

**WELCOME TO THE BOROUGH OF ALLENHURST'S REMOTE ACCESS BOARD  
OF COMMISSIONERS MEETING**

**INSTRUCTIONS TO ATTEND/OBSERVE THE MEETING:** Members of the Public are welcome and encouraged to participate in the electronic meetings. The meeting will be held via Zoom. There are two options to join the Meeting 1) through the Zoom App via a smartphone, computer or tablet via video link, or 2) phone audio using the following Zoom meeting access information:

<https://zoom.us/j/4593802485>

Meeting ID: 459 380 2485

One Tap Mobile:

Call # 1-646-558-8656

Meeting ID/PIN: 459 380 2485

**MEETING GUIDELINES AND PARTICIPATION RULES:** : In accordance with the Department of Community Affairs' Local Operational Guidance, the Borough will observe the following public comment protocol: Interested parties may make public comments by clicking the "Raise Hand" button on their Zoom window, or typing a request to be un-muted in the chat box, if participating via computer. If joining via telephone interested parties may make a public comment by pressing \*9 on their keypad to "Raise Hand" and request to be un-muted. Public Comments will be limited to 5 minutes per person, and time is not transferable.

**AGENDA**  
**January 12, 2021**

MAYOR MCLAUGHLIN CALLS THE MEETING TO ORDER AND CALLS FOR FLAG SALUTE

MAYOR MCLAUGHLIN ASKS THE CLERK TO CALL THE ROLL:

**ROLL CALL**

COMM. McLOUGHLIN-\_\_\_\_; COMM. BOLAN-\_\_\_\_; MAYOR McLAUGHLIN-\_\_\_\_

MAYOR MCLAUGHLIN ANNOUNCES THAT THE NOTICE REQUIREMENTS OF R.S. 10:4-18 HAVE BEEN SATISFIED BY DELIVERING THE REQUIRED NOTICE TO THE COASTER AND THE ASBURY PARK PRESS, POSTING THE NOTICE ON THE BOARD IN BOROUGH HALL AND FILING A COPY OF SAID NOTICE WITH THE BOROUGH CLERK.

**COMMUNICATIONS:**

Public Notice from the NJ DEP regarding the Proposed FFY21 Priority System, Intended Use Plan (IUP) and Project Priority List Documents for the Clean Water and Drinking Water Financing Programs.

**ANNOUNCEMENTS:**

New Borough Website/Online Tax and Sewer Payments

## ORDINANCES

### FIRST READING - ORDINANCE #2021-01 – SALARIES

Offered By:

Seconded By:

#### **ORDINANCE#2021-01**

**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\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

### CONSENT AGENDA:

- |                       |  |
|-----------------------|--|
| <b>Res. #2021-01</b>  | <b>Ratify and Approve Minutes.</b>   |
| <b>Res. #2021-02-</b> | <b>Dispense with Reading of Minutes</b>  |
| <b>Res. #2021-03-</b> | <b>Appoint Officials</b>   |
| <b>Res. #2021-04-</b> | <b>Appoint Emergency Management Council</b>  |
| <b>Res. #2021-05-</b> | <b>Confirm Planning Board Members</b>  |
| <b>Res. #2021-06-</b> | <b>Appoint Borough Attorney</b>  |
| <b>Res. #2021-07-</b> | <b>Appoint Borough Engineer</b>  |
| <b>Res. #2021-08-</b> | <b>Appoint Auditor</b>   |
| <b>Res. #2021-09-</b> | <b>Appoint Bond Attorney</b>   |
| <b>Res. #2021-10-</b> | <b>Appoint Redevelopment Planners</b>  |
| <b>Res. #2021-11</b>  | <b>Appoint Borough Planners</b>  |
| <b>Res. #2021-12-</b> | <b>Appoint Redevelopment Attorney</b>  |
| <b>Res. #2021-13-</b> | <b>Appoint Professionals</b>   |
| <b>Res. #2021-14-</b> | <b>Authorize Contract for IT Services</b>  |
| <b>Res. #2021-15-</b> | <b>Authorize Contract for IT Services at ABC</b>   |
| <b>Res. #2021-16-</b> | <b>Authorize Grace Period on Property Tax and Interest Rate on Delinquent Tax Payments</b> |
| <b>Res. #2021-17-</b> | <b>Establish Year End Penalty on Third Party Liens</b>                                     |
| <b>Res. #2021-18-</b> | <b>Authorize Tax Lien Sales</b>  |
| <b>Res. #2021-19-</b> | <b>Authorize Charge for Tax Sale Costs</b>   |
| <b>Res. #2021-20-</b> | <b>Approve Interest Rate on Delinquent Sewer</b>   |
| <b>Res. #2021-21-</b> | <b>Approve Meeting Dates</b>   |
| <b>Res. #2021-22-</b> | <b>Approve Newspapers</b>  |
| <b>Res. #2021-23-</b> | <b>Approve Unexpended Balances</b>   |
| <b>Res. #2021-24-</b> | <b>Authorize Prepayment of Certain Bills</b>   |
| <b>Res. #2021-25-</b> | <b>Certify Compliance with NJSA 40a:4-5</b>  |
| <b>Res. #2021-26-</b> | <b>Approve Depositories</b>  |
| <b>Res. #2021-27-</b> | <b>Approve Cash Management Plan</b>  |
| <b>Res. #2021-28-</b> | <b>Authorize Signature Cards</b>   |
| <b>Res. #2021-29-</b> | <b>Establish 2021 Temporary Budget</b>   |
| <b>Res. #2021-30-</b> | <b>Authorize Health Care Waiver Incentive</b>  |
| <b>Res. #2021-31-</b> | <b>Approve Special Meeting Stipend</b>   |
| <b>Res. #2021-32-</b> | <b>Establish a Petty Cash Fund</b>   |
| <b>Res. #2021-33-</b> | <b>Custodian of Petty Cash Fund</b>  |

**Res. #2021-34- Adopt Change in Procedure Claimant Certifications**  
**Res. #2021-35- Authorize LESO 1033 Program**  
**Res. #2021-36- Appoint Special Police Officer Class II**  
**Res. #2021-37- Establish a Change Fund**  
**Res. #2021-38 Confirm Purchases**  
**Res. #2021-39 Approve Executive Session**

Consent Agenda Offered By:

Seconded By:

VOTE: Comm. McLoughlin \_\_\_; Comm. Bolan \_\_\_; Mayor McLaughlin \_\_\_

**Res. #2021-40 Approve Bills (12-18-2020 to 1-7/2021).**

Offered By:

Seconded By:,

VOTE: Comm. McLoughlin \_\_\_; Comm. Bolan \_\_\_; Mayor. McLaughlin \_\_\_

**ITEMS FOR DISCUSSION:**

**OPEN PUBLIC HEARING:**

**CLOSE PUBLIC HEARING:**

**ADJOURN.**

**ORDINANCES**

**ORDINANCES FIRST READING**

**ORDINANCE #2021-01 – First Reading**

**ORDINANCE #2021-01**

**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)"**

Offered By:

Seconded By:

**BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE BOROUGH OF ALLENHURST, COUNTY OF MONMOUTH, AS FOLLOWS:**

**SECTION I.** That Ordinance No.: 2020-01 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)*” be and is hereby revised and amended to read as follows:

Section 1.

