

Reorganization Meeting  
January 2, 2014

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 Thursday, January 2, 2014, in the Borough Hall Council Chambers, located at 1621 Long Beach Boulevard, Ship Bottom, New Jersey.

Mayor Huelsenbeck called the Reorganization Meeting to order at 6:35 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 J. Connors, Esq., administered the Oath of Office to the newly elected officials, Councilmen Richard Sinopoli and Councilman Tom Tallon.

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

Councilmen Hartman, Tallon, English, Sinopoli and Rossi. Dr. Gleason was absent.

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

Seeing no other nominations, the Mayor closed the nominations and asked for a roll call vote for Councilman Edward English to serve in the capacity of Council President.

Roll Call: Hartman, Tallon, English, Sinopoli, Rossi and Hartman, all aye.

Mayor Huelsenbeck called for Resolution 2014-01: Adoption of Annual Meeting Notice. On a motion by Councilman Sinopoli, seconded by Councilman Rossi, this was approved as follows:

**RESOLUTION 2014-01  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
ANNUAL MEETING NOTICE OF 2014**

**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

**WHEREAS**, it is the desire of the Mayor and Council to adhere to the provisions of said act.

**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. and the Regular Meeting at 7:00 p.m. on the fourth Tuesday of each month, according to the following schedule:

January 28; February 25; March 25; April 22; May 27; June 24; July 22; August 26; September 23; October 28; November 25 and December 23, 2014. The Reorganization Meeting for 2015 will be held on January 2, 2015 at 6:30 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. Consideration and approval of vouchers.
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 a copy of this Resolution containing the notice of the regularly scheduled meetings shall be posted and maintained throughout the year on the bulletin board in the municipal building.

**BE IT FURTHER RESOLVED**, that the following newspapers are hereby designated as official newspapers of the Borough of Ship Bottom and a copy of this Resolution shall be sent to the following:

- I. Beach Haven Times
- II. Asbury Park Press
- III. Atlantic City Press

The public is invited to attend each and every meeting.

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, 2014 and a new request must be made for 2015.

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. This notice shall be published once in the Beach Haven Times, the Asbury Park Press and the Atlantic City Press. No further publication of the regular meetings shall appear again until January, 2015.

Roll Call: Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-02: Committee Appointments. On a motion by Councilman Sinopoli, seconded by Councilman English, this was approved as follows:

**RESOLUTION 2014-02  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
RATIFYING THE COMMITTEE APPOINTMENTS FOR 2014**

**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 2014:

**REVENUE AND FINANCE**

- CHAIRMAN: DAVID HARTMAN
- MEMBER: TOM TALLON
- MEMBER: EDWARD ENGLISH

**PUBLIC WORKS**

- CHAIRMAN: PETER ROSSI
- MEMBER: TOM TALLON
- MEMBER: DAVID HARTMAN

**PARKS AND RECREATION**

- CHAIRMAN: EDWARD ENGLISH
- MEMBER: RICHARD SINOPOLI
- MEMBER: PETER ROSSI

**PUBLIC SAFETY**

- CHAIRMAN: TOM TALLON
- MEMBER: EDWARD ENGLISH

**ENGINEERING, PUBLIC BUILDINGS AND GROUNDS**

- CHAIRMAN: DR. ROBERT GLEASON
- MEMBER: RICHARD SINOPOLI
- MEMBER: PETER ROSSI

**WATER/SEWER**

- CHAIRMAN: RICHARD SINOPOLI
- MEMBER: DR. ROBERT GLEASON
- MEMBER: DAVID HARTMAN

Roll Call: Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-03: Appointment of Borough Solicitor. On a motion by Councilman Rossi, seconded by Councilman Tallon, this was approved as follows:

**RESOLUTION 2014-03  
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 2014 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, 2014 and ending December 31, 2014, 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, 2014.

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 Contract 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:Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-04: Appointment of Borough Engineer. On a motion by Councilman Rossi, seconded by Councilman Tallon, this was approved as follows:

**RESOLUTION 2014-04  
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 2014 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 2014 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, 2014 and ending December 31, 2014, 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, 2014.
- 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: Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-05: Appointment of Borough Auditor. On a motion by Councilman Hartman, seconded by Councilman Tallon, this was approved as follows:

**RESOLUTION 2014-05  
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 2014 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 2014 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, 2014 and ending December 31, 2014 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, 2014.
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: Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-06: Appointment of Labor Counsel. On a motion by Councilman Sinopoli, seconded by Councilman Tallon, this was approved as follows:

**RESOLUTION 2014-06  
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 2014 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, 2014 and ending December 31, 2014 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, 2014.
- 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 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 placed on file with the agreement.

