

**MINUTES**  
**JANUARY 10, 2017**

The Meeting of the Board of Commissioners of the Borough of Allenhurst was held on the above date with Mayor McLaughlin presiding and Commissioner McLoughlin and Commissioner Bolan answering the roll call. Also in attendance was the Acting Borough Clerk/Administrator and Borough Attorney.

The meeting was called to order at 7:30 P.M. with a salute to the flag.

Mayor McLaughlin announced that the notice requirements of R.S. 10:4-18 had been satisfied by delivering the required notice to the Coaster, posting the notice on the board in Borough Hall and filing a copy of said notice with the Acting Borough Clerk.

**COMMUNICATIONS**

Notice from Direct Energy notifying a decrease in Sales Tax to 6.875 effective January 1, 2017 and 6.625% effective January 1, 2018.

Notice of public hearing from NJAW on January 31, 2017 for rate changes.

Notice from American Heart Association for National Wear Red Day February 3, 2017 in support of raising awareness for preventing heart disease.

**ORDINANCE # 2017-01 FIRST READING**

Offered By: Mayor McLaughlin

Seconded By: Comm. McLoughlin

**ORDINANCE #2017-01**

**AN ORDINANCE TO AMEND THE ORDINANCE ENTITLED, "AN ORDINANCE FIXING THE SALARIES OF ALL APPOINTED OFFICIALS AND EMPLOYEES OF THE BOROUGH OF ALLENHURST IN THE COUNTY OF MONMOUTH AND STATE OF NEW JERSEY (EXCEPTING MEMBERS OF THE POLICE DEPARTMENT)"**

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**ORDINANCE # 2017-02 FIRST READING**

Offered By: Mayor McLaughlin

Seconded By: Comm. McLoughlin

**ORDINANCE #2017-02**

**AN ORDINANCE TO AMEND THE ORDINANCE ENTITLED, "AN ORDINANCE TO ESTABLISH, MAINTAIN, REGULATE AND CONTROL A POLICE DEPARTMENT OF THE BOROUGH OF ALLENHURST AND PRESCRIBING RULES AND REGULATIONS RESPECTING SUCH DEPARTMENT FOR THE GOVERNMENT AND DISCIPLINE THEREOF," ADOPTED FEBRUARY 1, 1926, AND THE VARIOUS AMENDMENTS THERETO.**

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**ORDINANCE #2017-03 FIRST READING**

Offered By: Mayor McLaughlin

Seconded By: Comm. McLoughlin

**ORDINANCE #2017-03  
AN ORDINANCE REVISING CHAPTER IV OF THE  
BOROUGH CODE OF THE BOROUGH OF ALLENHURST  
ENTITLED “LICENSING AND BUSINESS  
REGULATIONS.”**

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-01  
A RESOLUTION TO RATIFY AND APPROVE MINUTES**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**BE IT RESOLVED**, That the minutes of the regular meeting of December 20, 2016, be ratified and approved.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-02  
A RESOLUTION TO DISPENSE WITH READING OF MINUTES**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**BE IT RESOLVED**, That the Clerk dispense with the reading of the minutes of the regular meeting of December 20, 2016.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin

**RESOLUTION #2017-03**  
**A RESOLUTION TO TRANSFER APPROPRIATIONS**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**BE IT RESOLVED**, That the following 2016 appropriations be transferred:

| <u><b>FROM</b></u> | <u><b>TO</b></u> | <u><b>AMOUNT</b></u> |
|--------------------|------------------|----------------------|
| Police O/E         | Police S/W       | \$3,121.57           |
| Electric O/E       | Telephone        | 786.00               |

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-04**  
**A RESOLUTION TO APPOINT OFFICIALS**

Offered By: Mayor McLaughlin

Seconded By: Comm. McLoughlin

**BE IT RESOLVED**, That the following officials of the Borough of Allenhurst are hereby appointed effective January 1, 2017, through December 31, 2017:

|  |                          |
|--|--------------------------|
| Borough Administrator                        | Donna M. Campagna        |
| Deputy Borough Clerk                         | Veronica Dahl            |
| Code Official                                | Robert Simmen, III       |
| Fire Official                                | Robert Simmen, III       |
| Borough Treasurer                            | Kevin Rogers             |
| Public Works Supervisor                      | Douglas Caron            |
| Recycling Coordinator                        | Douglas Caron            |
| Deputy Borough Treasurer\Admin\Finance Clerk | Veronica Dahl            |
| Mercantile License Officer                   | Donna M. Campagna        |
| Municipal Court Admin.                       | Robin Deibert            |
| Deputy Court Administrator                   | Mary Ellen Supon         |
| Violations Clerk                             | Mary Ellen Supon         |
| Zoning Officer                               | Christopher Rogers       |
| Community Development Rep.                   | Donna M. Campagna        |
| Dep. Comm. Development Rep.                  | Veronica Dahl            |
| Public Agency Compliance Officer             | Donna M. Campagna        |
| Personnel Officer                            | Donna M. Campagna        |
| Fund Commissioner (JIF)                      | Donna M. Campagna        |
| ADA Compliance Officer                       | Donna M. Campagna        |
| Assessment Search Officer                    | Donna M. Campagna        |
| Tax Search Officer                           | Carla Tomas              |
| Sewer System Operator                        | Paul Quinn               |
| TAC Officer                                  | Joy More                 |
| Deal Lake Representative                     | Bruce Fromer             |
| Alt. Deal Lake Representative                | Geraldine Greer Varley   |
| Right to Know Coordinator                    | Paul Quinn               |
| Certified Pool Operator                      | Marc Heitmüller          |
| Certified Pool Operator                      | Jimmy Vandervort*        |
|  | *(pending certification) |
| Sewer Collector                              | Donna M. Campagna        |
| Bus Driver                                   | William Parlman          |

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-05**  
**A RESOLUTION TO APPOINT EMERGENCY MANAGEMENT COUNCIL**

Offered By: Mayor McLaughlin

Seconded By: Comm. McLoughlin

**BE IT RESOLVED**, That the following be appointed to the Allenhurst Local Emergency Planning Council (LEPC) for a term, expiring December 31, 2018:

Elected Officials

|                           |   |
|---------------------------|---|
| David J. McLaughlin       | Mayor/Director of Public Safety - OEM Coordinator |
| Christopher J. McLoughlin | Deputy Mayor/Director of Finance                  |
| Terrence Bolan            | Commissioner/Director Public Works                |

Police, Fire, Emer. Mgt, First Aid, Health, Environmental, Hospital, Public Works

|                        |   |
|------------------------|---|
| Robert C. Richter      | Deputy Emer. Mgt. Co-ord./Chief of Police |
| James Rogers           | Police Coordinator. Police Sgt.           |
| Cpt. Michael Schneider | Deputy Coordinator                        |
| Donna M. Campagna      | Clerk-Administrator                       |
| Richard Heitmeuller    | EMS Coordinator/FAS Captain               |
| Douglas Caron          | Superintendent of Public Works            |
| Joy More               | TAC Officer                               |
| William Reng           | Fire Coordinator/Fire Chief               |
| David A. Henry         | Health Coordinator/Health Officer         |

Broadcast & Print Media

|                    |                            |
|--------------------|----------------------------|
| Michael McLaughlin | Public Information Officer |
|--------------------|----------------------------|

Community Groups

|                |  |
|----------------|--|
| Peter Genovese | Board of Education Secretary-Administrator |
|----------------|--|

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-06**  
**A RESOLUTION TO CONFIRM PLANNING BOARD MEMBERS**

Offered By: Mayor McLaughlin

Seconded By: Comm. McLoughlin

**BE IT RESOLVED**, That the following are hereby appointed members of the Planning Board for the terms indicated:

Class I Member

David J. McLaughlin which term shall commence on January 1, 2017 and terminate on May 20, 2020 or such earlier date as the Mayor's official tenure ends.

