

**Borough of Matawan
Reorganization Meeting
January 1, 2015**

The Reorganization meeting of the Borough Council of the Borough of Matawan, New Jersey, was held at the Matawan Municipal Community Center, 201 Broad Street, Matawan, New Jersey on January 1, 2015. The meeting was called to order at 12:00 PM by Mayor Buccellato presiding. Mayor Buccellato called the meeting to order, pursuant to Section 5 of the Open Public Meetings Act that adequate notice of this meeting has been provided in the notice which was published in *The Independent* on November 13, 2014, by sending notice to the *Asbury Park Press*, and by posting.

Mayor Buccellato requested a motion to reconvene the December 18, 2014 meeting. Councilwoman Angelini made the motion, seconded by Councilwoman Gould. Council agreed. Motion passed.

Mayor Buccellato requested a roll call.

On roll call the following members responded present:

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Fitzsimmons
Councilwoman Gould

Also, present were Pasquale Menna, Esq., Borough Attorney and Robert Keady, Borough Engineer.

Mayor Buccellato presented Councilman Fitzsimmons with a plaque of recognition for his years of service to the residents of Matawan. Councilman Fitzsimmons thanked his family, Mayor, Council, employees and residents of the Borough.

Mayor Buccellato requested a motion to adjourn the December 18, 2014 meeting. Councilman Fitzsimmons made the motion, seconded by Councilwoman Clifton. Council agreed with Councilwomen Angelini and Daly abstaining. Motion passed.

Mayor Buccellato asked everyone to stand in the Salute to the Flag.

Oaths of Office

Assemblyman Robert Clifton administered the Oath of Office of Councilman to Joseph Urbano for a three year term said term to expire December 31, 2017.

Assemblyman Robert Clifton administered the Oath of Office of Councilman to Michael Caldon for a three year term said term to expire December 31, 2017.

Mayor Buccellato requested a roll call.

On roll call the following members responded present:

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

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Invocation

Reverend Gray of the First Baptist Church, Matawan, gave the Invocation.

Recognition Presentations

Mayor Buccellato presented Andy Bulinsky, Borough of Matawan Department of Public Works, with a plaque of recognition for his 43 years of service to the residents of Matawan.

Mayor Buccellato presented the Shore Knights with a plaque of recognition for their adoption of Francis “Lucky” Emmons Clinton Street Park, and their service to the residents and the community of Matawan.

Mayor Buccellato asked everyone to stand for a Moment of Silence in remembrance of Jeremiah E. Hourihan, Sr., Philip Kramer, Francis Burke, Theresa Paltridge, Shirley Henderson, Scott Hopkins and the two fallen New York City Police Officers.

Citizen of the Year

Mayor Buccellato recognized the many achievements of Firefighter and Matawan resident James P. Duffy, presenting him with a plaque in recognition of his over 50 years of dedication and service to the Borough of Matawan and its residents.

Mayor Buccellato read in full Resolution 15-01-01: Council President Appointment. Mayor Buccellato requested a motion. Councilwoman Angelini made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

***RESOLUTION 15-01-01
COUNCIL PRESIDENT APPOINTMENT***

WHEREAS, it is necessary that a member of the Council be elected President of said Council to fulfill the duties of the Mayor during the absence of the Mayor, for the year ending December 31, 2015.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that, Linda Clifton, a member of the Council, be elected as President of said Council.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration as well as the Clerk.

Assemblyman Robert Clifton administered the Oath of Office of Council President to Councilwoman Clifton.

Mayor Buccellato read in full Resolution 15-01-02: Authorizing the Appointment of Borough Attorney under Fair and Open. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

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Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-02
AUTHORIZING THE APPOINTMENT OF BOROUGH ATTORNEY
UNDER FAIR AND OPEN**

*WHEREAS, there exists the need for legal services in the Borough of Matawan, County of Monmouth;
and*

WHEREAS, the firm of The Menna Law Firm has submitted qualifications as part of a "Fair and Open Process" pursuant to the provisions of NJSA 40:44A-20.5 et seq. and the Borough Council finds this firm to be the most qualified for the legal services sought by the Borough of Matawan; and

WHEREAS, NJSA 19:44A-20.5 et seq. allows a municipality through a "Fair and Open Process" to seek and solicit qualifications by advertising for such qualifications and appointing the firm based on said contractor's qualifications and merit.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that they hereby appoint Pasquale Menna, Esq. of the firm of The Menna Law Firm, as Borough Attorney for the Borough of Matawan for the year 2015, said term to expire December 31, 2015.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Council of the Borough of Matawan that the Mayor be and is hereby authorized to sign the contract for Borough Attorney between the firm of The Menna Law Firm on behalf of the Borough of Matawan.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration as well as the Clerk.

