



**Borough of Neptune City**  
**Reorganization Meeting of the Mayor and Council**  
**Agenda**  
**Sunday, January 1, 2023**  
**12:00 Noon**  
**Borough Hall**

*This meeting has been advertised in accordance with Notice Requirements of Chapter 231 P.L. 1975, which have been satisfied by the publication of said notice in the Asbury Park Press, and the Coaster and by filing a copy with the Municipal Clerk.*

**Call to Order**

**Administer Oaths of Office:**

Councilwoman Danielle Pappas (Term: 2023-2025)

Councilmember Brian Thomas (Term: 2023-2025)

**Roll Call**

Mayor Andrew Wardell

Councilmember Scott Dellett

Councilmember Dana Farley

Councilmember Glen Kocsis

Councilwoman Danielle Pappas

Councilmember Pamela Renee

Councilmember Brian Thomas

**Open Public Meetings Act Statement**

**Flag Salute**

**Public Comments** - Agenda Items Only

**Presentations**

**Administer Oaths of Office:**

**FIRE DEPARTMENT**

Chief - Christopher Thomas

Assistant Chief - Kevin Pearse

Captain - Levar Wright

First Lieutenant - Jeffrey Loesch

Second Lieutenant - Ryan Oppegaard

**FIRST AID**

Captain - Debbie Latshaw

**New Business**

**Resolutions**

**Resolution 2023-01** - Confirming Appointment of Council President

**Resolution 2023-02** - Confirming Mayor's Appointments of Council Committees for 2023

**Resolution 2023-03** - Confirming Appointments to Employee Appointed Positions

**Resolution 2023-04** - Confirming Mayor's Appointments of Certain Volunteer Positions

**Resolution 2023-05** - Auth. Appointment of 2023 Professionals and Execution of Contracts for Services

## Consent Agenda Resolutions

*(All matters listed hereunder are considered to be routine in nature and will be enacted in one motion. Any member of the Governing Body may request an item be removed for separate consideration).*

**Resolution 2023-06** - Confirming Annual Meeting Schedule of the Mayor and Council of the Borough of Neptune City

**Resolution 2023-07** - Auth. The Rules of Conduct and Fixing the Order of Business for Meetings

**Resolution 2023-08** - Auth. The Designation of the Official Newspapers for the Borough of Neptune City

**Resolution 2023-09** - Auth. The Designation of Bank Depositories

**Resolution 2023-10** - Auth. Adoption of Cash Management Plan

**Resolution 2023-11** - Fixing the Rate of Interest to be Charged on Delinquent Taxes, Assessments, and Sewer Maintenance Fees

**Resolution 2023-12** - Auth. Cancellation of Miscellaneous Balances and/or Charges and Outstanding Checks

**Resolution 2023-13** - Auth. Temporary Budget – Current Fund Account

**Resolution 2023-14** - Auth. Temporary Budget – Sewer Fund Account

**Resolution 2023-15** - Auth. Electronic Transfer of Funds

**Resolution 2023-16** - Auth. Prepayment of Certain Bills for 2023

**Resolution 2023-17** - Establishing Observed Holidays for 2023

**Resolution 2023-18** - Auth. Certification of Compliance with EEO Guidance

**Resolution 2023-19** - Declaring Neptune City a Stigma Free Community

## Public Participation

## Adjourn

The next Regular Council Meeting will be held  
Monday, January 9, 2023 at 7:00 pm

**RESOLUTION 2023-01**

**BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY**

**CONFIRMING APPOINTMENT OF COUNCIL PRESIDENT**

**BE IT RESOLVED**, that the appointment of **NAME** to Council President of the Governing Body of the Borough of Neptune City for the one-year term of January 1, 2023 – December 31, 2023, as made by the Mayor is hereby confirmed.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;"> Corinne M. DiCorcia Williams, RMC  Borough Clerk </div>
Councilmember Dellett							
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							

**RESOLUTION 2023-02**

**BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY**

**CONFIRMING MAYOR'S APPOINTMENTS OF COUNCIL COMMITTEES FOR 2023**

**BE IT RESOLVED** that the following appointments to COUNCIL COMMITTEES for the one-year term of January 1, 2023 – December 31, 2023 as made by the Mayor, are hereby confirmed:

<p align="center"><b>ADMINISTRATION AND FINANCE</b></p> <p><b>Chairperson: Councilmember Brian Thomas</b>  <b>Councilwoman Danielle Pappas</b>  <b>Mayor Andrew Wardell</b></p> <ul style="list-style-type: none"> <li>• Borough Clerk / Elections</li> <li>• Finance Treasurer</li> <li>• Community Center</li> <li>• Borough Attorney</li> <li>• Municipal Engineer</li> <li>• Library</li> </ul>	<p align="center"><b>PUBLIC WORKS</b></p> <p><b>Chairperson: Councilwoman Danielle Pappas</b>  <b>Councilmember Scott Dellett</b>  <b>Mayor Andrew Wardell</b></p> <ul style="list-style-type: none"> <li>• Public Works Department</li> <li>• Sewer Department</li> <li>• Parks &amp; Playgrounds</li> <li>• Recycling / Solid Waste</li> <li>• Shade Tree</li> <li>• Environmental Commission</li> </ul>
<p align="center"><b>LAW AND ORDINANCE</b></p> <p><b>Chairperson: Councilmember Glen Kocsis</b>  <b>Councilmember Brian Thomas</b>  <b>Mayor Andrew Wardell</b></p> <ul style="list-style-type: none"> <li>• Construction Officials</li> <li>• Zoning Officials</li> <li>• Ordinances and Borough Code</li> </ul>	<p align="center"><b>ADMINISTRATION AND JUSTICE</b></p> <p><b>Chairperson: Councilmember Dana Farley</b>  <b>Councilmember Pamela Renee</b>  <b>Mayor Andrew Wardell</b></p> <ul style="list-style-type: none"> <li>• Municipal Court</li> <li>• Prosecutor</li> <li>• Police Department</li> <li>• Public Defender</li> </ul>
<p align="center"><b>SPECIAL SERVICES</b></p> <p><b>Chairperson: Councilmember Scott Dellett</b>  <b>Councilmember Glen Kocsis</b>  <b>Mayor Andrew Wardell</b></p> <ul style="list-style-type: none"> <li>• Street Lights</li> <li>• Dog Licenses</li> <li>• Board of Education Liaison</li> <li>• Neptune City Housing Authority Liaison</li> <li>• Veteran's Committee Liaison</li> </ul>	<p align="center"><b>HUMAN SERVICES</b></p> <p><b>Chairperson: Councilmember Pamela Renee</b>  <b>Councilmember Dana Farley</b>  <b>Mayor Andrew Wardell</b></p> <ul style="list-style-type: none"> <li>• Fire Prevention Bureau</li> <li>• Fire Department</li> <li>• First Aid Liaison</li> <li>• Alliance to Prevent Drug and Alcohol Abuse</li> <li>• Memorial Day Committee</li> </ul>