Class II Member

Kevin G. Rogers for a term expiring December 31, 2017

Class III Member

Christopher J. McLoughlin for a term expiring December 31, 2017

Class IV Members

Frieda Shalam for a term expiring December 31, 2019  
Bernie Costello for a term expiring December 31, 2019  
Geraldine Greer Varley for a term expiring December 31, 2018  
Larry Gruner for a term expiring December 31, 2017  
Joseph Tomaino for a term expiring December 31, 2019  
Samuel Boyd for a term expiring December 31, 2018

Alternate Members

Robert Scalley for a term expiring December 31, 2017  
Anthony Mauro for a term expiring December 31, 2018

Class A qualifier and meets the qualifications of a Class A member of an historic preservation  
Joseph Tomaino for a term expiring December 31, 2017

Class B qualifier and meets the qualifications of a Class B member of an historic preservation  
Geraldine Greer Varley for a term expiring December 31, 2017

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-07**  
**A RESOLUTION TO APPOINT SPECIAL LAW ENFORCEMENT OFFICERS**

Offered By: Mayor McLaughlin

Seconded By: Comm. McLoughlin

**WHEREAS**, There is a need for Class I and II special police officers for 2017;  
**NOW, THEREFORE, BE IT RESOLVED**, By the Board of Commissioners of the Borough of Allenhurst, that the following be hired to be used on as as-needed and seasonal basis at \$12.00 per hour effective January 1, 2017:

|                  |   |
|------------------|---|
| Paul Butler      | Class I Special Law Enforcement Officer |
| Mark Willams     | Class 2 Special Law Enforcement Officer |
| Anthony Domanski | Class 2 Special Law Enforcement Officer |

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-08**  
**A RESOLUTION TO APPOINT BOROUGH ATTORNEY**

Offered By: Mayor McLaughlin

Seconded By: Comm. McLoughlin

**WHEREAS**, the Borough of Allenhurst has a need to acquire the services of a Borough Attorney for 2017 and the Board of Commissioners has elected to proceed pursuant to the provisions of *N.J.S.A. 19:44A-20.5* respecting the award of professional contracts and the procedures set forth therein; and,

**WHEREAS**, the Acting Borough Clerk / Administrator, Donna Campagna has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

**WHEREAS**, the anticipated term of this contract is for 1 year; and

**WHEREAS**, Birdsall & Laughlin, LLC have indicated that they will act as Borough Attorney at the rate of \$165.00 per hour for all services rendered; and

**WHEREAS**, Birdsall & Laughlin, LLC, has completed and submitted a Business Entity Disclosure Certification which certifies that Barbara Birdsall & David Laughlin of Birdsall & Laughlin, LLC, have not made any reportable contribution to a political or candidate committee for any presently sitting elected Commissioner of the Borough of Allenhurst in the previous one year, and that the contract will prohibit Barbara Birdsall and David Laughlin of Birdsall & Laughlin from making any reportable contributions through the term of the contract, and

**WHEREAS**, Funds for this purpose shall be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided for in the budget for the year 2017 when finally adopted;

**NOW THEREFORE, BE IT RESOLVED** that the Commissioners of the Borough of Allenhurst hereby authorizes the Mayor and Clerk to enter into a contract with Birdsall & Laughlin, LLC, as described herein; and,

**BE IT FURTHER RESOLVED**, that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and,

**BE IT FURTHER RESOLVED** that a copy of this resolution shall be published in the Coaster as required by law within ten (10) days from the date hereof; and,

**BE IT FURTHER RESOLVED** that the Clerk and shall maintain a copy of this resolution, and the Agreement with the appointee, on file in her Office and make the same available for public inspection during regular business hours.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-09**

**A RESOLUTION TO APPOINT BOROUGH ENGINEER**

Offered By: Mayor McLaughlin

Seconded By: Comm. McLoughlin

**WHEREAS**, the Borough of Allenhurst has a need to acquire the services of a Borough Engineer for 2017 and the Board of Commissioners has elected to proceed pursuant to the provisions of *N.J.S.A. 19:44A-20.5* respecting the award of professional contracts and the procedures set forth therein; and,

**WHEREAS**, the Acting Borough Clerk / Administrator, Donna Campagna has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

**WHEREAS**, the anticipated term of this contract is for 1 year; and

**WHEREAS**, Peter R. Avakian, PE, PP, of Leon S. Avakian, Inc., has indicated that they will act as Borough Engineer at a fee set forth in an Agreement on file with the Borough Clerk; and,

**WHEREAS**, Peter R. Avakian, PE, PP, of Leon S. Avakian, Inc., has completed and submitted a Business Entity Disclosure Certification which certifies that Peter R. Avakian, PE, PP, of Leon S. Avakian, Inc., has not made any reportable contribution to a political or candidate committee for any presently sitting elected Commissioner of the Borough of Allenhurst in the previous one year, and that the contract will prohibit Peter R. Avakian, PE, PP, of Leon S. Avakian, Inc. from making any reportable contributions through the term of the contract, and

**WHEREAS**, Funds for this purpose shall be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided for in the budget for the year 2017 when finally adopted;

**NOW THEREFORE, BE IT RESOLVED** that the Commissioners of the Borough of Allenhurst hereby authorizes the Mayor and Clerk to enter into a contract with Peter R. Avakian, PE, PP, of Leon S. Avakian, Inc., as described herein; and,

**BE IT FURTHER RESOLVED**, that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and,

**BE IT FURTHER RESOLVED** that a copy of this resolution shall be published in the Coaster as required by law within ten (10) days from the date hereof; and,

**BE IT FURTHER RESOLVED** that the Clerk and shall maintain a copy of this resolution, and the Agreement with the appointee, on file in her Office and make the same available for public inspection during regular business hours.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-10**

**A RESOLUTION TO APPOINT AUDITOR**

Offered By: Mayor McLaughlin

Seconded By: Comm. McLoughlin

**WHEREAS**, the Borough of Allenhurst has a need to acquire the services of a Borough Auditor for 2017 and the Board of Commissioners has elected to proceed pursuant to the provisions of *N.J.S.A. 19:44A-20.5* respecting the award of professional contracts and the procedures set forth therein; and,

**WHEREAS**, the Acting Borough Clerk / Administrator, Donna Campagna has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