The salaries to be paid to elected and appointed officials, and employees of the Borough of Allenhurst, County of Monmouth (excepting members of the Police Department) and the time and payment for same is hereby affixed as follows:

| <u>POSITION</u>   | <u>MINIMUM</u> | <u>MAXIMUM</u> |
|---|----------------|----------------|
| Borough Clerk   | \$30,000.00    | \$90,000.00    |
| Borough Administrator   | \$10,000.00    | \$60,000.00    |
| Commissioner  | \$1,500.00     | \$3,000.00     |
| Mayor   | \$1,750.00     | \$5,000.00     |
| Dep. Borough Clerk/ Dep. Treasurer/<br>Administrative Assistant | \$20,000.00    | \$60,000.00    |
| Admin/Finance Clerk/Beach Membership<br>Administrator           | \$20,000.00    | \$80,000.00    |
| Administrative Clerk  | \$12 per hour  | \$28 per hour  |
| Records Coordinator   | \$2,500.00     | \$5,000.00     |
| Public Works CDL Drivers  | \$27,000.00    | \$80,000.00    |
| Public Works Supervisor   | \$50,000.00    | \$130,000.00   |

| <u>POSITION</u>                         | <u>MINIMUM</u>   | <u>MAXIMUM</u>   |
|---|------------------|------------------|
| Building and Grounds Supervisor         | \$30,000.00      | \$60,000.00      |
| Full-time Communication Officer         | \$22,000.00      | \$50,000.00      |
| Part-time Communication Officer         | \$12.00 per hour | \$20.00 per hour |
| TAC Officer                             | \$2,000.00       | \$4,000.00       |
| Emergency Management Police Coordinator | \$1,500.00       | \$4,000.00       |
| Emergency Management Administrator      | \$1,500.00       | \$4,000.00       |
| SLEO I                                  | \$12.00 per hour | \$15.00 per hour |
| SLEO II                                 | \$14.00 per hour | \$20.00 per hour |
| Mechanic                                | \$1,000.00       | \$2,000.00       |

A. A clothing and maintenance allowance in the amount of \$600.00 annually shall be provided to all full-time DPW employees. Said allowance shall be paid annually on November 15<sup>th</sup> and shall be pro-rated accordingly.

B. A clothing and maintenance allowance in the amount of \$375.00 annually shall be provided to all full-time Communication Officers. Said allowance shall be paid bi-annually on June 15<sup>th</sup> and December 15<sup>th</sup> and shall be pro-rated accordingly.

Section 2.

The following described officials shall receive annual compensation not to exceed the amounts hereafter set forth:

| <u>POSITION</u>                     | <u>MAXIMUM</u> |
|-------------------------------------|----------------|
| Tax Assessor                        | \$10,000.00    |
| Tax Collector                       | \$10,000.00    |
| Municipal Court Judge               | \$25,000.00    |
| Code Official                       | \$10,000.00    |
| Zoning Officer                      | \$25,000.00    |
| Recycling Coordinator               | \$5,000.00     |
| Right-To-Know Coordinator           | \$1,500.00     |
| Assistant Right-To-Know Coordinator | \$1,500.00     |
| Clean Communities Coordinator       | \$500.00       |
| Certified Pool Operator             | \$2,500.00     |

| <u>POSITION</u>                                    | <u>MAXIMUM</u> |
|--|----------------|
| Assistant Pool Operator                            | \$500.00       |
| Planning Board Secretary                           | \$15,000.00    |
| Sewer Operator                                     | \$7,500.00     |
| Treasurer  | \$2,500.00     |
| Special Event Fire Inspector (part time as needed) | \$50.00/hr     |
| Webmaster  | \$1,000.00     |

Section 3.

That temporary, casual, or seasonal employees hereinafter enumerated in this section shall be paid salaries or compensation as prescribed herein, based upon length of service and to be fixed by resolution of the Board of Commissioners:

| <u>POSITION</u>                          | <u>MAXIMUM</u>   |
|--|------------------|
| <b><u>Beach Club / DPW</u></b>           |                  |
|  |                  |
| Beach Club Manager, Salary               | \$25,000.00      |
| Beach Club Assistant Manager, Salary     | \$17,000.00      |
| Preseason Membership Staff               | \$25 per hour    |
| Lifeguard Supervisor                     | \$25 per hour    |
| Recreation Supervisor, per season        | \$8,000.00       |
| Swim Coach, per season                   | \$3,000.00       |
| Lifeguards                               | \$17.00 per hour |
| Gate, Cabana, Deck, Poolside Supervisors | \$16.00 per hour |
| Office/Finance Staff                     | \$20.00 per hour |
| Gate Security Staff                      | \$15.00 per hour |
| Cabana Staff                             | \$15.00 per hour |
| Deck Staff                               | \$15.00 per hour |
| Poolside Staff                           | \$15.00 per hour |
| Recreation Staff                         | \$15.00 per hour |
| Maintenance                              | \$20.00 per hour |

| <u>POSITION</u> | <u>MAXIMUM</u>  |
|-----------------|---|
| Pool Cleaner    | \$50.00 per hour not to exceed 2 hours without approval |
| Beach Rake      | \$22.00 per hour  |
| Bus Driver      | \$20.00 per hour  |
| Laborers        | \$25.00 per hour  |

**SECTION II.**

All Ordinances, or parts of ordinances, in conflict with the within Ordinance or portions of same, are hereby repealed to the extent of their inconsistency.

**SECTION III.**

The within Ordinance shall take effect twenty (20) days after adoption and publication according to law and shall be retroactive to January 1, 2021.

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTIONS**

**RESOLUTION #2021-01**

**A RESOLUTION TO RATIFY AND APPROVE MINUTES**

Offered By:

Seconded By:

**BE IT RESOLVED**, That the minutes of the Regular Meeting of December 22, 2020 be ratified and approved.

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-02**

**A RESOLUTION TO DISPENSE WITH READING OF MINUTES**

Offered By:

Seconded By:

**BE IT RESOLVED**, That the Clerk dispense with the reading of the Regular Meeting of December 22, 2020.

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_



**RESOLUTION #2021-03**  
**A RESOLUTION TO APPOINT OFFICIALS**

Offered By:

Seconded By:

**BE IT RESOLVED**, That the following officials of the Borough of Allenhurst are hereby appointed effective January 1, 2021, through December 31, 2021:

|  |                   |
|--|-------------------|
| ADA Compliance Officer                       | Donna M. Campagna |
| Administrative Assistant                     | Patricia Lynch    |
| Assessment Search Officer                    | Donna M. Campagna |
| Borough Administrator                        | Donna M. Campagna |
| Borough Treasurer                            | Kevin Rogers      |
| Certified Pool Operator                      | Marc Heitmueller  |
| Certified Pool Operator                      | James Vandervort  |
| Chief Financial Officer                      | Wayne Silbia      |
| Community Development Rep.                   | Donna M. Campagna |
| Deal Lake Representative                     | Bruce Fromer      |
| Deal Lake Representative - Alternate         | Anthony Mauro     |
| Dep. Comm. Development Rep.                  | Patricia Lynch    |
| Deputy Borough Clerk                         | Patricia Lynch    |
| Deputy Borough Treasurer                     | Patricia Lynch    |
| Finance Clerk/Beach Membership Administrator | Noel Benkoil      |
| Fund Commissioner (JIF)                      | Donna M. Campagna |
| Mercantile License Officer                   | Donna M. Campagna |
| Personnel Officer                            | Donna M. Campagna |
| Planning Board Secretary                     | Kelly Barrett     |
| Public Agency Compliance Officer             | Donna M. Campagna |
| Public Works Supervisor                      | Douglas Caron     |
| Qualified Purchasing Agent                   | Barbara Kovelesky |
| Records Coordinator                          | Kelly Barrett     |
| Recycling Coordinator                        | James Vandervort  |
| Right to Know Coordinator                    | James Vandervort  |
| Assistant Right to Know Coordinator          | Paul Quinn        |
| Clean Communities Coordinator                | James Vandervort  |
| Sewer Collector                              | Donna M. Campagna |
| Sewer System Operator                        | Paul Quinn        |
| Building and Grounds Supervisor              | James Vandervort  |
| Mechanic                                     | James Vandervort  |
| TAC Officer                                  | Jason Henry       |
| Tax Assessor                                 | Gail Scaglione    |
| Tax Collector                                | Carla Tomas       |
| Tax Search Officer                           | Carla Tomas       |
| Zoning Officer/Code Officer                  | Joseph McGrath    |