Mayor Buccellato read in full Resolution 15-01-03: Authorizing the Appointment of Borough Conflict Attorney. Mayor Buccellato requested a motion. Councilman Urbano made the motion, seconded by Councilwoman Clifton. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Abstain: Councilwoman Angelini

Yes: Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-03
AUTHORIZING THE APPOINTMENT OF
BOROUGH CONFLICT ATTORNEY**

WHEREAS, there may exist the need for a conflict attorney to render legal services for the Borough of Matawan, County of Monmouth; and

WHEREAS, the Borough Council finds that the firm of Archer & Greiner, PC to be the most qualified for the legal services sought by the Borough of Matawan; and

WHEREAS, NJSA 40A:9-139 et seq. allows a municipality to appoint a Borough Attorney, the firm of Archer & Greiner, PC under the extraordinary unspecifiable services bidding exemption and appoint the firm based on said firm's qualifications and merit in the event that the Borough Attorney has a conflict.

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***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that they hereby appoint Christine G. Hanlon, Esq. of the firm Archer & Greiner, PC as the Borough's Conflict Attorney for the Borough of Matawan for the year 2015, said term to expire December 31, 2015.*

***BE IT FURTHER RESOLVED** by the Council of the Borough of Matawan that the Mayor be and is hereby authorized to sign a contract for the Borough Conflict Attorney between the firm of Archer & Greiner, PC on behalf of the Borough of Matawan.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Finance, Police, Payroll Officer as well as the Christine G. Hanlon, Esq., Archer & Greiner, PC.*

Mayor Buccellato read in full Resolution 15-01-04: Emergency Temporary Appropriation. Mayor Buccellato requested a motion. Councilwoman Angelini made the motion, seconded by Councilman Urbano. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-04
EMERGENCY TEMPORARY APPROPRIATION**

***WHEREAS**, emergent conditions have arisen with respect to the payment of bills in a number of accounts and no adequate provision has been made in a 2015 temporary budget for the aforesaid purposes; and*

***WHEREAS**, NJSA 40A:4-20 provides for the creation of an emergency temporary appropriation for the purposes above mentioned; and*

***WHEREAS**, the total emergency temporary resolutions adopted in the year 2015 pursuant to the provisions of Chapter 96, PL 1951 (NJSA 40A:4-20) including this resolution total \$1,284,667.24.*

***NOW, THEREFORE, BE IT RESOLVED** (not less than two thirds of all member of the Council of the Borough of Matawan, New Jersey affirmatively concurring) that in accordance with the provisions of NJSA 40A:4-20:*

- 1. An emergency temporary appropriation be and the same is hereby made for the purposes stipulated in the attached list.*
- 2. That said emergency temporary appropriations will be provided for in the 2015 budget under the appropriate titles.*
- 3. That one certified copy of this resolution be filed with the Director of Local Government Services.*

***BE IT FURTHER RESOLVED**, that the amount required by Statue for the payment of 2015 County, and Local School District Taxes, which are not included in this temporary budget, shall be paid as and when due.*

2015 Temporary Budget

	Salary & Wages	Other Expenses
MAYOR & COUNCIL	5,229.53	971.25
MUNI CLERK	11,051.25	4,954.69
GENERAL ADMIN	18,152.14	6,956.25
AUDIT	-	-
FINANCE ADMIN	15,750.00	3,205.13
TAX ASSES ADMIN	10,762.50	826.88

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TAX COLLECTOR	13,912.50	1,766.63
LEGAL SERVICES	-	30,423.75
ENGINEERING	-	19,950.00
BLDG & GROUNDS	17,588.29	14,043.75
PLAN/ZONING BD	4,830.00	2,769.38
SHADE TREE COMM	315.00	3,005.63
ENVIRON HEALTH	-	-
SOLID WASTE COLL	840.00	139,912.50
INSURANCE-GROUP HEALTH	-	293,272.88
INSURANCE-LIABILITY	-	70,000.00
INSURANCE-WORKERS COMP	-	80,000.00
PROSECUTOR	-	-
FIRE	-	39,270.00
FIRE-AID TO DEPARTMENT	-	4,068.75
FIRE PREVENTION	14,700.00	1,345.31
POLICE	631,599.94	66,143.96
STREETS & ROADS	77,595.00	20,225.63
STREET LIGHTING	-	38,062.50
BD OF HEALTH	1,391.25	7,927.50
	-	-
RECREATION	3,491.25	4,147.50
	-	-
HISTORICAL SITES	315.00	3,366.56
	-	-
	-	-
OEM	-	4,856.25
PROP MAINT	3,822.00	227.06
RR PARKING	55,282.50	25,000.00
DOWNTOWN REDEV	-	1,968.75
UTILITIES	-	84,787.50
VEHICLE MAINT	5,223.75	14,148.75
CONSTR OFFICIAL	38,325.00	4,869.38
ACCUM SICK LEAVE	-	-
OASI	-	28,875.00
PERS	-	-
P/F RETIREMENT	-	-
MUNICIPAL COURT	-	-
PUBLIC DEFENDER	-	-
FREE PUBLIC LIBRARY	-	80,843.18
EMERGENCY 911	-	-
LOSAP		-
GREEN TRUST LOAN		9,172.50
PAYMENT OF BOND PRINCIPAL		205,000.00
PAYMENT OF BANS		-
INTEREST ON BONDS		115,000.00
INTEREST ON NOTES		-