**WHEREAS**, the anticipated term of this contract is for 1 year; and

**WHEREAS**, Robert A. Hulsart, CPA, RMA of the firm of Robert A. Hulsart and Company, has indicated that they will act as Borough Auditor at a fee set forth in an Agreement on file with the Borough Clerk; and,

**WHEREAS**, Robert A. Hulsart, CPA, RMA of the firm of Robert A. Hulsart and Company, has completed and submitted a Business Entity Disclosure Certification which certifies that Robert A. Hulsart, CPA, RMA of the firm of Robert A. Hulsart and Company, has

not made any reportable contribution to a political or candidate committee for any presently sitting elected Commissioner of the Borough of Allenhurst in the previous one year, and that the contract will prohibit Robert A. Hulsart, CPA, RMA of the firm of Robert A. Hulsart and Company from making any reportable contributions through the term of the contract, and

**WHEREAS**, Funds for this purpose shall be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided for in the budget for the year 2017 when finally adopted;

**NOW THEREFORE, BE IT RESOLVED** that the Commissioners of the Borough of Allenhurst hereby authorizes the Mayor and Clerk to enter into a contract with Robert A. Hulsart, CPA, RMA of the firm of Robert A. Hulsart and Company, as described herein; and,

**BE IT FURTHER RESOLVED**, that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and,

**BE IT FURTHER RESOLVED** that a copy of this resolution shall be published in the Coaster as required by law within ten (10) days from the date hereof; and,

**BE IT FURTHER RESOLVED** that the Clerk and shall maintain a copy of this resolution, and the Agreement with the appointee, on file in her Office and make the same available for public inspection during regular business hours.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

### **RESOLUTION #2017-11 RESOLUTION TO APPOINT BOND ATTORNEY**

Offered By: Mayor McLaughlin

Seconded By: Comm. McLoughlin

**WHEREAS**, the Borough of Allenhurst has a need to acquire the services of a Bond Attorney for 2017 and the Board of Commissioners has elected to proceed pursuant to the provisions of *N.J.S.A. 19:44A-20.5* respecting the award of professional contracts and the procedures set forth therein; and,

**WHEREAS**, the Acting Borough Clerk / Administrator, Donna Campagna has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

**WHEREAS**, the anticipated term of this contract is for 1 year; and

**WHEREAS**, Meghan Bennett Clark of Gluckwalrath LLP, have indicated that they will act as Borough Bond Attorney at a fee set forth in an Agreement on file with the Borough Clerk; and,

**WHEREAS**, Meghan Bennett Clark of Gluckwalrath LLP, has completed and submitted a Business Entity Disclosure Certification which certifies that Meghan Bennett Clark of Gluckwalrath LLP, has not made any reportable contribution to a political or candidate committee for any presently sitting elected Commissioner of the Borough of Allenhurst in the previous one year, and that the contract will prohibit Meghan Bennett Clark of Gluckwalrath LLP from making any reportable contributions through the term of the contract, and

**WHEREAS**, Funds for this purpose shall be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided for in the budget for the year 2017 when finally adopted;

**NOW THEREFORE, BE IT RESOLVED** that the Commissioners of the Borough of Allenhurst hereby authorizes the Mayor and Clerk to enter into a contract with Meghan Bennett Clark of Gluckwalrath LLP, as described herein; and,

**BE IT FURTHER RESOLVED**, that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and,

**BE IT FURTHER RESOLVED** that a copy of this resolution shall be published in the Coaster as required by law within ten (10) days from the date hereof; and,

**BE IT FURTHER RESOLVED** that the Clerk and shall maintain a copy of this resolution, and the Agreement with the appointee, on file in her Office and make the same available for public inspection during regular business hours.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-12**  
**A RESOLUTION TO APPOINT PROFESSIONALS**

Offered By: Mayor McLaughlin

Seconded By: Comm. McLoughlin

**WHEREAS**, There exists a need for professionals for the year 2017; and,

**WHEREAS**, The Borough Administrator has certified in writing that the value of the acquisitions will not exceed \$17,500; and,

**WHEREAS**, Funds for this purpose shall be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided for in the budget for the year 2017 when finally adopted, and the Treasurer has so certified; and,

**WHEREAS**, These appointments are being made without competitive bidding because the appointments involve members of recognized professions, licensed and regulated by law, pursuant to NJSA 40A:11-5;

**NOW, THEREFORE, BE IT RESOLVED**, By the Board of Commissioners of the Borough of Allenhurst that the Mayor and Borough Clerk be and they are hereby authorized and directed to engage the services of the following professionals:

Municipal Prosecutor:  
Assistant Prosecutor  
Borough Physicians

James Carton IV, Esq.  
Jason Shamy, Esq.  
Dr. Steven Crawford & Dr. Al Cabasso  
Of Meridian Occupational

Chief Public Defender  
Deputy Public Defender

David Gardner, Esq.  
Jason Volet, Esq.

for a term commencing January 1, 2017, through and including December 31, 2017; and,

**BE IT FURTHER RESOLVED**, That these appointments are contingent upon approval of professional contracts from each appointee; and,

**BE IT FURTHER RESOLVED**, That the Borough Clerk be and he is authorized and directed to publish this resolution in accordance with NJSA 40A:11-1.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-13**  
**A RESOLUTION TO APPOINT TAX SEARCH OFFICER**

Offered By: Mayor McLaughlin

Seconded By: Comm. McLoughlin

**BE IT RESOLVED**, By the Commissioners of the Borough of Allenhurst, that Carla Tomas, the Certified Tax Collector of the Borough of Allenhurst, be and hereby is designated as the Tax Search Officer of the Borough to make and certify Certificates of Searches of the Borough Liens as may be required under and by virtue of NJSA 54:5-11 and to become effective January 1, 2017.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-14**  
**AUTHORIZING THE EXECUTION OF PROFESSIONAL**  
**SERVICES CONTRACT WITH WILLIAM E. ANTONIDES**  
**& CO. FOR TEMPORARY CHIEF FINANCIAL OFFICER**  
**SERVICES**

Offered By: Mayor McLaughlin

Seconded By: Comm. McLoughlin

**WHEREAS**, the Borough of Allenhurst's ("Borough") Chief Financial Officer ("CFO") is temporarily unable to perform her duties, in order to comply with the requirements of N.J.S.A.



40A:9-140.10, the Borough must appoint a temporary chief financial officer; and

**WHEREAS**, N.J.S.A. 40A:9-140.10 permits municipalities to temporarily fulfill the requirement for a chief financial officer by appointment of a private entity to perform said duties for a term of no more than two consecutive one-year terms, subject to the approval of the Director of the Division of Local Government Services in the Department of Community Affairs; and

**WHEREAS**, Edward J. Simone, C.P.A., R.M.A., P.S.A. of William E. Antonides & Co. has indicated his willingness to provide temporary chief financial officer services in the absence of the Borough's CFO for the period of January 1, 2017 through June 30, 2017; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A: 11-1 et seq.) authorizes the execution of professional services contracts without competitive bidding; and

**WHEREAS**, Edward J. Simone, C.P.A., R.M.A., P.S.A. of William E. Antonides & Co. has completed and submitted a Business Entity Disclosure Certification, a Stockholder Disclosure Form, and a Political Contribution Form which certified that the firm has not made any reportable contributions to a political or candidate committee or the elected officials of the Borough of Allenhurst in the previous one (1) year period, and that the contract will prohibit the firm from making any reportable contribution through the term of the contract, as required by state law; and

**WHEREAS**, the acting Borough Clerk/Administrator has Certified, in writing, that sufficient funds for this purpose shall be provided for the first six months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided for in the budget for the year 2017 when finally adopted.