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-04**  
**A RESOLUTION TO APPOINT EMERGENCY MANAGEMENT COUNCIL**

Offered By:

Seconded By:

**BE IT RESOLVED**, That the following be appointed to the Allenhurst Local Emergency Planning Council (LEPC) for a term, expiring December 31, 2021:

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

|                   |  |
|-------------------|--|
| Michael Schneider | Deputy Emer. Mgt. Co-ord.              |
| Michael DiBona    | Police Coordinator.                    |
| James Rogers      | Deputy Coordinator                     |
| Donna M. Campagna | Clerk-Administrator/ OEM Administrator |
| Carla Ward        | EMS Coordinator/FAS Captain            |
| Douglas Caron     | Superintendent of Public Works         |
| Jason Henry       | TAC Officer                            |
| Patrick Harvey    | Fire Coordinator/Fire Chief            |
| David A. Henry    | Health Coordinator/Health Officer      |

Broadcast & Print Media

|                |                            |
|----------------|----------------------------|
| Patricia Lynch | Public Information Officer |
|----------------|----------------------------|

Community Groups

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

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-05**

**A RESOLUTION TO CONFIRM PLANNING BOARD MEMBERS**

Offered By:

Seconded By:

**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 commenced on May 5, 2020 (NUNC PRO TUNC) and terminates on May 7, 2024 or such earlier date as the Mayor's tenure ends.

**Class II Member (1 Year Term)**

Kevin G. Rogers for a term expiring December 31, 2021

**Class III Member**

Christopher J. McLoughlin which term commenced on May 5, 2020 (NUNC PRO TUNC) and terminates on May 7, 2024 or such earlier date as the Deputy Mayor's official tenure ends.

**Class IV Members (4 Year Term)**

Frieda Shalam Adjmi for a term expiring on December 31, 2024

Bernie Costello for a term expiring on December 31, 2024

**Alternate Members (1 Year Term)**

Robert Scally as Alternate #1, for a term expiring on December 31, 2021

Anthony Mauro as Alternate #2, for a term expiring on December 31, 2021

Paul Schnechner as Alternate #3, for a term expiring on December 31, 2021

Designation of **Board Member** who meets qualifications of a **Class A Member of a Historic Preservation Commission** pursuant to N.J.S.A. 40:55D-107 et seq. (1 Year Term)

Joseph Tomaino for a term expiring December 31, 2021

Designation of **Board Member** who meets qualifications of a **Class B Member of a Historic Preservation Commission** pursuant to N.J.S.A. 40:55D-107 et seq. (1 Year Term)

Geraldine Greer Varley for a term expiring December 31, 2021

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-06**

**A RESOLUTION TO APPOINT BOROUGH ATTORNEY**

Offered By:

Seconded By:

**WHEREAS**, the Borough of Allenhurst has a need to acquire the services of a Borough Attorney for 2021 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 Borough Administrator/Clerk, 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 a fee set forth in an Agreement on file with the Borough Administrator/Clerk; 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**, The Certified Financial Officer has certified that funds for this purpose shall be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided for in the budget for the year 2021 when finally adopted;

**NOW THEREFORE, BE IT RESOLVED** that the Commissioners of the Borough of Allenhurst hereby authorizes the Mayor and Borough Administrator/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 Borough Administrator/Clerk 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\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-07**  
**A RESOLUTION TO APPOINT BOROUGH ENGINEER**

Offered By:

Seconded By:

**WHEREAS**, the Borough of Allenhurst has a need to acquire the services of a Borough Engineer for 2021 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 Borough Administrator/Clerk, 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 Administrator/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**, The Certified Financial Officer has certified that funds for this purpose shall be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided for in the budget for the year 2021 when finally adopted;

**NOW THEREFORE, BE IT RESOLVED** that the Commissioners of the Borough of Allenhurst hereby authorizes the Mayor and Borough Administrator/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 Borough Administrator/Clerk 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\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-08**  
**A RESOLUTION TO APPOINT AUDITOR**

Offered By:

Seconded By:

**WHEREAS**, the Borough of Allenhurst has a need to acquire the services of a Borough Auditor for 2021 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 Borough Administrator/Clerk, 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 Administrator/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**, The Certified Financial Officer has certified that funds for this purpose shall be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided for in the budget for the year 2021 when finally adopted;

**NOW THEREFORE, BE IT RESOLVED** that the Commissioners of the Borough of Allenhurst hereby authorizes the Mayor and Borough Administrator/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 Borough Administrator/Clerk 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\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-09**  
**RESOLUTION TO APPOINT BOND ATTORNEY**

Offered By:

Seconded By:

**WHEREAS**, the Borough of Allenhurst has a need to acquire the services of a Bond Attorney for 2021 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 Borough Administrator/Clerk, 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 Administrator/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**, The Certified Financial Officer has certified that funds for this purpose shall be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided for in the budget for the year 2021 when finally adopted;

**NOW THEREFORE, BE IT RESOLVED** that the Commissioners of the Borough of Allenhurst hereby authorizes the Mayor and Borough Administrator/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 Borough Administrator/Clerk 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\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-10**  
**RESOLUTION TO APPOINT HEYER, GRUEL & ASSOCIATES TO ACT**  
**AS REDEVELOPMENT PLANNERS FOR THE BOROUGH**

Offered By:

Seconded By:

**WHEREAS**, in light of the sale of certain parcels in the Borough that have been designated as areas in need of redevelopment, the Borough of Allenhurst has a need to acquire the services of Redevelopment Planners, 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 Borough Clerk / Administrator, Donna Campagna has determined and certified in writing that the value of the acquisition will likely exceed \$17,500; and,

**WHEREAS**, the anticipated term of this contract shall be for such time as is necessary to complete the redevelopment proceedings; and

**WHEREAS**, Heyer, Gruel & Associates has indicated that they will act as the Borough's Redevelopment Planners in accordance with the terms of a proposed Agreement, a copy of which is made a part hereof by reference, at the rates set forth therein; and

**WHEREAS**, Heyer, Gruel & Associates, has completed and submitted a Business Entity Disclosure Certification which certifies that Heyer, Gruel & Associates and the principals thereof, 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 Heyer, Gruel & Associates and the principals thereof from making any reportable contributions through the term of the Agreement, and

**WHEREAS**, Funds for this purpose shall be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided for in the budget for the year 2021 when finally adopted;

**NOW THEREFORE, BE IT RESOLVED** by the Commissioners of 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 Mayor and Clerk be and are hereby authorized to enter into the Agreement with Heyer, Gruel & Associates as described and incorporated herein by reference; 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 the Clerk 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-\_\_\_; Comm. Bolan-\_\_\_; Mayor McLaughlin-\_\_\_



**RESOLUTION #2021-11**  
**A RESOLUTION TO APPOINT BOROUGH PLANNER**

Offered By:

Seconded By:

**WHEREAS**, the Borough of Allenhurst has a need to acquire the services of a Borough Planner for 2021 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 Borough Administrator/Clerk, 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**, Heyer, Gruel & Associates have indicated that they will act as Borough Planner at a fee set forth in an Agreement on file with the Borough Administrator/Clerk; and,

**WHEREAS**, Heyer, Gruel & Associates, has completed and submitted a Business Entity Disclosure Certification which certifies that Heyer, Gruel & Associates and the principals thereof, 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 Heyer, Gruel & Associates and the principals thereof from making any reportable contributions through the term of the Agreement, and

**WHEREAS**, The Certified Financial Officer has certified that funds for this purpose shall be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided for in the budget for the year 2021 when finally adopted;

**NOW THEREFORE, BE IT RESOLVED** that the Commissioners of the Borough of Allenhurst hereby authorizes the Mayor and Borough Administrator/Clerk to enter into a contract with Heyer, Gruel & Associates, 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 Borough Administrator/Clerk 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\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-12**  
**RESOLUTION TO APPOINT McMANIMON, SCOTLAND & BAUMANN, LLC TO**  
**ACT AS REDEVELOPMENT COUNSEL FOR THE BOROUGH**