Roll Call:Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-07: Appointment of Bond Counsel. On a motion by Councilman Hartman, seconded by Councilman English, this was approved as follows:

**RESOLUTION 2014-07  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING 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 2014 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 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 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, 2014 and ending December 31, 2014 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 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, 2014.
- 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 not to exceed \$5,000.00.
- 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.

Roll Call:Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-08: Appointment of Special Counsel. On a motion by Councilman Sinopoli, seconded by Councilman Tallon, this was approved as follows:

**RESOLUTION 2014-08  
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 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 Bruce W. Padula, Esq. of the firm of Cleary Giacobbe Alfieri Jacobs, LLC as special counsel; and

**WHEREAS**, the anticipated term of this contract is from January 1, 2014 until December 31, 2014; and

**WHEREAS**, Bruce W. Padula, Esq., completed and submitted a Business Entity Disclosure Certification which certifies that Bruce W. Padula, 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 Bruce W. Padula, 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 Bruce W. Padula, 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 Bruce W. Padula, 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, 2014 to December 31, 2014 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 Bruce W. Padula, 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, 2014.
- 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.

Roll Call: Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-09: Appointment of Municipal Judge. On a motion by Councilman Sinopoli, seconded by Councilman Rossi, this was approved as follows:

**RESOLUTION 2014-09  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING ANTHONY R. MAUTONE, JR., ESQ. AS  
MUNICIPAL COURT JUDGE FOR  
THE BOROUGH OF SHIP BOTTOM**

**WHEREAS**, there is a need to appoint a judge of the municipal court for the Borough of Ship Bottom; and

**WHEREAS**, Anthony R. Mautone, Jr., Esq. is duly qualified to be appointed as Municipal Court Judge; and

**WHEREAS**, N.J.S.A. 2B:12-4 provides that each judge of a municipal court shall serve for a term of three (3) years from the date of appointment and until a successor is appointed and qualified; and

**WHEREAS**, it is the desire of the Mayor and governing body to appoint Anthony R. Mautone, Jr., Esq. as Municipal Court Judge for the Borough of Ship Bottom.

**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 Mayor does hereby nominate and the governing body approve the appointment of Anthony R. Mautone, Jr., Esq. for the position of Municipal Court Judge for the Borough of Ship Bottom.
2. In accordance with the provisions of N.J.S.A. 2B:12-4 Anthony R. Mautone, Jr., Esq. shall serve as Municipal Court Judge for the Borough of Ship Bottom for a term of three (3) years which term shall commence on January 1, 2014 and expire on December 31, 2016.
3. That a certified copy of this resolution shall be forwarded by the Municipal Clerk to the Honorable Vincent J. Grasso, A.J.S.C., Anthony R. Mautone, Jr., Esq. and the Chief Financial Officer for the Borough of Ship Bottom.

Roll Call: Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-10: Appointment of Prosecutor. On a motion by Councilman Rossi, seconded by Councilman Tallon, this was approved as follows:

**RESOLUTION 2014-10  
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, 2014 until December 31, 2014; 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 2014 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, 2014 and ending December 31, 2014 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, 2014.
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.

Roll Call: Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-11: Appointment of Alternate Prosecutor. On a motion by Councilman Tallon, seconded by Councilman Hartman, this was approved as follows:

**RESOLUTION 2014-11  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
APPOINTING KIM A. PASCARELLA, ESQ.  
OF THE FIRM OF KIM A. PASCARELLA, ESQ., LLC  
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**, Kim A. Pascarella, Esq. of the firm of Kim A. Pascarella, Esq., LLC, is duly qualified to serve as Alternate Municipal Prosecutor for the Borough of Ship Bottom; and

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

**WHEREAS**, it is the desire of the governing body of the Borough of Ship Bottom to appoint Kim A. Pascarella, Esq. of the firm of Kim A. Pascarella, Esq., LLC, as Alternate Municipal Prosecutor in accordance with Section 14 of P.L. 1996, c. 95; and