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	CERTIFICATION
Councilmember Dellett							<p>I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023</p> <p align="right">_____  Corinne M. DiCorcia Williams, RMC  Borough Clerk</p>
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							

**RESOLUTION 2023-03**

**BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY**

**CONFIRMING APPOINTMENTS TO EMPLOYEE APPOINTED POSITIONS**

**BE IT RESOLVED** that the following employees appointments are hereby made by the Mayor for the below listed positions for the Borough of Neptune City for the one-year term of January 1, 2023 – December 31, 2023, unless noted otherwise:

<b>Administrator</b>	Al Jardine
<b>Tax Collector/Treasurer</b>	Al Jardine (2022-2025)
<b>Deputy Tax Collector</b>	Sylvia Laughlin
<b>Municipal Clerk</b>	Corinne DiCorcia Williams (2022-2024)
<b>Deputy Clerk</b>	<i>Vacant</i>
<b>Official Assessment Searcher</b>	Al Jardine
<b>License Collector</b>	Corinne DiCorcia Williams
<b>Deputy License Collector</b>	Janet Collier
<b>Dog License Collector</b>	Nyasha Johnson
<b>Registrar of Vital Statistics</b>	Sylvia Laughlin (2023-2025)
<b>Deputy Registrar</b>	Nyasha Johnson
<b>Alternate Deputy Registrar</b>	Corinne DiCorcia Williams
<b>JIF Representative</b>	Al Jardine
<b>Alternate JIF Representative</b>	Corinne DiCorcia Williams
<b>Safety Officer</b>	Robert Reynolds, Jr.
<b>Administrative Officer</b>	Matt Shafai
<b>Public Agency Compliance Officer</b>	Al Jardine
<b>911 Coordinator</b>	Matthew J Quagliato

<b>Zoning Officer</b>	Leon S. Avakian
<b>Construction Official</b>	George Selah (2022-2026)
<b>Subcode: Building</b>	Stephen LoSacco (2022-2026)
<b>Subcode: Fire</b>	Sean Donohue (2022-2026)
<b>Subcode: Plumbing</b>	Philip M. Price (Tenure)
<b>Subcode: Electric</b>	George Selah (Tenure)
<b>Fire Marshal</b>	Harry Turetzkin (2023-2025)
<b>Fire Prevention Inspector</b>	Jay O'Connell (2022-2024)
<b>Police Matron</b>	Susan Hewitson
<b>Class III SLEO /SRO</b>	William Hanson
<b>Crossing Guard</b>	Dolores Ayers
<b>Crossing Guard</b>	Lisa Martin
<b>Crossing Guard</b>	Anthony Matarazzo
<b>Crossing Guard</b>	Karen O'Brien
<b>Alternate Crossing Guard</b>	Ronald Berardesco
<b>Court Administrator</b>	Kelly Hellwig
<b>Deputy Court Administrator</b>	Lynn Tremarco
<b>Recycling Coordinator</b>	Robert Reynolds, Jr.

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;">             _____              Corinne M. DiCorcia Williams, RMC              Borough Clerk           </div>
Councilmember Dellett							
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							

**RESOLUTION 2023-04**

**BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY**

**CONFIRMING MAYOR'S APPOINTMENTS OF CERTAIN VOLUNTEER POSITIONS**

**WHEREAS**, certain employee positions are required to be appointed by Borough Ordinance or State Statute; and

**WHEREAS**, the following appointments of employees to positions for the Borough of Neptune City for one-Year terms are January 1, 2023 – December 31, 2023 unless otherwise, as made by the Mayor are hereby confirmed.