**NOW THEREFORE, BE IT RESOLVED** by the Borough of Allenhurst that the statements contained in the foregoing preamble be and are hereby incorporated into this Resolution as if more fully set forth herein at length; and

**BE IT FURTHER RESOLVED** that, Edward J. Simone, C.P.A., R.M.A., P.S.A. of William E. Antonides & Co. be engaged to provide temporary chief financial officer services for the Borough of Allenhurst, for the period of January 1, 2017 through June 30, 2017 at a cost of \$3,000.00 per month (and as pro-rated for any portion of a month); and

**BE IT FURTHER RESOLVED** that the Mayor is authorized to execute, and the acting Clerk to attest to an agreement between the Borough of Allenhurst and Edward J. Simone, C.P.A., R.M.A., P.S.A. of William E. Antonides & Co. to carry out the foregoing on a form approved by the Borough Attorney; and

**BE IT FURTHER RESOLVED** that a copy of this resolution shall be published in the Coaster as required by law within ten (10) days from the date hereof; and,

**BE IT FURTHER RESOLVED** that the Clerk and shall maintain a copy of this resolution, and the Agreement with the appointee, on file in her Office and make the same available for public inspection during regular business hours.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

#### **RESOLUTION #2017-15**

#### **A RESOLUTION TO AUTHORIZE CONTRACT FOR IT SERVICES**

Offered By: Mayor McLaughlin

Seconded By: Comm. McLoughlin

**WHEREAS**, There is a need for hardware and system software support services for Borough computers located in the Administration offices and the Police Department; and,

**WHEREAS**, Ellicott Network Consultants, LLC, have inventoried the Borough's hardware and software systems and have provided a quote of \$5,346.70 for maintenance and support services in accordance with a proposal filed in the Borough Clerk's office; and,

**WHEREAS**, Funds for this purpose shall be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided for in the budget for the year 2017 when finally adopted;

**NOW, THEREFORE, BE IT RESOLVED**, That a contract be awarded to Ellicott Network Consultants, LLC, on their quote of \$2,254.70 for the Administrative Department and \$3,092.00 for the Police Department for the year 2017.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-16**  
**A RESOLUTION TO AUTHORIZE CONTRACT FOR IT SERVICES OF ABC**

Offered By: Mayor McLaughlin

Seconded By: Comm. McLoughlin

**WHEREAS**, There is a need Information Technology service and support for the Allenhurst Beach Club; and,

**WHEREAS**, Roy Childers DBA Crabnet, LLC, has provided a quote of \$3,600.00 for maintenance services in accordance with a proposal filed in the Borough Clerk's office; and,

**WHEREAS**, Funds for this purpose shall be provided for the first three months of 2017 in the 2017 Temporary Budget and funds for the balance of 2017 will be provided for in the budget for the year 2017 when finally adopted;

**NOW, THEREFORE, BE IT RESOLVED**, That a contract be awarded to Roy Childers DBA Crabnet, LLC, on their quote of \$3,600.00 for the Allenhurst Beach Club for the year 2017.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION 2017-17**  
**A RESOLUTION TO APPROVE INTEREST RATE ON DELINQUENT TAXES**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**WHEREAS**, NJSA 54:4-66 & 67 provide that taxes for municipalities operating under the calendar fiscal year shall be payable, the first installment as hereinafter provided on February 1, the second installment on May 1, the third installment on August 1, and the fourth installment on November 1, after which dates if unpaid, they shall become delinquent and remain delinquent until such time as all unpaid taxes, including taxes and other liens subsequently due and unpaid, together with interest have been fully paid and satisfied; and,

**WHEREAS**, NJSA 54:4-67 provides that no interest shall be charged if payment of any installment is made within the fifth calendar day following the date upon which the same became payable; and,

**WHEREAS**, NJSA 54:4-67 provides that "Delinquency" means the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years; and,

**WHEREAS**, NJSA 54:5-6 provides that taxes are a continuous lien and all subsequent taxes, interest, penalties and costs of collection which are imposed or accrue are added to the lien and become part of it;

**NOW, THEREFORE, BE IT RESOLVED**, That upon the recommendation of the Borough of Allenhurst Tax Collector, Carla Tomas, interest at the rate of 8% per annum be charged on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 be charges, to be calculated from the date the tax was payable until the date that actual payment to the tax collector is made pursuant to NJSA 54:4-67 and, to become effective January 1, 2017.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-18**  
**A RESOLUTION TO APPROVE INTEREST RATE ON DELINQUENT SEWER:**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**BE IT RESOLVED**, That upon the recommendation of the Borough Sewer Collector, Donna M. Campagna, interest at the rate of eight per centum (8%) per annum be charged on the first \$1,500.00 of the delinquency and eighteen per centum (18%) per annum on any amount in excess of \$1,500.00 be charged on the first quarterly installment of sewer charges for the year 2017 after February 1, 2017 and on the second quarterly installment after May 1, 2017 and on the third quarterly installment after August 2, 2017 and on the fourth quarterly installment after November 1, 2017 provided that no interest shall be charged if payment of any installment is made within the thirtieth calendar day following the date upon which the same became payable and if a

delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency as provided for in NJSA 54:4-67; and,

**BE IT FURTHER RESOLVED**, As to tax sale certificates, the Sewer Collector is hereby directed to collect 2% when the sewer charges, interest and costs shall exceed the sum of \$200.00. When the sewer charges, interest and costs shall exceed the sum of \$5,000.00, such additional sum shall be equal to 4% of such amount paid; and when that sum exceeds \$ 10,000. 00, such additional sum shall be equal to 6% of such amount paid as provided for in NJSA 54:5-61 and shall become effective immediately.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-19**  
**A RESOLUTION ESTABLISHING A YEAR END PENALTY OF SIX (6%) PERCENT**  
**TO BE CHARGED ON DECEMBER 31 OF EACH YEAR ON DELINQUENCIES IN**  
**EXCESS OF \$10,000.00**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**WHEREAS**, NJSA 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement of discount for the late payment of taxes as provided by law; and,

**WHEREAS**, NJSA 54:4-67 permits the governing body to fix a penalty of 6% to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the fiscal year. The penalty so fixed shall not exceed 6% of the amount of the delinquency with respect to each most recent fiscal year only;

**NOW, THEREFORE, BE IT RESOLVED**, By the Commissioners of the Borough of Allenhurst, That the Tax Collector has the authority to fix a 6% year end penalty to all delinquencies in excess of \$10,000.00 that have not been paid prior to the end of the fiscal year and to become effective immediately.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-20**  
**A RESOLUTION TO ESTABLISH A YEAR END PENALTY TO SIX (6%) PERCENT**  
**TO BE CHARGED ON THIRD PARTY LIENS ON DECEMBER 31 OF EACH YEAR**  
**WHEN THE AMOUNT PAID BY THE LIEN HOLDER IS IN EXCESS OF \$10,000.00**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**WHEREAS**, NJSA 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement of discount for the late payment of taxes as provided by law; and,