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SPECIAL EMERGENCY		-
MCIA LEASE INTEREST		11,900.00
MCIA LEASE PRINCIPAL		-
CAPITAL IMPROVEMENT FUND		-
		-

SUBTOTAL	930,176.89	1,443,264.76
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TOTAL TEMPORARY EMERGENCY APPROPRIATIONS		2,373,441.65
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WATER SEWER UTILITY

OPERATING	186,480.00	266,174.74
PAYMENT ON BOND PRINCIPAL		140,000.00
ACQUISITION OF WATER/BULK WATER		128,625.00
BRSA		325,000.00
INTEREST ON BONDS(504-299)		85,000.00
INTEREST ON NOTES		-
SURPLUS		-
WASTEWATER LOAN (507-299)		85,000.00
WASTEWATER LOAN INTEREST(504-205)		55,000.00
PERS		-
SOCIAL SECURITY		13,387.50

SUBTOTAL	186,480.00	1,098,187.24
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TOTAL WATER SEWER UTILITY TEMPORARY EMERGENCY APPROPRIATIONS		1,284,667.24
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BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance as well as the Borough Auditor and the Director of Local Government Services.

Mayor Buccellato administered the Oaths of Office to the Fire Chiefs.

Fire Chief:	Brian Bernath, Washington Engine Company
Assistant Fire Chief:	Zoltan Varsanyi, Freneau Volunteer Fire Company
Second Deputy Chief:	Shawn Costello, Midway Hose Company

Mayor Buccellato administered the oath of office to Shawn Costello first. He then administered the oath of office to Zoltan Varsanyi. He lastly administered the oath of office to Brian Bernath.

Chief Bernath presented to ex-Chief James P. Duffy with a plaque of recognition for lifetime achievement award for his 50 years of service to the residents of Matawan.

Lt. Lee and Les Gelman presented ex-Chief Joseph Lopes with a distinguished service citation and plaque relating his unbelievable actions in Manhattan on Tuesday, September 11, 2001. Mr. Lopes' daughter, Danielle, accepted the plaque and presented it to her father.

Chief Bernath presented a plaque of recognition to the Matawan Police Department for all their assistance and support this past year.

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Chief Bernath presented a plaque of recognition to Walgreens, for its support of its fund drives and to the Matawan Volunteer Fire Fighters. Accepting on behalf of Walgreens was manager Sean Grey.

Chief Bernath presented a plaque of recognition to Dunkin Donuts, for its support throughout the year. He mentioned that Dunkin Donuts is a necessity, not only for emergency services, but for the chief officers, as well. A representative from Dunkin Donuts accepted on its behalf.

Chief Bernath presented a plaque of recognition to Matt Zoleszna, for his support throughout the years. Mr. Zoleszna supplies the hay that the department uses, for training purposes. Mr. Zoleszna was not present for his award.

Chief Bernath presented an award to ex-Chief, Pete Berliner, for his service throughout the years. Mr. Berliner was a three-time chief, around-the-clock sometimes. Mr. Berliner was presented with his ex-Chief badge.

Chief Bernath presented an award to Second Deputy Chief Costello, for his service throughout the years. He mentioned that this past year, they restructured the fire department. They went from a five-chief system, to a three-chief system. Chief Bernath said that Mr. Costello has been the only chief who liked being the ‘baby’ chief so much, that he got to do it 2x in a row.

Chief Bernath thanked everyone for coming inviting everyone to an open-house at Washington Engine Company following the meeting.

Chief Bernath dismissed the members of the Matawan Fire Department who left the meeting.

Mayor Buccellato administered the Oaths of Office to the Matawan First Aid officers.