Offered By:

Seconded By:

**WHEREAS**, in light of the sale of certain parcels in the Borough that have been designated as areas in need of redevelopment, the Borough of Allenhurst has a need to acquire the services of a Special Counsel for Redevelopment, 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 likely exceed \$17,500; and,

**WHEREAS**, the anticipated term of this contract shall be for such time as is necessary to complete the redevelopment proceedings; and

**WHEREAS**, McManimon, Scotland & Baumann, LLC has indicated that they will act as the Borough's Special Redevelopment Counsel in accordance with the terms of a proposed agreement, a copy of which is made a part hereof by reference, at the rates set forth therein; and

**WHEREAS**, McManimon, Scotland & Baumann, LLC, has completed and submitted a Business Entity Disclosure Certification which certifies that McManimon, Scotland & Baumann, LLC and the principals thereof, 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 McManimon, Scotland & Baumann, LLC and the principals thereof from making any reportable contributions through the term of the Agreement, and

**WHEREAS**, Funds for this purpose shall be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided for in the budget for the year 2021 when finally adopted;

**NOW THEREFORE, BE IT RESOLVED** that the Commissioners of 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 Mayor and Clerk be and are hereby authorized to enter into the Agreement with McManimon, Scotland & Baumann, LLC as described and incorporated herein by reference; and

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

**BE IT FURTHER RESOLVED** that the Clerk 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-\_\_\_; Comm. Bolan-\_\_\_; Mayor McLaughlin-\_\_\_

**RESOLUTION #2021-13**  
**A RESOLUTION TO APPOINT PROFESSIONALS**

Offered By:

Seconded By:

**WHEREAS**, There exists a need for professional services for the year 2021; and,  
**WHEREAS**, the Certified Financial Officer has certified that funds for this purpose shall be provided for the first three months of 2021 in the 2021 Temporary Budget and funds for the balance of 2021 will be provided for in the budget for the year 2021 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:  | James Carton IV, Esq.        |
| Assistant Prosecutor   | Jason Shamy, Esq.            |
| Borough Physicians     | Meridian Occupational Health |
| Chief Public Defender  | David Gardner, Esq.          |
| Deputy Public Defender | Jason A. Volet, Esq.         |

for a term commencing January 1, 2021, through and including December 31, 2021; 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\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-14**

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

Offered By:

Seconded By:

**WHEREAS**, there exists a need for professional services for Technology Management Services for the Borough Offices and the Police Department; and

**WHEREAS**, funds are available for this purpose and the Local Public Contracts Law (N.J.S.A. 40A-11-1 et seq.) required that the resolution authorizing the appointment without competitive bidding must be publicly advertised.

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Board of Commissioners of the Borough of Allenhurst that:

1. The Borough is hereby authorized and directed to engage the services for a period of one-year effective January 1, 2021 through December 31, 2021:

**Ellicott Network Consultants**

**Technology Management**

2. These appointments are being made without competitive bidding since the appointments involve members of recognized professions that are registered by law, therefore exempt under N.J.S.A. 40A:11-5. 3. A copy of this resolution shall be published in the Coaster as required by law within ten (10) days of its passage.

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-15**

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

Offered By:

Seconded By:

**WHEREAS**, there exists a need for professional services for Technology Management Services for the Allenhurst Beach Club; and

**WHEREAS**, funds are available for this purpose and the Local Public Contracts Law (N.J.S.A. 40A-11-1 et seq.) required that the resolution authorizing the appointment without competitive bidding must be publicly advertised.

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Board of Commissioners of the Borough of Allenhurst that:

1. The Borough is hereby authorized and directed to engage the services for a period of one-year effective January 1, 2021 through December 31, 2021:

**Crabnet LLC.**

**Technology Management for the Beach Club**

2. These appointments are being made without competitive bidding since the appointments involve members of recognized professions that are registered by law, therefore exempt under N.J.S.A. 40A:11-5. 3. A copy of this resolution shall be published in the Coaster as required by law within ten (10) days of its passage.

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION 2021-16**  
**RESOLUTION TO AUTHORIZE A GRACE PERIOD FOR PROPERTY TAX**  
**PAYMENTS AND SET THE INTEREST RATE FOR DELINQUENT PROPERTY TAX**  
**PAYMENTS**

Offered By:

Seconded By:

**WHEREAS**, property taxes are due and payable according to law, on the first of February, May, August and November of the calendar year; and,

**WHEREAS**, pursuant to the provisions of N.J.S.A. 54:4-67, the governing body of the Borough of Allenhurst has determined that it is appropriate to set a grace period for the payment of taxes until the 5th day of February, May, August and November after which the payments shall become delinquent with interest due and payable from the first day of the quarter; and,

**WHEREAS**, Chapter 75, P.L. 1991, provides for a six percent flat penalty at the close of the fiscal year to be charged on delinquencies over \$10,000; delinquencies being defined as all unpaid property taxes and municipal charges;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Borough of Allenhurst, the Tax Collector is authorized to charge interest on delinquent taxes from the date that same were first due and payable at 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.

**BE IT FURTHER RESOLVED**, that the Board of Commissioners of Allenhurst authorizes the Tax Collector to charge a six (6%) percent flat penalty at the close of 2021 on delinquencies over \$10,000.

**BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately.

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION 2021-17**

**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:

Seconded By:

**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 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 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 2021 tax year and to become effective immediately.

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-18**  
**A RESOLUTION TO AUTHORIZE TAX SALE LIENS**

Offered By:

Seconded By:

**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, 2020; 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 2020 delinquent taxes, sewer utility charges and other municipal charges on or before December 31, 2021 and to become effective January 1, 2021.

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_



**RESOLUTION #2021-19**  
**RESOLUTION AUTHORIZING BOROUGH OF ALLENHURST TO CHARGE TAX**  
**SALE COSTS**  
**FOR PREPARING AND ADVERTISING TAX SALE LIST**

Offered By:

Seconded By:

BE IT RESOLVED, by the Commissioners of the Borough of Allenhurst that pursuant NJSA 54:5-38 the office of the Tax Collector is to charge a tax sale cost fee of 2% of the amount listed for sale but not less than \$15.00 and not more than \$100.00 dollars for each tax sale item that appears on the Tax Sale List 50 (fifty) days prior to the date of the Tax Sale. The fee is to be charged on all tax sale items that are paid in full prior to the tax sale to become effective January 1, 2021.

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-20**  
**A RESOLUTION TO APPROVE INTEREST RATE ON DELINQUENT SEWER**

Offered By:

Seconded By:

**BE IT RESOLVED**, That upon the recommendation of the Borough Sewer Collector, 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 2021 after February 1, 2021 and on the second quarterly installment after May 1, 2021 and on the third quarterly installment after August 2, 2021 and on the fourth quarterly installment after November 1, 2021 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\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-21**  
**A RESOLUTION TO APPROVE MEETING DATES**

Offered By:

Seconded By:

**WHEREAS**, public meetings of the Board of Commissioners of the Borough of Allenhurst are subject to the provisions of the Open Public Meeting Act (“OPMA”), N.J.S.A. 10:4-6 et seq.; and

**WHEREAS**, pursuant to N.J.S.A. 10:4-18, OPMA requires the Board of Commissioners to adopt a schedule of its regular public meetings for calendar year 2021; and

**WHEREAS**, due to the ongoing COVID-19 public health emergency, the Board of Commissioners has been conducting remote electronic meetings, which are expressly authorized under OPMA by P.L. 2020, c. 11; and

**WHEREAS**, in light of the current restrictions on indoor gatherings imposed by Executive Order, the Board of Commissioners intends to continue conducting remote electronic meetings until further notice; and

**WHEREAS**, pursuant to its regulatory authority under OPMA, the Department of Community Affairs has promulgated regulations establishing the “Emergency Remote Meeting Protocol for Local Public Entities,” as set forth at N.J.A.C. 5:39-1.1 et seq.; and

**WHEREAS**, N.J.A.C. 5:39-1.5 imposes specific requirements upon the noticing of a remote electronic meetings.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Borough of Allenhurst, as follows:

1. The Board of Commissioners hereby adopts the following schedule of regular public meetings for calendar year 2021:

Dates:

|             |              |                  |
|-------------|--------------|------------------|
| January 26  | May 25       | September 28     |
| February 9  | June 8       | October 12       |
| February 23 | June 22      | October 26       |
| March 9     | July 13      | November 9       |
| March 23    | July 27      | November 30      |
| April 13    | August 10    | December 14      |
| April 27    | August 24    | January 11, 2022 |
| May 11      | September 14 |                  |

Time: All regular public meetings shall commence at 7:30 PM.