**WHEREAS**, the firm of Kim A. Pascarella, Esq., LLC has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Kim A. Pascarella, Esq., 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 Kim A. Pascarella, Esq., LLC 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 2014 municipal budget; and

**WHEREAS**, the Chief Financial Officer has certified that there are funds available for this position, 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 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. Kim A. Pascarella, Esq. of the firm of Kim A. Pascarella, Esq., LLC, is hereby appointed as Alternate Municipal Prosecutor for the Borough of Ship Bottom in accordance with Section 14 of P.L. 1996, c. 95, for a term of one (1) year, commencing January 1, 2014 and ending December 31, 2014 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, 2014.
5. A certified copy of this Resolution shall be provided by the Borough Clerk to the Chief Financial Officer and to Kim A. Pascarella, Esq. of the firm of Kim A. Pascarella, Esq., LLC.
6. When the services of Kim A. Pascarella, 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.
9. The Business Disclosure Entity Certification will be attached to the agreement.

Roll Call:Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-12: Appointment of Public Defender. On a motion by Councilman Sinopoli, seconded by Councilman Rossi, this was approved as follows:

**RESOLUTION 2014-12  
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 2014 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, 2014 and ending December 31, 2014 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, 2014.
- 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.

Roll Call:Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-13: Appointment of Alternate Public Defender. On a motion by Councilman Sinopoli, seconded by Councilman Rossi, this was approved as follows:

**RESOLUTION 2014-13  
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 2014 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, 2014 and ending December 31, 2014 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, 2014.
- 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.

Roll Call: Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-14: Awarding Contract for Animal Control Services. On a motion by Councilman Tallon, seconded by Councilman English, this was approved as follows:

**RESOLUTION 2014-14  
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, 2014 and expiring on December 31, 2014 or upon 30 days written notice by either party, for the annual sum of \$5,100.00 per year.
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: Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-15: Appointments to Land Use Review Board. On a motion by Councilman Rossi, seconded by Councilman Hartman, this was approved as follows:

**RESOLUTION 2014-15  
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 12/31/14	William Huelsenbeck
Class II Member (1-year term) expiration 12/31/14	Stacey Stockton
Class III Member (1-year term) expiration 12/31/14	Edward English
Class IV Member (4-year term) expiration 12/31/17	Joanne Tallon
Class IV Member (4-year term) expiration 12/31/17	John Moritz
Alternate #2 (2-year term) Expiration 12/31/2015	Tracey Schmidt

Roll Call:Hartman, English, Sinopoli and Rossi, all aye. Dr. Gleason, absent. Councilman Tallon voted yes except for the appointment for Joanne Tallon, he abstained.

Mayor Huelsenbeck called for Resolution 2014-16: Appointment to the Joint Environmental Commission. On a motion by Councilman Rossi, seconded by Councilman Tallon, this was approved as follows:

**RESOLUTION 2014-16  
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.

**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. Stacy Stockton

**BE IT FURTHER RESOLVED**, that the term of appointment is from January 1, 2014 to December 31, 2014.

Roll Call:Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-17: Cash Management Plan. On a motion by Councilman Hartman, seconded by Councilman Tallon, this was approved as follows:

**RESOLUTION 2014-17  
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 2014:

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

**1. 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, 2014 to December 31, 2014. 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: Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-18: Authorization of Facsimile Signatures. On a motion by Councilman Sinopoli, seconded by Councilman Tallon, this was approved as follows:

**RESOLUTION 2014-18  
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, 2014, 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**

**T. RICHARD BETHEA, EDWARD ENGLISH, DR. ROBERT GLEASON, 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: Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-19: Interest rates on delinquent tax and water/sewer charges. On a motion by Councilman Sinopoli, seconded by Councilman Tallon, this was approved as follows:

**RESOLUTION 2014-19  
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 2014**

**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: Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-20: Ratifying positions for Tenured Officials and Personnel. On a motion by Councilman Rossi, seconded by Councilman Tallon, this was approved as follows:

**RESOLUTION 2014-20  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
RATIFYING POSITIONS OF TENURED OFFICIALS,  
PERSONNEL AND APPOINTMENTS FOR 2014**

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

Tax Collector:	T. Richard Bethea
Chief Financial Officer:	T. Richard Bethea
Municipal Clerk	Kathleen Wells
Construction Code Official	Susan Kilcheski

