic table, two tiki bars/huts, kayak rack and statutory ornaments, benches and paver patio within the 70 foot municipal right-of-way, subject to their removal should the controlling authority have reasonable cause to believe that such encroachments need to be removed from the aforesaid right-of-way, and subject to a Revocable License Agreement.

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes a Revocable License Agreement with Southporte Condominium Association, a copy of which is on file in the Office of the Municipal Clerk, subject to the conditions of the Agreement, with payment to the Township of Neptune of \$500.00 in rent per year to be paid on the anniversary date annually, plus costs of recording of said Revocable License Agreement in the Clerk's Office of Monmouth County, paid to the Law Office of Gene J. Anthony, Esq., and subject to all other requirements in the aforesaid Revocable License Agreement; and,

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to execute the Agreement, and return to the Township Attorney for recording; and,

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

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-483 – 12/21/15

AUTHORIZE SUBMISSION OF A STRATEGIC PLAN FOR THE
NEPTUNE TOWNSHIP MUNICIPAL ALLIANCE GRANT

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and,

WHEREAS, the Township Committee of the Township of Neptune, County of Monmouth, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Neptune Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Neptune Township Committee has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Monmouth; and,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune, County of Monmouth, State of New Jersey hereby recognizes the following:

1. The Neptune Township Committee does hereby authorize submission of a strategic plan for the Neptune Township Municipal Alliance grant for fiscal year 2017 in the amount of:

DEDR	\$ 63,915.00
Cash Match	\$ 15,978.75
In-Kind	\$ 47,936.25

2. The Neptune Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: _____
Kevin B. McMillan, Deputy Mayor

CERTIFICATION

I, Richard J. Cuttrell, Municipal Clerk of the Township of Neptune, County of Monmouth, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Neptune Township Committee on this 21st day of December, 2015.

Richard J. Cuttrell, Municipal Clerk

RESOLUTION #15-484 - 12/21/15

RECLASSIFY CUSTODIAN TO PERMANENT FULL-TIME
STATUS IN THE BUILDING MAINTENANCE DEPARTMENT

WHEREAS, Anthony Cardiello was hired as a full-time Custodian in the Building Maintenance Department on December 8, 2014; and,

WHEREAS, he has performed his duties in a satisfactory manner and it is recommended that he be reclassified on a permanent full-time basis,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that Anthony Cardiello be and is hereby reclassified as a permanent Custodian effective immediately; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Building Maintenance Department, Business Administrator, Chief Financial Officer, Human Resources and AFSCME Local #1844.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-485 - 12/21/15

RENEW LIQUOR LICENSE HELD BY ATLANTIC COAST FOOD SYSTEMS, LLC

WHEREAS, Atlantic Coast Food Systems, LLC is the holder of a retail consumption liquor license that is inactive; and,

WHEREAS, in accordance with State law, Atlantic Coast Food Systems, LLC. has petitioned the State of New Jersey Division of Alcoholic Beverage Control to permit the renewal of said inactive license; and,

WHEREAS, the Division of A.B.C. has issued a special ruling, dated December 1, 2015, to authorize the Township of Neptune to consider the application for liquor license renewal filed by Atlantic Coast Food Systems, LLC, the holder of an inactive license #1334-32-025-010; and,

WHEREAS, Atlantic Coast Food Systems, LLC has applied for renewal of said license for the 2015-2016 license year to continue in in-pocket status,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that Liquor License #1334-32-025-010 issued to Atlantic Coast Food Systems, LLC be and is hereby renewed for the 2015-2016 licensing year; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Division of Alcoholic Beverage Control and the License Holder.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-486 - 12/21/15

SUPPORT THE "DRIVE SOBER OR GET PULLED OVER
2015 YEAR END HOLIDAY CRACKDOWN"

WHEREAS, impaired drivers on our nation's roads kill more than 10,000 people each year and cost our society more than \$37 billion annually; and,

WHEREAS, 27% of motor vehicle fatalities in New Jersey in 2013 were alcohol related; and,

WHEREAS, an enforcement crackdown is planned to combat impaired driving; and,

WHEREAS, the season at the end of the year is traditionally a time of social gatherings which often include alcohol; and,

WHEREAS, the State of New Jersey, Division of Highway Traffic Safety, has asked law enforcement agencies throughout the State to participate in the *Drive Sober or Get Pulled Over Year End Holiday Crackdown*; and,

