### TOWNSHIP COMMITTEE WORKSHOP MEETING – DECEMBER 12, 2011

**ROLL CALL** 

Mayor McMillan calls the workshop meeting to order at 6:00 p.m. and asks th€lerk to call the roll:

PRESENT/ABSENT

	J	. Randy Bishop	
	Dr.	Michael Brantley	
	Eric	J. Houghtaling	
	N	lary Beth Jahn	
	Kevin	B. McMillan	
Gene A			ss Administrator; MichaelJ. Bascom, Chief Financial Officer; ard J. Cuttrell, Municipal Clerk.
	ition of th	e required advertisement in T	otice requirements of R.S. 10:4-18 have been satisfied by the he Coaster and the Asbury Park Press on January 6, 2011, al Complex, and filing a copy of said notice with the Municipal
ITEMS	FOR DIS	SCUSSION IN OPEN SESSIO	<u>ON</u>
1.	Discussi	on – Start time for December	22 <sup>nd</sup> meeting.
2.	Outstand	ding parking lot items. (PW)	
			sion as authorized by the Open Public Meetings Act.
Vote: I	Bishop, _	; Brantley,; Hough	ntaling,; Jahn,; McMillan,

#### **TOWNSHIP COMMITTEE MEETING – DECEMBER 12, 2011**

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

ROLL CALL	PRESENT/ABSENT	PRESS REPRESENTATIVES
J. Randy Bishop		Don Stine The Coaster
Dr. Michael Brantley		
Eric J. Houghtaling		Charles Layton Blogfinger
Mary Beth Jahn		
Kevin B. McMillan		
Also propert at the dair	o. Cono Anthony Toymobin Attornoy Dhilin I	O Lluba Dusiassa Administrator

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

Silent Prayer and Flag Salute

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

Mayor McMillan announces that the notice requirements of R.S. 10:4-18 have been satisfied by the publication of the required advertisement in The Coaster and the Asbury Park Press on January 6, 2011, 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 <a href="https://www.neptunetownship.org">www.neptunetownship.org</a>.

#### **REPORT OF THE CLERK**

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

Senior Beacon for December.

Mark Balzarano, Deputy Public Works Director, has earned the Certified Public Works Manager designation.

#### **COMMENTS FROM THE DAIS**

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

#### **PUBLIC COMMENTS ON RESOLUTIONS**

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

#### **ORDINANCES**

For each ordinance with a public hearing, the public will be permitted one visit to the microphone with a limit of five minutes. (NO PUBLIC HEARINGS THIS MEETING)

<u>ORDINANCE NO. 11-48</u> - An ordinance creating and setting the salary range for new job titles and amending the salary ranges for all other existing job titles of the Township of Neptune and repealing all parts of previous ordinances inconsistent herewith— First Reading

Explanatory Statement: This ordinance creates and sets salary ranges for new job titles within the Township and amends the salary ranges for all other existing Township job titles.						
Offered by: Seconded by: Vote: Bishop,; Brantley,; Houghtaling,; Jahn,; McMillan,						
The Public Hearing on Ordinance 11-48 will be held on Thursday, December 22, 2011.						

#### **CONSENT AGENDA**

Res. # 11-466 – Authorize the execution of an agreement with Interfaith Neighbors, Inc. to provide congregate meals at the Neptune Senior Center.

Res. # 11-467 – Authorize the execution of a lease agreement with Interfaith Neighbors, Inc. for use of the Neptune Senior Center facility.

Res. # 11-468 – Award contract for Animal Control Services.

Res. # 11-469 – Authorize the refund of taxes as a result of an overpayment.

Res. # 11-470 – Authorize the issuance of a duplicate tax sale certificate (118 Hawthorne Avenue).

Res. # 11-471 – Cancel checks outstanding for over ninety days.

Res. # 11-472 – Employ seasonal/part-time Drivers in the Department of Public Works for snow plowing.

Res. # 11-473 – Authorize a person-to-person transfer of the Plenary Retail Consumption Liquor License presently issued to P & K Equity Group, Inc. for premises located at 3548 Route 66.

Res. # 11-474 – Authorize the cancellation of a mortgage in connection with a UDAG Loan granted to Groezinger Provisions, Inc. for property located at 1200 7<sup>th</sup> Avenue.

Res. # 11-475 – Authorize the cancellation of Façade Improvement program mortgages issued to Susan Scudder for property located at 1126 Corlies Avenue.

