

Reorganization Meeting Minutes  
January 2, 2019

The following are the minutes of the Annual Reorganization Meeting of the Mayor and Council of the Borough of Ship Bottom, which was held on Tuesday, January 2, 2019, in the Borough Hall Council Chambers, located at 1621 Long Beach Boulevard, Ship Bottom, New Jersey.

Councilman English called the Reorganization Meeting to order at 5:00 p.m. and asked the Clerk to read the Statement of Notice. It is as follows:

The time, date and location of this meeting was advertised in the Beach Haven Times, Atlantic City Press and Asbury Park Press. It was also posted on the bulletin board in the Municipal Building, in accordance with the Open Public Meetings Act.

Christopher Connors, Esq., administered the Oath of Office to the newly elected officials, Mayor William Huelsenbeck (the Bible was held by Councilman Valyo), Councilman Peter Rossi and Councilman Joseph Valyo (the Bible was held by Councilman Butkus).

The Mayor asked the Clerk to take attendance. The following were present:

Councilmen Valyo, Butkus, Rossi, Hartman and English. Tallon, absent.

Mayor Huelsenbeck called for nominations for Council President. On a motion by Councilman Rossi, seconded by Councilman Valyo, Councilman English was nominated as Council President.

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Resolution 2019-01: Adoption of Annual Meeting Notice. On a motion by Councilman Valyo, seconded by Councilman Butkus, this was approved as follows:

**RESOLUTION 2019-01  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
ANNUAL MEETING NOTICE OF 2019**

**WHEREAS**, the Open Public Meetings Act requires municipalities to provide annual notice of the schedule of regular meetings for the coming year within seven days of the annual reorganization meeting; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Ship Bottom, that pursuant to the provisions of N.J.S.A. 10:4-1 et seq. all regular meetings of the Governing Body will be held in the Municipal Building, 1621 Long Beach Blvd., Ship Bottom, New Jersey. Formal action will be taken and closed sessions may be held. Such meetings shall commence with a Caucus Meeting at 6:30 p.m. with the Regular Meeting immediately following, on the fourth Tuesday of each month, (except where noted) according to the following schedule:

January 22; February 26; March 26; April 23; May 28; June 25; July 23; August 27; September 24; October 22; November 26 and December 26, 2018 (Thursday). The Reorganization Meeting for 2020 will be held on January 2, 2020 (Thursday) at 5:00 p.m.

The agenda of the regular meetings, to the extent known, shall be as follows:

1. Call the meeting to order.
2. Approval of minutes of prior meeting.
3. Authorization to pay municipal bills.
4. Disposition of new business.
5. Disposition of unfinished business.
6. Attend to correspondence.
7. Committee reports.
8. Public discussion.
9. Adjournment

**BE IT FURTHER RESOLVED** that the following newspapers are hereby designated as official newspapers of the Borough of Ship Bottom and this Resolution shall be published once in each of these newspapers. This notice shall be posted and maintained throughout the year on the bulletin board in the municipal building. No further publication of the regular meetings shall appear again until January of 2020.

Beach Haven Times, Asbury Park Press and the Atlantic City Press

The public is invited to attend each and every meeting, except where an Executive Session Meeting would be held after correct notice is given.

Notice of any special meetings shall be so posted and at least two newspapers shall be notified at least forty-eight (48) hours prior to such meeting.

Pursuant to Section 17 of the Open Public Meetings Act, anyone may request that advance written notice of any public meeting be mailed to them, upon prepayment of the sum of \$10.00 per year paid to the Borough Clerk to cover the reasonable cost of handling and mailing. Such requests for notices shall terminate December 31, 2019 and a new request must be made for 2020.

In accordance with the American Disabilities Act, Special Assistance Accommodations are available. Please contact the Borough Clerk at 494-2171, ext. 116 for further information.

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Resolution 2019-02: Committee Appointments. On a motion by Councilman Butkus, seconded by Councilman English, this was approved as follows:

**RESOLUTION 2019-02  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
RATIFYING THE COMMITTEE APPOINTMENTS FOR 2019**

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Ship Bottom, County of Ocean, that the following committee appointments are ratified for 2019:

**REVENUE AND FINANCE**

Chairman: David Hartman  
Member: Tom Tallon  
Member: Edward English

**PUBLIC WORKS**

Chairman: Peter Rossi  
Member: Robert Butkus  
Member: David Hartman

**PARKS AND RECREATION**

Chairman: Edward English  
Member: Robert Butkus  
Member: Peter Rossi

**PUBLIC SAFETY**

Chairman: Tom Tallon  
Member: Ed English  
Member: Joseph Valyo

**PUBLIC PROPERTY**

Chairman: Joseph Valyo  
Member: Tom Tallon  
Member: Peter Rossi

**WATER/SEWER**

Chairman: Robert Butkus  
Member: Joseph Valyo  
Member: David Hartman

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Resolution 2019-03: Appointment of Borough Solicitor. On a motion by Councilman English, seconded by Councilman Valyo, this was approved as follows:

**RESOLUTION 2019-03  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING CHRISTOPHER J. CONNORS, ESQ.,  
OF THE FIRM OF DASTI, MURPHY, MCGUCKIN,  
ULAKY, KOUTSOURIS & CONNORS AS MUNICIPAL  
ATTORNEY FOR THE BOROUGH OF SHIP BOTTOM**

**WHEREAS**, the Borough of Ship Bottom is in need of the services of a municipal attorney as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Christopher J. Connors, Esq. of the firm of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors is duly qualified to serve as the municipal attorney for the Borough of Ship Bottom; and

**WHEREAS**, it is the desire of the governing body to appoint Christopher J. Connors, Esq. of the firm of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors as municipal attorney; and

**WHEREAS**, the Chief Financial Officer has determined and certified in writing that the value of the contract to be awarded under this Resolution may exceed \$17,500 in the 2019 municipal budget; and

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

**WHEREAS**, the firm of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit the firm of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Chief Financial officer has certified that there are funds available for this contract, which certification is annexed hereto; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. authorizes the award of contracts for "Professional Services" without competitive bids and requires that the resolution and contract be made available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

- A. That Christopher J. Connors, Esq., of the firm of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors is hereby appointed as municipal attorney for the Borough of Ship Bottom for a term of one (1) year, commencing January 1, 2019 and ending December 31, 2019, or upon 30 days written notice by either party.
- B. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to the agreement with Christopher J. Connors, Esq., of the firm of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors.
- C. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
- D. A notice of this action shall be printed once in an official newspaper of the Borough of Ship Bottom.
- E. This Resolution takes effect January 1, 2019.
- F. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to Christopher J. Connors, Esq., of the firm of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors.
- G. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances which constitute the availability of funds for this contract: Legal Services O/E.
- H. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contact Agreement.
- I. A copy of this Resolution, as well as Contract Agreement is on file with the Municipal Clerk.
- J. The Business Disclosure Entity Certification and the Determination of Value will be attached to the agreement.