WHEREAS, the project will involve increased impaired driving enforcement from December 11, 2015 through January 1, 2016; and,

WHEREAS, an increase in impaired driving enforcement and a reduction in impaired driving will save lives on our roadways,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby declares its support for the *Drive Sober or Get Pulled Over Year End Holiday Crackdown* from December 11, 2015 through January 1, 2016 and pledges to increase awareness of the dangers of drinking and driving; and,

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Chief of Police and Sgt. Michael Zarro.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-487 - 12/21/15

AWARD FAÇADE IMPROVEMENT LOAN/GRANT
TO NEPTUNE INVESTMENTS LLC, 34 ROUTE 35

WHEREAS, the Township Committee created a Façade Improvement Loan/Grant Program by adoption of Ordinance 00-3; and,

WHEREAS, on December 9, 2015, the Façade Review Committee approved an application filed by Neptune Investments, LLC, 34 Route 35 (building contains five businesses) for a \$25,000 grant and \$25,000 loan (\$5,000 grant/\$5,000 loan for each business); and,

WHEREAS, the Township Committee desires to authorize the award of said loan/grant as approved by the Façade Review Committee; and,

WHEREAS, funds will be provided from the U.D.A.G. Reciprocal Loan Account 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 an award of \$25,000/grant and \$25,000/loan be and is hereby approved under the Façade Improvement Loan/Grant Program to Neptune Investments, LLC for the five businesses located at 34 Route 35, pursuant to the application approved by the Façade Review Committee on December 9, 2015; and,

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

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-488 - 12/21/15

ACCEPT THE RESIGNATION OF TRESSA HUIZENGA AS A
RECORDS CLERK IN THE POLICE DEPARTMENT

WHEREAS, the Township Committee has received a letter from Tressa Huizenga resigning as a Records Clerk in the Police Department effective December 31, 2015,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the resignation of Tressa Huizenga as a Records Clerk in the Police Department is hereby accepted effective December 31, 2015; and,

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

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-489 - 12/21/15

CONFIRM EMPLOYMENT OF ON-CALL PUBLIC SAFETY OFFICERS
ON A PART-TIME BASIS

WHEREAS, there is a need for on-call Public Safety Officers in the Police Department on a part-time hourly basis; and,

WHEREAS, the Human Resources Director and Police Director have made their recommendations; and,

WHEREAS, funds will be provided in the 2015 municipal budget in the appropriation entitled Police S&W 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 employment of Matthew Coleman, Stephanie Leather, Melanie Manning, Patrick Moses and Michael Carrara as on-call part-time Public Safety Officers be and is hereby confirmed, effective November 26, 2015, at an hourly rate as established by prior Resolution of the Township Committee; and,

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 Human Resources.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-490 - 12/21/15

AUTHORIZE THE RELEASE OF THE PERFORMANCE GUARANTEE FILED BY
1700 ROUTE 33, LLC FOR SITE IMPROVEMENTS AT FOODINI
(HAWTHORNE AND CORLIES AVENUES)

WHEREAS, on November 6, 2013, the Township Committee adopted a resolution which accepted a cash performance guarantee in the amount of \$6,000.00 filed by 1700 Route 33, LLC guaranteeing site improvements at Foodini, located at Hawthorne and Corlies Avenues; and,

WHEREAS, on October 26, 2015, the Township Committee adopted a resolution to reduce the amount of the performance guarantee to the amount of \$4,650.00; and,

WHEREAS, on December 14, 2015 the Township Engineer has inspected the site improvements and recommended the release of the performance guarantee and posting of a two year maintenance guarantee in the amount of 15% of the total cost of the improvements, or \$900.00; and,

WHEREAS, since the guarantee was wholly posted in the form of cash, the cash performance guarantee will be returned with the amount of \$900.00 being retained to serve as the maintenance guarantee,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the Performance Guarantee for Foodini, located at Hawthorne and Corlies Avenues be and is hereby released; and,

BE IT FURTHER RESOLVED, that the cash performance guarantee shall be refunded to the Developer minus \$900.00 which is to be retained as a two year maintenance guarantee; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Township Engineer and the Developer.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-491 - 12/21/15

EXTEND CONTRACT OF CENTERRA INTEGRATED SERVICES TO PROVIDE
FLEET MANAGEMENT AND MAINTENANCE

WHEREAS, the Township has a contract with Centerra Integrated Services to provide fleet management and maintenance services to the Township through December 31, 2015; and,