**NOW, THEREFORE, BE IT RESOLVED**, that the following personnel are hereby employed within the Borough of Ship Bottom in 2014:

Administrator	T. Richard Bethea
Deputy Tax Collector	Linda Eliason-Ash
Tax Search Officer	Linda Eliason-Ash
Deputy Tax Search Officer	T. Richard Bethea
Mun. Assessment Search Officer	Kathleen Wells
Registrar	Kathleen Wells
Deputy Municipal Clerk	Danielle Mezzina
Deputy Registrar	Kathleen Flanagan
Assistant to Finance Officer	Kathleen Flanagan
Administrative Clerk	Patricia Gresko
Assistant to Assessor	Patricia Gresko
Court Administrator	Karen Garcia
Water/Sewer Clerk	Linda Eliason-Ash
Zoning Official	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

**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 Coordinator	T. Richard Bethea
American Disabilities Committee	Tom Tallon
Public Agency Compliance Officer	T. Richard Bethea (P.A.C.O.)
Fund Commissioner	T. Richard Bethea
Alternate Fund Commissioner	Tom Tallon
Member of Emergency Management	Fire Chief Wade Bradley

Roll Call: Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-21: Adoption of Temporary Budget for the First Quarter of 2014. On a motion by Councilman Hartman, seconded by Councilman Tallon, this was approved as follows:

**RESOLUTION 2014-21  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
ADOPTION OF A TEMPORARY BUDGET  
FOR THE FIRST QUARTER OF 2014**

**WHEREAS**, N.J.S. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2014 CY budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

**WHEREAS**, the date of this resolution is within the first 30 days of the fiscal

January 2, 2014

year, and

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Ship Bottom, County of Ocean, State of New Jersey, that the following hereby constitutes the temporary budget for the first quarter of 2014 or until the municipal budget is adopted:

<u>General Government:</u>	<u>Appropriation:</u>
Mayor & Council	
Salaries & Wages	\$ 9,000.00
Administrative & Executive	
Salaries & Wages	\$18,000.00
Other Expenses	\$ 8,000.00
Clerk's Office	
Salaries & Wages	\$28,000.00
Financial Administration	
Salaries & Wages	\$28,000.00
Other Expenses	\$10,000.00
Audit Services	
Other Expenses	\$14,000.00
Tax Assessment Administration	
Salaries & Wages	\$10,000.00
Other Expenses	\$ 2,000.00
Revenue Administration (Tax Collection)	
Salaries & Wages	\$25,000.00
Other Expenses	\$ 3,000.00
Publicity	
Other Expenses	\$ 300.00
Legal Services	
Other Expenses	\$ 7,500.00
Human Resources (Personnel)	
Other Expenses	\$ 6,000.00
Prosecutor's Office	
Other Expense	\$ 5,000.00
Municipal Court	
Salaries & Wages	\$22,000.00
Other Expenses	\$ 3,500.00
Engineering Services	
Other Expenses	\$ 15,000.00
Public Buildings & Grounds	
Salaries & Wages	\$ 3,000.00
Other Expenses	\$18,000.00
Telephone Service	
Other Expenses	\$ 6,500.00
Land Use Review Board	
Salaries & Wages	\$ 1,000.00
Other Expenses	\$ 5,000.00
Zoning Enforcement	
Salaries & Wages	\$ 6,500.00
Salaries & Wages	\$25,000.00
Other Expenses	\$ 8,000.00
Gasoline	
Other Expenses	\$ 16,000.00
Public Defender	
Other Expenses	\$ 2,500.00
Police	
Salaries & Wages	\$280,000.00
Other Expenses	\$ 18,000.00
Police Dispatching	
Other Expenses	\$ 15,000.00
Uniform Const. Code Enforcement	
Salaries & Wages	\$ 18,000.00
Other Expenses	\$ 3,500.00
Office of Emergency Management	
Salaries & Wages	\$ 1,000.00
Other Expenses	\$ 1,500.00
Code Enforcement	
Salaries & Wages	\$ 9,000.00
Other Expenses	\$ 1,000.00

January 2, 2014

**Streets and Roads:**

Streets and Roads Maintenance		
	Salaries & Wages	\$28,000.00
	Other Expenses	\$18,000.00
Street Lighting		
	Other Expenses	\$25,000.00
Beach Front Maintenance		
	Salaries & Wages	\$35,000.00
	Other Expenses	\$ 6,000.00
Natural Gas		
	Other Expenses	\$ 4,000.00
	Other Expenses	\$ 8,000.00

