

The regular meeting of the Board of Commissioners of the Borough of Harvey Cedars, NJ was called to order by Mayor Oldham at 4:30pm. Commissioners Gerkens and Garofalo were present.

The Mayor asked all to rise for the Pledge of Allegiance.

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 18, 2014.

Motion to approve the minutes of the previous meeting, December 16, 2014, was made by Commissioner Gerkens, seconded by Commissioner Garofalo.

Motion to approve the 2014 worksession minutes was made by Commissioner Garofalo, seconded by Commissioner Gerkens.

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 #2015-001:

TEMPORARY BUDGET

Motion to adopt: Commissioner Garofalo

Second: Commissioner Gerkens

Vote: Ayes – Gerkens, Oldham, Garofalo

RESOLUTION #2015-002:

DESIGNATING PROFESSIONAL SERVICES FOR THE YEAR 2015

Motion to adopt: Commissioner Gerkens

Second: Commissioner Garofalo

RESOLUTION #2015-003:

PERMITTING PRE-PAYMENT OF CERTAIN ITEMS

Motion to adopt: Commissioner Garofalo

Second: Commissioner Gerkens

RESOLUTION #2015-004:

AUTHORIZING THE CLERK'S OFFICE TO MAINTAIN A PETTY CASH FUND IN THE AMOUNT OF \$100.00

Motion to adopt: Commissioner Garofalo

Second: Commissioner Gerkens

RESOLUTION #2015-005:

AMENDING THE 2015 MEETING DATES OF THE BOARD OF COMMISSIONERS

Motion to adopt: Commissioner Gerkens

Second: Commissioner Garofalo

RESOLUTION #2015-006:

AUTHORIZING THE BOROUGH OF HARVEY CEDARS TO ENTER INTO A SHARED SERVICES AGREEMENT WITH THE COUNTY OF OCEAN FOR THE 2015 PROSECUTOR'S PROGRAM – TRAFFIC SAFETY INITIATIVE

Motion to adopt: Commissioner Garofalo

Second: Commissioner Gerkens

RESOLUTION #2015-007: Bills

Motion to adopt: Commissioner Gerkens

Second: Commissioner Garofalo

PRIVILEGE OF THE FLOOR –

Al Donahower inquired about the purchasing status of the house on Harvest/Essex Avenue. The Mayor summarized that the Borough is attempting to get funding from the State this year; there may be a 25% cost share with the grant; there is also discussion of having an Open Space Tax in the future for this type of purchase, it would have to go to referendum; the County and Barnegat Light have this tax.

Motion to adjourn: Commissioner Gerkens
Second: Commissioner Garofalo

Meeting adjourned at 4:40pm.

RESOLUTION #2015-001

TEMPORARY BUDGET

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 2015 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 thirty days of January, 2015; and

WHEREAS the total appropriations in the 2014 budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund is the sum of \$4,355,876.83 (Current Fund Budget 3,344,704.26 and Utility Fund Budget \$991,172.57); and

WHEREAS twenty-six and one quarter percent of the total appropriations in the 2014 budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund is the sum of \$1,143,417.67 (Current Fund Temporary Budget \$877,984,87 and Utility Fund Temporary Budget \$264,532,80).

NOW, THEREFORE, BE IT RESOLVED that the following appropriations be made:

CURRENT FUND	2015 Temporary
PUBLIC AFFAIRS & SAFETY	
DIRECTOR - SALARIES & WAGES	1,625.00
- OTHER EXPENSES	1,000.00
ADMINISTRATOR	2,625.00
MUNICIPAL CLERK - SALARIES & WAGES	16,000.00
- OTHER EXPENSES	3,150.00
POLICE - SALARIES & WAGES	240,000.00
- OTHER EXPENSES	35,000.00
MUNICIPAL PROSECUTOR	2,000.00
LEGAL SERVICES	5,250.00
EMERGENCY MGMNT - SALARIES & WAGES	1,500.00
- OTHER EXPENSES	2,500.00
LIFEGUARD - SALARIES & WAGES	1,000.00
- OTHER EXPENSES	500.00
LAND USE BOARD - SALARIES & WAGES	5,300.00
- OTHER EXPENSES	1,000.00
ZONING ENFORCEMENT-OTHER EXPENSES	1,000.00
BEACH OPERATIONS - OTHER EXPENSES	5,100.00
REVENUE & FINANCE	
DIRECTOR - SALARIES & WAGES	1,625.00
- OTHER EXPENSES	1,000.00
OTHER FINANCIAL FEES	10,000.00
FINANCIAL ADMINISTRATION - SALARIES & WAGES	10,500.00
- OTHER EXPENSES	3,000.00
TAX ASSESSOR - SALARIES & WAGES	6,000.00
- OTHER EXPENSES	500.00
TAX COLLECTOR - SALARIES & WAGES	13,000.00
- OTHER EXPENSES	3,500.00
WORKMEN'S COMPENSATION INSURANCE	21,700.00
GROUP INSURANCE PLAN	100,000.00
OTHER INSURANCE PREMIUMS	14,000.00
PUBLIC WORKS	
DIRECTOR - SALARIES & WAGES	1,625.00
- OTHER EXPENSES	1,000.00
ENGINEERING EXPENSES	6,000.00
STREETS & ROADS - SALARIES & WAGES	60,000.00
- OTHER EXPENSES	20,000.00
VEHICLE MAINTENANCE - SALARIES & WAGES	11,000.00
- OTHER EXPENSES	12,000.00
BUILDINGS & GROUNDS	20,000.00

CURRENT FUND CONTINUED	2015 Temporary
BEACH FRONT MAINTENANCE - OTHER EXPENSES	30,000.00
PARK MAINTENANCE - OTHER EXPENSES	4,080.00
RECREATION - SALARIES & WAGES	100.00
RECREATION - OTHER EXPENSES	100.00
TRASH REMOVAL - OTHER EXPENSES	53,000.00
SANITARY LANDFILL - OTHER EXPENSES	20,000.00
CONSTRUCTION CODE - SALARIES & WAGES	2,000.00
- OTHER EXPENSES	1,000.00
UTILITIES:	
ELECTRICITY	8,200.00
TELECOMMUNICATIONS	5,500.00
GASOLINE	10,000.00
NATURAL GAS	5,700.00
STREET LIGHTING	10,500.00
STATUTORY EXPENDITURES:	
SOCIAL SECURITY	35,000.00
UCC & DISABILITY INSURANCE	3,750.00
PFRS CONTRIBUTION	
PERS CONTRIBUTION	
GENERAL APPROPRIATIONS - EXCLUDED FROM CAPS:	
MUNICIPAL COURT - SALARIES & WAGES (OUT CAP)	2,000.00
- OTHER EXPENSES (OUT CAP)	500.00
PUBLIC DEFENDER (OUT CAP)	400.00
INTERLOCAL MUNICIPAL SERVICE AGREEMENTS:	
PUBLIC HEALTH SERVICES - OTHER EXPENSES	11,000.00
ANIMAL CONTROL SERVICES - OTHER EXPENSES	3,000.00
CODE ENFORCEMENT AND ADMINISTRATION - OTHER EXPENSES	13,000.00
CAPITAL IMPROVEMENTS - EXCLUDED FROM CAPS:	0.00
MUNICIPAL DEBT SERVICE EXCLUDED FROM CAPS:	0.00
GREEN TRUST LOAN REPAYMENTS	18,000.00
TOTAL GENERAL APPROPRIATIONS	\$877,830.00

WATER/SEWER UTILITY:	2015 Temporary
OPERATING - SALARIES & WAGES	90,000.00
- OTHER EXPENSES	97,824.80
WORKERS COMPENSATION	11,498.00
SOCIAL SECURITY	9,000.00
OTHER INSURANCE	7,431.00
UNEMPLOYMENT INSURANCE	500.00
HEALTH INSURANCE	30,000.00
PERS CONTRIBUTION	0.00
NJEIT Loan Payment	18,279.00
TOTAL WATER/SEWER UTILITY OPERATING	264,532.80

PASSED ON: January 2, 2015

RESOLUTION #2015-002

DESIGNATING PROFESSIONAL SERVICES FOR THE YEAR 2015

WHEREAS the Board of Commissioners of the Borough of Harvey Cedars, County of Ocean, State of New Jersey has determined that it should hire a borough attorney, bond counsel, prosecutors, auditor, engineer, public defender, labor attorney, and computer software specialists; and