WHEREAS, the Township Committee desires to extend this contract for a period of six months from January 1, 2016 through June 30, 2016 pursuant to N.J.S.A. 40A:11-15(7); and,

WHEREAS, as a result of changes in corporate structure G4S Integrated Fleet Services, Inc. is now Centerra Integrated Services; and,

WHEREAS, funds will be provided in the 2016 municipal budget, when adopted, in the appropriation entitled Vehicle Maintenance O.E., 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 a six month extension of the current contract with Centerra Integrated Services to provide fleet management and maintenance to the Township of Neptune through June 30, 2016 at an annual amount of \$870,853.00 which represents an increase of 0% from the 2015 amount pursuant to the current index rate calculation; and,

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

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-492 - 12/21/15

ACCEPT THE RESIGNATION OF ROBERT ZOINO AS A
SPECIAL LAW ENFORCEMENT OFFICER – CLASS II

WHEREAS, the Township Committee has received a letter from Robert Zoino resigning as a Special Law Enforcement Officer – Class II effective December 15, 2015,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the resignation of Robert Zoino as a Special Law Enforcement Officer – Class II is hereby accepted effective December 15, 2015; and,

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

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-493 - 12/21/15

AUTHORIZE PURCHASE OF FIBERGLASS DOCK BOXES
AT THE MUNICIPAL MARINA

WHEREAS, the Township Engineer solicited quotes for the purchase of 136 fiberglass dock boxes for the Municipal Marina; and,

WHEREAS, the cost of said item is less than the bid threshold but exceeds \$17,500.00 and therefore must be awarded by Resolution of the governing body; and,

WHEREAS, said quotes were reviewed by the Township Engineer who has recommended that the low quote be accepted in accordance with the Open Public Contracts Law; and,

WHEREAS, funds for this purpose will be provided in Ordinance No. 13-18 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 purchase of one hundred and thirty-six (136) dock boxes for the Shark River Municipal Marina be and is hereby authorized through C & M Marine Products, Inc. pursuant to their quote of \$286.75 per dock box for a total of \$38,998.00 for all 136 dock boxes; and,

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

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-494 - 12/21/15

AUTHORIZE THE PURCHASE OF NETWORK SWITCHING HARDWARE THROUGH THE MIDDLESEX REGIONAL EDUCATION SERVICES COMMISSION PURCHASING PROGRAM

WHEREAS, the MIS Director has recommended the purchase of network switching hardware utilizing pricing through the Middlesex Regional Education Services Commission Cooperative Purchasing Program; and,

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Laws, N.J.S. 40A:11-12; and,

WHEREAS, the Township of Neptune, is authorized pursuant to N.J.S.A. 52:34-6.2(b)(3) to use procurement methods by entering into a nationally or state recognized cooperative agreement; and;

WHEREAS, the Middlesex Regional Education Services Commission Cooperative Purchasing Program is recognized purchasing cooperative and has awarded Contract No. 15/16-11 to CDW-G for this item; and,

WHEREAS, the Purchasing Agent and Chief Financial Officer recommends the utilization of this contract on the grounds that the price reflects a substantial savings; and,

WHEREAS, the amount of the purchase of this equipment shall not exceed \$41,000.00; and,

WHEREAS, funds for this purpose are available from Ordinance No. 15-33 and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township of Neptune Committee of the Township of Neptune that the purchase of network switching hardware be and is hereby authorized through CDW-G, an approved vendor through the Middlesex Regional Education Services Commission Cooperative Purchasing Program – Contract No. 15/16-11, at an amount not to exceed \$41,000.00; and,

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

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-495 - 12/21/15

AUTHORIZE THE PURCHASE OF HARDWARE COMPUTER EQUIPMENT THROUGH THE
STATE COOPERATIVE PURCHASING PROGRAM

WHEREAS, the MIS Director has recommended the purchase of hardware computer equipment through an authorized vendor under the State of New Jersey Cooperative Purchasing Program 1-NJCP; and,

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Laws, N.J.S. 40A:11-12; and,

WHEREAS, Dell Marketing has been awarded New Jersey State Contract No. 70256 for this equipment; and,

WHEREAS, the Chief Financial Officer recommends the utilization of this contract on the grounds that the price reflects a substantial savings; and,