2. Until further notice, the Board of Commissioners shall conduct its regular public meetings on a remote electronic basis via Zoom (“Remote Meetings”). In the event that the Board of Commissioners seeks to resume in-person meetings, this resolution shall be amended in accordance with N.J.S.A. 10:4-18.

**WHEREAS ALSO**, in accordance with the provision set forth in N.J.A.C. 5:39-1.4(h), the Borough is adopting the following standard procedures and requirement for public comment during remote meetings:

1. The Borough shall facilitate a dialogue with the commenter to the extent permitted by the electronic communications technology.

2. The Borough shall facilitate said dialogue through ZOOM and/or telephone conference via a webinar link and a call-in number to be provided on the Borough Public Notice in compliance with the Open public meetings Act.
3. The Borough shall permit members of the public to submit public comments by electronic mail and in written letter form to the Borough Clerk up to 3 days prior to the schedule remote public meetings.
4. Public comments submitted through electronic mail or written letter before the public meetings in question, within the deadline addressed in sub-paragraph 4, shall be read aloud and addressed during the remote public meetings in a manner audible to all meeting participants and the public listening.
5. The Borough shall also allow members of the public to make public comment by audio or by audio and video. They will be provided an opportunity to provide public comment of no greater than five (5) minutes in duration (this applies equally to written public comments submitted via email or through the mail).
6. The governing body may, in its discretion, elect to summarize duplicate comments, however the governing body must not summarize certain duplicative comments while reading other duplicate comments individually.
7. The governing body may require members of the public to state whether they wish to speak and to identify themselves prior to speaking.
8. The procedures and requirements for making public comment, along with an explanation of the audio muting function of the communication technology being used, shall be announced at the beginning of the remote meeting.
9. Any presentations or documents that would otherwise be viewed or made available to members of the public physically attending a governing body meeting shall be made visible on a video broadcast of the remote public meeting or made available on the Internet website or webpage of the entity governed by the governing body.
10. If a document would be made available to individual members of the public in hard copy while physically attending the meeting, the document shall be made available in advance of the meeting for download through an internet link appearing either on the meeting notice, or near the posting go the meeting notice both on the website and at the building where the meeting would otherwise be held.
11. If a member of the public becomes disruptive during a remote public meeting, including during any period for public comment, the member of the local public body charged with running the remote public meeting shall mute or continue muting, or direct appropriate staff to mute or continue muting, the disruptive member of the public and warn that continue disruption may result in their being prevented from speaking during the remote public meetings or removed from the remove public meeting. Disruptive conduct include sustained inappropriate behaviors such as, but not necessarily limited to, shouting, interruption, and use of profanity.
12. A member of the public who continues to act in a disruptive manner after receiving an initial warning may be muted while other members of the public are allowed to proceed with their questions and comments. If time permits, the disruptive individual shall be allowed to speak after all other members of the public have been given the opportunity to make comment. Should the person remain disruptive, the individual may be muted or kept on mute for the remainder of the remove public meeting or removed from the remote public meeting.

**NOW BE IT ALSO FURTHER RESOLVED**, by the Mayor and Board of Commissioners of the Borough of Allenhurst that the Borough of Allenhurst in accordance with the provision set forth in N.J.A.C 5:39-1.4(h), are adopting the standard procedures and



**RESOLUTION #2021-24**

**RESOLUTION AUTHORIZING PRE-PAYMENT OF CERTAIN BILLS FOR 2021**

Offered By:

Seconded By:

**WHEREAS**, the Borough of Allenhurst has budgeted funds for payment of recurring obligations including, utilities, payroll, debt service, governmental fees and other statutory payments, insurance, and for the advertising, printing and mailing costs of the Borough; and

**WHEREAS**, timely payment of these items occasionally become due out of time for placement on the next available list of bills and claims, thus inadvertently causing said obligations to be in arrears because of the schedule of Council meetings; and

**WHEREAS**, the Borough's Chief Financial Officer and Borough Attorney have advised that the governing body may provide for the pre-payment of these items, so that they may be paid in a timely manner to avoid incurring penalties.

**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** by the Borough of Allenhurst that the Chief Financial Officer and/or Borough Clerk/Administrator be and are hereby authorized and directed to make pre-payment of the following items prior to the same appearing on the next meeting's list of bills and claims:

1. All Utilities (electric, gas, water, sewer, telephone, cellular telephone, gasoline, diesel fuel, internet providers, and such other regular services as the Borough receives).
2. Borough payroll and payroll agencies.
3. Debt service as evidenced by pre-authorized bonds and/or notes.
4. Health, dental and other insurance premiums and/or claims.
5. Governmental fees and other statutory payments (school, county, sewage authority, state and county fees).
6. Bills pertaining to the advertising, printing and mailing costs of the Borough.
7. Third party fees collected through pre-authorized credit/debit card processing.
8. Bills where vendor discounts, or savings of Taxpayer funds, are granted for timely payment.
9. Inter-fund Obligations.
10. Purchase of investments.
11. Other items with written authorization of the Chief Financial Officer and/or Borough Clerk/Administrator.

VOTE: Comm. McLoughlin-\_\_\_; Comm. Bolan-\_\_\_; Mayor McLaughlin-\_\_\_

**RESOLUTION 2021-25**  
**A RESOLUTION CERTIFYING COMPLIANCE WITH**  
**N.J.S.A. 40a:4-5, AS AMENDED BY P.L. 2017, C.183.**

Offered By:

Seconded By:

**WHEREAS**, N.J.S.A. 40A:4-5, as amended by P.L. 2017, c. 183, requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964", as amended, 42 U.S.C. § 2000e et seq., (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Local Government Services in the New Jersey Department of Community Affairs; and;

**WHEREAS**, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body on file with the Municipal Clerk;

**NOW, THEREFORE, BE IT AND IT HEREBY IS RESOLVED** by the Board of Commissioners of the Borough of Allenhurst, that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c. 183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-26**  
**A RESOLUTION TO APPROVE DEPOSITORIES**

Offered By:

Seconded By:

**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 Manasquan Saving Bank and State of New Jersey Cash Management Fund 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\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-27**

**A RESOLUTION TO APPROVE CASH MANAGEMENT PLAN**

Offered By:

Seconded By:

**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.

#### **IV. 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**

##### **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.

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:

1. Petty cash funds
2. 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**

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 stature 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\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-28**

**RESOLUTION AMENDING AUTHORIZING EXECUTION OF CORPORATE  
RESOLUTION FORMS AND SIGNATURE CARDS REQUIRED BY DEPOSITORIES**

Offered By:

Seconded By:

**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 2020. 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/Borough Clerk

Disbursements from the Borough'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 of Bradley Beach as per the interlocal agreement effective January 1, 2020.