Chief: James Archibald
Captain: Christopher C. Sommer
Lieutenant: Austin Chang
Sergeant: Tatiana Rosser

Mayor Buccellato announced he is deviating from the Agenda to facilitate a presentation by the Matawan First Aid, and read by title Resolution 15-01-25: 2015 Administrative Committees of the Borough of Matawan. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-25
2015 ADMINISTRATIVE COMMITTEES OF THE BOROUGH OF MATAWAN**

WHEREAS, it is necessary and expedient for the proper administration of government in the Borough of Matawan, to divide the administration of government into committees and appoint on said committee members of the Council to facilitate the operations of the Borough between meetings of the Council.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that the administration of government be divided into:

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Finance & Environmental

Personnel, Development, Construction & Planning/Zoning Board

Property Maintenance, First Aid, Historic Sites, Sanitation & Recycling

Police, Railroad Parking & ADA

Fire, DPW & Shade Tree

Recreation & Main Street

NOMINATION AND APPOINTMENTS TO COMMITTEES

(By the Mayor)

(The first name of each committee serves as chairman)

Finance & Environmental

Toni Angelini

Linda Clifton

Michael Caldon

Personnel, Development, Construction & Planning/Zoning Board

Donna Gould

Linda Clifton

Kimberly Daly

Property Maintenance, First Aid, Historic Sites, Sanitation & Recycling

Kimberly Daly

Donna Gould

Joseph Urbano

Police, Railroad Parking & ADA

Joseph Urbano

Michael Caldon

Linda Clifton

Fire, DPW & Shade Tree

Michael Caldon

Joseph Urbano

Kimberly Daly

Recreation & Main Street

Linda Clifton

Joseph Urbano

Kimberly Daly

Mayor Buccellato read by title Resolution 15-01-05: Regular Council Meetings. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Angelini. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

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**RESOLUTION 15-01-05
REGULAR COUNCIL MEETINGS**

WHEREAS, the Open Public Meeting Law PL 1975c231 requires that advanced public notice of the Council meeting be announced at the Annual Meeting.

NOW, THEREFORE, BE IT RESOLVED that the following meetings shall be named and held at the Matawan Municipal Community Center, 201 Broad Street, Matawan, New Jersey:

January	1 st (Noon, Thursday)	20 th (Third Tuesday)
February	3 rd	17 th
March	3 rd	16 th
April	7 th	21 st
May	6 th (Wednesday)	19 th
June	4 th (Thursday)	16 th
July	14 th (Second Tuesday)	--
August	11 th (Second Tuesday)	--
September	1 st	21 st
October	6 th	
November	5 th (Thursday)	16 th (Monday)
December	1 st	15 th

The first meeting of each month will be a Workshop meeting, followed by a Regular Council meeting. The Workshop meeting will begin at 7:00 PM.

The second meeting of each month will be a Regular Council meeting and will begin at 7:00 PM.

All Executive Session meetings will be held at 6:00 PM prior to the workshop and regular meetings each month, or as needed.

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

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Finance, Public Works, Construction, Police, Payroll Officer as well as Recreation.

Mayor Buccellato read by title Resolution 15-01-06: Designated Depository of 2015 Funds Borough of Matawan. Councilwoman Gould pointed out that Santander Bank changed its name to Sovereign Bank and asked that it be changed in the resolution. With the corrected resolution, Mayor Buccellato requested a motion with the update. Councilman Clifton made the motion, seconded by Councilwoman Angelini. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-06
DESIGNATED DEPOSITORY OF 2015 FUNDS
BOROUGH OF MATAWAN**

BE IT RESOLVED by the Council of the Borough of Matawan that the following Banks and Trust Companies be the official depositories wherein all of the accounts for the Borough of Matawan be kept:

*Amboy National Bank
Bank of America
Capital One Bank
Chase
Columbia Bank
Hudson City Savings
Investors Savings Bank*

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*Kearny Federal Saving Bank
MBIA
New Jersey Cash Management
Penn Federal Savings
PNC Bank
Provident Bank
Santander Bank
Sun National Bank
Synergy Bank
TD Commerce Bank
Wachovia
Wells Fargo*

BE IT FURTHER RESOLVED that disbursements of the following accounts be made by checks signed by Mayor Paul Buccellato and the Borough CFO/Treasurer Monica Antista:

<i>Borough Capital Account</i>	<i>Recreation Trust</i>
<i>Borough Trust</i>	<i>Tax Collector's Trust Fund</i>
<i>Current Fund</i>	<i>Water Capital Account</i>
<i>Developers Escrow Account</i>	<i>Water-Sewer Operating</i>
<i>Matawan Law Enforcement Trust</i>	<i>Unemployment</i>
<i>Dog Tax Trust</i>	<i>Payroll Account</i>
<i>Railroad Parking Trust</i>	

BE IT FURTHER RESOLVED that disbursements of the following accounts be made by checks signed by the Building Inspector, John Quinn and Technical Assistant, Lynn Kramer.

Building Inspector's Account

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance as well as the Borough Auditor.

