

Council Room Borough of Neptune City
January 1, 2020

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Administers Oath of Office:

Freeholder Arnone asked the former Mayors from Neptune City to come forward for the swearing in of the new Mayor of Neptune City.

Mayor Andrew Wardell Oath Administered by Freeholder Tom Arnone.

Mayor Wardell thanked everyone for this honor and privilege to be the Mayor

Councilmember Brian Thomas Oath Administered by Monmouth County Sheriff Shaun Golden

Councilmember Danielle Pappas Oath Administered by Monmouth County Clerk Christine Hanlon

The Meeting of the Mayor and Council was called to order by Mayor Wardell at 11:00 am.

Susan Hewitson took roll call.

PRESENT: Councilmembers Kocsis, Calhoun, Thomas, Pappas and Mayor Wardell.

ABSENT: Councilmember Renee.

Mayor Wardell invited all to stand for the Flag Salute and asked everyone to stay standing for a moment of silence for the passing of Mr. McGreevy, a former Borough employee that passed away this week.

Mayor Wardell announced that the Notice Requirements of Chapter 231 P.L. 1975 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.

Mayor Administers Oaths of Office:

Fire Chief Christopher Thomas

Assistant Fire Chief Richard Maher

First Aid Captain Kenny Sprague

PUBLIC PARTICIPATION ON AGENDA ITEMS –

None.

PRESENTATIONS-

None.

NEW BUSINESS-

Resolution 20-01 Submission of names from Neptune City Republican Committee to fulfil unexpired term of vacated seat.

RESOLUTION 20-01
APPOINTMENT OF COUNCILPERSON

WHEREAS, there exists a need for a councilperson to be appointed for the Borough of Neptune City to fill the vacancy created by the resignation of Andrew Wardell, and

WHEREAS, The Neptune City Republican Committee has submitted three names for consideration of the Mayor and Council, and

WHEREAS, a motion has been made to nominate Brian Sullivan for the position of Councilperson for the Borough of Neptune City for a term ending on December 31, 2020, and

BE IT RESOLVED, that Brian Sullivan be appointed as a member of the Governing Body for the Borough of Neptune City, and

BE IT FURTHER RESOLVED, that Brian Sullivan also be appointed to the appropriate committees.

Motion to nominate Brian Sullivan was made by C/Pappas, seconded by C/Thomas.

AYES: Councilmembers Calhoun, Thomas, Pappas

NAYES: Councilmembers Kocsis.

ABSENT: Councilmember Renee.

Councilmember Brian Sullivan Oath Administered by Freeholder Tom Arnone.

RESOLUTION 20-02 APPOINTMENT OF BOROUGH ADMINISTRATOR

WHEREAS, as of December 31, 2019 the Borough will have a vacancy in the position of Borough Administrator, and

WHEREAS, the position was advertised, and interviews were held for the position, and

WHEREAS, the interview committee recommends Christopher Cherbini for the position of Borough Administrator, and

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Neptune City hereby appoint Christopher Cherbini as Borough Administrator effective January 1, 2020 at an annual salary as per Salary Ordinance.

Motion for adoption was made by C/Pappas, seconded by C/Calhoun.

AYES: C/ Calhoun, C/Thomas, C/Pappas C/Kocsis, C/Sullivan

NAYES:

ABSENT: C/Renee.

Mayor Wardell explained that the transition committee consisted of 4 members, C/Thomas, C/Pappas, former Administrator Popkin and Mayor Wardell. After all of the interviews, Mr. Cherbini was the number one pick of each one of them. Congratulations, we all look forward to working together with you.

RESOLUTION 20-03
Mayors Appointment of certain employee 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 or 1/1/2020-12/31/2020 unless otherwise, as made by the Mayor are hereby confirmed.

Housing Enforcement	2020	1 year	Kevin Diaz
Deputy Court Administrator	2020	1 year	Lynn Tremarco
Recycling Coordinator	2020	1 year	Gerrit Devos
Assistant Recycling Coordinator	2020	1 year	Robert Reynolds, Jr
Zoning Officer	2020	1 year	William Doolittle
Deputy Tax Collector	2020	1 year	Michele Narciso
Fire Sub code	2020	1 year	William Doolittle
Building Inspector	2020	1 year	William Doolittle

Motion for adoption was made by C/Pappas, seconded by C/Kocsis.

AYES: C/ Calhoun, C/Thomas, C/Pappas C/Kocsis, C/Sullivan

NAYES:

ABSENT: C/Renee.