**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\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-29**

**A RESOLUTION TO ESTABLISH 2021 TEMPORARY BUDGET**

Offered By:

Seconded By:

**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 2021 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 2021; and

**WHEREAS**, 26.25% of the total appropriations in the 2021 budget exclusive of any appropriations for debt service, relief of the poor and capital improvements is \$1,217,917.00 for current fund and \$81,000.00 for sewer utility; **NOW, THEREFORE, BE IT RESOLVED** that the following temporary appropriations be made:

**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 2021 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 2021; and

**WHEREAS**, 26.25% of the total appropriations in the 2021 budget exclusive of any appropriations for debt service, relief of the poor and capital improvements is \$1,365,404 for current fund and \$75,600 for sewer utility; **NOW, THEREFORE, BE IT RESOLVED** that the following temporary appropriations be made:

| <u>Current Fund</u>                 |                |    |           |
|-------------------------------------|----------------|----|-----------|
|                                     | Salaries &     |    |           |
| Administration                      | Wages          | \$ | 37,500.00 |
| Administration                      | Other Expenses |    | 14,500.00 |
|                                     | Salaries &     |    |           |
| Finance                             | Wages          |    | 40,000.00 |
| Finance                             | Other Expenses |    | 5,000.00  |
| Audit                               | Other Expenses |    | 5,450.00  |
|                                     | Salaries &     |    |           |
| Tax Collector                       | Wages          |    | 1,575.00  |
| Tax Collector                       | Other Expenses |    | 125.00    |
| Commissioner - Revenue &<br>Finance | Salaries &     |    |           |
|                                     | Wages          |    | 375.00    |
|                                     | Salaries &     |    |           |
| Tax Assessor                        | Wages          |    | 1,675.00  |
| Tax Assessor                        | Other Expenses |    | 300.00    |
| Legal                               | Other Expenses |    | 28,750.00 |
| Tax Appeals                         | Other Expenses |    | 6,250.00  |
| Engineering                         | Other Expenses |    | 17,500.00 |
|                                     | Salaries &     |    |           |
| Planning Board                      | Wages          |    | 5,000.00  |
| Planning Board                      | Other Expenses |    | 8,750.00  |

|                                     |                |            |
|-------------------------------------|----------------|------------|
|                                     | Salaries &     |            |
| Code Enforcement                    | Wages          | 5,000.00   |
| Code Enforcement                    | Other Expenses | 75.00      |
| Worker's Comp.                      | Other Expenses | 50,000.00  |
| Group insurance                     | Other Expenses | 173,750.00 |
| Unemployment                        | Other Expenses | 4,000.00   |
| Other Insurance                     | Other Expenses | 21,500.00  |
|                                     | Salaries &     |            |
| Police                              | Wages          | 287,500.00 |
| Police                              | Other Expenses | 15,000.00  |
| Office of Emergency Management      | Salaries &     |            |
| Office of Emergency Management      | Wages          | 200.00     |
| Office of Emergency Management      | Other Expenses | 150.00     |
| Deal Lake - Weed Control            | Other Expenses | 750.00     |
|                                     | Salaries &     |            |
| Mayor's Office                      | Wages          | 437.50     |
| Fire Department                     | Other Expenses | 6,750.00   |
| Aid to Volunteer Ambulance          | Other Expenses | 500.00     |
| Fire Interlocal                     | Other Expenses | 9,625.00   |
| Interlocal - 911                    | Other Expenses | 300.00     |
|                                     | Salaries &     |            |
| Municipal Prosecutor                | Wages          | 3,500.00   |
| Interlocal - Interlaken Solid Waste | Salaries &     |            |
| Interlocal - Interlaken Solid Waste | Wages          | 32,850.00  |
|                                     | Salaries &     |            |
| Interlocal - Board of Ed            | Wages          | 4,875.00   |
| Celebration of Public Events        | Other Expenses | 1,500.00   |
| Streets & Roads                     | Other Expenses | 3,000.00   |
|                                     | Salaries &     |            |
| Solid Waste                         | Wages          | 100,000.00 |
| Solid Waste                         | Other Expenses | 8,000.00   |
|                                     | Salaries &     |            |
| Snow Removal                        | Wages          | 750.00     |
| Snow Removal                        | Other Expenses | 750.00     |
|                                     | Salaries &     |            |
| Buildings & Grounds                 | Wages          | 4,500.00   |
| Buildings & Grounds                 | Other Expenses | 375.00     |
| Landfill Interlocal                 | Other Expenses | 9,900.00   |
| Maintenance of Motor Vehicles       | Other Expenses | 13,750.00  |
| Board of Health                     | Other Expenses | 3,750.00   |
| Monmouth County Social Services     | Other Expenses | 250.00     |
| Parks & Playgrounds                 | Other Expenses | 3,625.00   |
|                                     | Salaries &     |            |
| Beach                               | Wages          | 101,250.00 |

|                           |                     |                        |
|---------------------------|---------------------|------------------------|
| Beach                     | Other Expenses      | 32,500.00              |
| Utility - Electric        | Other Expenses      | 7,500.00               |
| Utility - Street Lighting | Other Expenses      | 7,000.00               |
| Utility - Telephone       | Other Expenses      | 8,250.00               |
| Utility - Water           | Other Expenses      | 6,500.00               |
| Utility - Natural Gas     | Other Expenses      | 2,250.00               |
| Utility - Fire Hydrant    | Other Expenses      | 5,000.00               |
| Utility - Gasoline        | Other Expenses      | 10,000.00              |
| Utility - Recycling       | Other Expenses      | 7,500.00               |
| OASI                      | Other Expenses      | 37,500.00              |
| DCPR                      | Other Expenses      | 1,500.00               |
| Animal Control            | Other Expenses      | 500.00                 |
| Municipal Court           | Salaries &<br>Wages | 11,812.50              |
| Municipal Court           | Other Expenses      | 12,500.00              |
| Public Defender           | Salaries &<br>Wages | 450.00                 |
| <b>Total Current Fund</b> |                     | <b>\$ 1,191,675.00</b> |

|                                     |                     |                     |
|-------------------------------------|---------------------|---------------------|
| <b>Utility Operating Fund</b>       |                     |                     |
| Sewer                               | Salaries &<br>Wages | \$ 22,000.00        |
| Sewer                               | Other Expenses      | 50,000.00           |
| <b>Total Utility Operating Fund</b> |                     | <b>\$ 72,000.00</b> |

VOTE: Comm. McLoughlin-\_\_\_; Comm. Bolan-\_\_\_; Mayor McLaughlin-\_\_\_

**RESOLUTION #2021-30**

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

Offered By:

Seconded By:

**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\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-31**

**A RESOLUTION TO APPROVE SPECIAL MEETING STIPEND**

Offered By:

Seconded By:

**WHEREAS**, from time to time it is necessary for the Borough to hold special events, elections and meetings; and,

**WHEREAS**, The Planning Board Secretary and Zoning Officer has agreed to attend or conduct these special events and meetings and,

**WHEREAS**, The Borough Administrator has agreed to attend or conduct these special events, elections and meetings: and

**WHEREAS**, The determination that this meeting, election or special events is made by the Borough Administrator as follows; and

**NOW, THEREFORE, BE IT RESOLVED**, By the Board of Commissioners of the Borough of Allenhurst, as follows:

Employees shall receive a stipend \$250 for each special event, election or meeting.