**WHEREAS**, NJSA 54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 and allows an additional penalty of 6% to be collected against a delinquency in excess of \$10,000.00 on property that fails to pay the delinquency prior to the end of the calendar year; and,

**WHEREAS**, NJSA 54:4-67 permits the governing body to fix a penalty of 6% to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the fiscal year. If any fiscal year delinquency in excess of \$10,000.00 is paid by the third party lien holder of an outstanding tax sale certificate, the holder or purchaser shall be entitled to receive the amount of the penalty as part of the amount required to redeem such certificate of sale providing the payment is made by the tax lien holder prior to the end of the fiscal year. If the holder of the outstanding tax sale certificate does not make the payment in full prior to the end of the fiscal year, then the holder or purchaser shall be entitled to a pro rata share of the delinquency penalty upon redemption and the balance of the penalty shall inure to the benefit of the municipality. The penalty so fixed shall not exceed 6% of the amount of the delinquency with

**NOW, THEREFORE, BE IT RESOLVED,** By the Commissioners of the Borough of Allenhurst, That the Tax Collector has the authority to fix a 6% year end penalty to all third party tax sale certificates in excess of \$10,000.00 that have been paid in full by the lien holder prior to the end of the fiscal year and if not paid in full, the lien holder shall be entitled to a pro rata share of the delinquency penalty upon redemption and the balance of the penalty shall be inure to the benefit of the municipality for the 2017 tax year and to become effective immediately.

**RESOLUTION #2017-21**  
**A RESOLUTION TO APPROVE MEETING DATES**

Seconded By: Comm. Bolan

**BE IT RESOLVED**, That pursuant to the Open Public Meetings Act, the Board of Commissioners of the Borough of Allenhurst adopts the following schedule of meetings for the year 2017, said meetings to be held at Borough Hall, 125 Corlies Avenue, on the dates listed at 7:30 P.M., unless otherwise indicated:

|             |              |                 |
|-------------|--------------|-----------------|
| January 24  | May 23       | September 26    |
| February 14 | June 13      | October 10      |
| February 28 | June 27      | October 24      |
| March 14    | July 11      | November 14     |
| March 28    | July 25      | November 28     |
| April 11    | August 8     | December 12     |
| April 25    | August 22    | January 9, 2018 |
| May 9       | September 12 |                 |

**BE IT FURTHER RESOLVED**, That the Borough Clerk be and she is hereby authorized to publish this resolution in accordance with the Open Public Meetings Act.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-22**  
**A RESOLUTION TO APPROVE NEWSPAPERS**

Seconded By: Comm. Bolan

**BE IT RESOLVED**, That the Coaster and the Asbury Park Press be designated as the official newspapers for the insertion of legal notices for the Borough of Allenhurst.

**VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE**

**RESOLUTION #2017-23**  
**A RESOLUTION TO APPROVE UNEXPENDED BALANCES**

Seconded By: Comm. Bolan

**WHEREAS**, NJSA 40:A-4, The Local Budget Law, permits budget appropriations to be reserved for expenditures that are now encumbered prior to the close of the fiscal year, or for those undetermined charges from 2016 that will be paid in 2017;

**NOW, THEREFORE, BE IT RESOLVED**, That the Board of Commissioners of the Borough of Allenhurst hereby reserve all unexpended balances from the 2016 Budget for all unpaid claims for 2016.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-24**

## **A RESOLUTION TO AUTHORIZE TAX SALE LIENS**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**WHEREAS**, There remains on the records of the Borough of Allenhurst delinquent taxes, sewer utility charges and other municipal charges owing as of December 31, 2016; and,

**WHEREAS**, The statutes of the State of New Jersey, expressly NJSA 54:5 et seq., provide for the enforcement and collection of such delinquencies through a tax lien sale; and,

**WHEREAS**, The Tax Collector is empowered by statute to conduct and preside over the sale of liens;

**NOW, THEREFORE, BE IT RESOLVED**, By the Board of Commissioners of the Borough of Allenhurst, a Municipal Corporation of the State of New Jersey, that the Borough Tax Collector is authorized to conduct a tax lien sale for 2016 delinquent taxes, sewer utility charges and other municipal charges on or before December 31, 2016 and to become effective January 1, 2017.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

## **RESOLUTION #2017-25 A RESOLUTION TO APPROVE DEPOSITORIES**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**WHEREAS**, Pursuant to Chapter 8, Laws of 1982, the Borough of Allenhurst is required to adopt a Cash Management Plan, including the Designation of a Depository or Depositories;

**THEREFORE, BE IT RESOLVED**, By the Board of Commissioners of the Borough of Allenhurst, that Kearny Bank and State of New Jersey Cash Management Fund, C/O Citi Fund Services, or their successors be and are designated as official depository of Borough funds; and,

**BE IT FURTHER RESOLVED**, That the funds of the Borough shall be invested in interest bearing accounts. The Chief Finance Officer shall see that minimum funds shall be maintained in any non-interest bearing account in such amounts as the Chief Finance Officer shall deem necessary to provide the orderly transition of business by the Borough and to take advantage of any services provided to the Borough by the depository through maintenance of minimum balances in said accounts where the Chief Finance Officer deems it in the best interest of the Borough to do so.

All other monies shall be invested in interest bearing accounts, in investments in which municipal funds may lawfully be invested or in the State of New Jersey Cash Management Fund in such accounts and at such times, from time to time, and the Chief Finance Officer shall deem in the best interest of the Borough; and,

**BE IT FURTHER RESOLVED**, That the Auditor receive a copy of this resolution.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

## **RESOLUTION #2017-26 A RESOLUTION TO APPROVE CASH MANAGEMENT PLAN**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**WHEREAS**, N.J.S.A. 40A: 5-14 requires that every local unit adopt a Cash Management Plan, and

**WHEREAS**, the primary objectives of the plan are to preserve the safety of Public funds, seek investment instruments that offer liquidity and maximize interest revenue through authorized legal depositories and approved investment instruments,

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Allenhurst, County of Monmouth, State of New Jersey the following Cash Management Plan for the Borough of Allenhurst be adopted.

### **BOROUGH OF ALLENHURST CASH MANAGEMENT PLAN**

## **INTRODUCTION**

The New Jersey Local Fiscal Affairs Law, N.J.S.A 40A: 5-14 requires that every local unit adopt a Cash Management Plan and shall deposit its funds pursuant to that plan. The primary objective of the plan are to preserve the safety of public funds, seek investment instruments that offer liquidity and maximize interest revenue through the use of authorized legal depositories and approved investment instruments.

## **I. AUTHORITY**

- a. Borough Council of the Borough of Allenhurst, County of Monmouth.
- b. Delegation of Authority Authority to implement the investment program is granted to the Chief Financial Officer. The Chief Financial Officer shall act in accordance with the requirements of the Cash Management Plan, New Jersey Statutes and proper use of internal controls. No other persons may engage in investment transactions except for those subordinate officials of the Chief Financial Officer.