Mayor Buccellato read by title Resolution 15-01-07: Borough of Matawan Business Office Hours. Mayor Buccellato requested a motion. Councilwoman Gould made the motion, seconded by Councilwoman Clifton. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

***RESOLUTION 15-01-07
BOROUGH OF MATAWAN
BUSINESS OFFICE HOURS***

WHEREAS, in an effort to conserve energy effective July 21, 2008 the Borough of Matawan business office hours were revised by the Borough Council to 7:30 AM to 5:00 PM Monday through Thursday, closed Friday and revised again to continue through October 31, 2008 to December 31, 2009; and

WHEREAS, the Borough of Matawan business office hours were revised again to continue through 2010 and 2014 by the Borough Council; and

WHEREAS, the efforts made by the Borough staff to assist with cost cutting measures has been appreciated, it is the desire of the Governing Body to return to a five (5) day work week to better serve and accommodate the residents of the Borough of Matawan.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, County of Monmouth, that commencing on July 1, 2015 the Borough offices located at 201 Broad Street will open at 8:30 AM until 4:30 PM, Monday through Friday each week, closing for holidays and other days as indicated in the Borough's Policy and Procedure Manual, and that the Borough Administrator is directed to take any and all measures to implement this change of policy prior to July 1, 2015.

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***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Public Works, Police as well as Recreation.*

Mayor Buccellato read by title Resolution 15-01-08: Cash Management Plan - 2015. Mayor Buccellato requested a motion. Councilwoman Angelini made the motion, seconded by Councilman Urbano. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-08
CASH MANAGEMENT PLAN - 2015**

***WHEREAS**, N.J.S.A. 40A:5-14 requires that every local unit adopt a Cash Management Plan; and*

***WHEREAS**, the primary objectives of the plan are to preserve the safety of Public funds, seek investment instruments that offer liquidity and maximize interest revenue through use of authorized legal depositories and approved investment instruments.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, County of Monmouth, State of New Jersey the following Cash Management Plan for the Borough of Matawan be adopted.*

**BOROUGH OF MATAWAN
CASH MANAGEMENT PLAN**

INTRODUCTION

The New Jersey “Local Fiscal Affairs Law”, N.J.S.A. 40A:5-14 requires that every local unit adopt a Cash Management Plan and shall deposit its funds pursuant to that plan. The primary objectives of the plan are to preserve the safety of public funds, seek investment instruments that offer liquidity and maximize interest revenue through the use of authorized legal depositories and approved investment instruments.

I. AUTHORITY

- a. Borough Council of the Borough of Matawan, County of Monmouth.
- b. Delegation of Authority – Authority to implement the investment program is granted to the Chief Financial Officer. The Chief Financial Officer shall act in accordance with the requirements of the Cash Management Plan, New Jersey Statutes and proper use of internal controls. No other persons may engage in investment transactions except for those subordinate officials of the Chief Financial Officer.

II. STATEMENTS OF POLICY

It shall be the policy of the Borough of Matawan, County of Monmouth to adopt a Cash Management Plan, and to authorize the Chief Financial Officer to administer said Plan, for the purpose of deposit and investment of the maximum of available funds in interest bearing instruments. The investment instruments shall be safe, liquid and offer market yields.

Safety of principal is the foremost objective of the Cash Management Plan. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital.

The utilized investment instruments shall remain sufficiently liquid to meet all operating cash requirements that may be reasonably anticipated.

Investments shall be planned with the objective of attaining a market rate, while taking into account legal restriction, risk and liquidity. Return on investment is secondary importance compared to safety.

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III. DEFINITIONS

“Arbitrage” refers to the rules and regulation governing the issuance of Bond or Notes and the reinvestment of the proceeds at a higher yield. These regulations are promulgated by the Internal Revenue Service, regulation 1.103.

“Cash Management Fund” is the New Jersey Cash Management Fund. The Fund is one of a number of funds invested by the New Jersey Division of Investments of the Department of Treasury under the jurisdiction of the State of Investment Council. The Fund is authorized to receive and invest local unit funds pursuant to N.J.S.A. 40A:5-14.

“Certificate of Eligibility” is the certification issued by the New Jersey Department of Banking, Division of Banking that a public depository is eligible to act as a depository for public funds and qualifies as a participant in the New Jersey Governmental Unit Deposit Protection Act, GUDPA.

“Compensating Balance Account” is a bank account at an eligible depository which pays no interest or interest lower than ½ of 1 percent of maximum, in return for specific services, for example check sorting, payroll services, wire transfers and other services.

“Eligible Public Depositories” is a Banking or Savings and Loan Association with a current certificate of eligibility from the State Banking Department. The Borough of Matawan shall designate said depositories, by resolution of the governing body on January 1st of each year in accordance with N.J.S.A. 40A:5-14.