Res. # 11-476 – Authorize a place-to-place transferof the Plenary Retail Consumption Liquor License held by Neptune Ale House, LLC from inactive status to 3295 State Highway 66.

Res. # 11-477 – Authorize the Township of Neptune to enter into a Coopeteve Purchasing Agreement with the Cranford Police Cooperative Pricing System.

Res. # 11-478 – Place lien on property (16 Ridge Avenue).

CONSENT AGEN	IDA Offered by:	Sec	conded by:		
Vote: Bishop,	; Brantley,	; Houghtaling,	; Jahn,	; McMillan, _	·

Cooperative Pricing System.
Offered by: Seconded by: Vote: Bishop,; Brantley,; Houghtaling,; Jahn,; McMillan,
Res. # 11-480 – Authorize the purchase of mobile laptop computers for the Police Department under the New Jersey State Cooperative Purchasing System
Offered by: Seconded by:; Vote: Bishop,; Brantley,; Houghtaling,; Jahn,; McMillan,
Res. # 11-481 – Award bid for prefabricated floating docks (Phase II).
Offered by: Seconded by:; Worde: Bishop,; Brantley,; Houghtaling,; Jahn,; McMillan,
Res. # 11-482 – Authorize the payment of bills.
Offered by: Seconded by:; Vote: Bishop,; Brantley,; Houghtaling,; Jahn,; 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.

#### **ADJOURNMENT**

#### ORDINANCE NO. 11-48

AN ORDINANCE CREATING AND SETTING THE SALARY RANGE FOR NEW JOB TITLES AND AMENDING THE SALARY RANGES FOR ALL OTHER EX ISTING JOB TITLES OF THE TOWNSHIP OF NEPTUNE AND REPEALING ALL PARTS OF PREVIOUS ORDINANCES INCONSISTENT HEREWITH.

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

SECTION 1. The job titles of Assistant Business Administrator, Economic Development Coordinator and Property Maintenance Worker are hereby established and the salary ranges for said titles are established in the table in Section 3.

SECTION 2. The existing job title of Community Service Officer is hereby changed to Public Service Officer.

SECTION 3. The salary ranges for all existing job titles in the Township of Neptune are hereby amended and established as follows:

<u>Title</u>	Minimum Salary	Maximum Salary
Accountant	\$ 25,000.00	\$ 58,000.00
Administrative Assistant	\$ 35,000.00	\$ 60,000.00
Administrative Officer to Planning Board	\$ 30,000.00	\$ 50,000.00
Administrative Officer to Zoning Board	\$ 30,000.00	\$ 57,000.00
Affirmative Action Officer	\$ 1,000.00	\$ 2,500.00
Assessing Clerk	\$ 19,000.00	\$ 38,000.00
Assessing/Land Use Inspector	\$ 28,000.00	\$ 35,000.00
Assessment Search Officer	\$ 1,500.00	\$ 3,000.00
Assessor	\$ 65,000.00	\$ 100,000.00
Assistant Assessor	\$ 25,000.00	\$ 45,000.00
Assistant Business Administrator	\$ 10,000.00	\$ 85,000.00
Assistant CFO	\$ 14,000.00	\$ 25,000.00
Assistant Construction Official	\$ 65,000.00	\$ 85,000.00
Assistant Land Use Admin/Zoning Officer	\$ 49,000.00	\$ 60,000.00
Assistant Mercantile License Officer	\$ 1,500.00	\$ 2,500.00
Assistant Purchasing Agent	\$ 30,000.00	\$ 60,000.00
Assistant Zoning Officer	\$ 3,000.00	\$ 5,000.00
Asst. Economic Development Coordinator	\$ 3,500.00	\$ 7,500.00
Asst. Public Works Director	\$ 60,000.00	\$ 85,000.00
Bi-Lingual Translator	\$ 100.00	\$ 750.00
Black Seal License	\$ 500.00	\$ 1,000.00
Board of Health Secretary	\$ 500.00	\$ 1,500.00
Bookkeeper	\$ 23,000.00	\$ 42,000.00
Building Inspector	\$ 30,000.00	\$ 50,000.00

