The regular meeting of the Board of Commissioners of the Borough of Harvey Cedars, NJ was called to order by Mayor Oldham at 4:34pm. Commissioner Gerkens was present, Commissioner Garofalo was on vacation.

Pursuant to the applicable portions of the New Jersey Open Public Meetings Act, adequate notice of this meeting has been given. The schedule of this meeting of the Board of Commissioners of the Borough of Harvey Cedars is listed in the notice of meetings posted on the bulletin board located in the Borough Hall and the Borough’s website and was published in the Beach Haven Times on December 15, 2016 and the Asbury Park Press on December 10, 2016.

**Motion** to approve the minutes of the previous meeting, January 6, 2017, was made by Commissioner Gerkens, seconded by Mayor Oldham.

The Mayor read the following resolutions by title only and asked for motions to adopt after reading each title. Copies of the full resolutions are attached hereto and made a part hereof:

**RESOLUTION #2017-013:**

**AMENDMENT TO THE POLICY AND PROCEDURE MANUAL FOR THE BOROUGH OF HARVEY CEDARS AS IT PERTAINS TO JOB DESCRIPTIONS**

Motion to adopt: Commissioner Gerkens  
Second: Mayor Oldham

**RESOLUTION #2017-014:**

**A RESOLUTION OF THE BOROUGH OF HARVEY CEDARS SUPPORTING THE ELIMINATION OF A PUMP STATION FOR THE NJDOT’S ROUTE 72 MANAHAWKIN BAY BRIDGES PROJECT**

Motion to adopt: Commissioner Gerkens  
Second: Mayor Oldham

**RESOLUTION #2017-015:**

**AUTHORIZING THE BOROUGH OF HARVEY CEDARS TO ENTER INTO AN AGREEMENT WITH STAFFORD TOWNSHIP FOR ANIMAL CONTROL SERVICES**

Motion to adopt: Commissioner Gerkens  
Second: Mayor Oldham

**RESOLUTION #2017-016:** 

**Bills**

Motion to adopt: Commissioner Gerkens  
Second: Mayor Oldham

**Public Property Usage requests:**

1. **LBI School Bay Day – Sunset Park & Bay Beach**
   
   A motion was made by Commissioner Gerkens, seconded by Mayor Oldham to approve the request to use Sunset Park and 75th Street Bay Beach to the LBI School for Bay Day on Thursday, June 8, 2017 – raindate Friday, June 9th from 10:30am to 2:15pm

2. **Laser Tag Games – Sunset Park ballfield**
   
   A motion was made by Commissioner Gerkens, seconded by Mayor Oldham to approve the request to use Sunset Park ballfield to Storm Mobile Laser Tag once a week on Tuesdays in July from 3:30pm to 5:30pm for laser tag games.

**PRIVILEGE OF THE FLOOR – No public in attendance.**

**Motion** to adjourn: Commissioner Gerkens  
Second: Mayor Oldham

Meeting adjourned at 4:40pm.
RESOLUTION #2017-013

AMENDMENT TO THE POLICY AND PROCEDURE MANUAL FOR THE BOROUGH OF HARVEY CEDARS AS IT PERTAINS TO JOB DESCRIPTIONS

WHEREAS the Borough of Harvey Cedars adopted employment policies and procedures on February 7, 1997 which are available to the employees through an encompassing manual known as the Policy and Procedure Manual; and

WHEREAS said manual shall be reviewed from time to time for policy updates.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Borough of Harvey Cedars hereby authorizes the following amendments to the personnel Policy and Procedure Manual as it pertains to the Job Descriptions for the Borough of Harvey Cedars as follows:

1. Section 4.8 Job Descriptions is hereby amended by deleting the following Job Duties and Responsibilities:
   a. Assistant Superintendent, Dept. of Public Works, Water/Sewer
   b. Working Foreman, Dept. of Public Works, Water/Sewer
   c. Laborer in Charge, Dept. of Public Works, Water/Sewer
   d. Special Activities

2. Section 4.8 Job Descriptions is hereby amended by updating and supplementing the following Job Duties and Responsibilities as per attached:
   a. Superintendent, Dept. of Public Works, Water/Sewer
   b. Public Works Lead, Dept. of Public Works, Water/Sewer
   c. Laborer, Dept. of Public Works, Water/Sewer
   d. Mechanic, Dept. of Public Works, Water/Sewer
   e. Administrative Assistant, Dept. of Public Works, Water/Sewer & Special Activities
   f. Code Enforcement Officer / Zoning Officer
   g. Land Use Board Secretary
   h. Police Matron

BE IT FURTHER RESOLVED as follows:

1. Any Personnel Policies or Personnel Policy Manuals inconsistent herewith are hereby repealed.
2. This update to the Policy Manual shall take effect immediately.
3. The revision of the Job Description Manual shall be known as Revision 01/2017.
4. The Personnel Officer shall offer copies of this resolution to all employees.

PASSED ON: January 17, 2017
RESOLUTION #2017-014

A RESOLUTION OF THE BOROUGH OF HARVEY CEDARS SUPPORTING THE ELIMINATION OF A PUMP STATION FOR THE NJDOT’S ROUTE 72 MANAHAWKIN BAY BRIDGES PROJECT

WHEREAS the New Jersey Department of Transportation (NJDOT) is proposing traffic and drainage improvements along the 8th and 9th Street corridors within the Borough of Ship Bottom as part of the Route 72 Manahawkin Bay Bridges Project; and

WHEREAS the NJDOT has recognized drainage problems along the 8th and 9th Street corridors within the Borough of Ship Bottom which will be alleviated as a result of these improvements; and

WHEREAS the NJDOT had initially proposed to install a pump station as part of these drainage improvements along the 8th and 9th Street corridors; and

WHEREAS the NJDOT has subsequently determined that the proposed drainage improvements can provide an equivalent level of flooding relief without requiring installation and operation of a pump station; and

WHEREAS the NJDOT is asking for the support from all the Long Beach Island municipalities for the elimination of the pump station.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Borough of Harvey Cedars hereby supports the New Jersey Department of Transportation’s proposed traffic and drainage improvements to the 8th and 9th Street corridors within the Borough of Ship Bottom Route 72 Manahawkin Bay Bridges Project and the elimination of the proposed pump station.

PASSED ON: January 17, 2017
RESOLUTION #2017-015

AUTHORIZING THE BOROUGH OF HARVEY CEDARS TO ENTER INTO AN AGREEMENT WITH STAFFORD TOWNSHIP FOR ANIMAL CONTROL SERVICES

WHEREAS the Uniform Shared Services and Consolidation Act, NJSA 40A:65-1 et. seq., authorizes municipalities to agree to provide shared services when approved by resolution under NJSA 40A:65-5; and

WHEREAS the Borough of Harvey Cedars is in need of animal control services and the Township of Stafford has an animal control program.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of Harvey Cedars that the Mayor of the Borough of Harvey Cedars is authorized to enter into an animal control services contract with the Township of Stafford commencing January 1, 2017 and ending December 31, 2021, a copy of which is on file in the Borough Clerk’s office.

PASSED ON: January 17, 2017
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