<b><u>Board of Recreation</u></b>		<b>*Members are appointed by the Mayor</b>	
Member	2023-2027	5 Years	<i>Vacant</i>
Member	2023-2027	5 Years	Deborah Galindo
Member	2019-2023	5 Years	Chuck Mitchell
Member	2019-2023	5 Years	Tom Adcock
Member	2021-2025	5 Years	Justin Smith
Member	2021-2025	5 Years	Susan Elmer
Member	2022-2026	5 Years	James Conor
Member	2022-2026	5 Years	Katie Thomas
<b><u>Community Development Block Grant Committee</u></b>			
Delegate	2023	1 Year	Al Jardine
Alternate Delegate	2023	1 Year	Andrew Wardell
<b><u>Drug Alliance</u></b>			
Chairperson	2023	1 Year	Michele McGuigan
Member	2023	1 Year	Andrew Wardell
Member	2023	1 Year	Celeste Clark
Member	2023	1 Year	Ewa Farry
Member	2023	1 Year	Tom Adcock
Member	2023	1 Year	Katie Thomas
Member	2023	1 Year	Lisa Emmons
Member	2023	1 Year	Tracy Brand
Member	2023	1 Year	Pam Goldberg
Member	2023	1 Year	Ed Zakerowski
Member	2023	1 Year	Pam Montemurno
<b><u>Emergency Management – LEPC Members</u></b>		<b>*Members are appointed by the Mayor</b>	
Mayor	2023	1 Year	Andrew Wardell
Police	2023	1 Year	Matthew J. Quagliato
Administrator	2023	1 Year	Al Jardine
Public Works	2023	1 Year	Gerrit Devos
Education	2023	1 Year	Dr. Raymond Boccuti
Municipal Clerk	2023	1 Year	Corinne DiCorcia Williams
Fire Department	2023	1 Year	Richard Maher
First Aid	2023	1 Year	Debbie Latshaw
Health Department	2023	1 Year	Christopher Merkel
Construction	2023	1 Year	George Selah
Chaplain	2023	1 Year	Dana Farley
Council	2023	1 Year	Danielle Pappas

<b><u>Environmental Committee</u></b>			
Chairperson	2023	1 Year	Gerrit Devos
Member	2023	1 Year	Tom Arnone
Member	2023	1 Year	Andrew Wardell
Member	2023	1 Year	Shane Toohey
<b><u>Historical Society</u></b>			
Chairman	2022-2023	2 Years	Ronald Wardell
Member	2022-2023	2 Years	Randy Rossman
Member	2022-2023	2 Years	Richard McKay
Member	2022-2023	2 Years	Jim Clayton
Member	2022-2023	2 Years	Jack Crawford
Member	2022-2023	2 Years	Joel Popkin
Member	2022-2023	2 Years	Andrew Wardell
<b><u>Housing Authority</u></b>			
State Appointed Member	2020-2024	5 Years	<i>Vacant</i>
Member	2020-2024	5 Years	Brian Farry
Member	2022-2026	5 Years	<i>Vacant</i>
Member	2022-2026	5 Years	Tom Adcock
Member	2022-2026	5 Years	Albert Jardine
Member	2023-2027	5 Years	Celeste Clarke
Member	2023-2027	5 Years	Michael Shafai
<b><u>Land Use Board Members</u></b>			
*Members are appointed by the Mayor			
Member – Class I	2023	1 Year	Andrew Wardell
Member – Class II	2023	1 Year	Robert Reynolds, Jr.
Member – Class III	2023	1 Year	Danielle Pappas
Member – Class IV	2021-2024	4 Years	Michele McGuigan
Member – Class IV	2021-2024	4 Years	Randy Reynolds
Member – Class IV	2023-2026	4 Years	Larry Cross
Member – Class IV	2023-2026	4 Years	Patricia Gerand
Member – Class IV	2023-2026	4 Years	John Amoscato
Member – Class IV	2023-2026	4 Years	Craig Morcom
Alternate 1	2023-2025	2 Years	Erin Maciorowski
Alternate 2	2023-2025	2 Years	Sharon Williams
Alternate 3	2023-2025	2 Years	<i>Vacant</i>
Alternate 4	2023-2025	2 Years	<i>Vacant</i>
<b><u>Memorial Day Committee</u></b>			
Chairperson	2023	1 Year	Pamela Renee
Mayor	2023	1 Year	Andrew Wardell
Coordinator	2023	1 Year	Tom Adcock
First Aid	2023	1 Year	Kenny Sprague
Fire	2023	1 Year	Chris Thomas
Reverend	2023	1 Year	Dana Farley
Police	2023	1 Year	Matthew J. Quagliato
Administrator	2023	1 Year	Al Jardine
<b><u>Office of Emergency Management</u></b>			
*Members are appointed by the Mayor			
Coordinator	2023-2025	3 Years	Richard Maher
Deputy Coordinator	2023	1 Year	Michael Vollbrecht
Member	2023	1 Year	Larry Cross
Member	2023	1 Year	Robert Reynolds, Sr.
Member	2023	1 Year	Brian McGrath

Member	2023	1 Year	Gerrit Devos
Member	2023	1 Year	Corinne DiCorcia Williams
Member	2023	1 Year	Ed Zakerowski
Law Enforcement Liaison	2023	1 Year	Matthew J. Quagliato
<b><u>Shade Tree Committee</u></b>	<b>*Members are appointed by the Mayor</b>		
Member	2022	1 Year	Tom Arnone
Member	2022	1 Year	Gerrit Devos
Member	2022	1 Year	Andrew Wardell
Member	2022	1 Year	Brian Thomas
<b><u>Veterans Committee</u></b>			
Chairperson	2023	1 Year	John Warhurst
Member	2023	1 Year	Aaron Williams
Member	2023	1 Year	Kelly DeVos
Member	2023	1 Year	Donald L. Smith, Jr.
Member	2023	1 Year	John Pietrunti

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;"> Corinne M. DiCorcia Williams, RMC  Borough Clerk </div>
Councilmember Dellett							
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							



**RESOLUTION 2023-05**

**BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY**

**AUTHORIZING APPOINTMENT OF 2023 BOROUGH PROFESSIONALS  
AND EXECUTION OF CONTRACTS FOR SERVICES**

**WHEREAS**, the Borough of Neptune City has a need to acquire various Professional Services for 2023 pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