## **II. STATEMENTS OF POLICY**

It shall be the policy of the Borough of Allenhurst, County of Monmouth to adopt a Cash Management Plan, and to authorize the Chief Financial Officer to administer said Plan, for the purpose of deposit and investment of the maximum of available funds in interest bearing instruments. The investment instruments shall be safe, liquid and offer market yields.

Safety of principal is the foremost objective of the Cash Management Plan. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital.

The utilized investment instruments shall remain sufficiently liquid to meet all operating cash requirements that may be reasonably anticipated.

Investments shall be planned with the objective of attaining a market rate, while taking into account legal restriction, risk and liquidity. Return on investment is secondary importance compared to safety.

## **III. DEFINITIONS**

Arbitrage refers to the rules and regulation governing the issuance of Bonds or Notes and the reinvestment of the proceeds at a higher yield. These regulations are promulgated by the Internal Revenue Service, regulation 1.103.

Cash Management Fund is the New Jersey Cash Management Fund. This Fund is one of a number of funds invested by the New Jersey Division of Investments of the Department of Treasury under the jurisdiction of the State Investment Council. The Fund is authorized to receive the invest local unit funds pursuant to N.J.S.A. 40A:5-14.

Certificate of Eligibility is the certification issued by the New Jersey Department of Banking. Division of Banking that a public depository is eligible to act as a depository for public funds and qualifies as a participant in the New Jersey Governmental Unit Deposit Protection Act, GUDPA.

Compensating Balance Account is a bank account at an eligible depository which pays no interest or interest lower than 2 of 1 percent maximum, in return for specific services, for example check sorting, payroll services, wire transfers and other services.

Eligible Public Depositories is a Banking or Savings and Loan Association with a current certificate of eligibility from the State Banking Department. The Borough of Allenhurst shall designate said depositories, by resolution of the governing body on January 1<sup>st</sup> of each year in accordance with N.J.S.A. 40A: 5-14.

Eligible Securities are those investment instruments authorized by N.J.S.A. 40A: 5-15.1.

Interest Bearing Account is an account or time deposit in an eligible public depository, earning interest, or any deposit in the State of New Jersey Cash Management Fund.

## II. STANDARD OF CARE

1. The standard of prudence to be sued by those delegated to effect investment transactions on behalf of the Borough of Allenhurst shall be the prudent person standard. Investments shall be made with judgment and care, under circumstances the prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs. Investments shall not be for speculation.

2. Employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their eligibility to make impartial decisions. Employees shall disclose any material interest in financial institutions which business is conducted and they shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Borough of Allenhurst.

3. The Chief Financial Officer is responsible for establishing and maintaining internal controls. The controls should ensure that the assets of the Borough of Allenhurst are protected from loss, theft or misuse.

## V. PROCEDURES FOR RECEIPT OF MONIES

### 5. Department Procedures

1. Department Directors will ensure that a receipt is issued in duplicate for all transactions. A copy of the receipt shall be given to the paying party and the duplicate maintained by the issuing department. The receipts shall be pre-numbered, or sequentially numbered if computer generated.
2. All monies collected or received from any source by or on behalf of the Borough, Department, or any Board thereof, shall be forwarded to the Division of Accounts and Control within forty-eight (48) hours of receipt.
3. The Division of Accounts and control will prepare collected revenues for deposit to the designated legal depository.
4. All monies received shall be placed in a secure place until forwarded for deposit.
5. The Department/Division Director shall file with the Chief Financial Officer a monthly report of all monies received in the manner prescribed. The report also will include year-to-date amounts received.
6. No department, division, or agency shall engage in the practice of cashing checks with public funds. Cashing of employee pay checks is included in the prohibition.

### 6. Chief Financial Officer

1. All monies collected or received from any source by or on behalf of the Borough shall be deposited within forty-eight (48) hours of receipt of designated banks.
2. Ensure that all monies deposited are in an interest bearing account(s).
3. Where compensating balances are used to offset bank expenses, an agreement between the bank(s) and the Borough shall be executed and reviewed annually.
4. The Chief Financial Officer shall make recommendations of legal public depositories to the Allenhurst Borough Council who shall by resolution designate said depositories at the annual reorganization meeting of the Council. The list of authorized depositories may be amended at any time during the year.
5. Maturity of Investments-Investments shall be limited to maturity not to exceed one year on all operating funds unless a longer maturity is permitted within the provision of the Sate Stature or promulgated regulation.
6. Investment Securities - The Chief Financial Officer has the responsibility to determine which investments instruments are best suited for the Borough. However, the Chief Financial Officer shall be authorized only to invest in securities permitted by New Jersey State Statute. No investment shall be made in any depository that does not meet current Federal minimum standard for Leverage Ratio, Tier 1 and Tier 2 Capital Ratio.

Presently, a local unit may permit investments in such institutions as permitted in Section 4 of P.L. 1970, Chapter 236 (6.17:19-44) and other instruments specified as

follows:

Mutual Funds backed by the United States Government Obligations

United States Treasury Bills (T-Bills)

Municipal Bonds or Notes

Commercial Bank Deposits and Certificates of Deposit

Repurchase Agreements

Investment in Savings and Loan Associations

United States Government Agency and Instrumentality Obligations

State of New Jersey Cash Management Fund

School District Obligations

All designated depositories must conform to all applicable State statutes concerning depositories of public funds, and all depositories shall obtain the highest amount possible F.D.I.C. and /or F.S.L.I.C. coverage for all municipal assets.

## **VI. FUNDS EXCLUDED FROM INVESTING**

The following types of funds are not required to be placed in interest bearing account:

Petty cash funds

Cash drawn from a Federal Agency under a letter of credit which has to be paid out within 5 working days to a vendor.

3. Deposit, retainage, or amounts posted by way of bond, held by the local unit for such things as faithful performance, if the local unit would be required by law to pay back any interest earned to the provider of the deposit, except where the local unit is required by law or court decision to invest the funds.

## **VII. BOROUGH AUDITOR**

1. The Borough investment practices and the agreement of banking services and compensation thereof shall be reviewed by the Borough Auditor as part the annual audit, as required by the N.J. S. A 40A:5-4. Where a conflict exists between this Cash Management Plan and State statute the applicable statute shall govern.

## **VIII. SURETY BONDS**

1. The Chief Financial Officer shall be covered by a surety bond. During the annual audit the municipal Auditor shall examine said bond to determine that proper coverage is in effect.

2. Staff members of the Division of Accounts and Control shall be covered by a Public Employee Faithful Performance Bond (Blanket Bond) in the minimum of \$10,000.00.

- a. The Chief Financial Officer in accordance with N.J.S. A. 40A:5-14 shall prepare a written monthly investment report and submit same to the Borough Council.