Building Maintenance Night Supervisor	\$	30,000.00	\$	46,000.00
Building Sub-Code Official	\$	45,000.00	\$	78,000.00
Business Administrator	\$	20,000.00	\$	175,000.00
Captain of Police	\$	102,000.00	\$	125,000.00
Cashier / Bookkeeper	\$	19,000.00	\$	48,000.00
Chief Financial Officer	\$	20,000.00	\$	175,000.00
Chief of Police	φ \$	130,000.00	φ \$	168,000.00
		18,500.00	φ \$	
Clerk / Typist Code Enforcement Supervisor	\$	55,000.00		35,000.00 70,000.00
•	\$ \$		\$ \$	57,000.00
Code/Construction Inspector	φ \$	25,000.00	φ \$	•
Community Programs Coordinator	φ \$	25,000.00	φ \$	65,000.00
Community Programs Coordinator		47,000.00		55,000.00
Construction Official	\$	70,000.00	\$	105,000.00
Custodian	\$	24,000.00	\$	40,000.00
Departmental Secretary	\$	26,000.00	\$	55,000.00
Deputy Chief of Police	\$	120,000.00	\$	150,000.00
Deputy Court Administrator	\$	26,000.00	\$	52,000.00
Deputy Emergency Management Coordinator	\$	3,000.00	\$	7,500.00
Deputy Municipal Clerk	\$	45,000.00	\$	65,000.00
Deputy Registrar of Vital Statistics	\$	21,000.00	\$	38,000.00
Deputy Senior Center Director	\$	28,000.00	\$	48,000.00
Deputy Sewer Collector	\$	5,000.00	\$	10,000.00
Deputy Tax Collector	\$	47,000.00	\$	65,000.00
Detective	\$	1,000.00	\$	2,000.00
Director of Code and Construction	\$	10,000.00	\$	15,000.00
Director of Engineering and Planning	\$	80,000.00	\$	115,000.00
Driver	\$	25,000.00	\$	62,000.00
Economic Development Administrative Assistant	\$	2,000.00	\$	5,000.00
Economic Development Coordinator	\$	5,000.00	\$	35,000.00
Economic Development Secretary	\$	3,500.00	\$	6,000.00
Elections Clerk	\$	6,000.00	\$	9,000.00
Electrical Inspector	\$	30,000.00	\$	50,000.00
Electrical Sub-Code Official	\$	45,000.00	\$	75,000.00
Emergency Management Coordinator	\$	4,000.00	\$	7,500.00
Emergency Management Secretary	\$	2,000.00	\$	6,000.00
Engineer	\$	50,000.00	\$	70,000.00
Engineer Technician	\$	50,000.00	\$	68,000.00
Environmental / Shade Tree Secretary	\$	1,000.00	\$	3,000.00
Finance Dept. Secretary	\$	3,500.00	\$	10,000.00
Foreman	\$	44,000.00	\$	68,000.00
Grant Coordinator	\$	27,000.00	\$	48,000.00
Health Benefits Opt-Out (09-32)	\$	2,500.00	\$	4,000.00
Heavy Equipment Operator	\$	26,000.00	\$	57,000.00
Historic Preservation Comm. Secretary	\$	2,500.00	\$	7,000.00
Interlocal Agreement – Asst. Tax Assessor	\$	5,000.00	\$	12,000.00
Interlocal Agreement – Tax Assessor	\$	10,000.00	\$	25,000.00
Laborer	\$	25,000.00	\$	56,000.00
Land Use Administrator	\$	4,000.00	\$	8,000.00
Lead Communications Operator	\$	27,000.00	\$	50,000.00
Lieutenant of Police	\$	94,000.00	\$	115,000.00
M.I.S. Specialist	\$	36,000.00	\$	67,000.00
Marina Supervisor	\$	5,000.00	\$	10,000.00
Matron	\$	500.00	\$	1,500.00
Mayor	\$	7,000.00	\$	9,000.00