**Sanitation:**

Solid Waste Collection		
	Other Expenses	\$60,000.00
Sanitary Landfill		
	Other Expenses	\$40,000.00
Recycling		
	Salaries & Wages	\$ 2,000.00
	Other Expenses	\$ 1,500.00

**Health & Welfare**

Board of Health		
	Other expenses	\$12,000.00
Dog Regulation		
	Other Expenses	\$ 2,500.00

**Shared Service Agreement**

Assessment Services		
	Salaries & Wages	\$ 2,000.00
	Other Expenses	\$ 3,000.00

**Parks & Recreation:**

Wharves, Docks and Bulkheads		
	Salaries & Wages	\$ 3,500.00
	Other Expenses	\$ 2,000.00
Beach Operations		
	Salaries & Wages	\$ 5,000.00
	Other Expenses	\$15,000.00
Celebration of Public Events		
	Other Expenses	\$ 10,000.00
Recreation Services and Programs		
	Salaries & Wages	\$ 2,500.00
	Other Expenses	\$ 2,000.00

**Insurance:**

Group Insurance Plan for Employees		\$200,000.00
Worker's Compensation		\$ 90,000.00
Other Insurance		\$ 35,000.00

**Debt Service:**

Payment of Bond Principal		
	Other Expense	\$ 80,000.00
Payment of Bond Interest		\$ 35,000.00
	Other Expenses	
Green Trust Loan P & I		
	Other Expenses	\$ 23,000.00

**Capital Improvement:**

**State and Federal Programs**

**Statutory Expenditures:**

Contributions to:		
Social Security		\$60,000.00
Unemployment Compensation		\$ 2,000.00

**TOTAL CURRENT BUDGET:** **\$1,464,800.00**

**Water Utility**

Operating		
	Salaries & Wages	\$ 40,000.00
	Other Expenses	\$300,000.00
Capital Improvements		

January 2, 2014

	Capital Outlay	\$ 30,000.00
Contributions to:	Social Security	\$ 4,000.00
	Unemployment Compensation	\$ 500.00
Debt Service	Interest on Bonds	\$ 50,000.00
	Bond Principal	\$200,000.00
<b><u>TOTAL WATER UTILITY BUDGET:</u></b>		<b>\$624,500.00</b>

Roll Call: Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

Mayor Huelsenbeck called for Resolution 2014-22: Appointment, Deputy Court Administrator. On a motion by Councilman Tallon, seconded by Councilman Rossi, this was approved as follows:

**RESOLUTION 2014-22  
RESOLUTION OF THE BOROUGH OF SHIP BOTTOM,  
COUNTY OF OCEAN, STATE OF NEW JERSEY,  
AUTHORIZING APPOINTMENT OF  
JESSIE JENKINS AS DEPUTY COURT ADMINISTRATOR**

**WHEREAS**, from time to time the Ship Bottom Court Administrator is unable to be reached after hours for urgent Police matters; and

**WHEREAS**, Ship Bottom Municipal Magistrate Anthony R. Mautone, Jr. has given approval for the Beach Haven Court Administrator, Jessie Jenkins to act as Deputy Court Administrator in these instances; and

**WHEREAS**, the Administrative Office of the Courts, Ocean County Vicinage has requested the Borough of Ship Bottom authorize the appointment of Jessie Jenkins as Deputy Court Administrator by resolution.

**NOW, THEREFORE BE IT RESOLVED** that the Mayor and Council of the Borough of Ship Bottom hereby appoint Jessie Jenkins as Deputy Court Administrator to be compensated per call-out in an amount to be determined.

**BE IT FURTHER RESOLVED** that this appointment shall be effective December 13, 2013.

Roll Call: Hartman, Tallon, English, Sinopoli and Rossi, all aye. Gleason, absent.

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

Brian Logan, newly appointed auditor for the Borough, thanked the Mayor and Council for the opportunity to work in Ship Bottom.

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

On a motion by Councilman Sinopoli, seconded by Councilman Tallon, and an all in favor vote, all aye, Mayor Huelsenbeck adjourned the meeting at 6:50 p.m..

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Kathleen Wells, RMC  
Municipal Clerk

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William Huelsenbeck  
Mayor