WHEREAS, the cost of the equipment shall not exceed \$20,375.64; and,

WHEREAS, funds for this purpose are available from Ordinance No. 15-33 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 purchase of hardware computer equipment through New Jersey Cooperative Purchasing Program Contract No. 70256 be and is hereby authorized at an amount not to exceed \$20,375.64; and,

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

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-496 - 12/21/15

SUPPORT THE INSTALLATION OF LEFT TURN ARROWS AT THE ROUTE 33 AND
JUMPING BROOK ROAD/OLD CORLIES AVENUE TRAFFIC SIGNAL

WHEREAS, the Police Department has recommended the addition of left turn arrows on the traffic signal for Jumping Brook Road and Old Corlies Avenue at the junction with State Highway 33; and,

WHEREAS, State Highway 33 and the traffic signal at this location is under the jurisdiction of the New Jersey State Department of Transportation (NJDOT); and,

WHEREAS, NJDOT has advised that Policy 346 requires the municipality to commit to pay 25% of the costs associated with potential electrical construction work generated by this signal modification; and,

WHEREAS, upon receipt of this cost commitment, NJDOT will initiate an investigation to determine need and costs required by Policy 347 which is dependent upon location and design complexities,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby requests that the New Jersey Department of Transportation initiate an investigation to add left turn arrows on the traffic signal for Jumping Brook Road and Old Corlies Avenue at the junction with State Highway 33; and,

BE IT FURTHER RESOLVED, that the Township commits to the 25% cost requirement associated with potential electrical construction work as required by NJDOT Policy 346, said amount to be determined by an investigation by the NJDOT; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Chief of Police, Police Director, Business Administrator, and Sgt. Michael Zarro.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-497 - 12/21/15

AUTHORIZE PARTICIPATION IN THE NEW JERSEY STATE HEALTH BENEFITS PROGRAM
ACT OF THE STATE OF NEW JERSEY FOR LOCAL PRESCRIPTION COVERAGE

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

1. The Township of Neptune, a participating employer in the Health Benefits Program, hereby elects to participate in the Local Prescription Drug Program provided by the New Jersey State Health Benefits Act of the State of New Jersey (N.J.S.A. 52:14-17.25 et seq.) and to authorize coverage for all the employees and their dependents thereunder in accordance with the statute and regulations adopted by the State Health Benefits Commission.
2. As a participating employer we will remit to the State Treasury all premiums on account of employee and dependent coverage and periodic charges in accordance with the requirements of the statute and the rules and regulations promulgated thereunder.
3. We hereby appoint the Chief Financial Officer to act as Certifying Officer in the administration of this program.
4. This resolution shall take effect immediately and coverage shall be effective as of March 1, 2015⁶ or as soon thereafter as it may be effectuated pursuant to the statutes and regulations.

I hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the Township Committee of the Township of Neptune on the 21st day of December, 2015.

Richard J. Cuttrell, Municipal Clerk
Township of Neptune
25 Neptune Blvd.
Neptune, NJ 07753
732-988-5200
Present Prescription Drug Carrier: Express Scripts
Number of employees: 192
Employer's State Social Security ID – 210-000-916

RESOLUTION #15-498 - 12/21/15

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
2805	11	Duffy	412 Green Grove Rd	2015	1,068.24
5103	25	Kirchner	435 Prospect Ave	2015	1,461.25
3406	12	Weeks	12 Manor Dr	2015	894.47
1106	13	Matixx	1405 10 th Ave	2015	762.84
611	25	Burgess	200 Drummond	2015	1,026.02
2707	8	Moran	622 Marian Rd	2015	1,281.53
1902	1C105	Bowers	105 Louisville	2015	1,420.04
1203	5	Pritchard	201 So Neptune Blvd	2015	839.97
5306	1	Ross	118 Beverly Wy	2015	1,718.32
3407	28	Scarlett	5 Squirrell Rd	2015	1,453.58

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 HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-499 – 12/21/15

AUTHORIZE APPLICATION TO THE DIVISION OF LOCAL GOVERNMENT SERVICES
TO PARTICIPATE IN THE ELECTRONIC TAX SALE PROGRAM

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Government Services, and

WHEREAS, the Director of the Division of Local Government Services has promulgated rules and regulations for pilot programs, and

WHEREAS, the Director of the Division of Local Government Services has approved NJ Tax Lien Investors/RealAuction.com to conduct pilot programs, and

WHEREAS, the rules and regulations authorize a municipality to submit an application for participation in the pilot program for an electronic tax sale, and