Medical Director	\$	2,000.00	\$	3,000.00
Mercantile License Officer (07-33)	\$	2,000.00	\$	6,000.00
Municipal Alliance Coordinator	\$	7,500.00	\$	12,000.00
Municipal Clerk	\$	70,000.00	\$	100,000.00
Municipal Court Administrator	\$	46,000.00	\$	65,000.00
Municipal Court Judge	\$	48,000.00	\$	62,000.00
Municipal Prosecutor	\$	16,000.00	\$	45,000.00
•				
NPP Coordinator	\$	25,000.00	\$	30,000.00
OEM Haz-Mat / Deputy Coordinator	\$	2,000.00	\$	5,000.00
Operator / Receptionist	\$	25,000.00	\$	45,000.00
Outreach Coordinator	\$	25,000.00	\$	35,000.00
Outreach Worker	\$	23,000.00	\$	32,000.00
Patrolman	\$	25,000.00	\$	92,000.00
Pesticide License	\$	500.00	\$	1,500.00
Plumbing Sub-Code Official	\$	45,000.00	\$	80,000.00
Police Director	\$	60,000.00	\$	120,000.00
Police Information System Manager	\$	40,000.00	\$	65,000.00
Principal Assessing Clerk	\$	20,000.00	\$	38,000.00
Public Defender	\$	18,000.00	\$	22,000.00
				,
Public Works Director	\$	72,000.00	\$	105,000.00
Public Works Supervisor	\$	55,000.00	\$	80,000.00
Purchasing Agent	\$	52,000.00	\$	78,000.00
Records Clerk	\$	25,000.00	\$	38,000.00
Recreation Coordinator (Recreation Dept)	\$	27,000.00	\$	55,000.00
Recreation Coordinator (Sr Ctr)	\$	20,000.00	\$	35,000.00
Recreation Director	\$	50,000.00	\$	70,000.00
Recycling Coordinator	\$	500.00	\$	1,500.00
Registrar of Vital Statistics	\$	35,000.00	\$	50,000.00
Rooming & Boarding License Board Secretary	\$	1,000.00	\$	3,000.00
Secondary Sewer Operators License	\$	2,500.00	\$	4,000.00
Senior Center Bus Driver	\$	22,000.00	\$	30,000.00
Senior Citizens Director	\$	60,000.00	\$	85,000.00
Senior Clerk/Typist	\$	19,000.00	\$	42,000.00
Senior Kitchen Aid	\$	21,000.00	\$	26,000.00
Senior Violations Clerk	\$	20,000.00	\$	43,000.00
Sergeant of Police	,		•	
Sewer Collector	\$	86,000.00	\$	108,000.00
	\$	10,000.00	\$	25,000.00
Sewer Operators License	\$	5,000.00	\$	7,000.00
Special Projects Coordinator	\$	30,000.00	\$	65,000.00
Superintendent of Buildings	\$	55,000.00	\$	80,000.00
Tax Collector	\$	70,000.00	\$	135,000.00
Tax Search Officer	\$	1,500.00	\$	3,000.00
Taxi License Coordinator	\$	1,500.00	\$	3,000.00
Technical Asst. to the Construction Official	\$	26,000.00	\$	38,000.00
Tool Crib Attendant	\$	25,000.00	\$	58,000.00
Township Committee Member	\$	4,000.00	\$	8,000.00
Transportation Coordinator	\$	22,000.00	\$	35,000.00
Violations Clerk	\$	19,000.00	\$	35,000.00
Zoning Compliance Officer	\$	25,000.00	\$	45,000.00
Hourly Positions	Ψ	25,000.00	Ψ	40,000.00
Bus/Van Driver	¢	9.00	<b>c</b>	10.00
	\$	8.00	\$ •	18.00
Communications Operator	\$	22.00	\$	27.00
Construction Code Inspector	\$	25.00	\$	40.00
Crossing Guard	\$	9.00	\$	15.00

Custodian	\$ 12.00	\$ 20.00
Departmental Secretary	\$ 14.00	\$ 30.00
Fire Sub-Code Official	\$ 25.00	\$ 40.00
Kitchen Aid	\$ 7.00	\$ 12.00
Litter Control Attendant	\$ 9.00	\$ 12.00
Marina Attendant	\$ 10.00	\$ 12.00
Project ANCHOR Coordinator	\$ 35.00	\$ 45.00
Project ANCHOR Counselor	\$ 20.00	\$ 30.00
Project ANCHOR Mentor	\$ 8.00	\$ 10.00
Property Maintenance Worker	\$ 12.00	\$ 20.00
Public Service Officer	\$ 14.00	\$ 19.00
Recreation Attendant	\$ 10.00	\$ 12.00
Secretary	\$ 10.00	\$ 20.00
Special Law Enforcement Officer (Class I)	\$ 10.00	\$ 15.00
Special Law Enforcement Officer (Class II)	\$ 12.00	\$ 17.00
Tourism Clerk	\$ 10.00	\$ 13.00
Tourism Director	\$ 10.00	\$ 15.00
Tourism Representative	\$ 8.00	\$ 14.00
Yard Attendant	\$ 8.00	\$ 16.00

SECTION 4. This ordinance shall become effective January 1, 2012.