**WHEREAS**, proposals were received and reviewed by the Mayor and Council; and

**WHEREAS**, based on that process the following appointments for 2023 are hereby made:

Borough Attorney	Jodi Howlett <i>of</i> Cleary, Giacobbe, Alfieri, Jacobs, LLC
Special Counsel	Jason N. Sena <i>of</i> Archer & Greiner, P.C.
Labor Attorney	Jonathan F. Cohen <i>of</i> Plosia Cohen, LLC
Auditor	Holman Frenia Allison, P.C.
Borough Engineer	Matt Shafai <i>of</i> Leon S. Avakian, Inc.
Borough Planner	Jennifer Beahm <i>of</i> Leon S. Avakian, Inc.
Health Insurance Broker	Brown & Brown
IT Consulting	Ellicott Network Consultants, LLC
Prosecutor	Carton Law Firm
Public Defender	Suzanne M. Brennan, Esq.; and

**WHEREAS**, the contracts for services to be submitted pursuant to the proposals on file in the Office of the Borough Clerk by the above listed professional shall be reviewed and approved by the Chief Financial Officer and Administrator of the Borough of Neptune City.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Neptune City do hereby authorize the appointment of the above listed Professionals for a one-year term commencing on January 1, 2023 and ending December 31, 2023; and

**BE IT FURTHER RESOLVED**, that the Mayor and Clerk are hereby authorized to execute the contracts for the provision of services for the year 2023.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;"> Corinne M. DiCorcia Williams, RMC  Borough Clerk </div>
Councilmember Dellett							
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							

**RESOLUTION 2023-06**

**BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY**

**CONFIRMING ANNUAL MEETING SCHEDULE OF THE MAYOR AND COUNCIL  
OF THE BOROUGH OF NEPTUNE CITY**

**WHEREAS**, it is customary at its annual reorganization meeting for the Council of the Borough of Neptune City to establish by resolution the time and place of its regular meetings to be held throughout the ensuing calendar year; and

**WHEREAS**, it is required by the Open Public Meeting Act (N.J.S.A. 10:4-6 et seq.) that an annual notice of public body shall state the time, date and location of the meeting of such public body to be held during the succeeding year; and

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Neptune City hereby establishes that the Regular Meetings of the Governing Body will be held at Neptune City Borough Hall, 2<sup>nd</sup> Floor, at 106 West Sylvania Avenue, Neptune City, New Jersey or via a remote access link which will be posted to the Borough website on the dates and times as follows:

<b>Sunday</b>	<b>January 1</b>	12:00 Noon	Reorganization
<b>Mondays</b>	<b>January 9 and 23</b>	7:00 pm	Regular Meetings
<b>Mondays</b>	<b>February 13 and February 27</b>	7:00 pm	Regular Meetings
<b>Mondays</b>	<b>March 13 and March 27</b>	7:00 pm	Regular Meetings
<b>Mondays</b>	<b>April 10 and April 24</b>	7:00 pm	Regular Meetings
<b>Mondays</b>	<b>May 8 and May 22</b>	7:00 pm	Regular Meetings
<b>Monday</b>	<b>June 26</b>	6:00 pm	Regular Meeting <i>*one meeting held in June</i>
<b>Monday</b>	<b>July 24</b>	6:00 pm	Regular Meeting <i>*one meeting held in July</i>
<b>Monday</b>	<b>August 28</b>	6:00 pm	Regular Meeting <i>*one meeting held in August</i>
<b>Mondays</b>	<b>September 11 and September 25</b>	7:00 pm	Regular Meetings
<b>TUESDAY</b>	<b>October 10</b>	7:00 pm	Regular Meeting
<b>Monday</b>	<b>October 23</b>	7:00 pm	Regular Meeting
<b>Mondays</b>	<b>November 13 and November 27</b>	7:00 pm	Regular Meetings
<b>Monday</b>	<b>December 11</b>	7:00 pm	Regular Meetings
<b>TUESDAY</b>	<b>December 26</b>	7:00 pm	Regular Meetings

**BE IT FURTHER RESOLVED** that this notice shall be posted upon the public bulletin board of the Borough Hall and shall remain so posted throughout the calendar year; and

**BE IT FURTHER RESOLVED** notice will be posted on the Borough Website with remote access information as needed which will also be available by emailing the Borough Clerk; and

**BE IT FURTHER RESOLVED** that the Borough Clerk is hereby authorized to take all necessary steps to maintain adequate written minutes of each meeting and make them available to the public promptly after each meeting; and

**BE IT FURTHER RESOLVED** that as official newspapers all notices of meetings shall be sent to the Asbury Park Press and The Coaster.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;"> Corinne M. DiCorcia Williams, RMC  Borough Clerk </div>
Councilmember Dellett							
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							

**RESOLUTION 2023-07**

**BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY**

**AUTHORIZING THE RULES OF CONDUCT AND FIXING THE ORDER OF BUSINESS FOR MEETINGS**

**WHEREAS**, in order for the Governing body to conduct meetings and matters of business of the Municipality, it becomes necessary to adopt rule of order; and

**WHEREAS**, it is the desire of the Mayor and Council to conduct their proceedings in an orderly and efficient manner.

**NOW THEREFORE BE IT RESOLVED**, that the Mayor and Council of the Borough of Neptune City hereby adopt Roberts Rules of Order as the rules to conduct meetings of the Governing Body; and

**BE IT FURTHER RESOLVED**, that the order of business to be observed at all meetings of the Mayor and Council of the Borough of Neptune City to be held in the year 2023 shall be as follows:

1. **Call to Order**  
Roll Call  
Open Public Meetings Act Statement  
Flag Salute
2. **Closed Session**
3. **Receipt of Minutes**
4. **Receipt of Communications**
5. **Presentations**
6. **Mayor's Report**
7. **Council Reports**
8. **Administrator's Report**
9. **Public Comments** – There will be a four minute per person limit on all public comments
10. **Unfinished Business**
11. **New Business**
12. **Public Participation** – There will be a four minute per person limit on all public comments
13. **Closed Session**
14. **Adjourn**

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;">             _____              Corinne M. DiCorcia Williams, RMC              Borough Clerk           </div>
Councilmember Dellett							
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							

**RESOLUTION 2023-08****BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY****AUTHORIZE THE DESIGNATION OF THE OFFICIAL NEWSPAPERS FOR THE BOROUGH OF NEPTUNE CITY**

**WHEREAS**, pursuant to N.J.S.A. 40:53-1, the Governing Body of every municipality may designate an official newspaper or newspapers for the publication of all advertisements and notices required by law to be published by the municipality.