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Resolution 2019-04: Appointment of Borough Engineer. On a motion by Councilman Rossi, seconded by Councilman Butkus, this was approved as follows:

**RESOLUTION 2019-04  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING FRANK J. LITTLE, JR., P.E. OF  
OWEN, LITTLE AND ASSOCIATES AS  
MUNICIPAL ENGINEER FOR  
THE BOROUGH OF SHIP BOTTOM**

**WHEREAS**, the Borough of Ship Bottom is in need of the services of a municipal engineer as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Frank J. Little, Jr., P.E. is duly qualified to serve as the municipal engineer for the Borough of Ship Bottom; and

**WHEREAS**, it is the desire of the governing body to appoint Frank J. Little, Jr., P.E., of the firm of Owen, Little and Associates as municipal engineer; and

**WHEREAS**, the Chief Financial Officer has determined and certified in writing that the value of the contract to be awarded under this Resolution may exceed \$17,500 in the 2019 municipal budget; and

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

**WHEREAS**, the maximum amount of the contract to be awarded under this Resolution is set forth in the 2019 municipal budget; and

**WHEREAS**, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

**WHEREAS**, the firm of Owen Little & Associates, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Owen Little & Associates, Inc. has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit the firm of Owen Little & Associates, Inc. from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. authorizes the award of contract for "Professional Services" without competitive bids and requires that the Resolution and contract be made available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

- A. That Frank J. Little, Jr., P.E., of the firm of Owen, Little and Associates is hereby appointed as municipal engineer for the Borough of Ship Bottom for a term of one (1) year, commencing January 1, 2019 and ending December 31, 2019, or upon 30 days written notice by either party.
- B. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to the agreement with Frank J. Little, Jr., P.E., of the firm of Owen, Little and Associates.
- C. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
- D. A notice of this action shall be printed once in an official newspaper of the Borough of Ship Bottom.
- E. This Resolution takes effect January 1, 2019.
- F. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to Frank J. Little, Jr., P.E., of the firm of Owen, Little and Associates.
- G. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances which constitute the availability of funds for this contract: Engineering O/E.
- H. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contract Agreement.
- I. A copy of this Resolution, as well as the Contract Agreement is on file with the Municipal Clerk.
- J. The Business Disclosure Entity Certification and the Determination of Value will be attached to the contract.

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Resolution 2019-05: Appointment of Borough Auditor. On a motion by Councilman Rossi, seconded by Councilman Hartman, this was approved as follows:

**RESOLUTION 2019-05  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING BRIAN K. LOGAN, RMA  
OF THE FIRM OF SUPLEE, CLOONEY & COMPANY  
AS MUNICIPAL AUDITOR FOR  
THE BOROUGH OF SHIP BOTTOM**

**WHEREAS**, the Borough of Ship Bottom is in need of the services of a municipal auditor as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Brian K. Logan, RMA of the firm of Suplee, Clooney & Company is duly qualified to serve as the municipal auditor for the Borough of Ship Bottom; and

**WHEREAS**, it is the desire of the governing body to appoint Brian K. Logan, RMA of the firm of Suplee, Clooney & Company as municipal auditor; and

**WHEREAS**, the Chief Financial Officer has determined and certified in writing that the value of the contract to be awarded under this Resolution may exceed \$17,500 in the 2019 municipal budget; and

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

**WHEREAS**, Brian K. Logan, RMA of the firm of Suplee, Clooney & Company has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Suplee, Clooney & Company, has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit the firm of Suplee, Clooney & Company from making any reportable contributions through the term of the contract; and

**WHEREAS**, the maximum amount of the contract to be awarded under this Resolution is set forth in the 2019 municipal budget; and

**WHEREAS**, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. authorizes the award of contracts for "Professional Services" without competitive bids and requires that the Resolution and contract be made available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

1. That Brian K. Logan, RMA of the firm of Suplee, Clooney & Company is hereby appointed as municipal auditor for the Borough of Ship Bottom for a term of one (1) year, commencing January 1, 2018 and ending December 31, 2018 or upon 30 days written notice by either party.
2. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to the agreement with Brian K. Logan, RMA of the firm of Suplee, Clooney & Company.
3. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
4. A notice of this action shall be printed once in an official newspaper of the Borough of Ship Bottom.
5. This Resolution takes effect January 1, 2019.
6. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to Brian K. Logan, RMA of the firm of Suplee, Clooney & Company.
7. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances which constitute the availability of funds for this contract: Financial Admin. O/E; Audit Services O/E; and Water/Sewer Audit O/E.
8. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contact Agreement.
9. A copy of this Resolution, as well as the Contract Agreement is on file with the Municipal Clerk.
10. Business Disclosure Entity Certification and the Determination of Value will be attached to the agreement.

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Resolution 2019-06: Appointment of Labor Counsel; Resolution 2019-07: Appointment of Bond Counsel; Resolution 2019-08: Appointment of Special Counsel; Resolution 2019-09: Appointment of Prosecutor; Resolution 2019-10: Appointment of Alternate Prosecutor; Resolution 2019-11: Appointment of Public Defender; Resolution 2019-12: Appointment of Alternate Public Defender and

Resolution 2019-13: Appointment of Financial Advisor. On a motion by Councilman English, seconded by Councilman Hartman, these were approved as follows:

**RESOLUTION 2019-06  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING BRUCE W. PADULA, ESQ. OF THE FIRM OF  
CLEARY GIACOBBE ALFIERI JACOBS, LLC  
AS LABOR COUNSEL FOR  
THE BOROUGH OF SHIP BOTTOM**

**WHEREAS**, the Borough of Ship Bottom is in need of the services of labor counsel; as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Bruce W. Padula, Esq. of the firm of Cleary Giacobbe Alfieri Jacobs, LLC is duly qualified to serve as the labor counsel for the Borough of Ship Bottom; and

**WHEREAS**, it is the desire of the governing body to appoint Bruce W. Padula, Esq. of the firm of Cleary Giacobbe Alfieri Jacobs, LLC as labor counsel; and

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

**WHEREAS**, the firm of Cleary Giacobbe Alfieri Jacobs, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Cleary Giacobbe Alfieri Jacobs, LLC, has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit the firm of Cleary Giacobbe Alfieri Jacobs, LLC from making any reportable contributions through the term of the contract; and

**WHEREAS**, the maximum amount of the contract to be awarded under this Resolution is set forth in the 2019 municipal budget; and

**WHEREAS**, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. authorizes the award of contracts for "Professional Services" without competitive bids and requires that the Resolution and contract be made available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