SECTION 5. The salary for each position named above shall be established within the aforesaid ranges by adoption of a contract with employees of AFSCME Local 1844, the Neptune Township Management and Department Heads Association, P.B.A. Local #74, F.QP. Local #19 or by individual contract for employees not represented by a bargaining unit.

SECTION 6. That all ordinances or parts of ordinances of the Township of Neptune, including Ordinance 09-43 in its entirety, in conflict or inconsistent with this ordinance are hereby repealed.

APPROVED ON FIRST READING:

APPROVED, PASSED, AND ADOPTED:

Richard J. Cuttrell,	Kevin	B. McMillan,
Municipal Clerk	Mayor	

#### RESOLUTION #11-465 - 12/12/11

## 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. 1975permits 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 hereinfter specified subject matters.
  - 2. The general nature of the subject matter to be discussed is as follows:

Contract negotiations – RFQ for Foreclosure Attorney

Personnel – 2012 appointments

Personnel – Employee hearing

- 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.

#### **CERTIFICATION**

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 12/12/11

#### RESOLUTION #11-466 - 12/12/11

### AUTHORIZE THE EXECUTION OF AN AGREEMENT WITH INTERFAITH NEIGHBORS, INC. TO PROVIDE CONGREGATE MEALS AT THE NEPTUNE SENIOR CENTER

WHEREAS, Interfaith Neighbors, Inc., provides noon-time meal services to senior citizens at the Neptune Senior Center; and,

WHEREAS, Interfaith Neighbors, Inc., wishes to continue the engagement of services of Neptune Township and Neptune Township wishes to continue to provide services to Interfaith Neighbors and to the senior citizens who participate in this program athe Neptune Senior Center; and,

WHEREAS, Interfaith Neighbors, Inc. will provide payment to the Township of Neptune in the amount of \$1,365.00 per month for kitchen staff,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the Mayor and Clerk are hereby authorized to execute an agreement with Interfaith Services, Inc. to provide payment in the amount of \$1,365.00 per month to the Township of Neptune for noon-time meals to senior citizens at the Neptune Senior Center for the year 2012; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Senior Center Director, Chief Financial Officer and Business Administrator.

#### **CERTIFICATION**

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 12/12/11

#### RESOLUTION #11-467 - 12/12/11

## AUTHORIZE THE EXECUTION OF A LEASE AGREEMENT WITH INTERFAITH NEIGHBORS, INC. FOR USE OF THE NEPTUNE SENIOR CENTER FACILITY

WHEREAS, Interfaith Neighbors, Inc., provides noon-time meal services to senior citizens at the Neptune Senior Center; and,

WHEREAS, Interfaith Neighbors, Inc., wishes to continue the engagement of services of Neptune Township and Neptune Township wishes to continue to provide the Senior Center kitchen and dining area for this service from 8:30 A.M. to 3:30 P.M. during normal operating days,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the Mayor and Clerk are hereby authorized to execute a lease agreement with Neighbors, Inc. for space at the Neptune Senior Center at a rateof \$700.00 per month payable to the Township of Neptune for the year 2012; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Senior Center Director. Chief Financial Officer and Business Administrator.

#### **CERTIFICATION**

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 12/12/11

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Richard J. Cuttrell, R.M.C., Municipal Clerk

#### RESOLUTION #11-468 - 12/12/11

#### AWARD CONTRACT FOR ANIMAL CONTROL SERVICES

WHEREAS, the Business Administrator has negotated with the organization supplying this service as required by NJSA 40:48-5.1; and,

WHEREAS, the current provider has proposed a rate of \$3.16 per capita which reflects a 2% increase over the rate charged in 2010 and 2011; and,

WHEREAS, funds for this purpose will be provided in the 2012 Municipal Budget, when adopted, in the appropriation entitled Dog Account known as Account No12-200-604 and the Chief Financial Officer has so certified in writing,

THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Neptune that the Mayor and Clerk be and are hereby authorized to execute an agreement with Associated Humane Societies for Animal Control for the year 2012 at a cost of \$7,477.00 per ronth based on a charge of \$3.16 per capita; and,

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

#### **CERTIFICATION**

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 12/12/11

Kirland J. Cuttur Richard J. Cuttrell, R.M.C., Municipal Clerk

#### RESOLUTION #11-469 - 12/12/11

## AUTHORIZE THE REFUND OF TAXES AS A RESULT OF AN OVERPAYMENT

WHEREAS, the properties listed below reflect overpayments; and,

WHEREAS, they have furnished the nece ssary 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,