RESOLUTION 20-04
AWARD OF CONTRACT FOR PROFESSIONAL SERVICES

WHEREAS, the Borough of Neptune City has a need to acquire professional services, and

WHEREAS, the Borough of Neptune City received RFQ/RFP's, as per Fair and Open process and

WHEREAS, based on that process the Mayor and Council have made the following appointments with an anticipated term of one year, and

Cutolo Barros- Legal Services
Plosia Cohen – Labor Legal Services
Leon S. Avakian- Planning & Engineer Services
Brown & Brown- Health Insurance Consultant
Ellicot Consulting – Information Technology
James Carton IV- Municipal Prosecutor
Ronald Troppoli- Public Defender

WHEREAS, the Mayor and Council of the Borough of Neptune City authorizes the above professionals to enter into a contract with the Borough of Neptune City as described herein, and

BE IT FURTHER RESOLVED that a notice of this resolution shall be published in its entirety once in a newspaper designated as an official newspaper of the Borough of Neptune City.

Motion for adoption was made by C/Pappas, seconded by C/Calhoun.

AYES: C/ Calhoun, C/Thomas, C/Pappas C/Kocsis, C/Sullivan

NAYES:

ABSENT: C/Renee.

Mayor Wardell invited the new Attorney to the dais.

RESOLUTION 20-05 HOUSING AUTHORITY APPOINTMENT

WHEREAS, the Neptune City Housing Authority is in need of members, and

WHEREAS, the Mayor and Council reappoint Brian Farry and Eugene Stewart to the Neptune City Housing Authority,

BE IT FURTHER RESOLVED, Brian Farry and Eugene Stewart will each serve a Five-year term

Motion for adoption was made by C/Kocsis, seconded by C/Calhoun.

AYES: C/ Calhoun, C/Thomas, C/Pappas C/Kocsis, C/Sullivan

NAYES:

ABSENT: C/Renee.

Selection of Council President

Motion for nomination for Danielle Pappas; made by C/Thomas, seconded by C/Sullivan.

AYES: C/ Calhoun, C/Thomas, C/Pappas C/Kocsis, C/Sullivan

NAYES:

ABSENT: C/Renee.

RESOLUTION 20-06 DESIGNATION OF BANK DEPOSITORIES FOR 2020

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

1st Constitution Bank

PNC Bank

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

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	

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

WHEREAS, disbursements for the Board of Recreation be made by checks signed by the Mayor, Administrator, Municipal Clerk/Treasurer, and

BE IT FURTHER RESOLVED that the Mayor and Council of the Borough of Neptune City do hereby adopt the Cash Management Plan which is attached to this resolution.

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 use of authorized legal depositories and approved investment instruments,

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

BOROUGH OF NEPTUNE CITY **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 is 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. Borough Council 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 restriction, 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.

“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 and 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 ½ of 1 percent of 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 Neptune City shall designate said depositories, by resolution of the governing body on January 1st 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. 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 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 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 Division of Accounts and Control within forty-eight (48) hours of receipt.

C. The Division of Accounts and Control will prepare collected revenues for deposit to the designated legal depository.

D. All monies received shall be placed in a secure 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 (48) hours of receipt of designated banks.

B. Ensure that all monies deposited are in an interest bearing account(s).

C. Where compensating balances are used to offset bank expenses, an agreement between the bank(s) and the Borough shall be executed and reviewed annually.

D. The Chief Financial Officer shall make recommendations of legal public depositories to the Neptune City 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.

E. 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 State Statute or promulgated regulations.

F. 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. 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 in funds.
4. 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) issued pursuant to Federal regulations to the extent that sum interest is allowable, it shall be deposited at such a rate if such rate is obtainable.

VII. BOROUGH AUDITOR

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

VIII. SURETY BONDS

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

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

IX. REPORTING

1. The Chief Financial Officer in accordance with N.J.S.A. 40A:5-14 shall prepare, if necessary, 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 of 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 Council meeting

Motion for adoption was made by C/Pappas, seconded by C/Kocsis.

AYES: C/ Calhoun, C/Thomas, C/Pappas C/Kocsis, C/Sullivan

NAYES:

ABSENT: C/Renee.

RESOLUTIO 20-07 SCHEDULE OF MEETINGS FOR 2020

WHEREAS, the Open Public Meeting Act (NJSA 10:4-6 et seq.) provides for the requirement 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 by the Mayor and Council of the Borough of Neptune City, County of Monmouth, State of New Jersey, that all Council Meetings of the Mayor and Council will be held during the year 2020 at Neptune City Council Chambers, 106 W. Sylvania Avenue, Neptune City NJ on the following dates and all meetings shall be held at 7:00pm and the months of June, July and August at 6:00pm

January	13	27
February	10	24
March	9	23
April	13	27
May	11	26 (Tuesday)
June		22
July		27

August		24
September	14	28
October	13 (Tuesday)	26
November	9	23
December	14	28

The Reorganization Meeting will be held at Noon on January 1, 2021.