WHEREAS said contracts for professional services need not be bid under the Local Public Contract Law of the State of New Jersey.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of Harvey Cedars that the following professionals be retained by the Borough of Harvey Cedars, *upon receipt of properly executed State mandated forms*, for a period commencing January 1, 2015 and ending December 31, 2015 and the following fees are set for said professional services per quotes and contracts received by the Borough:

1. The firm Hering, Gannon & McKenna as Borough Attorney and Labor Attorney
29 Hadley Avenue, Toms River, NJ 08753
\$145.00 per hour/ \$250.00 per Borough meeting
2. William Mayer, Esq of the firm DeCotiis, FitzPatrick, Cole & Wisler, LLP as Bond Counsel
500 Frank W. Burr Blvd., Suite 31, Teaneck, NJ 07666
\$120.00 - \$250.00 per hour / service dependent
3. Robert Allison, CPA of the firm Holman, Frenia & Allison as Municipal Auditor
912 Highway 33, Suite 2, Freehold, NJ 07728
\$36,465 per audit
\$90.00 - \$200.00 per hour / service dependent
4. Frank J. Little, P.E. of the firm Owen, Little & Associates as Municipal Engineer
442 Atlantic City Blvd., Beachwood, NJ 08722
\$135.00 per hour
\$40.00 - \$185.00 per hour / service dependent
5. Christopher Koutsouris, Esq. of the firm Dasti, Murphy, McGuckin, Ulaky, Koutsouris & Connors as Public Defender
620 West Lacey Road, Forked River, NJ 08731
\$250.00 per case
6. Bonnie R. Peterson, Esq. as Municipal Prosecutor
1201 S.W. Central Avenue, PO Box J, Seaside Park, NJ 08752
\$500.00 per session
\$125.00 per hour for special services
7. Edmunds & Associates, Inc. as Finance & Tax and Water Billing Software Support Professional
301A Tilton Road, Northfield, NJ 08225
\$11,174.00 annually
8. The firm Ansell, Zaro, Grimm & Aaron as Special Counsel
1500 Lawrence Avenue, Ocean, NJ 07712
\$120.00 per hour
9. Dynamic Testing Service to administer drug and alcohol testing
230 Main Street, Suite C, Toms River, NJ 08753
\$35.00 - \$45.00 per test / \$200.00 after hours fee
10. Interstate Mobile Care to administer audiometric and respiratory testing
PO Box 64, Sewell, NJ 08080
\$28.00 - \$48.00 per test / \$375.00 shared on-site fee

BE IT FURTHER RESOLVED that the Mayor, the Commissioner of Revenue and Finance and the Municipal Clerk are hereby authorized to execute the professional service contracts.

PASSED ON: January 2, 2015

RESOLUTION #2015-003

PERMITTING PRE-PAYMENT OF CERTAIN ITEMS

WHEREAS the Borough of Harvey Cedars has budgeted funds for 2015 for payment of utilities, payroll, debt service, governmental fees, insurances, and mailing costs of the Borough; and

WHEREAS the payment of these items frequently arrives out of time for placement on the next available bill list and thereby inadvertently placing these bills in arrears.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of Harvey Cedars that the Chief Financial Officer is hereby authorized to make pre-payments of the following fixed items prior to the same appearing on the meeting bill lists; such funds to be taken from the pre-budgeted amount for each such expenses for 2015:

1. Utilities (electric, gas and telephone).
2. Payroll.
3. Debt services as evidenced by pre-existing notes.
4. Health, dental, flood and other insurance premiums.
5. Federal, state, county, school fees and taxes.
6. Postage for tax bills, newsletters and other Borough mailings.