“Eligible Securities” are those investment instruments authorized by N.J.S.A. 40A:5-15.1.

“Interest Bearing Account” is an account or time deposit in an eligible public depository, earning interest, or any deposit in the State of New Jersey Cash Management Fund.

IV. STANDARDS OF CARE

1. *The standard of prudence to be used by those delegated to effect investment transactions on behalf of the Borough of Matawan shall be the “prudent person” standard. Investments shall be made with judgement and care, under circumstances the prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs. Investments shall not be for speculation.*
2. *Employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their eligibility to make impartial decisions. Employees shall disclose any material interest in financial institutions with which business is conducted and they shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the Borough of Matawan.*
3. *The Chief Financial Officer is responsible for establishing and maintaining internal controls. The controls should ensure that the assets of the Borough of Matawan are protected from loss, theft or misuse.*

V. PROCEDURES FOR RECEIPT OF MONIES

1. Department Procedures

- a. *Department Directors will ensure that a receipt is issued in duplicate for all transactions. A copy of the receipt shall be given to the paying party and the duplicate maintained by the issuing department. The receipts shall be pre-numbered, or sequentially numbered if computer generated.*
- b. *All monies collected or received from any source by or on behalf of the Borough, Department, or any Board thereof, shall be forwarded to the Division of Accounts and Control within forty-eight (48) hours of receipt.*
- c. *The Division of Accounts and Control will prepare collected revenues for deposit to the designated legal depository.*
- d. *All monies received shall be placed in a secure place until forwarded for deposit.*
- e. *The Department/Division Director shall file with the Chief Financial Officer a monthly report of all monies received in the manner prescribed. The report also will include year to date amounts received.*

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- f. *No department, division, or agencies shall engage in the practice of cashing checks with public funds. Cashing of employee pay checks is included in this prohibition.*

2. Chief Financial Officer

- a. *All monies collected or received from any source by or on behalf of the Borough shall be deposited within forty-eight (48) hours of receipt to designated banks.*
- b. *Ensure that all monies deposited are in an interest bearing account(s).*
- c. *Where compensating balances are used to offset bank expenses, an agreement between the bank(s) and the Borough shall be executed and reviewed annually.*
- d. *The Chief Financial Officer shall make recommendations of legal public depositories to the Matawan Borough Council who shall by resolution designate said depositories at the annual reorganization meeting of the Council. The list of authorized depositories may be amended at any time during the year.*
- e. *Maturity of Investments – Investments shall be limited to maturity not to exceed one year on all operating funds unless a longer maturity is permitted within the provision of the State Statute or promulgated regulations.*
- f. *Investment Securities – The Chief Financial Officer has the responsibility to determine which investment instruments are best suited for the Borough. However, the Chief Financial Officer shall be authorized only to invest in securities permitted by New Jersey State Statute. No investment shall be made in any depository that does not meet current Federal minimum standard for Leverage Ratio, Tier 1 Capital Ratio.*

Presently, a local unit may permit investments in such institutions as permitted in Section 4 of P.L. 1970, Chapter 235 (6.17:19:44 and other instruments specified as follows:

*Mutual Funds backed by the United States Government Obligations
United States Treasury Bills (T-Bills)
Municipal Bonds or Notes
Commercial Bank Deposits and Certificates of Deposit
Repurchase Agreements
Investment in Savings and Loan Associations
United States Government Agency and Instrumentality Obligations
State of New Jersey Cash Management Fund
School District Obligations*

All designated depositories must conform to all applicable State statutes concerning depositories of public funds, and all depositories shall obtain the highest amount possible F.D.I.C. and/or F.S.L.I.C. coverage for all municipal assets.

VI. FUNDS EXCLUDED FROM INVESTING

The following types of funds are not required to be placed in interest bearing accounts:

1. *Petty cash funds.*
2. *Cash drawn from a Federal Agency under a letter of credit which has to be paid out within five(5) working days to a vendor.*
3. *Deposit retainage or amounts posted by way of bond, held by the local unit for such things as faithful performance, if the local unit would be required by law to pay back any interest earned to the provider of the deposit, except where the local unit is required by law or court decision to invest in funds.*
4. *Amounts derived from the sale of bonds or notes, only to the extent that a specific written opinion of bond counsel states that the earning of (full) interest would result in the bonds or notes being classified as a arbitrage (not federally tax exempt) issued pursuant to Federal regulations to the extent that sum interest is allowable, it shall be deposited at such a rate if such rate is obtainable.*