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

Motion for adoption was made by C/Kocsis, seconded by C/Calhoun. C/Calhoun asked about the summer meetings going back to only one meeting. Mayor Wardell responded that in the past there has only been one meeting per month in the summer at 6:00 pm and we will be going back to that. There were meetings last summer that there was nothing on the agenda, so instead of turning everything back on for a quick meeting, if we need to have a special meeting for something that comes up, we definitely can call a special meeting. The resolution was approved unanimously by roll call.

AYES: C/ Calhoun, C/Thomas, C/Pappas C/Kocsis, C/Sullivan

NAYES:

ABSENT: C/Renee.

RESOLUTION 20-08 RULES OF CONDUCT OF MEETINGS

WHEREAS, In order for a 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.

Motion for adoption was made by C/Calhoun, seconded by C/Thomas.

AYES: C/ Calhoun, C/Thomas, C/Pappas C/Kocsis, C/Sullivan

NAYES:

ABSENT: C/Renee.

RESOLUTION 20-09 HOLIDAYS FOR 2020

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

New Year's Day
 Martin Luther King Day
 Presidents Day
 Good Friday
 Easter
 Memorial Day
 Fourth of July
 Labor Day
 Columbus Day

 Election Day

 Veterans Day
 Thanksgiving
 Christmas

OFFICES CLOSED

Wednesday, January 1
 Monday, January 20
 Monday, February 17
 Friday, April 10
Float
 Monday, May 25
 Friday, July 3
 Monday, September 7
 Monday, October 12
 Offices will be closed on
Friday, November 27, 2020
 in lieu of Election Day
 Wednesday, November 11
 Thursday, November 26
 Friday, December 25

Motion for adoption was made by C/Pappas, seconded by C/Calhoun. C/Kocsis asked about election day being observed on Friday November 27th. Mayor Wardell explained that we like to have our office open on Election Day where that is contractual Holiday, so we use it for another day. The resolution was approved unanimously by roll call.

AYES: C/ Calhoun, C/Thomas, C/Pappas C/Kocsis, C/Sullivan

NAYES:

ABSENT: C/Renee.

RESOLUTION 20-10

RESOLUTION OF THE BOROUGH OF NEPTUNE CITY 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 31st an additional penalty of 6% shall be charged against the delinquency.

2. Effective January 1, 2020 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 for adoption was made by C/Calhoun, seconded by C/Thomas.

AYES: C/ Calhoun, C/Thomas, C/Pappas C/Kocsis, C/Sullivan

NAYES:

ABSENT: C/Renee.

RESOLUTION 20-11 TEMPORARY BUDGET- SEWER

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 2020 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, and

WHEREAS, no more than 26.25% of the total appropriations in the total appropriation s in the improvement fund and in said 2019 budget in the sum of \$419,359.

NOW THEREFORE BE IT RESOLVED that the following appropriation 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	\$60,000.00
Sewer Utility Operating	Other Expenses	200,000.00
Neptune Township Utilities Authority	Other Expenses	143,000.00
Social Security	Other Expenses	4,000.00

Motion for adoption was made by C/Kocsis, seconded by C/Thomas.

AYES: C/ Calhoun, C/Thomas, C/Pappas C/Kocsis, C/Sullivan

NAYES:

ABSENT: C/Renee.

Resolution 20-12
Temporary Budget- Current

WHEREAS, NJSA 40A:4-10 provides that (where any working contracts or payments are to be made prior to the final adoption of the 2020 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 2020, and

WHEREAS, no more than 26.25% of the total appropriations in the total appropriations in the 2019 budget exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2019 budget in the sum of \$1,942,047.