**NOW THEREFORE BE IT RESOLVED**, that for the year 2023, the official newspapers for the Borough of Neptune City shall be The Asbury Park Press and The Coaster pursuant to N.J.S.A. 40:53-1 and N.J.S.A. 40:53-2.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;"> Corinne M. DiCorcia Williams, RMC  Borough Clerk </div>
Councilmember Dellett							
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							

**RESOLUTION 2023-09****BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY****AUTHORIZE THE DESIGNATION OF BANK DEPOSITORIES**

**WHEREAS**, the following Banks and Trust Companies be the official depositories wherein all of the accounts for the Borough of Neptune City be kept:

Manasquan Bank  
TD Bank  
Kearny Bank  
Santander Bank  
1<sup>st</sup> Constitution Bank; and

**WHEREAS**, disbursements of the following accounts be made by checks signed by the Mayor, Chief Financial Officer, Administrator or Municipal Clerk.

Developer's Trust	Unemployment Trust
Sewer Operating	Board of Recreation
Payroll	Payroll Agency
Trust Fund	Law Enforcement Trust Fund
General Capital	Animal Control
Sewer Capital	Tax Lien Redemption
Current Account; and	

**WHEREAS**, disbursements for the Municipal Court Bail and General Accounts be made by checks signed by the Court Administrator, and

**WHEREAS**, disbursements for the Tax Lien Account be made by checks signed by the Tax Collector, and

**WHEREAS**, disbursements for the Board of Recreation be made by checks signed by the Mayor, Borough Administrator/Treasurer.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;">             _____              Corinne M. DiCorcia Williams, RMC              Borough Clerk           </div>
Councilmember Dellett							
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							

**RESOLUTION 2023-10****BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY****AUTHORIZE ADOPTION OF A CASH MANAGEMENT PLAN****INTRODUCTION**

The New Jersey “Local Fiscal Affairs Law”, NJSA 40A:5-14 requires that every local unit adopt a Cash Management Plan and shall deposit its funds pursuant to that plan. 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 use of authorized legal depositories and approved investment instruments.

**I. AUTHORITY**

- A. The Governing Body of the Borough of Neptune City, 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. STATEMENT OF POLICY**

It shall be the policy of the Borough of Neptune City, 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 restrictions, risk and liquidity. Return on investment is of secondary importance compared to safety.

**III. DEFINITIONS**

“Arbitrage” refers to the rules and regulations 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.

“Certification 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.

“Eligible Public Depositories” is a Bank or Savings and Loan Association with a current certificate of eligibility from the State Banking Department. The Borough of Neptune City shall designate said depositories, by resolution of the governing body in January of each year in accordance with NJSA 40A:5-14.

“Eligible Securities” are those investment instruments authorized by NJSA 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. STANDARDS OF CARE**

1. The standard of prudence to be used by those delegated to effect investment transactions on behalf of the Borough of Neptune City shall be the “prudent person” standard. Investments shall be made with judgment and care, under circumstances then 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 ability to make impartial decisions. Employees shall disclose any material interests in financial institutions with 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 Neptune City.
3. The Chief Financial Officer is responsible for establishing and maintaining internal controls. The controls should ensure that the assets of the Borough of Neptune City are protected from loss, theft or misuse.

**V. PROCEDURES FOR RECEIPT OF MONIES**

1. Department Procedures
  - A. 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.
  - B. 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 Finance Department within forty-eight hours of receipt.
  - C. The Finance Department will deliver collected revenues for deposit to the designated legal depository.
  - D. All monies received shall be placed in a secured place until forwarded for deposit.
  - E. 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.
  - F. No department, division or agencies shall engage in the practice of cashing checks with public funds. Cashing of employee pay checks is included in this prohibition.
2. Chief Financial Officer
  - A. All monies collected or received from any source by or on behalf of the Borough shall be deposited within forty-eight hours of receipt to the designated banks.
  - B. Ensure that all monies deposited are in an interest bearing account(s).
  - C. 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 State Statute or promulgated regulations.
  - D. Investment Securities – The Chief Financial Officer has the responsibility to determine which investment 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.

Permitted investments are defined in NJSA 40A:5-15.1 as follows:

- Mutual Funds backed by the United States Government Obligations
- United States Treasury Bills, Bonds and Notes
- Municipal Bonds or Notes
- Commercial Bank Deposits and Certificates of Deposits
- Repurchase agreements
- Investments 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 FDIC coverage for all municipal assets.

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

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

1. Petty cash funds and change funds
2. Amounts derived from the sale of bonds or notes, only to the extent that a specific written opinion of bond counsel states that the earning of (full) interest would result in the bonds or notes being classified as an arbitrage (not federally tax exempt) issue pursuant to Federal regulations to the extent that some interest is allowable, it shall be deposited at such a rate if such a rate is obtainable.

#### **VII. REPORTING**

The Chief Financial Officer in accordance with NJSA 40A:5-14 shall prepare a written monthly investment report, if needed, and submit same to the Governing Body. The report shall set forth each organization holding local unit investments, the amount of securities purchased or sold, class or type of securities purchased, book value, earned income, fees incurred, and market value of all investments as of the report date.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;">             _____              Corinne M. DiCorcia Williams, RMC              Borough Clerk           </div>
Councilmember Dellett							
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							



**RESOLUTION 2023-11****BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY****FIXING THE RATE OF INTEREST TO BE CHARGED ON DELINQUENT TAXES, ASSESSMENTS, AND SEWER MAINTENANCE FEES.**

**WHEREAS**, N.J.S.A. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes, assessments or sewer maintenance fees subject to any abatement or discount for the late payment of taxes as provided by law; and

**WHEREAS**, N.J.S.A. 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 of 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 properties that fail to pay the delinquency prior to the end of the calendar year.