The summary report will be prepared in the manner which will allow the Borough Council and the administration to ascertain whether investment activities during the reporting period have conformed to the Cash Management Plan. The report shall set forth each organization holding local unit funds, the amount securities purchased or sold, class or type of securities purchased, book value, earned income, fee incurred, and market value of all investments as of the report date. Such written report shall be included in the minutes of a regular Borough meeting.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE



**RESOLUTION #2017-27**  
**RESOLUTION AMENDING AUTHORIZING EXECUTION OF CORPORATE**  
**RESOLUTION FORMS AND SIGNATURE CARDS REQUIRED BY DEPOSITORIES**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**BE IT RESOLVED** that the following resolution is essential for the operation of the Borough of Allenhurst, County of Monmouth, State of New Jersey, for the year 2017. All disbursements from the Borough accounts, other than those separately listed below, shall be by check only, signed by any three (3) of the following five persons authorized to sign:

Mayor, Deputy Mayor, Treasurer, Deputy Treasurer and Administrator/Acting Borough Clerk

Disbursements from the Township's Municipal Court accounts shall be by check only, signed by any (2) of the following 3 persons authorized to sign:

Judge, Court Administrator and Deputy Court Administrator

**BE IT FURTHER RESOLVED** that the above individuals are hereby authorized and directed to execute the corporate resolution forms and signature cards required by the depositories named by the Board of Commissioners.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-28**  
**A RESOLUTION TO ESTABLISH 2017 TEMPORARY BUDGET**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**WHEREAS**, NJSA 40A:4-19 of the Local Budget Act provides that (where any commitments, contracts or payments are to be made prior to the final adoption of the 2017 Budget) temporary appropriations should be made for the purpose and amounts required in the manner and time herein provided; and

**WHEREAS**, the date of this resolution is within the first 30 days of January 2017; and

**WHEREAS**, 26.25% of the total appropriations in the 2017 budget exclusive of any appropriations for debt service, relief of the poor and capital improvements is \$1,177,953 for current fund and \$77,800.00 for sewer utility;

**NOW, THEREFORE, BE IT RESOLVED** that the following temporary appropriations be made:

| <u>DEPARTMENT</u>        |     | <u>TOTAL APPROPRIATIONS</u> |
|--------------------------|-----|-----------------------------|
| ADMIN PERMANENT          | S/W | 37,500.00                   |
| ADMIN MISC.              | O/E | 5,250.00                    |
| FINANCE PERMANENT        | S/W | 16,000.00                   |
| FINANCE MISC.            | O/E | 30,000.00                   |
| TAX COLL PART-TIME       | S/W | 1,500.00                    |
| TAX COLLECTOR MISC.      | O/E | 4,000.00                    |
| DIR. REV & FIN PART-TIME | S/W | 500.00                      |
| TAX ASSESS PART-TIME     | S/W | 1,680.00                    |
| ASSESSOR MISC.           | O/E | 400.00                      |
| LEGAL MISC.              | O/E | 40,000.00                   |
| TAX APPEALS MISC.        | O/E | 2,100.00                    |
| ENG. MISC.               | O/E | 1,313.00                    |
| PLANNING BD PART-TIME    | S/W | 1,750.00                    |
| PLANNING BD. MISC.       | O/E | 3,967.00                    |
| CODE ENF. PART-TIME      | S/W | 1,365.00                    |
| CODE ENF. MISC.          | O/E | 100.00                      |
| FIRE SAFETY PART-TIME    | S/W | 1,200.00                    |
| FIRE SAFETY MISC.        | O/E | 100.00                      |
| WORKER'S COMP. MISC.     | O/E | 50,000.00                   |
| GROUP INS. MISC.         |     | 180,000.00                  |
| UNEMPL. MISC.            |     | 8,000.00                    |

|                                |          |            |
|--------------------------------|----------|------------|
| OTHER INS.                     |          | 50,000.00  |
| POLICE PERMANENT               | S/W      | 350,000.00 |
| POLICE MISC.                   | O/E      | 30,000.00  |
| 911 MISC.                      | O/E      | 500.00     |
| OEM PART-TIME                  | S/W      | 500.00     |
| OEM MISC.                      | O/E      | 150.00     |
| DEAL LAKE MISC.                | O/E      | 2,750.00   |
| MAYOR, PART TIME               | S/W      | 600.00     |
| F. D. MISCELLANEOUS            | O/E      | 8,085.00   |
| FIRE INTERLOCAL MISC.          | 9,240.00 | 9,240.00   |
| MUNC. PROSECUTOR P/T           | S/W      | 5,000.00   |
| PERMANENT INTERLAKEN           | S/W      | 31,237.00  |
| BD OF ED INTER S & W           | S/W      | 7,000.00   |
| CELEBRATION MISC.              | O/E      | 1,312.00   |
| STREET & ROADS MISC.           | O/E      | 1,600.00   |
| GARB & TRASH PERM              | S/W      | 86,000.00  |
| GARBAGE & TRASH MISC. LANDFILL | O/E      | 12,000.00  |
| PERMANENT SNOW S & W           | S/W      | 5,000.00   |
| SNOW MISC.                     | O/E      | 2,500.00   |
| PUB. BLDGS MISC.               | O/E      | 4,463.00   |
| PUBLIC BLDGS P/T               | S/W      | 500.00     |
| LANDFILL INTERLOCAL MISC.      | O/E      | 10,000.00  |
| MAIN. MV MISC.                 | O/E      | 12,000.00  |
| BD OF HEALTH MIS.              | O/E      | 3,412.00   |
| SOCIAL SERVICES MISC.          | O/E      | 171.00     |
| Bloodborne Pathogens Misc.     | O/E      | 132.00     |
| PARKS & PLAYGROUNDS MISC.      | O/E      | 3,000.00   |
| BEACH WAGES                    | S/W      | 5,000.00   |
| BEACH MISC.                    | O/E      | 28,000.00  |
| ELECTRIC MISC.                 | O/E      | 10,500.00  |
| STREET LIGHTING MISC.          | O/E      | 6,300.00   |
| TELEPHONE MISC.                | O/E      | 9,188.00   |
| WATER MISC.                    | O/E      | 6,038.00   |
| NAT. GAS MISC.                 | O/E      | 5,000.00   |
| FIRE HYDRANT MISC.             | O/E      | 5,250.00   |
| GASOLINE MISC.                 | O/E      | 13,000.00  |
| RECYCLING MISC.                | O/E      | 5,000.00   |
| OASI MISC.                     | O/E      | 33,500.00  |
| DCRP                           | O/E      | 500.00     |
| ANIMAL CONTROL MISC.           | O/E      | 300.00     |
| MUNCIPAL COURT S & W           | S/W      | 24,000.00  |
| COURT MISC.                    | O/E      | 2,000.00   |
| PUBLIC DEFENDER PART-TIME      | S/W      | 500.00     |

TOTAL GENERAL APPROPRIATIONS

**1,177,953.00**

**Sewer Utility**

|                 |     |           |
|-----------------|-----|-----------|
| S & W PERMANENT | S/W | 22,200.00 |
| SEWER MISC.     | O/E | 53,600.00 |
| OASI MISC.      | O/E | 1,800.00  |
| SUI MISC        | O/E | 200.00    |