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VII. BOROUGH AUDITOR

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

VIII. SURETY BONDS

1. *The Chief Financial Officer shall be covered by a surety bond. During the annual audit the Municipal Auditor shall examine said bond to determine that proper coverage is in effect.*
2. *Staff members of the Division of Accounts and Control shall be covered by a Public Employee Faithful Performance Bond (blanket bond) in the minimum of \$10,000.00*

IX. REPORTING

The Chief Financial Officer in accordance with N.J.S.A. 40A:5-14 shall prepare a written monthly investment report and submit same to the Borough Council. The summary report will be prepared in the manner which will allow the Borough Council and the administration to ascertain whether investment activities during the reporting period have conformed to the Cash Management Plan. The report shall set forth each organization holding local unit funds, the amount of securities purchased or sold, class or type of securities purchased, book value, earned income, fee incurred, and market value of all investments as of the report date. Such written report shall be included in the minutes of a regular Borough Council meeting.

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Finance as well as the Borough Auditor.*

Mayor Buccellato read by title Resolution 15-01-09: Tax Grace Period and Interest on Delinquent Taxes. Mayor Buccellato requested a motion. Councilman Urbano made the motion, seconded by Councilwoman Clifton. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-09
TAX GRACE PERIOD AND INTEREST ON
DELINQUENT TAXES**

***WHEREAS**, NJSA 54:4-66 provides that taxes shall be payable in quarterly installments due on February 1st, May 1st, August 1st, and November 1st, after which dates, if unpaid, shall become delinquent; and that a period of ten calendar days grace for the payment of taxes following said date be fixed and established; and*

***WHEREAS**, if the above dates occur on a Saturday, Sunday, or holiday when the Borough is closed then the due date will be established as Monday following the Saturday, or Sunday, and the day after a holiday.*

***NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Borough of Matawan that is payment is not made by the tenth calendar day of the month on which the installment becomes payable, an interest charge of eight (8%) percent per annum will be assessed on the first \$1,500 of the delinquency and eighteen (18%) percent per annum on any amount in excess of \$1,500, to be calculated from the date the tax was payable until the date of actual payment.*

***BE IT FURTHER RESOLVED**, that a taxpayer who has a delinquency in excess of \$10,000, who fails to pay that delinquency prior to the end of a calendar year will be charged a penalty of six (6) percent of the amount of the delinquency plus interest calculate to December 31st.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, Tax Collector as well as the Borough Auditor.*

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Mayor Buccellato read by title Resolution 15-01-10: Due Date and Interest on Water/Sewer Bills. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilman Urbano. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-10
DUE DATE AND INTEREST ON
WATER/SEWER BILLS**

***WHEREAS**, NJSA 40:62-107.6 provides that the governing body of the municipality shall be authorized to set a grace period and to set penalties for water/sewer bills; and*

***WHEREAS**, if the 28th day of the Month occurs on a Saturday, Sunday, or holiday when the Borough is closed then the due date will be established as Monday following the Saturday, or Sunday, and the day after a holiday.*

***NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Borough of Matawan that all water rents shall be payable by the 28th day of the month that the bills are received.*

***BE IT FURTHER RESOLVED**, by the Council of the Borough of Matawan that all water rents shall be payable by the 28th day of the month that the bills are issued at the office of the Water and Sewer Department. On all water rents or portion thereof remaining unpaid after billing date there shall be added a penalty in the amount of two (2%) percent for each month water rents or any portion thereof remain unpaid. On all water rents or any portion thereof remaining unpaid thirty (30) days after the billing date and due notice, the water shall be shutoff from the premises and suit may be instituted for the recovery of the fees. The fee for shutting off the water shall be forty (\$40.00) dollars or for turning on the water shall be forty (\$40.00) dollars.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, Public Works as well as the Borough Auditor.*

Mayor Buccellato read by title Resolution 15-01-11: Authorization to Sign Federal, State & County Applications on Behalf of the Borough of Matawan. Mayor Buccellato requested a motion. Councilman Urbano made the motion, seconded by Councilwoman Daly. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-11
AUTHORIZATION TO SIGN FEDERAL, STATE & COUNTY APPLICATIONS ON BEHALF OF THE
BOROUGH OF MATAWAN**

***WHEREAS**, The Borough of Matawan from time to time prepare Applications for Federal, State and County Permits, Grants and Loans; and*

***WHEREAS**, the Borough of Matawan is required on certain Federal, State and County Applications to designate an individual to sign said Applications on behalf of the Borough.*

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NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that the Mayor be and is hereby authorized to sign any and all Federal, State and County Applications on behalf of the Borough of Matawan.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Finance as well as Mayor Paul Buccellato, Borough Attorney, Borough Engineer and Borough Auditor.