- a. That Bruce W. Padula, Esq. of the firm of Cleary Giacobbe Alfieri Jacobs, LLC is hereby appointed as labor counsel for the Borough of Ship Bottom for a term of one (1) year, commencing January 1, 2019 and ending December 31, 2019 or upon 30 days written notice by either party.
- b. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to the agreement with Bruce W. Padula, Esq. of the firm of Cleary Giacobbe Alfieri Jacobs, LLC.
- c. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
- d. A notice of this action shall be printed once in the official newspaper of the Borough of Ship Bottom.
- e. This Resolution takes effect January 1, 2019.
- f. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to Bruce W. Padula, Esq. of the firm of Cleary Giacobbe Alfieri Jacobs, LLC.
- g. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances which constitute the availability of funds for this contract: Human Resources O/E.
- h. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contact Agreement.
- i. A copy of this Resolution, as well as the Contract Agreement is on file with the Municipal Clerk.
- j. The Business Disclosure Entity Certification will be placed on file with the agreement.

**RESOLUTION 2019-07  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING MICHAEL GLUCK OF THE FIRM OF  
GLUCKWALRATH LLP AS BOND COUNSEL FOR  
THE BOROUGH OF SHIP BOTTOM**

**WHEREAS**, the Borough of Ship Bottom is in need of the services of bond counsel as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the firm of GluckWalrath LLP, is duly qualified to serve as bond counsel for the Borough of Ship Bottom; and

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

**WHEREAS**, the firm GluckWalrath LLP has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of GluckWalrath LLP, has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit the firm of GluckWalrath LLP from making any reportable contributions through the term of the contract; and

**WHEREAS**, the maximum amount of the contract to be awarded under this resolution is set forth in the 2019 municipal budget; and

**WHEREAS**, the Chief Financial Officer has determined and certified in writing that the value of the contract to be awarded under this Resolution may exceed \$17,500 in the 2019 municipal budget; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., authorizes the award of contracts for the "Professional Services" without competitive bids and requires that the resolution and contract be made available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Ship Bottom, County of Ocean, and State of New Jersey, as follows:

- a. That Michael Gluck of the firm of GluckWalrath LLP is hereby appointed as bond counsel for the Borough of Ship Bottom for a term of one (1) year, commencing January 1, 2019 and ending December 31, 2019 or upon 30 days written notice by either party.
- b. That the Mayor is hereby authorized to execute and the Borough Clerk to attest the agreement with Michael Gluck of GluckWalrath LLP.
- c. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
- d. A notice of this action shall be printed once in the official newspaper of the Borough of Ship Bottom.
- e. This Resolution shall take effect January 1, 2019.
- f. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to GluckWalrath LLP.
- g. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following is the line item appropriation which constitutes the availability of funds for this contract: Bond Sales and Legal Expense O/E.
- h. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contact Agreement.
- i. A copy of this Resolution, as well as the Contract Agreement is on file with the Municipal Clerk.
- j. The Business Disclosure Entity Certification will be placed on file with the agreement.

**RESOLUTION 2019 -08  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING TENNANT MAGEE, ESQ. OF THE FIRM  
OF TENNANT MAGEE LAW AS SPECIAL COUNSEL  
FOR THE BOROUGH OF SHIP BOTTOM**

**WHEREAS**, from time to time because of a conflict of interest or other reasons, the need for special counsel as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the governing body desires to appoint Tennant Magee, Esq. of the firm of Tennant Magee Law as special counsel; and

**WHEREAS**, the anticipated term of this contract is from January 1, 2019 until December 31, 2019; and

**WHEREAS**, Tennant Magee, Esq. completed and submitted a Business Entity Disclosure Certification which certifies that Tennant Magee, Esq. has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit Tennant Magee, Esq. from making any reportable contributions through the term of the contract; and

**WHEREAS**, Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. requires that a Resolution authorizing the award of contracts for “Professional Services” without competitive bids must be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

- a. That Tennant Magee, Esq. is hereby appointed as special counsel to represent the Borough.
- b. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to the agreement with Tennant Magee, Esq. in accordance with the provisions of this Resolution.
- c. This contract is awarded without competitive bidding as a “Professional Service” in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
- d. That the agreement shall be an open-ended contract with funds being encumbered contingent upon the availability of funds in the budget year. The terms of the contract shall be from January 1, 2019 to December 31, 2019 or upon 30 days written notice by either party. No services shall be rendered under the contract until the Chief Financial Officer has certified the availability of funds for such services.
- e. That a certified copy of this Resolution shall be forwarded to the Chief Financial Officer and to Tennant Magee, Esq.
- f. A notice of this action shall be printed once in the official newspaper of the Borough of Ship Bottom.
- g. This Resolution takes effect January 1, 2019.
- h. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contract Agreement.
- i. A copy of this Resolution, as well as the Contract Agreement is on file with the Municipal Clerk.
- j. The Business Disclosure Entity Certification will be attached to the agreement.

**RESOLUTION 2019-09  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING BONNIE R. PETERSON, ESQ.  
AS MUNICIPAL PROSECUTOR  
FOR THE BOROUGH OF SHIP BOTTOM.**

**WHEREAS**, the Borough of Ship Bottom is in need of the services of a municipal prosecutor; as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Section 14 of P.L. 1996, c. 95 provides that a municipality may employ an attorney-at-law as a prosecutor, under the supervision of the Attorney General or County Prosecutor, who may represent the State, County or municipality in any matter within the jurisdiction of a certain municipal court or any other municipal court; and

**WHEREAS**, Bonnie R. Peterson, Esq., is duly qualified to serve as a municipal prosecutor for the Borough of Ship Bottom; and

**WHEREAS**, the anticipated term of this contract is from January 1, 2019 until December 31, 2019; and

**WHEREAS**, it is the desire of the governing body of the Borough of Ship Bottom to appoint Bonnie R. Peterson, Esq., as Municipal Prosecutor in accordance with Section 14 of P.L. 1996, c. 95; and

**WHEREAS**, Bonnie R. Peterson, Esq., has completed and submitted a Business Entity Disclosure Certification which certifies that Bonnie R. Peterson, Esq., has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit Bonnie R. Peterson, Esq., from making any reportable contributions through the term of the contract; and

**WHEREAS**, the maximum amount of the contract to be awarded under this Resolution is set forth in the 2019 municipal budget; and

**WHEREAS**, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. authorizes the award of contracts for “Professional Services” without competitive bids and requires that the Resolution and contract be made available for public inspection in the office of the Municipal Clerk

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

1. Bonnie R. Peterson, Esq., is hereby appointed as Municipal Prosecutor for the Borough of Ship Bottom in accordance with Section 14 of P.L. 1996, c. 95, for the term commencing January 1, 2019 and ending December 31, 2019 or upon 30 days written notice by either party.



2. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to the agreement with Bonnie R. Peterson, Esq., as Prosecutor for the Borough of Ship Bottom.
3. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
4. A notice of this action shall be printed once in the official newspaper of the Borough of Ship Bottom.
5. This Resolution takes effect January 1, 2019.
6. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to Bonnie R. Peterson, Esq.
7. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances which constitute the availability of funds for this contract: Prosecutor's Office O/E.
8. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contact Agreement.
9. A copy of this Resolution, as well as the Contract Agreement is on file with the Municipal Clerk.
10. The Business Disclosure Entity Certification will be attached to the agreement.

**RESOLUTION 2019-10  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING GREGORY MCGUCKIN, ESQ.,  
TIMOTHY J. MCNICHOLS, ESQ., MARTIN J. BUCKLEY, ESQ.  
AND KELSEY A. MCGUCKIN-ANTHONY, ESQ.  
OF THE FIRM OF DASTI, MURPHY, MCGUCKIN,  
ULAKY, KOUTSOURIS & CONNORS  
AS ALTERNATE MUNICIPAL PROSECUTOR  
FOR THE BOROUGH OF SHIP BOTTOM**

**WHEREAS**, the Borough of Ship Bottom is in need of the services of an alternate municipal prosecutor; as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Section 14 of P.L. 1996, c. 95 provides that a municipality may employ an attorney-at-law as an alternate prosecutor, under the supervision of the Attorney General or County Prosecutor, who may represent the State, County or municipality in any matter within the jurisdiction of a certain municipal court or any other municipal court; and

**WHEREAS**, Gregory McGuckin, Esq., Timothy J. McNichols, Esq., Martin J. Buckley and Kelsey A. McGuckin-Anthony, Esq., of the firm of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors, are duly qualified to serve as Alternate Municipal Prosecutors for the Borough of Ship Bottom; and

**WHEREAS**, the anticipated term of this contract is from January 1, 2019 until December 31, 2019; and

**WHEREAS**, it is the desire of the governing body of the Borough of Ship Bottom to appoint Gregory McGuckin, Esq., Timothy J. McNichols, Esq., Martin J. Buckley and Kelsey A. McGuckin-Anthony, Esq., of the firm of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors, as Alternate Municipal Prosecutors in accordance with Section 14 of P.L. 1996, c. 95; and

**WHEREAS**, the firm of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit the firm of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors from making any reportable contributions through the term of the contract; and

**WHEREAS**, the maximum amount to be awarded under this Resolution is set forth in the 2018 municipal budget; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. authorizes the award of contracts for "Professional Services" without competitive bids and requires that the Resolution be made available for public inspection in the office of the Municipal Clerk

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

1. Gregory McGuckin, Esq., Timothy J. McNichols, Esq., Martin J. Buckley and Kelsey A. McGuckin-Anthony, Esq., of the firm of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors, are hereby appointed as Alternate Municipal Prosecutors for the Borough of Ship Bottom in accordance with Section 14 of P.L. 1996, c. 95, for a term commencing January 1, 2019 and ending December 31, 2019 or upon 30 days written notice by either party.

2. This appointment is made without competitive bidding as a “Professional Service” in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
3. A notice of this action shall be printed once in the official newspaper of the Borough of Ship Bottom.
4. This Resolution takes effect January 1, 2019.
5. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to the firm of Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors,
6. When the services of Gregory McGuckin, Esq., Timothy J. McNichols, Esq., Martin J. Buckley or Kelsey A. McGuckin-Anthony, Esq., are needed as an Alternate Prosecutor, the compensation will be provided by Bonnie R. Peterson, Esq., Prosecutor for the Borough of Ship Bottom.
7. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to this resolution.
8. A copy of this Resolution is on file with the Municipal Clerk.

**RESOLUTION 2019-11  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING STUART SNYDER, ESQ.  
AS PUBLIC DEFENDER FOR  
THE BOROUGH OF SHIP BOTTOM.**

**WHEREAS**, the Borough of Ship Bottom is in need of the services of a public defender as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Stuart Snyder, Esq., is duly qualified to serve as the public defender for the Borough of Ship Bottom; and

**WHEREAS**, it is the desire of the governing body to appoint Stuart Snyder, Esq., as public defender; and

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

**WHEREAS**, Stuart Snyder, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that Stuart Snyder, Esq., has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit Stuart Snyder, Esq. from making any reportable contributions through the term of the contract; and

**WHEREAS**, the maximum amount of the contract to be awarded under this Resolution is set forth in the 2019 municipal budget; and

**WHEREAS**, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. authorizes the award of contracts for “Professional Services” without competitive bids and requires that the Resolution and contract be made available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

- a. That Stuart Snyder, Esq. is hereby appointed as public defender for the Borough of Ship Bottom for a term of one (1) year, commencing January 1, 2019 and ending December 31, 2019 or upon 30 days written notice by either party.
- b. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to the agreement with Stuart Snyder, Esq.
- c. This contract is awarded without competitive bidding as a “Professional Service” in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
- d. A notice of this action shall be printed once in the official newspaper of the Borough of Ship Bottom.
- e. This Resolution takes effect January 1, 2019.
- f. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to Stuart Snyder, Esq.
- g. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances which constitute the availability of funds for this contract: Legal Assistance for Indigent O/E.
- h. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contact Agreement.
- i. A copy of this Resolution, as well as the Contract Agreement is on file with the Municipal Clerk.
- j. The Business Disclosure Entity Certification will be attached to the agreement.

**RESOLUTION 2019-12  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING CURTIS DOWELL, ESQ. AS  
ALTERNATE PUBLIC DEFENDER FOR THE  
BOROUGH OF SHIP BOTTOM.**

**WHEREAS**, the Borough of Ship Bottom is in need of the services of an alternate public defender as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, Curtis Dowell, Esq., is duly qualified to serve as the alternate public defender for the Borough of Ship Bottom; and

**WHEREAS**, it is the desire of the governing body to appoint Curtis Dowell, Esq., as alternate public defender; and

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

**WHEREAS**, Curtis Dowell, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that, Curtis Dowell, Esq. has not made any reportable contributions to a political or candidate committee in the Borough of Ship Bottom in the previous one year, and that the contract will prohibit Curtis Dowell, Esq. from making any reportable contributions through the term of the contract; and

**WHEREAS**, the maximum amount of the contract to be awarded under this Resolution is set forth in the 2019 municipal budget; and

**WHEREAS**, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. authorizes the award of contracts for "Professional Services" without competitive bids and requires that the Resolution and contract be made available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

- a. That Curtis Dowell, Esq. is hereby appointed as alternate public defender for the Borough of Ship Bottom for a term of one (1) year, commencing January 1, 2019 and ending December 31, 2019 or upon 30 days written notice by either party.
- b. That the Mayor is hereby authorized to execute and the Borough Clerk to attest to the agreement with Curtis Dowell, Esq.
- c. This contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a)(i) of the Local Public Contracts law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.
- d. A notice of this action shall be printed once in the official newspaper of the Borough of Ship Bottom.
- e. This Resolution takes effect January 1, 2019.
- f. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to Curtis Dowell, Esq.
- g. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances which constitute the availability of funds for this contract: Legal Assistance for Indigent O/E.
- h. A certificate demonstrating compliance with N.J.S.A. 19:44A-20.8 is attached to the Contract Agreement.
- i. A copy of this Resolution, as well as the Contract Agreement is on file with the Municipal Clerk.
- j. The Business Disclosure Entity Certification and the will be placed with the agreement.