**77,800.00**

**TOTAL 2016 TEMPORARY BUDGET**

**\$1,255,753.00**

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-29  
RESOLUTION AUTHORIZING COMPETITIVE CONTRACTING FOR A  
PROSPECTIVE TENANT TO OCCUPY AND OPERATE THE**

**ALLENHURST BEACH CLUB SNACK BAR.**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**WHEREAS**, the Borough of Allenhurst is in need of a tenant to occupy and operate the Allenhurst Beach Club Snack Bar; and

**WHEREAS**, N.J.S.A. 40A:11-4.1 of the Local Public Contracts Law allows for Competitive Contracting to be used in lieu of public bidding for procurement of specialized goods and services the price of which exceeds the bid threshold, for contracted food services; and

**WHEREAS**, the Borough of Allenhurst would like to utilize competitive contracting for the food services which are required for operation of the Allenhurst Beach Club Snack Bar; and

**WHEREAS**, N.J.S.A. 40A:11-4.3(a) requires that in order to initiate competitive contracting, the Governing Body shall pass a resolution authorizing the use of competitive contracting each time specialized goods or services enumerated in N.J.S.A. 40A:11-4.1 are desired to be contracted; and

**WHEREAS**, N.J.S.A. 40A:11-4.3(b) requires that the competitive contracting process shall be administered by a purchasing agent qualified pursuant to N.J.S.A. 40A:11-9, or by legal counsel of the contracting unit, or by an administrator of the contracting unit.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Borough of Allenhurst, in the County of Monmouth, New Jersey that the statements contained in the foregoing preamble be and are hereby incorporated into this Resolution as if more fully set forth herein at length; and

**BE IT FURTHER RESOLVED** that the administrator be and is hereby authorized to initiate competitive contracting for the Allenhurst Beach Club Snack Bar Lease.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-30**

**A RESOLUTION TO APPROVE ENGINEER CERTIFICATE**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**WHEREAS**, A contract was awarded to Precise Construction Inc. for Allen Avenue Open Space Improvements; and,

**WHEREAS**, The Borough Engineer has reviewed the project and recommended payment as provided for in Engineer's Certificate #2, which is on file in the Clerk's office;

**WHEREAS**, Funds for this purpose shall be provided through the 2015-06 Allen Avenue Park Bond;

**NOW, THEREFORE, BE IT RESOLVED**, That Precise Construction Inc. be compensated in the amount of \$63,112.00 for work done in accordance with the Engineer's Certificate #2.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-31**

**AUTHORIZING INCENTIVE TO EMPLOYEES WHO  
WAIVE HEALTH BENEFITS COVERAGE WHERE  
EMPLOYEE IS ELIGIBLE FOR OTHER COVERAGE**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**WHEREAS**, the Borough of Allenhurst ("Borough"), as a participating member of the State Health Benefits Program, is permitted to offer an incentive to any full time employee to waive the health benefits coverage offered by the Borough where the employee is eligible for any other health care coverage, and;

**WHEREAS**, the Mayor & Commissioners have determined that it is in the best interests of the Borough to offer any employee who waives the coverage offered by the Borough, 25 percent of the amount saved by the Borough, or \$5,000, whichever is less. The amount saved by the Borough shall be determined by deducting the employee's contribution from the premium that

would have been due for said employee's coverage, had the employee not chosen to waive coverage.

**NOW THEREFORE, BE IT RESOLVED** by the Borough of Allenhurst that the statements contained in the foregoing preamble be and are hereby incorporated into this Resolution as if more fully set forth herein at length; and

**BE IT FURTHER RESOLVED** that, the Borough shall provide payment in lieu of benefits to qualified employees who elect to waive the State Health Benefits Program in favor of electing other coverage said employee(s) is eligible for. Payment shall be in the amount of 25 percent of the amount saved by the Borough, or \$5,000, whichever is less. Payment to be made upon completion of the required forms and will be payable on an annual basis (*or pro-rata, should the employee leave Borough employment prior to year's end*) on or about December 31<sup>st</sup> of the year in which the savings were realized by the Borough.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-32**  
**A RESOLUTION TO CONFIRM PAYMENTS AND PURCHASES**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**WHEREAS**, Purchases were made for amounts over \$1,000.00 and it is the policy of the Borough that the Board of Commissioners approve or confirm said purchases; and;

**WHEREAS**, Funds for these purposes are provided for in various accounts within the current budget, and the CFO has so certified; and,

**NOW, THEREFORE, BE IT RESOLVED**, That the following contracts are hereby confirmed:

Coded Systems Corp. - \$3,200.00 for Codified Ordinances

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-33**  
**A RESOLUTION TO PAY BILLS & PAYROLL (01/01/17 - 01/15/17)**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**BE IT RESOLVED**, That bills and payrolls totaling \$379,524.88 be approved for payment; and,

**BE IT FURTHER RESOLVED**, That the January 10th consolidated bill list be attached hereto and made a part thereof.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

**RESOLUTION #2017-34**  
**A RESOLUTION TO APPROVE EXECUTIVE SESSION**

Offered By: Comm. McLoughlin

Seconded By: Comm. Bolan

**WHEREAS**, State law permits the exclusion of public in certain circumstances; and,

**WHEREAS**, The Board of Commissioners of the Borough of Allenhurst finds that such circumstances currently exist; and,

**WHEREAS**, The Board of Commissioners will make public, minutes of the closed session when confidentiality no longer exists;

**NOW, THEREFORE, BE IT RESOLVED**, By the Board of Commissioners that they are hereby authorized to enter into closed session to discuss legal/contractual matters which are exempt from the public meeting under the Sunshine Law.

VOTE: Comm. McLoughlin-AYE; Comm. Bolan-AYE; Mayor McLaughlin-AYE

## **ITEMS FOR DISCUSSION**

The Acting Borough Clerk discussed that DPW had asked to purchase wood in the amount of \$14,648. This wood would be used to replace and build the lower boardwalk at the beach club from the cabanas to the new entrance at Allen Avenue, new ticket booths at each entrance, cabana entrance deck, small cabana decks and a kayak rack. The Commissioners were in agreement. A resolution to approve the purchase will be done next meeting.

The Acting Borough Clerk discussed the ordinance for snow removal. There were quite a few violations. The Borough has sent out a e-blast email reminding residents about the ordinance. The Acting Borough Clerk asked the Commissioners if a Code Red alert could be issued for the next snow storm to remind residents. The Commissioners thought it would be a good idea. Mayor McLaughlin also asked for the Code Official to issue warning letters to business owners and residents that were in violation. Next snow storm the ordinance will be strictly enforced. Also he would like the Chief of Police to issue a Code Alert to Hume Street residents to remove their vehicles when there is a snow storm as it presents a hazard for plowing.

## **PUBLIC HEARING**

Mayor McLaughlin offered to the public if they had any questions or comments and there were none.

There being no further comments, public hearing was closed.

There being no further business or comments, Commissioner McLoughlin moved, seconded by Comm. Bolan that the meeting move to executive session at 7:50 PM. Motion carried.

After reconvening, Commissioner McLoughlin moved, seconded by Comm. Bolan that the meeting be adjourned at 10:15. Motion carried.

Donna M. Campagna  
Acting Borough Clerk/Administrator