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Neptune City as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% annum on the first \$1,500.00 of charges becoming delinquent after due date and 18% per annum of any amount in excess of \$1,500 and allows for delinquencies in excess of \$10,000.00 in arrears beyond December 31<sup>st</sup> an additional penalty of 6% shall be charged against the delinquency.
2. Effective January 1, 2023 there will be a ten (10) day grace period of quarterly tax, assessment, or sewer maintenance payments made by cash, check or money order.
3. Any payments not made in accordance with paragraph two of this resolution shall be charged interest from the due date as set forth in paragraph one of this resolution.
4. This resolution shall be published in its entirety in an official newspaper of the Borough of Neptune City.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;"> Corinne M. DiCorcia Williams, RMC  Borough Clerk </div>
Councilmember Dellett							
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							

**RESOLUTION 2023-12****BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY****AUTHORIZING CANCELLATION OF MISCELLANEOUS BALANCES AND/OR CHARGES  
AND OUTSTANDING CHECKS**

**WHEREAS**, there may exist miscellaneous debits and credits, including old outstanding checks, older than six months in the Borough's bank accounts; and

**WHEREAS**, cancellation of these miscellaneous debits and credits would provide for a more accurate and efficient means of maintaining the Borough's records; and

**WHEREAS**, the Borough's Chief Financial Officer recommends that these items be canceled from the Borough records.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Neptune City that the Chief Financial Officer cancel any miscellaneous debits and credits older than six months from the Borough's bank accounts to Operations.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;"> Corinne M. DiCorcia Williams, RMC  Borough Clerk </div>
Councilmember Dellett							
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							

**RESOLUTION 2023-13**

**BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY**

**AUTHORIZING TEMPORARY BUDGET – CURRENT FUND ACCOUNT**

**WHEREAS**, N.J.S.A. 40A:4-10 provides that (where any contracts or payments are to be made prior to the final adoption of the 2023 budget) temporary appropriations should be made for the purpose and amounts required in manner and time therein provided; and

**WHEREAS**, the date of this resolution is within the first thirty days of January 2023; and

**WHEREAS**, no more than 26.25% of the total appropriations in the total appropriations in the 2023 budget exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2022 budget in the sum of \$2,133,833.00

**NOW, THEREFORE, BE IT RESOLVED** that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for their records:

Administrator's Office	Salaries and Wages	\$	12,500.00
Administrator's Office	Other Expenses		4,000.00
Mayor and Council	Salaries and Wages		10,000.00
Mayor and Council	Other Expenses		1,000.00
Municipal Clerk	Other Expenses		4,000.00
Central Postage	Other Expenses		2,500.00
Financial Administration	Salaries and Wages		6,500.00
Financial Administration	Other Expenses		3,400.00
Collection of Taxes	Salaries and Wages		7,600.00
Collection of Taxes	Other Expenses		2,400.00
Assessment of Taxes	Salaries and Wages		6,200.00
Assessment of Taxes	Other Expenses		5,000.00
Legal Services	Other Expenses		7,000.00
Engineering Services	Other Expenses		4,000.00
Information Technology	Other Expenses		25,000.00
Land Use Board	Salaries and Wages		3,000.00
Land Use Board	Other Expenses		3,000.00
Code Enforcement	Salaries and Wages		5,800.00
Code Enforcement	Other Expenses		150.00
Liability Insurance	Other Expenses		45,000.00
Workers' Compensation Insurance	Other Expenses		50,500.00
Group Insurance for Employees	Other Expenses		230,000.00
Police	Salaries and Wages		500,000.00
Crossing Guards	Salaries and Wages		8,000.00
Clerical - Police Department	Salaries and Wages		21,250.00
Police	Other Expenses		35,000.00
Fire	Other Expenses		9,000.00
Fire - Fire Hydrants	Other Expenses		11,250.00
Fire Prevention Bureau	Salaries and Wages		5,000.00
Fire Prevention Bureau	Other Expenses		1,000.00
Emergency Management	Salaries and Wages		500.00
Emergency Management	Other Expenses		6,000.00
Municipal Prosecutor	Salaries and Wages		9,000.00

Municipal Prosecutor	Other Expenses	300.00
Road Repair and Maintenance	Salaries and Wages	153,000.00
Road Repair and Maintenance	Other Expenses	10,000.00
Traffic Lights	Other Expenses	2,000.00
Solid Waste Collection	Salaries and Wages	1,250.00
Solid Waste Collection	Other Expenses	100,000.00
Public Buildings and Grounds	Salaries and Wages	6,000.00
Public Buildings and Grounds	Other Expenses	13,200.00
Maintenance of Borough Vehicles	Other Expenses	15,000.00
Animal Control	Other Expenses	2,700.00
Parks and Playgrounds	Other Expenses	3,400.00
Community Center	Salaries and Wages	30,000.00
Community Center	Other Expenses	5,000.00
Expenses in Participation in County Library	Salaries and Wages	13,000.00
Expenses in Participation in County Library	Other Expenses	1,000.00
Municipal Court	Salaries and Wages	40,000.00
Municipal Court	Other Expenses	2,500.00
Public Defender	Salaries and Wages	3,000.00
Construction Official	Salaries and Wages	9,200.00
Construction Official	Other Expenses	310.00
Sub-Code Officials	Salaries and Wages	8,500.00
Sub-Code Officials	Other Expenses	400.00
Electricity	Other Expenses	8,500.00
Street Lighting	Other Expenses	8,500.00
Telephone	Other Expenses	7,225.00
Water	Other Expenses	1,000.00
Natural Gas	Other Expenses	15,000.00
Gasoline	Other Expenses	16,500.00
Social Security	Other Expenses	40,000.00
Defined Contribution Retirement Program	Other Expenses	500.00
Shared Service - Monmouth County 911	Other Expenses	145,000.00
Shared Service - Neptune Township Reverse 911	Other Expenses	2,800.00
Shared Service - Bradley Beach - Prisoner Processing	Other Expenses	1,500.00
Shared Service - Borough of Bay Head - Financial Administration	Other Expenses	9,000.00
Shared Service - Neptune Township - EMS Service	Other Expenses	10,000.00
Shared Service – Borough of Farmingdale – Municipal Clerk	Other Expenses	16,500.00
Safe and Secure Grant	Other Expenses	30,000.00
		\$ <b>1,776,335.00</b>