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	\$	16,625.00
Administrator's Office	Other Expenses		4,000.00
Mayor and Council	Salaries and Wages		9,800.00
Mayor and Council	Other Expenses		600.00
Municipal Clerk	Salaries and Wages		7,600.00
Municipal Clerk	Other Expenses		1,700.00
Central Postage	Other Expenses		1,500.00
Financial Administration	Salaries and Wages		6,500.00
Financial Administration	Other Expenses		3,400.00
Collection of Taxes	Salaries and Wages		7,200.00
Collection of Taxes	Other Expenses		5,775.00
Assessment of Taxes	Salaries and Wages		5,800.00
Assessment of Taxes	Other Expenses		1,800.00
Legal Services	Other Expenses		11,750.00
Engineering Services	Other Expenses		2,000.00
Information Technology	Other Expenses		25,000.00
Land Use Board	Salaries and Wages		2,750.00
Land Use Board	Other Expenses		2,000.00
Code Enforcement	Salaries and Wages		5,425.00
Code Enforcement	Other Expenses		150.00
Liability Insurance	Other Expenses		40,000.00
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	30,875.00
Fire	Other Expenses	9,000.00
Fire - Fire Hydrants	Other Expenses	11,250.00
Fire Prevention Bureau	Salaries and Wages	3,450.00
Fire Prevention Bureau	Other Expenses	400.00
Emergency Management	Salaries and Wages	500.00
Emergency Management	Other Expenses	2,300.00
Municipal Prosecutor	Salaries and Wages	8,500.00
Municipal Prosecutor	Other Expenses	300.00
Road Repair and Maintenance	Salaries and Wages	125,800.00
Road Repair and Maintenance	Other Expenses	10,000.00
Traffic Lights	Other Expenses	3,000.00
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	12,175.00
Maintenance of Abandoned Properties	Other Expenses	2,500.00
Animal Control	Other Expenses	2,500.00
Parks and Playgrounds	Other Expenses	2,900.00
Community Center	Salaries and Wages	25,000.00
Community Center	Other Expenses	3,000.00
Expenses in Participation in County Library	Salaries and Wages	12,000.00
Expenses in Participation in County Library	Other Expenses	1,000.00
Municipal Court	Salaries and Wages	39,000.00
Municipal Court	Other Expenses	2,500.00
Public Defender	Salaries and Wages	2,800.00
Construction Official	Salaries and Wages	7,300.00
Construction Official	Other Expenses	310.00
Building Inspector	Salaries and Wages	2,100.00
Building Inspector	Other Expenses	100.00
Plumbing Inspector	Salaries and Wages	1,700.00
Plumbing Inspector	Other Expenses	100.00
Electrical Inspector	Salaries and Wages	1,700.00
Electrical Inspector	Other Expenses	100.00
Fire Inspector	Salaries and Wages	2,325.00
Fire Inspector	Other Expenses	100.00
Electricity	Other Expenses	8,500.00
Street Lighting	Other Expenses	8,500.00
Telephone	Other Expenses	7,225.00
Water	Other Expenses	700.00

Natural Gas	Other Expenses	6,000.00
Gasoline	Other Expenses	11,500.00
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	5,600.00
Shared Service - Bradley Beach - Prisoner Processing	Other Expenses	6,000.00
		<hr/>
		\$ <u>1,657,685.00</u>

Motion for adoption was made by C/Calhoun, seconded by C/Kocsis.

AYES: C/ Calhoun, C/Thomas, C/Pappas C/Kocsis, C/Sullivan

NAYES:

ABSENT: C/Renee.

**RESOLUTION 20-13
JANUARY 1, 2020**

**Resolution Authorizing Cancellation of Miscellaneous
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 for adoption was made by C/Kocsis, seconded by C/Thomas.

AYES: C/ Calhoun, C/Thomas, C/Pappas C/Kocsis, C/Sullivan

NAYES:

ABSENT: C/Renee.

**RESOLUTION 20-14
JANUARY 1, 2020**

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 for adoption was made by C/Sullivan, seconded by C/Kocsis.

AYES: C/ Calhoun, C/Thomas, C/Pappas C/Kocsis, C/Sullivan

NAYES:

ABSENT: C/Renee.

**RESOLUTION 20-15
RESOLUTION AUTHORIZING PRE-PAYMENT OF CERTAIN BILLS FOR 2020**

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 for adoption was made by C/Calhoun, seconded by C/Pappas.

AYES: C/ Calhoun, C/Thomas, C/Pappas C/Kocsis, C/Sullivan

NAYES:

ABSENT: C/Renee.

PUBLIC PARTICIPATION –

Robert Brown, 69 Laird Ave, wanted to congratulate the Mayor and Council going into this new year, and thank you for all working together as you should for the town.

Mayor Wardell thanked everyone for coming out today. Remembers when his father was sworn in after Mayor Adams and saying what big shoes he had to fill, I agree, I have big shoes to fill, but am up to the task. I would like to wish you all a Happy New Year, looking forward to this new year with the 3 new members of Council as well as Mayor and we all have new ideas of what we need to bring to town and I look forward to working together this coming year. We will be as open and transparent as we can for this process.

ADJOURN 11:45 a.m.

Motion to adjourn by C/Pappas. Seconded by C/Kocsis.

Approved unanimously by roll call.