<b>BLOCK</b>	LOT	<b>ASSESSED TO</b>	ADDRESS	YEAR	<b>AMOUNT</b>
10	558.01	PRESCOTT	8 OLIN ST	2011	2,845.53
82	1187	MILLER	100 COOKMAN AVE	2011	250.00
8004	14	PINNIX	105 MOSS PL	2011	945.50
273	52.01	COLLAB SUPP	1551 10 <sup>™</sup> AVE	2011	465.43

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

#### **CERTIFICATION**

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 12/12/11

#### RESOLUTION #11-470 - 12/12/11

#### AUTHORIZE ISSUANCE OF DUPLICATE TAX SALE CERTIFICATE

WHEREAS, US Bank Cust for Pro Capital I, LLOpreviously purchased Tax Sale Certificate 10-135, comprising a lien on property known as Block 278, Lot 9.01, with an address of 118 Hawthorne Avenue, assessed to Poole,

WHEREAS, US Bank Cust for Pro Capital I, LLChas filed a duly executed affidavitswearing that they are still the lawful owner of said certificate but has lost same; and,

WHEREAS, the Tax Collector has recommended the issuance of a duplicate tax sale certificate pursuant to Chapter 99, P.L. 1997,

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 hereby is authorized to issue a duplicate tax sale certificate to be marked "Duplicate Certificate" to US Bank Cust for Pro Capital I, LLC upon payment of the sum of \$100.00; and,

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

#### **CERTIFICATION**

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 12/12/11

#### RESOLUTION #11-471 - 12/12/11

#### CANCEL CHECKS OUTSTANDING FOR OVER NINETY DAYS

WHEREAS, the Finance Department has advised that there are a number of outstanding checks that are over ninety (90) days old; and,

WHEREAS, the cancellation of said checks must be approvedby resolution of the Township Committee.

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the following checks outstanding for greaterthan ninety (90) days be and are herebyapproved for cancellation:

General Account						
CHECK NO.	DATE	AMOUNT				
10062	01/26/10	\$ 120.00				
10589	03/22/10	891.51				
10700	04/12/10	354.65				
11351	07/14/10	60.00				
12230	12/13/10	25.00				
12581	02/14/11	180.00				
13145	04/25/11	30.00				

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

#### CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 12/12/11

Kirland & Cutte

#### RESOLUTION #11-472 - 12/12/11

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

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

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

WHEREAS, funds will be provided in the 2011 municipal budget in the appropriation entitled Roads S & W, known as Account No. 290-010, and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the following individuals be and are hereby employed in the Department of Public Works as Casual Employees on an on-call basis only for snow plowing during majorsnow/ice events during the 2011-2012 winter season at an hourly rate of \$25.00; and,

Donald Diebert Raymond Koeppel
William Burge Fred Kern, Jr.
Michael Finer Elijah Chatmon, Jr.
William Manigold Carmen luele
Douglas Adams Desmond Ford
Jeffery Tripp William Forshaw

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

#### **CERTIFICATION**

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 12/12/11

#### RESOLUTION #11-473 - 12/12/11

# AUTHORIZE A PERSON TO PERSON TRANSFER OF THE PLENARY RETAIL CONSUMPTION LICENSE PRESENTLY ISSUED TO P & K EQUITY GROUP, INC. FOR PREMISES LOCATED AT 3548 ROUTE 66

WHEREAS, East Coast Cookery, LLC has applied for a person-to-person transfer of Plenary Retail Consumption License # 1334-33-012-012 which is presently issued to P & K Equity Group, Inc., and extended to Peggy E. Stalford, Chapter 7 Bankruptcy Trustee, for the premises located at 3548 Route 66, Neptune; and,

WHEREAS, the application is complete in all respects; and,

WHEREAS, a Consent to Transfer dated October 27, 2011 has been executed and filed by the Bankruptcy Trustee; and,

WHEREAS, the required Affidavit of the source of funds of said liquor license has been filed by the applicant for the transfer and examined by the members of the Township Committee; and,

WHEREAS, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey statutes, the regulations promulgated thereunder as well as the pertinent local ordinances and conditions imposed consistent with Title 33; and,

WHEREAS, all transfer procedures as outlined by state statute and local ordinances have been completed satisfactorily,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune hereby authorizes the person-to-person transfer of Plenary Retail Consumption License #1334-33-012-012 as stated herein to East Cookery, LLC, for premises located at 3548 Route 66, effective December 13, 2011; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the New Jersey Division of ABC, the Chief of Police and the Applicant.