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;"> Corinne M. DiCorcia Williams, RMC  Borough Clerk </div>
Councilmember Dellett							
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							

**RESOLUTION 2023-14**

**BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY**

**AUTHORIZING TEMPORARY BUDGET – SEWER FUND ACCOUNT**

**WHEREAS**, N.J.S.A. 40A:4-10 provides that (where any contracts or payments are to be made prior to the final adoption of the 2023 budget) temporary appropriations should be made for the purpose and amounts required in manner and time therein provided; and

**WHEREAS**, the date of this resolution is within the first thirty days of January 2023; and

**WHEREAS**, no more than 26.25% of the total appropriations in the total appropriations in the 2023 budget exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2022 budget in the sum of \$343,875.00

**NOW, THEREFORE, BE IT RESOLVED** that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for their records:

Sewer Utility Operating	Salaries and Wages	\$	50,500.00
Sewer Utility Operating	Other Expenses		97,000.00
Neptune Township Utilities Authority	Other Expenses		180,000.00
Social Security	Other Expenses		4,000.00
		\$	<u><b>331,500.00</b></u>

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;"> Corinne M. DiCorcia Williams, RMC  Borough Clerk </div>
Councilmember Dellett							
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							

**RESOLUTION 2023-15****BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY****AUTHORIZING ELECTRONIC TRANSFERS OF FUNDS**

**WHEREAS**, the Governing Body of the Borough of Neptune City authorizes electronic transfers of funds, in accordance with N.J.S.A. 40A:5-16(c) and N.J.A.C. 5:30-9A, and

**WHEREAS**, the electronic transfer of funds shall be permitted for:

1. The processing of the Borough payroll inclusive of all related taxes and voluntary withholdings; and
2. the employer share of pension liabilities; and
3. debt service payments for all the outstanding debt of the Borough; and
4. the payment of health insurance bills.

**WHEREAS**, the Governing Body of the Borough of Neptune City authorizes Chief Financial Officer to conduct such transfers.

**NOW, THEREFORE BE IT RESOLVED** that the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey hereby authorizes the electronic transfers to the above specified vendors.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;">             _____              Corinne M. DiCorcia Williams, RMC              Borough Clerk           </div>
Councilmember Dellett							
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							

**RESOLUTION 2023-16****BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY****AUTHORIZING PRE-PAYMENT OF CERTAIN BILLS FOR 2023**

**WHEREAS**, the Borough of Neptune City has budgeted funds for the payment of 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**, the payment of these items occasionally arrives out of time for placement on the next available list of bills and claims, thereby inadvertently placing these bills and mailings in arrears because of the schedule of meetings; and

**WHEREAS**, this issue is compounded by the provisions of P.L. 2018, c. 127, which among other things, requires the Borough to complete certain payments within 60 days of invoice; and

**WHEREAS**, pursuant to Local Finance Notice 2019-02, municipalities may exercise their authority based upon N.J.S.A. 40A:5-17 "to permit the chief financial officer to pay bills between governing body meetings and submit a list of bills paid to the governing body at its next meeting for inclusion in the official minutes"; and

**WHEREAS**, the Borough's Chief Financial Officer recommend that the governing body adopt a resolution providing for the pre-payment of these items, so that they may be paid in a timely manner without penalty.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Committee of the Borough of Neptune City in the County of Monmouth, State of New Jersey that the Chief Financial Officer be and is 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, for the remainder of calendar year 2020, provided the municipality certifies to receipt of the goods or services in accordance with N.J.S.A. 40A:5-16(b) as applicable, and the Chief Financial Officer certifies to the availability of funds for each pre-payment:

1. Utilities (electric, gas, water, sewer and telephone, cellular telephone, gasoline, diesel fuel, internet providers, etc.).
2. Debt service as evidenced by pre-authorized bonds and/or notes.
3. Health, dental and other insurance premiums and/or claims.
4. Governmental fees and other statutory payments (school, county, sewage authority, state and county fees).
5. Bills pertaining to the advertising, printing and mailing costs of the Borough.
6. Third party fees collected through pre-authorized credit/debit card processing.
7. Bills for construction projects that are subject to the 30-day prompt payment law (N.J.S.A. 2A:30A-1 et. seq)
8. Bills for goods and services subject to the 60-day prompt payment law (P.L. 2018, c. 127)
9. Purchase of Investments
10. Other items with written authorization of the Borough Administrator

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;">             _____              Corinne M. DiCorcia Williams, RMC              Borough Clerk           </div>
Councilmember Dellett							
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							

**RESOLUTION 2023-17****BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY****ESTABLISHING OBSERVED HOLIDAYS FOR 2023**