**RESOLUTION 2019-13  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING ANTHONY P. INVERSO OF PHOENIX  
ADVISORS, LLC AS CONTINUING DISCLOSURE  
AGENT AND INDEPENDENT REGISTERED  
MUNICIPAL ADVISOR OF RECORD**

**WHEREAS**, the Borough of Ship Bottom (hereinafter referred to as the "Borough") is in need of retaining the services of a Continuing Disclosure Agent and Independent Registered Municipal Advisor of Records in order to ascertain the Borough's compliance with any Continuing Disclosure Agreements (hereinafter "CDA") executed in connection with the Borough's issuance of bonds and to correct any filing deficiencies; and

**WHEREAS**, the Borough believes it is beneficial to retain assistance of appropriately registered experts in the field of municipal bond finance, with knowledge and experience in these matters, to assist in assuring compliance with CDA’s and to stand ready to provide advice as needed with the issuance of Borough debt as municipal advisor of record; and

**WHEREAS**, Phoenix Advisors, LLC provides such continuing disclosure services and is an Independent Registered Municipal Advisor under the Security and Exchange Commission Regulations; and

**WHEREAS**, Phoenix Advisors, LLC has submitted a Continuing Disclosure and Registered Municipal Advisor of Record Proposal and Agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

1. The Borough does hereby appoint Anthony P. Inverso of Phoenix Advisors, LLC to serve as its Continuing Disclosure Agent and Independent Municipal Advisor of Record.
2. The scope of services to be provided by Phoenix Advisors, LLC as Continuing Disclosure Agent and Independent Registered Municipal Advisor of Record, as well as compensation for such services, shall be in accordance with the proposal and agreement, which is on file in the office of the Borough Clerk.
3. The governing body does hereby authorize the Mayor to execute and the Borough Clerk to attest to any and all necessary documents in order to implement the intent of this Resolution.

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Resolution 2019-14: Award of Contract, Animal Capture and Control. On a motion by Councilman Rossi, seconded by Councilman English, this was approved as follows:

**RESOLUTION 2019-14  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AWARDING A CONTRACT TO ANIMAL CAPTURE  
AND CONTROL SERVICES.**

**WHEREAS**, it is the desire of the governing body to award a contract for animal control services to Animal Capture and Control Services.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Ship Bottom, County of Ocean, State of New Jersey, as follows:

1. That the governing body does hereby award a contract for animal control services to Animal Capture and Control Services in accordance with the bid submitted by Animal Capture and Control Services.
2. That the Mayor and Municipal Clerk are hereby authorized to execute a contract with Animal Capture and Control Services in accordance with the quotation submitted by Animal Capture and Control Services and the bid specifications.
3. That the contract term shall be for period of one year, commencing January 1, 2019 and expiring on December 31, 2019 or upon 30 day’s written notice by either party.
4. That a certified copy of this resolution, together with a copy of the contract between the parties, be forwarded to the Chief Financial Officer and to Animal Capture and Control Services.

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Resolution 2019-15: Cash Management Plan. On a motion by Councilman Hartman, seconded by Councilman Butkus, this was approved as follows:

**RESOLUTION 2019-15  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING A CASH MANAGEMENT PLAN**

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Ship Bottom, County of Ocean, hereby adopt the following as the Cash Management Plan of the Borough of Ship Bottom for the fiscal year 2019:

**Cash Management Plan of the Borough of Ship Bottom,  
in the County of Ocean, New Jersey**

**I. Statement of Purpose**

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and

investment ("Permitted Investments") of certain public funds of the Borough of Ship Bottom ("Borough"), pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

**II. Identification of Funds and Accounts to be Covered by the Plan**

- A. The plan is intended to cover the deposit and/or investment of the following funds and accounts of the Borough:
1. Current Fund
  2. Federal and State Grant Fund
  3. Dog License Fund
  4. Trust - Other Fund
    - a. Payroll Account
    - b. Tax Certificate Reserve
    - c. Forfeited (Confiscated) Property Trust Fund
    - d. Cash Bonds/Inspection & Review Fees/Developers' Escrow Trust Fund
    - e. Public Defender Trust Fund
    - f. Parking Offense Adjudication Act Trust Fund
    - g. Any other trust funds that may be approved, during the term of this Plan, as a dedication by rider to the municipal budget of the Borough
  5. Capital Fund
  6. Water/Sewer Utility Operating Fund
  7. Water/Sewer Utility Capital Fund
  8. Public Assistance Fund
- B. It is understood that this Plan is not intended to cover certain funds and accounts of the Borough, specifically:
1. Bond and Interest Account

**III. Designation of Officials of the Borough Authorized to make Deposits and Investments under the Plan**

The Chief Financial Officer of the Borough (the "Designated Official") is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or Permitted Investments, such officials of the Borough are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such officials,

**IV. Designation of Depositories**

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

- A. TD Bank
- B. Wells Fargo Bank
- C. Bank of America
- D. Sun Bank
- E. Fulton Bank
- F. Ocean First
- G. Any other Bank or Savings and Loan Association insured by the F.D.I.C. or the F.S.L.I.C., and located in the State of New Jersey, that may be approved during the term of this Plan, as a depository of Borough funds
- H. All such depositories, when approved, shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official referred to in Section III above.