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_



**RESOLUTION #2020-32**  
**RESOLUTION ESTABLISHING A PETTY CASH FUND**

Offered By: \_\_\_\_\_ Seconded By: \_\_\_\_\_

**WHEREAS**, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund in any county or municipality by application and resolution, and,

**WHEREAS**, it is the desire of the Borough of Allenhurst, County of Monmouth to establish such a fund for the Borough in the amount of \$100; and

**WHEREAS**, the custodian for this fund is Donna M. Campagna, RMC, who is bonded for the amount of \$100; such custodian shall maintain records for this fund in a manner conducive to proper accounting and auditing procedures;

**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 of Allenhurst hereby authorizes the creation of the aforementioned Petty Cash Fund and that two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

VOTE: Comm. McLoughlin-\_\_\_\_; Comm. Bolan-\_\_\_\_; Mayor McLaughlin-\_\_\_\_

**RESOLUTION #2020-33**  
**RESOLUTION APPOINTING A CUSTODIAN FOR THE PETTY CASH FUND**

Offered By: \_\_\_\_\_ Seconded By: \_\_\_\_\_

**WHEREAS**, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund in any county or municipality by application and resolution, and,

**WHEREAS**, the Board of Commissioners believes it is in the best interests of the Borough of Allenhurst to have such a Petty Cash Fund and as such, must appoint a Custodian for the same; and

**WHEREAS**, the Board of Commissioners believes it is appropriate to appoint Donna M. Campagna, RMC, as the Custodian, who is bonded for the amount of \$100, and she is hereby instructed to maintain records for this fund in a manner conducive to proper accounting and auditing procedures;

**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 of Allenhurst hereby appoints Donna M. Campagna, RMC, to be the Custodian for the Petty Cash Account and instructs that two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

VOTE: Comm. McLoughlin-\_\_\_\_; Comm. Bolan-\_\_\_\_; Mayor McLaughlin-\_\_\_\_

**RESOLUTION #2021-34  
RESOLUTION TO ADOPT CHANGE IN PROCEDURE FOR CLAIMANT  
CERTIFICATION**

Offered By:

Seconded By:

**WHEREAS**, on August 18, 2016 the State of NJ legislature adopted PL 2016, Ch 29 which would allow local units to 1) utilize standard electronic funds transfer technologies and 2) greater flexibility on when to require a vendor certification prior to paying claims; and

**WHEREAS**, the Local Finance Board adopted the rules and regulations that the local units must adhere to in order to enact the provisions of the law; and

**WHEREAS**, N.J.A.C. 5:30-9A.6 and 5:31-4.1 allows for greater flexibility for local units when implementing the claimant certification requirement set forth in 40A5-16(a); and

**WHEREAS**, the Chief Financial Officer has determined that the following circumstances be applied with respect to this act

| <b>Vendor Signature Required (stamp, fax electronic or wet is acceptable)</b> | <b>Vendor Signature not Required (rule language)</b>                            |
|---|---|
| Employee Reimbursements   | Vendors who are paid through EFT technologies                                   |
| Transactions above the dollar amount of \$1,000                               | Vendors who do not provide certifications part of the normal course of business |
| Any situation deemed necessary by the CFO or his designee                     | Debt Service  |
|   | Non Municipal Taxes   |
|   | Utilities regulated by tariff   |

**NOW, THEREFORE BE IT RESOLVED** by the Board of Commissioners of the Borough of Allenhurst that the above vendor claimant circumstances recommended by the Chief Financial Officer be enacted effective January 12, 2021.

VOTE: Comm. McLoughlin-\_\_\_; Comm. Bolan-\_\_\_; Mayor McLaughlin-\_\_\_

**RESOLUTION #2021-35**

**TITLE: RESOLUTION AUTHORIZING THE BOROUGH OF ALLENHURST THROUGH THE BOROUGH OF ALLENHURST TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM TO ENABLE THE ALLENHURST POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT**

Offered By:

Seconded By:

**WHEREAS**, the United States Congress authorized the Defense Logistics Agency (DLA) Law Enforcement Support Office (LESO) 1033 Program to make use of excess Department of Defense personal property by making that personal property available to municipal, county and State law enforcement agencies (LEAs); and

**WHEREAS**, DLA rules mandate that all equipment acquired through the 1033 Program remain under the control of the requesting LEA; and

**WHEREAS**, participation in the 1033 Program allows municipal and county LEAs to obtain property they might not otherwise be able to afford in order to enhance community preparedness, response, and resiliency; and

**WHEREAS**, although property is provided through the 1033 Program at no cost to municipal and county LEAs, these entities are responsible for the costs associated with delivery, maintenance, fueling, and upkeep of the property, and for specialized training on the operation of any acquired property; and

**WHEREAS**, N.J.S.A. 40A:5-30.2 requires that the governing body of the municipality or county approve, by a majority of the full membership, both enrollment in, and the acquisition of any property through, the 1033 Program; and

**NOW THEREFORE BE IT RESOLVED** by the **BOARD OF COMMISSIONERS** of the **BOROUGH OF ALLENHURST** that the **ALLENHURST POLICE DEPARTMENT** is hereby authorized to enroll in the 1033 Program for no more than a one-year period, with authorization to participate terminating on December 31 of the current calendar **year from JANUARY 12, 2021 to December 31, 2021** ; and

**NOW THEREFORE BE IT FURTHER RESOLVED** that **ALLENHURST POLICE DEPARTMENT** is hereby authorized to acquire items of non-controlled property designated “DEMIL A,” which may include office supplies, office furniture, computers, electronic equipment, generators, field packs, non-military vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment, storage devices and containers, tools, medical and first aid equipment and supplies, personal protection equipment and supplies, construction materials, lighting supplies, beds and sleeping mats, wet and cold weather equipment and supplies, respirators, binoculars, and any other supplies or equipment of a non-military nature identified by the LEA, if it shall become available in the period of time for which this resolution authorizes, based on the needs of the **ALLENHURST POLICE DEPARTMENT**, without restriction; and

**NOW THEREFORE BE IT RESOLVED** that **ALLENHURST POLICE DEPARTMENT** is hereby authorized to acquire the following “DEMIL B through Q” property, if it shall become available in the period of time for which this resolution authorizes



| FACESHIELD, RIOT CONTROL                               |   |  |    |   |    |  |  |   | 3 |
|--|---|--|----|---|----|--|--|---|---|
| FACESHIELD, RIOT CONTROL                               | 1 |  |    |   |    |  |  |   |   |
| FORCED ENTRY AND RESCUE EQUIPMENT, AIRCRAFT CRASH      | 1 |  |    |   |    |  |  |   |   |
| GLIDERS  |   |  |    |   |    |  |  |   |   |
| GOOGLES PROTECTION, RIOT CONTROL                       | 5 |  | 1  |   |    |  |  |   |   |
| GRENADE, HAND  |   |  |    |   |    |  |  |   | 1 |
| GRENADE, HAND, NON-LETHAL                              |   |  |    |   |    |  |  |   | 2 |
| GROUND SENSOR, SURVEILLANCE VEHICLE                    |   |  | 1  |   |    |  |  |   |   |
| GUN, PORTABLE RIOT CONTROL                             |   |  |    | 1 |    |  |  |   |   |
| HATBOX, RIOT CROWD                                     | 2 |  |    |   |    |  |  |   |   |
| HELICOPTER, FLIGHT TRAINER                             |   |  |    | 1 |    |  |  |   |   |
| HELICOPTER, FLIGHT TRAINER TH65A                       |   |  | 1  |   |    |  |  |   |   |
| HELICOPTER, MEDEVAC                                    |   |  |    | 1 |    |  |  |   |   |
| HELICOPTER, OBSERVATION                                |   |  |    |   | 3  |  |  |   |   |
| HELICOPTER, SEARCH AND RESCUE                          |   |  | 2  |   |    |  |  |   |   |
| HELICOPTER, UTILITY                                    |   |  | 1  |   | 3  |  |  |   |   |
| HELMET, POLICE   | 1 |  |    |   |    |  |  |   |   |
| HELMET, SAFETY   | 1 |  |    |   |    |  |  |   |   |
| HIT, MECHANICAL, BREA                                  | 2 |  |    |   |    |  |  |   |   |
| HIT, RIOT PROTECTION                                   | 1 |  |    |   |    |  |  |   |   |
| LIGHT ARMORED VEHICLE                                  |   |  | 17 |   | 26 |  |  |   |   |
| MINE CLEARING VEHICLE                                  |   |  |    |   | 1  |  |  |   |   |
| MINE DETECTOR SYSTEM, VEHICLE MOUNTED                  |   |  | 3  |   | 2  |  |  | 1 |   |
| MINE RESISTANT VEHICLE                                 |   |  | 63 |   | 3  |  |  |   |   |
| MISCELLANEOUS WEAPONS - LOGS& LSN                      |   |  | 1  |   |    |  |  |   |   |
| MODIFICATION KIT, GUN, WEAPON                          |   |  |    |   | 1  |  |  |   |   |
| MUNITION, CROWD CONTROL, MODULAR, NON-LETHAL           |   |  |    |   |    |  |  |   | 2 |
| No Item Name Available                                 |   |  |    | 1 |    |  |  |   |   |
| NON-BALLISTIC BODY SHIELD                              | 1 |  |    |   |    |  |  |   | 1 |
| NON-LETHAL WEAPONS CAPABILITIES SST                    |   |  | 2  |   |    |  |  |   |   |
| ONLY COMPLETE COMBAT/ASSAULT/TACTICAL WHEELED VEHICLES |   |  |    |   | 1  |  |  |   |   |
| PROTECTIVE SHIELD, T                                   | 1 |  |    |   |    |  |  |   | 1 |
| RAM, BATTERING   | 1 |  |    |   |    |  |  |   |   |
| RAM, DOOR, MINE  | 1 |  |    |   |    |  |  |   |   |
| RIOT CONTROL SHIELD                                    | 1 |  |    |   |    |  |  |   |   |
| SECURITY VEHICLE                                       |   |  |    | 1 |    |  |  |   |   |