**WHEREAS**, in accordance with negotiated Borough Contracts and the Policy Manual of the Borough of Neptune City there are thirteen recognized holidays, and

**WHEREAS**, the following holidays are recognized, and the Borough Offices and the Public Works Department will be closed on the following dates:

**HOLIDAY****BOROUGH HALL AND PUBLIC WORKS CLOSED**

New Year's Day	Monday, January 2 ( <i>Observed</i> )
Martin Luther King Day	Monday, January 16
Presidents Day	Monday, February 20
Good Friday	Friday, April 7
Easter	Float
Memorial Day	Monday, May 29
Fourth of July	Tuesday, July 4
Labor Day	Monday, September 4
Columbus Day	Monday, October 9
Election Day	Open Election Day – Offices will be closed 11/24/23 in lieu
Veterans Day	Friday, November 10 ( <i>Observed</i> )
	Thursday, November 23
Thanksgiving	Closed Friday, November 24, 2023 in lieu of Election Day
Christmas	Monday, December 25

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;">             Corinne M. DiCorcia Williams, RMC              Borough Clerk           </div>
Councilmember Dellett							
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							



**RESOLUTION 2023-18****BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY****AUTHORIZING GOVERNING BODY CERTIFICATION OF COMPLIANCE  
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"**

**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 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 attached hereto.

**NOW, THEREFORE BE IT RESOLVED**, that the Governing Body of the Borough of Neptune City, hereby states 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.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;"> Corinne M. DiCorcia Williams, RMC  Borough Clerk </div>
Councilmember Dellett							
Councilmember Farley							
Councilmember Kocsis							
Councilwoman Pappas							
Councilmember Renee							
Councilmember Thomas							
Mayor Wardell							

**GOVERNING BODY CERTIFICATION OF COMPLIANCE  
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"**

**GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNITIES**

NO PHOTO COPIES OF SIGNATURES

STATE OF NEW JERSEY  
COUNTY OF MONMOUTH

We, members of the governing body of the Borough of Neptune City being duly sworn according to law, upon our oath depose and say:

1. We are duly elected (or appointed) members of the Governing Body of the Borough of Neptune City in the County of Monmouth
2. Pursuant to P.L. 2017, c. 183, we have familiarized ourselves with the contents of 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);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement guidance.

MAYOR ANDREW C. WARDELL \_\_\_\_\_(L.S.)

COUNCILMAN SCOTT DELLETT \_\_\_\_\_(L.S.)

COUNCILMEMBER DANA FARLEY \_\_\_\_\_(L.S.)

COUNCILMEMBER GLEN KOCIS \_\_\_\_\_(L.S.)

COUNCILWOMAN DANIELLE PAPPAS \_\_\_\_\_(L.S.)

COUNCILMEMBER PAMELA RENEE \_\_\_\_\_(L.S.)

COUNCILMEMBER BRIAN THOMAS \_\_\_\_\_(L.S.)

Sworn to and subscribed before me this  
**First** day of **January 2023**

\_\_\_\_\_  
Corinne DiCorcia, R.M.C., Borough Clerk

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The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signatures of any members of the governing body.

IMPORTANT: This certificate must be executed before a municipality or county can submit its approved budget to the Division of Local Government Services. The executed certificate and the adopted resolution must be kept on file and available for inspection.

Visit us at [www.neptunecitynj.com](http://www.neptunecitynj.com) and on Facebook at [Borough of Neptune City](https://www.facebook.com/BoroughofNeptuneCity)

**RESOLUTION 2023-19****BOROUGH OF NEPTUNE CITY  
COUNTY OF MONMOUTH, STATE OF NEW JERSEY****DECLARING NEPTUNE CITY A STIGMA FREE COMMUNITY**

**WHEREAS**, the Borough of Neptune City, with the Monmouth County Board of Chosen Commissioners, Monmouth County Department of Human Services, and Monmouth County Sheriff's Office, recognize that one in four Americans has experienced mental illness, including substance use, in a given year according to the National Institute of Mental Health; and

**WHEREAS**, mental health problems are more common than cancer and heart disease combined, affliction children and adults, including more than half of our Iraq and Afghanistan Veterans treated at Veteran's Administration hospitals; and

**WHEREAS**, given the serious nature of this public health problems, we must continue to reach the millions who need help; and

**WHEREAS**, the stigma associated with mental health and substance use disorders is identified as the primary reason individuals fail to seek the help they need to recover; and

**WHEREAS**, Stigma-Free Communities aim to inspire public interest and open dialogue about stigma, raise awareness of mental health and substance use disorders and creates a culture wherein residents with mental health and substance use disorders feel supported by their community and neighbors, free to seek treatment without fear of stigma; and

**WHEREAS**, promoting awareness that there can be no "health" without mental health will break down barriers and encourage residents of all ages to be mindful of their mental health and ask for help when needed; and

**WHEREAS**, local resources are available to treat mental health and substance use disorders so no one needs to suffer alone or feel hopeless; and

**WHEREAS**, establishing Stigma-Free Communities will raise awareness of resources and encourage residents to engage in care as soon as the need is identified so recovery can begin, hope is inspired and tragedies avoided.

**NOW THEREFORE BE IT RESOLVED**, that the Governing Body of the Borough of Neptune City hereby declare the Borough of Neptune City a Stigma-Free Community and encourages local community groups, including the local and regional Boards of Education, to actively promote stigma free policies.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT	<b>CERTIFICATION</b> I, Corinne DiCorcia Williams, Borough Clerk of the Borough of Neptune City do hereby certify this to be a true and exact copy of a resolution adopted by the Governing Body of the Borough of Neptune City, County of Monmouth, State of New Jersey at the reorganization meeting held on January 1, 2023  <div style="text-align: right;">             Corinne M. DiCorcia Williams, RMC              Borough Clerk           </div>
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