**V. Authorized Investments**

- A. Except as specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:
1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
  2. Government money market mutual funds;
  3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not

- greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
4. Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
  5. Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of investment of the Department of the Treasury for investment by Local Units;
  6. Local government investment pools;
  7. Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:18A-90.4); or Agreements for the repurchase of fully collateralized securities if.
    - a) The underlying securities are permitted investments pursuant to paragraphs 1 and 3 of this subsection A;
    - b) The custody of collateral is offered to a third party
    - c) The maturity of title agreement is not more than 30 days;
    - d) The underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17:9-41); and
    - e) A master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms "government money market mutual fund" and "local government investment pool" shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:

- a) Which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 U.S.C. sec. 80a-I et seq.. and operated in accordance with 17 C.F.R. sec. 270.2a-7.
- b) The portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- c) Which has:
  - i. Attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
  - ii. Retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the Investment Advisors Act of 1940," 15 U.S.C. sec. 80b- I et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool. An investment pool:

- a) Which is managed in accordance with 17 C.F.R. sec. 270.2a-7;
- b) Which is rated in the highest category by a nationally recognized statistical rating organization;
- c) Which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- d) Which is in compliance with rules adopted pursuant to the "Administrative Procedure Act," P. L. 1968, c.410 (C.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- e) Which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- f) Which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

B. Notwithstanding the above authorization, the moneys on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

[none].

**VI. Safekeeping, Custody, Payment and Acknowledgment of Receipt of Plan**

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Borough, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Borough to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to ensure that such Permitted Investments are either received by the Borough or by a third party custodian prior to or upon the release of the Borough's funds. To assure that all parties with whom the Borough deals either by way of Deposits or Permitted investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official,

**VIII. Term of Plan**

This Resolution authorizes that this Plan shall be in effect from January 1, 2019 to December 31, 2019. The Plan may be amended from time to time. To the extent that any amendment is adopted by the governing body, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye. Tallon, absent.

Mayor Huelsenbeck called for Resolution 2019-16: Authorization of Facsimile Signatures. On a motion by Councilman Valyo, seconded by Councilman Rossi, this was approved as follows:

**RESOLUTION 2019-16  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY  
AUTHORIZING FACSIMILE SIGNATURES  
OF BOROUGH OFFICIALS**

**WHEREAS**, the undersigned hereby certifies to the Bank of America, Fulton Bank, Ocean First Bank, Sun Bank, TD Bank, and Wells Fargo, that Kathleen Wells, Secretary and Municipal Clerk of the Borough of Ship Bottom, New Jersey, a Corporation duly organized under the existing laws of the State of New Jersey, and that the following is a Resolution duly adopted by the Mayor and Council of said Corporation at a meeting held January 2, 2019, at which time a quorum was present, and that such Resolution has not been rescinded or modified.

**NOW, THEREFORE, BE IT RESOLVED**, that the aforementioned banks as designated depositories of this Corporation be, and it is hereby requested, authorized and directed to honor checks, drafts, or other orders for payment of money drawn in this Corporation name, including those payable to the individual order of any person or persons whose name or names appear thereon as signed or signers thereof, when bearing or purporting to bear the facsimile of anyone of the following:

**WILLIAM HUELSENBECK, MAYOR  
KATHLEEN FLANAGAN, EDWARD ENGLISH, TOM TALLON AND DAVID  
HARTMAN** will use true signatures on all checks.

And the said Banks shall be entitled to honor and charge this Corporation for such checks, drafts, or other orders regardless of by whom or by what means for actual purported facsimile signature or signatures resemble the facsimile specimens duly certified to or filed with the said Banks by the Secretary or other officer of this Corporation.

I further certify that there is no provision in the Charter-by-laws of said Corporation limiting the power of the Mayor and Council to pass the foregoing Resolution and that the same is in conformity with the provisions of said Charter-by-law.

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Resolution 2019-17: Interest rates on delinquent tax and water/sewer charges. On a motion by Councilman Hartman, seconded by Councilman Butkus, this was approved as follows:

**RESOLUTION 2019-17  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
DESIGNATING INTEREST RATES ON DELINQUENT  
TAXES AND WATER/ SEWER CHARGES FOR 2019**

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Ship Bottom, County of Ocean, that an interest charge of eight per cent (8%) per annum on the first \$1,500.00 delinquency and eighteen per cent (18%) per annum on any amount in excess of \$1,500.00 is to be calculated from the date the tax was payable, until the date of actual payment. No interest shall be charged if payment of any installment is made within the tenth (10<sup>th</sup>) day following the date on which same became payable.

Delinquency means the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years.

**BE IT FURTHER RESOLVED**, that a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year, shall be charged a penalty of six percent (6%) on the amount of the delinquency.

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Resolution 2019-18: Authorizing Walter R. Higgins as Taxing Agent. On a motion by Councilman Hartman, seconded by Councilman English, this was approved as follows:

**RESOLUTION 2019-18  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING WALTER R. HIGGINS TO ACT AS THE  
AGENT FOR THE TAXING DISTRICT FOR 2019**

**WHEREAS**, from time to time the Tax Assessor discovers an error in calculation, transposing, measurement, or typographical error in the tax assessments on the tax list after the time the County Board of Taxation has certified the tax rates for the tax year or a property becomes subject to a roll-back assessment; and

**WHEREAS**, the Governing Body of the Taxing District of the Borough of Ship Bottom is desirous that every taxpayer pays his fair share of taxes; and

**WHEREAS**, if the above discovered errors are not corrected, the taxpayers affected would not be paying their fair share of taxes; and

**WHEREAS**, the method for correcting such errors is to file a Petition of Appeal or Complaint with the Ocean County Board of Taxation.

**NOW, THEREFORE BE IT RESOLVED**, by the Governing Body of the Taxing District of the Borough of Ship Bottom that the Tax Assessor, Walter R. Higgins, is hereby authorized to act as the agent for the Taxing District during the year of 2019 and file a Petition of Appeal or Complaint with the Ocean County Board of Taxation to correct such assessments to the proper value and that a copy of any Petition of Appeal or Complaint filed with the Ocean County Board of Taxation under this Resolution be filed with the Municipal Clerk.

**BE IT FURTHER RESOLVED**, that the Tax Assessor, Walter R. Higgins, is hereby appointed to execute stipulations of settlement on any Tax Appeal or Complaint filed by the taxing district or by a taxpayer in the year 2019.

**BE IT FURTHER RESOLVED**, that on or before June 1<sup>st</sup> of each year, the Assessor shall notify the Chief Finance Officer and the Governing Body of all tax appeals.

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Resolution 2019-19: Appointment, Environmental Commission. On a motion by Councilman Valyo, seconded by Councilman Butkus, this was approved as follows:

**RESOLUTION 2019-19  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING A MEMBER TO THE JOINT  
ENVIRONMENTAL COMMISSION.**

**WHEREAS**, the Mayor and Borough Council adopted Ordinance No. 2005-24 on September 27, 2005, establishing a Joint Environmental Commission.



January 2, 2019

**NOW, THEREFORE BE IT RESOLVED**, that the following appointment to the Joint Environmental Commission has been made by the Mayor and is hereby ratified by the Borough Council.