#### **CERTIFICATION**

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 12/12/11

#### RESOLUTION #11-474 - 12/12/11

## AUTHORIZE THE CANCELLATION OF A MORTGAGE IN CONNECTION WITH A UDAG LOAN GRANTED TO GROEZINGER PROVISIONS, INC. FOR PROPERTY LOCATED AT 1200 7<sup>TH</sup> AVENUE

WHEREAS, the Township of Neptune holds a mortgage dated November 27, 2001 in connection with a UDAG Program loan in the amount of \$100,000.00 granted to Groezinger Provisions, Inc. for property located at 1200 7<sup>th</sup> Avenue; and,

WHEREAS, the loan has been paid in full; and;

WHEREAS, the Township desires to cancel said mortgage in accordance with the terms of the mortgage note,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the Mayor and Clerk be and they are herebyauthorized to execute a cancellation of mortgage in connection with a UDAG Program loan granted to Grezinger Provisions, Inc. for propertylocated at 1200 7<sup>th</sup> Avenue; and,

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

#### **CERTIFICATION**

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 12/12/11

#### RESOLUTION #11-475 - 12/12/11

AUTHORIZE THE CANCELLATION OF FAÇADE IMPROVEMENT PROGRAM MORTGAGES ISSUED TO SUSAN SCUDDER FOR PROPERTY LOCATED 1126 CORLIES AVENUE

WHEREAS, the Township of Neptune holds two mortgages dated July 25, 2008 in connection with a Façade Improvement Program grant and a Façade Improvement Program loan each in the amount of \$10,000 issued to Susan Scudder for property located at 1126 Corlies Avenue; and,

WHEREAS, the loan has been paid in full and the prorated portion of the grant has been paid; and;

WHEREAS, the Township desires to cancel said mortgages in accordance with the terms of the mortgage notes,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that the Mayor and Clerk be and they are hereby authorized to execute the cancellation of two mortgages in connection with a Façade Improvement Program grant and a Façade Improvement Program loan issued to Susan Scudder for property located at 1126 Corlies Avenue; and,

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

#### **CERTIFICATION**

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 12/12/11

#### RESOLUTION #11-476 - 12/12/11

## AUTHORIZE PLACE TO PLACE TRANSFER OF THE PLENARY RETAIL CONSUMPTION LICENSE HELD BY NEPTUNE ALE HOUSE, LLC FROM INACTIVE STATUS TO 3295 STATE HIGHWAY 66

WHEREAS, an application has been filed for a place-to-place transfer of Plenary Retail Consumption License #1334-33-023-006, issued to Neptune AleHouse, LLC from inactive status to 3295 Highway 66, Neptune, New Jersey; and,

WHEREAS, the submitted application form is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the 2011-2012 licensing year,

THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Neptune does hereby approve, effective December 13, 2011, the Place-to-Place transfer of the aforesaid Plenary Retail Consumption licensed premises, from its former location of inpocket/inactive status, to its new location at 3295 Highway 66, Neptune, New Jersey, and does hereby direct the Township Clerk to endorse the license certificate as follows: "This license, spect to all of its terms and conditions, is hereby transferred to premises located at 3295 Highway 66, Neptune, New Jersey, effective December 13, 2011; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Division of A.B.C. and the Applicant.

#### **CERTIFICATION**

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 12/12/11

#### RESOLUTION #11-477 - 12/12/11

AUTHORIZE THE TOWNSHIP OF NEPTUNE TO ENTER INTO A COOPERATIVE PRICING AGREEMENT WITH THE CRANFORD POLICE COOPERATIVE PRICING SYSTEM

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Cranford Police Cooperative Pricing System (ID #47-CPCPS), hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on December 12, 2011, the governing body of the Township of Neptune, County of Monmouth, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

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#### TITLE

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Township of Neptune

#### **AUTHORITY**

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Mayor is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

#### **CONTRACTING UNIT**

The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

#### **EFFECTIVE DATE**

This resolution shall take effect immediately upon passage.