WHEREAS, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more complete tax sale process, and

WHEREAS, the Township of Neptune wishes to participate in the pilot program for an electronic tax sale,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune, County of Monmouth, that the Tax Collector is hereby authorized to complete an application to participate in the electronic tax sale program and submit same to the Director of the Division of Local Government Services; and,

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

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION# 15-500 – 12/21/15

AUTHORIZE THE USE OF A PROCUREMENT CARD SYSTEM, APPOINT A PROGRAM MANAGER AND AUTHORIZE THE EXECUTION OF A CORPORATE CARD AGREEMENT AND LINKING CONTRACT WITH THE TOWNSHIP'S PRIMARY BANK

WHEREAS, N.J.A.C. 5:30-9A establishes the rules for use of procurement cards and N.J.S.A. 40A:5-16(c) authorizes and permits the use of procurement cards by Local Units; and

WHEREAS, the Business Administrator, Chief Financial Officer, and Qualified Purchasing Agent recommend the use of procurement cards be utilized where appropriate, and

WHEREAS, the Qualified Purchasing Agent shall be authorized to act as Program Manager; and

WHEREAS, the Township has adopted Resolution #15-214, which amended the Cash Management Plan, establishing procedures and policies for the use of procurement cards; and appointing Two River Community Bank as primary depository; and

WHEREAS, Elan Financial Services, an authorized card issuer, has an agreement with Two River Community Bank to provide card services to their customers,

THEREFORE BE IT RESOLVED that the Township Committee of the Township of Neptune hereby authorizes the use of procurement cards, and appoints the Qualified Purchasing Agent as Program Manager; and

BE IT FURTHER RESOLVED, that the execution of a Corporate Card Agreement with Elan Financial Services and linking contract with Two River Community Bank be and is hereby authorized; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Business Administrator, Chief Financial Officer and Purchasing Agent.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-501 - 12/21/15

AUTHORIZE THE TRANSFER OF 2015 BUDGET APPROPRIATIONS

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	TO
General:		
Data Processing OE	4,000.00	
Engineering OE	10,000.00	
Economic Development OE	1,500.00	
Planning OE	5,000.00	
Zoning OE	2,000.00	
Community Programs OE	2,350.00	
Mercantile OE	7,500.00	
Code Enforcement S&W	25,000.00	
Streets & Road Maintenance S&W	40,000.00	
Public Works Admin S&W	10,000.00	
Solid Waste Collection S&W	3,500.00	
Solid Waste Collection OE	5,000.00	
Building Maintenance OE	4,000.00	
Environmental- Shade Tree OE	2,500.00	
Recreation S&W	8,000.00	
Senior Citizens OE	650.00	
Gasoline OE	38,000.00	
Telecommunications OE	15,000.00	
Tourism S&W	1,000.00	
Solid Waste Disposal OE	20,000.00	
Liability Insurance OE		10,650.00
Group Insurance OE		150,000.00
Police Department S&W		10,000.00
OEM S&W		4,350.00
Building Maintenance S&W		15,000.00
Senior Center S&W		8,000.00
Municipal Court S&W		2,000.00
Municipal Court OE		5,000.00
TOTAL	205,000.00	205,000.00

Sewer:

TNSA Annual Service Charge	160,000.00	
BANs & Capital Notes	25,000.00	
Interest on Bonds	8,000.00	
Capital Outlay		150,000.00
Bond Principal		43,000.00
TOTAL	193,000.00	193,000.00

Marina:

Insurance OE	10,500.00	
Marina S&W		10,500.00
TOTAL	10,500.00	10,500.00

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune, that 2015 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.

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK

RESOLUTION #15-502 – 12/21/15

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	\$4,052,837.45
FEDERAL & STATE GRANT FUND	23,358.06
TRUST OTHER	47,137.46
GENERAL CAPITAL FUND	185,216.43
SEWER OPERATING FUND	1,034,356.19
MARINA OPERATING FUND	6,894.16
MARINA CAPITAL FUND	3,815.47
DOG TRUST	482.40
LIBRARY TRUST	3,311.08
BILL LIST TOTAL	\$5,357,408.70

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

CERTIFICATION

I HERBY CERTIFY THE ABOVE TO BE A TRUE
COPY OF A RESOLUTION ADOPTED BY THE
TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF NEPTUNE ON 12/21/15



RICHARD J. CUTTRELL, MUNICIPAL CLERK