1. James Bishop

**BE IT FURTHER RESOLVED** that the term of appointment is from January 1, 2019 to December 31, 2019.

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Resolution 2019-20: Appointment, Land Use Review Board. On a motion by Councilman Rossi, seconded by Councilman Hartman, this was approved as follows:

**RESOLUTION 2019-20  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
RATIFYING APPOINTMENTS TO THE  
LAND USE REVIEW BOARD**

**NOW, THEREFORE, BE IT RESOLVED**, that the following appointments to the Land Use Review Board have been made by the Mayor and are hereby ratified by the Borough Council:

Class I Member (1-year term) expiration 12/31/19	William Huelsenbeck
Class I Member (1-year term) expiration 12/31/19 (Mayor's Designee)	Robert Butkus
Class II Member (1-year term) Expiration 12/31/2019	James Bishop
Class III Member (1-year term) expiration 12/31/19	Edward English
Class IV Member (4-year term) expiration 12/31/22	Victor Basile
Class IV Member (4-year term) expiration 12/31/22	John Hay
Alternate #2 (2-year term) expiration 12/31/2020	William Fenimore

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Resolution 2019-21: Ratifying positions of Tenured Officials and Personnel. On a motion by Councilman Butkus, seconded by Councilman Valyo, this was approved as follows:

**RESOLUTION 2019-21  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
RATIFYING POSITIONS OF TENURED OFFICIALS,  
PERSONNEL AND APPOINTMENTS FOR 2019**

**WHEREAS**, the following officials are tenured within the Borough of Ship

Bottom:

Municipal Clerk	Kathleen Wells
Construction Code Official	Susan Kilcheski
Chief Finance Officer	Kathleen Flanagan

**NOW, THEREFORE, BE IT RESOLVED**, that the following personnel are hereby employed within the Borough of Ship Bottom in 2019:

Borough Coordinator	Kathleen Flanagan
Office Manager	Kathleen Wells
Qualified Purchasing Agent	Kathleen Flanagan
Tax Collector	Dawn Annarumma
Tax Search Officer	Dawn Annarumma
Deputy Tax Collector	Paula Bastian
Tax Assessor	Walter Higgins
Mun. Assessment Search Officer	Kathleen Wells
Registrar	Kathleen Wells
Deputy Municipal Clerk	Sara Gresko
Deputy Registrar	Sara Gresko
Assistant to Finance Department	Paula Bastian
Administrative Clerk	Patricia Gresko

January 2, 2019

Assistant to Assessor	Patricia Gresko
Court Administrator	Karen Garcia
Zoning Officer	Susan Kilcheski
Community Rating System Coordinator	Susan Kilcheski
Deputy Zoning Officer	Robert Rossi
Code Enforcement Officer	Robert Rossi
Recycling Coordinator	Robert Rossi
Clean Communities Coordinator	Robert Rossi
Superintendent of Public Works	Stephen Sulecki
Safety Coordinator	Stephen Sulecki

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of Ship Bottom, that the following are hereby appointed to special committees:

American Disabilities Act Coordinator	Kathleen Wells
American Disabilities Act Committee	Tom Tallon
Public Agency Compliance Officer	Kathleen Flanagan (P.A.C.O.)
Joint Insurance Fund Commissioner	Kathleen Flanagan
Alt. Joint Insurance Fund Commissioner	Tom Tallon

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Resolution 2019-22: Appointment of Deputy Municipal Clerk. On a motion by Councilman Rossi, seconded by Councilman Butkus, this was approved as follows:

**RESOLUTION 2019-22  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING SARA GRESKO AS DEPUTY MUNICIPAL CLERK  
AND AUTHORIZING THE RENEWAL OF  
AN EMPLOYMENT AGREEMENT WITH SARA GRESKO**

**WHEREAS**, Sara Gresko was appointed as Deputy Municipal Clerk effective April 26, 2017 in accordance with an Employment Agreement; and

**WHEREAS**, it is the desire of the governing body to renew the Employment Agreement and reappoint Sara Gresko as the Deputy Municipal Clerk for a term of January 1, 2019 until December 31, 2019; and

**NOW, THEREFORE BE IT RESOLVED** by the governing body of the Borough of Ship Bottom, County of Ocean, State of New Jersey as follows:

1. That Sara Gresko is hereby reappointed as Deputy Municipal Clerk.
2. That this Employment Agreement is in effect from January 1, 2019 until December 31, 2019.
3. That a certified copy of this resolution shall be forwarded by the Municipal Clerk to the Chief Financial Officer and to Sara Gresko.

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Resolution 2019-23: Adoption of Civil Rights Policy. On a motion by Councilman Rossi, seconded by Councilman Hartman, this was approved as follows:

**RESOLUTION 2019-23  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
TO AFFIRM THE BOROUGH OF SHIP BOTTOM'S CIVIL RIGHTS  
POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES,  
EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS,  
INDEPENDENT CONTRACTORS, AND MEMBERS OF THE  
PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL  
EMPLOYEES, OFFICIALS AND VOLUNTEERS**

**WHEREAS**, it is the policy of the Borough of Ship Bottom to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act, and

**WHEREAS**, the governing body of the Borough of Ship Bottom has determined that certain procedures need to be established to accomplish this policy

**NOW, THEREFORE BE IT RESOLVED** by the governing body of the Borough of Ship Bottom as follows:

**Section 1:** No official, employee, appointee or volunteer of the Borough of Ship Bottom by whatever title known, or any entity that is in any way a part of the Borough of Ship Bottom shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Borough of Ship Bottom's business or using the facilities or property of the Borough of Ship Bottom.

**Section 2:** The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Borough of Ship Bottom to provide services that otherwise could be performed by the Borough of Ship Bottom

**Section 3:** Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

**Section 4:** The Administrator or Municipal Clerk shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

**Section 5:** No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

**Section 6:** The Administrator or Municipal Clerk shall establish written procedures that require all officials, employees, appointees and volunteers of the Borough of Ship Bottom as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

**Section 7:** The Administrator or Municipal Clerk shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

**Section 8:** At least annually, the Administrator or Municipal Clerk shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the Borough of Ship Bottom. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Borough of Ship Bottom's web site.

**Section 9:** This resolution shall take effect immediately.

**Section 10:** A copy of this resolution shall be published in the official newspaper of the Borough of Ship Bottom in order for the public to be made aware of this policy and the Borough of Ship Bottom's commitment to the implementation and enforcement of this policy.

Roll Call: Valyo Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Resolution 2019-24: Adoption of a Temporary Budget for the first quarter of 2019. On a motion by Councilman Valyo, seconded by Councilman Hartman, this was approved as follows:

**RESOLUTION 2019-24**  
**RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,**  
**COUNTY OF OCEAN, STATE OF NEW JERSEY,**  
**ADOPTION OF A TEMPORARY BUDGET FOR THE**  
**FIRST QUARTER OF 2019**

**WHEREAS**, NJS 40A:4-19 provides for the making of temporary appropriations for the period January 2, 2019 to the adoption of the 2019 Budget; and

**WHEREAS**, the Governing Body desires to provide for the orderly method of paying claims during the period prior to the adoption of the 2019 Budget.