PASSED ON: January 2, 2015

RESOLUTION #2015-004

**AUTHORIZING THE CLERK'S OFFICE TO
MAINTAIN A PETTY CASH FUND IN THE
AMOUNT OF \$100.00**

WHEREAS N.J.S.A. 40A: 5-21 authorizes the establishment of a Petty Cash Fund for the Clerk's Office of the Borough of Harvey Cedars; and

WHEREAS said Petty Cash Fund was established by resolution dated May 20, 2003 by the Commissioners of the Borough of Harvey Cedars; and

WHEREAS said Petty Cash Fund received approval of the Director of Local Government Services on July 23, 2003; and

WHEREAS it is the desire of the Commissioners that said fund be continued under the direction of the Clerk.

NOW, THEREFORE, BE IT RESOLVED ON THIS 2nd day of January, 2015 by the Board of Commissioners of the Borough of Harvey Cedars, County of Ocean, State of New Jersey that:

1. During the year 2015, Daina Dale, Municipal Clerk, be and is hereby authorized and permitted to establish a Petty Cash Fund in the amount not to exceed \$100.00 pursuant to the provisions of N.J.S.A. 40A:5-21. Said Petty Cash Fund will be used by such office or department to pay claims for small miscellaneous expenses.

2. Daina Dale, Municipal Clerk, having custody of the Fund be bonded in an amount not less than \$1,000.00 and will maintain said fund in accordance with the laws and regulations governing its operation.

PASSED ON: January 2, 2015

RESOLUTION #2015-005

**AMENDING THE 2015 MEETING DATES OF THE BOARD OF
COMMISSIONERS**

WHEREAS on December 3, 2014 Resolution #2014-114 designated the 2015 Board of Commissioners' regular meeting dates, however, due to schedule conflicts, it is the desire of this Board to amend certain dates.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of Harvey Cedars as follows:

1. The previously designated meeting scheduled on Friday, February 6, 2015 is hereby cancelled and a new meeting date is hereby added on Friday, January 30, 2015.
2. The following is the amended 2015 meeting date list.

Friday	January 2, 2015
Tuesday	January 20, 2015
Friday	January 30, 2015
Tuesday	February 17, 2015
Friday	March 6, 2015
Tuesday	March 24, 2015
Friday	April 10, 2015
Tuesday	April 21, 2015
Friday	May 1, 2015
Friday	May 15, 2015
Friday	June 5, 2015
Tuesday	June 16, 2015
Tuesday	July 7, 2015
Tuesday	July 21, 2014
Friday	August 7, 2015
Tuesday	August 18, 2015
Friday	September 4, 2015
Tuesday	September 15, 2015
Friday	October 2, 2015
Tuesday	October 20, 2015
Friday	November 6, 2015
Tuesday	November 17, 2015
Friday	December 4, 2015
Tuesday	December 15, 2015

3. All aforementioned meetings shall be held at the Borough Hall, 7606 Long Beach Blvd., Harvey Cedars, NJ at 4:30pm. Formal action will be taken.

PASSED ON: January 2, 2015

RESOLUTION #2015-006

AUTHORIZING THE BOROUGH OF HARVEY CEDARS TO ENTER INTO A SHARED SERVICES AGREEMENT WITH THE COUNTY OF OCEAN FOR THE 2015 PROSECUTOR'S PROGRAM – TRAFFIC SAFETY INITIATIVE

WHEREAS the Uniform Shared Services and Consolidation Act, NJSA 40A:65-1 et. seq., authorizes two or more governmental entities to enter into a mutual service agreement for the provision of certain governmental services when approved by resolution under NJSA 40A:65-5; and

WHEREAS the Prosecutor's Program (formerly known as the Fatal Accident Support Team, F.A.S.T.) is a traffic safety program run by the Ocean County Prosecutor's Office for the purpose of assisting in the investigation, prosecution of fatal accidents and in traffic enforcement and education; and

WHEREAS the Prosecutor's Program receives funding from the County of Ocean; and

WHEREAS it is the desire of the Board of Commissioners of the Borough of Harvey Cedars to enter into an agreement with the County of Ocean for the purpose of setting forth the terms and conditions regarding the assignment of police officers employed by the Borough of Harvey Cedars to the Prosecutor's Program.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of Harvey Cedars, County of Ocean, State of New Jersey that the Mayor and Municipal Clerk are hereby authorized to execute a Shared Services Agreement with Ocean County for the 2015 Prosecutor's Program, a copy of which is on file in the Municipal Clerk's office.

PASSED ON: January 2, 2015