| SHIELD, PERSONAL PROTECTIVE                              |   |  |   |    |  | 1 |    |   | 3  |
|--|---|--|---|----|--|---|----|---|----|
| SHIELD, SELF-PROTECTION                                  |   |  |   |    |  | 1 |    |   | 6  |
| SHOP EQUIPMENT, CONTACT MAINTENANCE                      | 1 |  | 2 |    |  |   |    |   |    |
| SHOP SET, CONTACT MAINTENANCE, TRUCK MOUNTED (ENGINE/IG) | 1 |  |   |    |  |   |    |   |    |
| SHOP SET, CONTACT MAINTENANCE, TRUCK MOUNTED (ORDNANCE)  | 1 |  |   |    |  |   |    |   |    |
| SIGHT, THERMAL   |   |  |   |    |  | 1 |    |   |    |
| SLUDGE HAMMER  | 1 |  |   |    |  |   |    |   |    |
| TOOL, BREAKER, HINGE                                     | 1 |  |   |    |  |   |    |   |    |
| TRAINING KIT, DEMOLITION                                 |   |  | 1 |    |  |   |    |   |    |
| TRUCK TRACTOR  |   |  |   | 4  |  |   | 5  |   | 7  |
| TRUCK AMBULANCE  |   |  |   | 9  |  |   |    |   |    |
| TRUCK ARMORED  |   |  |   | 3  |  |   |    |   |    |
| TRUCK, BOLSTER   |   |  |   |    |  |   | 2  |   | 1  |
| TRUCK, BOMB SERVICE                                      |   |  |   | 2  |  |   | 2  |   |    |
| TRUCK, CARGO   |   |  | 3 | 28 |  |   | 17 |   | 30 |
| TRUCK, CARRYALL  |   |  |   | 22 |  |   |    |   | 1  |
| TRUCK, COMMAND RECONNAISSANCE                            |   |  |   | 2  |  |   |    |   |    |
| TRUCK, DUMP  |   |  |   | 2  |  |   | 6  |   | 7  |
| TRUCK, MAINTENANCE                                       |   |  |   |    |  |   | 3  |   |    |
| TRUCK, MATERIALS HANDLING, CONTAINER HOISTING            |   |  |   | 1  |  |   |    |   |    |
| TRUCK, PALLETIZED LOADING                                |   |  |   | 8  |  |   |    |   | 2  |
| TRUCK, PANEL   |   |  |   | 2  |  |   |    |   |    |
| TRUCK, STAKE   |   |  |   |    |  |   |    |   | 2  |
| TRUCK, TANK  |   |  |   | 5  |  |   | 13 |   | 8  |
| TRUCK, UTILITY   |   |  |   | 84 |  |   |    |   | 4  |
| TRUCK, VAN   |   |  | 1 |    |  |   | 14 |   | 1  |
| TRUCK, WRECKER   |   |  | 1 | 2  |  |   | 3  |   | 2  |
| TRUCKS AND TRUCK TRACTORS, DEMIL C                       |   |  |   | 1  |  |   |    |   | 1  |
| UNMANNED AIRCRAFT  |   |  |   | 1  |  |   |    |   |    |
| UNMANNED VEHICLE   |   |  |   | 1  |  |   |    |   |    |
| UP ARMORED NTVS  |   |  | 1 |    |  |   |    |   |    |
| UTILITY VEHICLE, OFF ROAD                                |   |  | 1 | 2  |  | 1 | 1  | 1 | 1  |

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-36**

**RESOLUTION APPOINTING SPECIAL POLICE OFFICER/CLASS II**

Offered By:

Seconded By:

**WHEREAS**, there exists a need within the Police Department to appoint a part-time Special Law Enforcement Officer (SLEO), Class II to cover open shifts ; and

**WHEREAS**, it is the recommendation of the Chief of Police that part-time as-needed Class II Officer Lisa Griffin be appointed.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Borough of Allenhurst that Lisa Griffin is hereby appointed as a part-time SLEO Class II Officer effective January 1, 2021.

**BE IT FURTHER RESOLVED** that said provisional appointment be compensated at an hourly rate of \$20.00 per hour.

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-37**

**A RESOLUTION TO ESTABLISH A CHANGE FUND**

Offered By:

Seconded By:

**WHEREAS**, it is the desire of the Borough of Allenhurst, County of Monmouth to establish a change fund for the following Departments within the Borough for the year 2021 for a total amount of \$800

**WHEREAS**, the custodians for these funds are bonded through the Joint Insurance Fund.

**WHEREAS**, the following departments will maintain the following balances in said change fund:

Borough Hall \$200

Beach \$600

**NOW, THEREFORE, BE IT RESOLVED**, a certified copy of said resolution be forwarded to the Chief Financial Officer.

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-38  
A RESOLUTION TO CONFIRM PURCHASES**

Offered By:

Seconded By:

**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;

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

|                          |                         |             |
|--------------------------|-------------------------|-------------|
| STRYKER MEDICAL          | BARIATRIC COT RETRO-FIT | \$4,847.42  |
| STRYKER MEDICAL          | CHEST COMPRESSOR        | \$14,040.87 |
| STRYKER MEDICAL          | POWER LOADER            | \$30,708.05 |
| NJEV                     | POWER LOADER INSTALL    | \$1,475.00  |
| CLORDISYS                | UV SANITIZER            | \$3,930.00  |
| EVER DIXIE               | PPE - EMS               | \$2,749.52  |
| SHERWIN WILLIAMS         | SANITIZER MACHINE       | \$1,370.22  |
| CHERRY VALLEY TRACTOR    | KABUTA                  | \$28,024.83 |
| ACCU SCAN                | DIGITAL RECORDS ARCHIVE | \$13,221.75 |
| SCHWARZMAN IMPORT/EXPORT | MASKS & GAITERS         | \$1,125.00  |

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-39  
A RESOLUTION TO APPROVE EXECUTIVE SESSION**

Offered By:

Seconded By:

**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\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_

**RESOLUTION #2021-40**

**A RESOLUTION TO APPROVE BILLS (12-18-2020 to 1-7-2021)**

Offered By:

Seconded By:

**BE IT RESOLVED**, That bills totaling \$603,471.00 be approved for payment; and,  
**BE IT FURTHER RESOLVED**, That the January 12, 2021 consolidated bill list be attached hereto and made a part thereof.

VOTE: Comm. McLoughlin\_\_\_\_; Comm. Bolan\_\_\_\_; Mayor McLaughlin\_\_\_\_