#### **CERTIFICATION**

BY:		
Kevin	B. McMillan, Mayor	
ATTEST BY:		
Richard	J. Cuttrell, Municipal Clerk	

#### RESOLUTION #11-478 - 12/12/11

#### PLACE LIEN ON PROPERTY (16 RIDGE AVENUE)

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 Code Enforcement Supervisor determined that the condition of the properties listed below constituted such a threat; and,

WHEREAS, the Code Enforcement Supervisor hasnotified the Township Committee of the Township of Neptune that the owners of said property have failed to correct the condition/violation as ordered; and

WHEREAS, the Code Enforcement Supervisor has had the condition corrected in accordance with Article IV, Section 6.2 (a) of Ordinance #843 at a total cost as indicated below,

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

<u>BLOCK/LOT</u> <u>ADDRESS</u> <u>AMOUNT</u> 175/1.01 16 Ridge Avenue 272.50

BE IT FURTHER RESOLVED, that a copy of this resolution Enforcement Supervisor's report be forwarded to the Tax Collector.

along with the Code

#### CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 12/12/11

Richard J. Cuttrell, R.M.C., Municipal Clerk

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#### RESOLUTION #11-479 - 12/12/11

## AUTHORIZE THE PURCHASE OF A 2012 CHEVROLET SUBURBAN UNDER THE CRANFORD POLICE COOPERATIVE PRICING SYSTEM

WHEREAS, the Neptune Township Office of Emergency Management wishes to purchase a 2012 Chevrolet Suburban 2500 through an authorized vendor under the Cranford Police Cooperative Purchasing System #47-CPCPS to eplace a seventeen (17) year old Suburban used as a first response vehicle; and,

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

WHEREAS, Wigder Chevrolet, Inc. is a participant in said Cranford Police Cooperative Pricing System 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 amount of the vehicle shall not exceed \$36,743.50; and,

WHEREAS, funds for this purpose are available in Ordinance No. 11-33, 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 a 2012 Chevrolet Suburban vehicle through the Cranford Police Cooperative Purchasing System #47-CPCPS for the Office of Emergency Management be and is hereby authorized at an amount not to exceed \$36,743.50; and,

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

#### **CERTIFICATION**

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 12/12/11

#### RESOLUTION #11-480 - 12/12/11

## AUTHORIZE THE PURCHASE OF MOBILE LAPTOP COMPUTERS FOR THE POLICE DEPARTMENT UNDER THE NEW JERSEY STATE COOPERATIVE PURCHASING PROGRAM

WHEREAS, the Neptune Township Police Department wishes to purchase seven (7) Dell Latitude mobile laptop computers 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 contractingunits 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.A70256 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 amount of the seven laptop computers shall not exceed \$21,595.35 (\$3,085.05 per computer); and,

WHEREAS, funds for this purpose are available from the Law Enforcement Trust Fund, 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 seven (7) Dell Latitude mobile laptop computers for the Police Department is hereby authorized at an amount not to exceed \$21,595.35; and,

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

#### CERTIFICATION

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 12/12/11

#### RESOLUTION #11-481 - 12/12/11

#### AWARD BID FOR PREFABRICATED FLOATING DOCKS - PHASE II

WHEREAS, on November 22, 2011, the TownshipEngineer received bids for the award of a contract for prefabricated floating docks (Phase II) at the Municipal Marina; and,

WHEREAS, said bids were reviewed by the Township Engineer who has recommended that the bid be awarded to the lowest bid submitted by Sullivan Flotation Systems; and,

WHEREAS, said bids were advertised, received and awarded in a "fair and open" competitive bidding process in accordance with the Open Public Contracts Law; and,

WHEREAS, funds for this purpose will be provided in Ordinance No. 11-03 and the Chief Financial Officer has so certified in writing,

THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Neptune that a contract be awarded to Sullivan Flotation Systems on their lowest responsible bid of \$116,872.00 for prefabricated floating docks (Phase II) Base bid and Alternate A at the Municipal Marina; 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., and Township Engineer and Marina Supervisor.

#### **CERTIFICATION**

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 12/12/11

#### RESOLUTION #11-482 - 12/12/11

#### **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	1,049,418.38
FEDERAL & STATE GRANT FUND	12,859.30
TRUST OTHER	5,458.75
GENERAL CAPITAL FUND	42,058.13
SEWER OPERATING FUND	229,881.87
SEWER CAPITAL FUND	38,842.00
MARINA OPERATING FUND	36,593.30
DOG TRUST ACCOUNT	79.80
UDAG TRUST	197.90
BILL LIST TOTAL	\$1,415,389.43
BILL LIGHT OTAL	ψ1, <del>-</del> 10,009. <del>-</del> 0

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

#### **CERTIFICATION**

I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF NEPTUNE ON 12/12/11