**NOW, THEREFORE, BE IT RESOLVED** that the following appropriations which do not exceed twenty-six and twenty-five hundredths percent (26.25%) of the 2018 appropriations exclusive of Debt Service, Capital Improvement Fund and Public Assistance, are hereby adopted as the 2019 Temporary Budget.

**BE IT FURTHER RESOLVED** that the following appropriations for interest and debt redemption charges are hereby adopted as the 2019 Temporary Debt Service Budget.

**BOROUGH OF SHIP BOTTOM  
TEMPORARY BUDGET  
2019  
CURRENT FUND**

Mayor & Council	S&W	11,250.00
	O&E	1,250.00
Admin & Exec	S&W	7,750.00
	O&E	7,500.00
Municipal Clerk	S&W	20,000.00
	O&E	6,250.00
Financial Admin	S&W	18,750.00
	O&E	10,000.00
Audit Services	O&E	11,250.00
Human Resources	O&E	10,000.00
Revenue Admin	S&W	16,250.00
	O&E	7,500.00
Tax Assessment	S&W	11,250.00
	O&E	5,000.00
Legal Services	O&E	18,750.00
Liquidation of Tax Title Liens	O&E	250.00
Engineering Services	O&E	18,750.00
LURB	S&W	5,000.00
	O&E	4,500.00
Zoning	S&W	18,750.00
	O&E	1,250.00
Insurance	General Liability	45,000.00
	Workers Compensation	82,500.00
	Employee Group Ins.	162,500.00
Transportation	O&E	2,500.00
Police	S&W	312,500.00
	O&E	20,000.00
Police Dispatch	O&E	15,000.00
Emergency Mgt	S&W	100.00
	O&E	2,500.00
Prosecutor	O&E	5,000.00
Streets & Maintenance	S&W	40,000.00
	O&E	42,500.00
Equipment Maint. & Repair		
	S&W	31,250.00
	O&E	25,000.00
Garbage & Trash Removal	O&E	89,250.00
Wharves, Docks & Bulkheads	S&W	6,250.00
	O&E	4,125.00
Recycling	S&W	6,250.00
	O&E	3,750.00
Public, Buildings & Grounds	S&W	17,500.00
	O&E	25,000.00
Other Code Enforcement	S&W	8,925.00
	O&E	1,312.50
Board of Health	O&E	11,500.00
Animal Control	O&E	1,750.00
Recreation	S&W	2,500.00
	O&E	1,275.00
Accumulated Absence	O&E	500.00
Celebration of Public Events	O&E	9,187.50
Municipal Court	S&W	26,000.00
	O&E	3,750.00
Public Defender	O&E	2,375.00

January 2, 2019

Beachfront Maintenance	S&W	39,900.00
	O&E	4,200.00
Beach Operation	S&W	60,725.00
	O&E	13,125.00
Construction	S&W	11,250.00
	O&E	3,750.00
Electricity		7,500.00
Street Lighting		25,000.00
Telephone		7,500.00
Natural Gas		4,500.00
Gasoline		16,250.00
Sanitary Landfill		48,750.00
PERS		48,750.00
SS		53,750.00
PFRS		60,000.00
Unemployment		3,150.00
IA – Collector	S&W	15,000.00
	<b>Total</b>	<b><u>1,641,900.00</u></b>

**Exclusions**

Payment on Bond Principal	75,000.00
Interest on Bonds	5,000.00
Green Trust Loan Program	<u>10,000.00</u>
<b>Total</b>	<b><u>90,000.00</u></b>

**UTILITY FUND**

S&W	70,000.00
O&E	340,000.00
Capital Improvement Fund	2,500.00
Payment of Bond Principal	185,000.00
Payment of Bond Interest	11,000.00
Infrastructure Loan Principal	13,000.00
Infrastructure Loan Interest	23,000.00
SS	1,706.00
Unemployment	<u>600.00</u>
<b>TOTAL UTILITY BUDGET</b>	<b><u>646,806.00</u></b>

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Ordinance 2019-01: Introduction by Title, Exceed Municipal Budget. On a motion by Councilman English, seconded by Councilman Valyo, this was approved by Title as follows:

**ORDINANCE 2019-01  
AN ORDINANCE OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY  
TO EXCEED THE MUNICIPAL BUDGET  
APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK  
FOR THE YEAR 2019 (N.J.S.A. 40A:4-45.14)**

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck called for Ordinance 2019-02: Introduction by Title, Hotel/Motel Occupancy Tax. On a motion by Councilman Valyo, seconded by Councilman Rossi, this was approved by Title as follows:

January 2, 2019

**ORDINANCE 2019-02**  
**ORDINANCE OF THE BOROUGH OF SHIP BOTTOM,**  
**COUNTY OF OCEAN, STATE OF NEW JERSEY,**  
**AMENDING AND SUPPLEMENTING TITLE 5 OF THE**  
**BOROUGH CODE OF THE BOROUGH OF SHIP BOTTOM**  
**ENTITLED “BUSINESS LICENSES AND REGULATIONS”**  
**SO AS TO ESTABLISH NEW CHAPTER 5.64 ENTITLED**  
**“HOTEL AND MOTEL OCCUPANCY TAX”**

Roll Call: Valyo, Butkus, Rossi, Hartman and English, all aye.

Mayor Huelsenbeck asked the Council to review the Ordinance for the Fire Company to be introduced at the end of the month.

Mayor Huelsenbeck thanked everyone for a tremendous year. He thanked everyone, especially Kathleen Flanagan for getting everything closed out for Superstorm Sandy.

Some of the projects for this year are the water/sewer project on 8<sup>th</sup> & 9<sup>th</sup> Streets, the water plant and the municipal building. These are the big ones for this year. And thanks again for a great year.

On a motion by Councilman English, seconded by Councilman Butkus and all in favor vote, all aye, Mayor Huelsenbeck opened the meeting to the public.

Kathleen Nolan, Supplee, Clooney and Company, thanked the Mayor and Council on behalf of Brian Logan, for their appointment as Borough Auditors.

On a motion by Councilman English, seconded by Councilman Butkus and all in favor vote, all aye, Mayor Huelsenbeck closed the meeting to the public.

On a motion by Councilman Rossi, seconded by Councilman Valyo and all in favor vote, all aye, Mayor Huelsenbeck adjourned the meeting at 5:25 pm.

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Kathleen Wells, RMC  
Municipal Clerk

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William Huelsenbeck  
Mayor