Mayor Buccellato read by title Resolution 15-01-12: Authorizing Tax Assessor or Municipal Attorney to Act as Agent for the Taxing District. Mayor Buccellato requested a motion. Councilwoman Angelini made the motion, seconded by Councilwoman Clifton. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-12
AUTHORIZING TAX ASSESSOR OR MUNICIPAL ATTORNEY
TO ACT AS AGENT FOR THE TAXING DISTRICT**

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

WHEREAS, the governing body of the Taxing District of the Borough of Matawan is desirous that every taxpayer pays his fair share of taxes; and

WHEREAS, if the above discovered errors are not corrected or a roll-back assessment or applied, the taxpayers affected would not be paying their fair share of taxes; and

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

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Taxing District of the Borough of Matawan that the Tax Assessor, Municipal Attorney or Conflict Attorney is hereby authorized to act as the agent for the Taxing District during the year of 2015 and file a Petition of Appeal or Complaint with the Monmouth County Board of Taxation to correct such assessments to the proper Value and that a copy of any Petition of Appeal or Complaint filed with the Monmouth County Board of Taxation under this Resolution be filed with the Municipal Clerk.

BE IT FURTHER RESOLVED, that the Tax Assessor, Municipal Attorney or Conflict Attorney is hereby authorized to execute stipulations of settlement on any tax appeal or complaint filed by the taxing district or by a taxpayer in the year 2015.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Monmouth County Board of Taxation with any such Petition of Appeal.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance, Tax Assessor as well as the Borough Attorney and Borough Auditor.

Mayor Buccellato read by title Resolution 15-01-13: Authorizing the Appointment for Engineering Services Under Fair and Open. Mayor Buccellato requested a motion. Councilwoman Angelini made the motion, seconded by Councilman Urbano. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

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Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-13
AUTHORIZING THE APPOINTMENT FOR ENGINEERING SERVICES
UNDER FAIR AND OPEN**

***WHEREAS**, there exists the need for Engineering Services in the Borough of Matawan, County of Monmouth; and*

***WHEREAS**, the firm of T&M Associates has submitted qualifications as part of a "Fair and Open Process" pursuant to the provisions of NJSA 40:44A-20.5 et seq. and the Borough Council finds this firm to be the most qualified for the engineering services sought by the Borough of Matawan; and*

***WHEREAS**, NJSA 19:44A-20.5 et seq. allows a municipality through a "Fair and Open Process" to seek and solicit qualifications by advertising for such qualifications and appointing the firm based on said contractor's qualifications and merit.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that they hereby appoint the firm of T&M Associates as the Borough's Engineering firm with Robert R. Keady, Jr., PE, CME, as the firm's representative for the Borough of Matawan for the year 2015, said term to expire December 31, 2015.*

***BE IT FURTHER RESOLVED** by the Council of the Borough of Matawan that the Mayor be and is hereby authorized to sign the contract for Engineer Services between the firm of T&M Associates on behalf of the Borough of Matawan.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administrator, Clerk as well as the Robert R. Keady, Jr., PE, CME of T&M Associates, Borough Engineer.*

Mayor Buccellato read by title Resolution 15-01-14: Authorizing the Appointment of Borough Conflict Engineer. Mayor Buccellato requested a motion. Councilwoman Angelini made the motion, seconded by Councilwoman Clifton. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon

Abstain: Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-14
AUTHORIZING THE APPOINTMENT OF
BOROUGH CONFLICT ENGINEER**

***WHEREAS**, there may exist the need for a conflict Engineer to render engineering services for the Borough of Matawan, County of Monmouth; and*

***WHEREAS**, the Borough Council finds that the firm of Najarian Associates to be the most qualified for the engineering services sought by the Borough of Matawan; and*

***WHEREAS**, NJSA 40A:9-140 et seq. allows a municipality to appoint a Borough Engineer, the firm of Najarian Associates under the extraordinary unspecifiable services bidding exemption and appoint the firm based on said firm's qualifications and merit in the event that the Borough Engineer has a conflict.*

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***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that they hereby appoint Robert W. Bucco, Jr., PE, CME, CPWM of the firm Najarian Associates as the Borough's Conflict Engineer for the Borough of Matawan for the year 2015, said term to expire December 31, 2015.*

***BE IT FURTHER RESOLVED** by the Council of the Borough of Matawan that the Mayor be and is hereby authorized to sign a contract for the Borough Conflict Engineer between the firm of Najarian Associates on behalf of the Borough of Matawan.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Finance, Police, Payroll Officer as well as the Robert W. Bucco, Jr., PE, CME, CPWM, Najarian Associates.*

Mayor Buccellato read by title Resolution 15-01-15: Authorizing the Appointment of Borough Bond Attorney Under Fair and Open. Mayor Buccellato requested a motion. Councilwoman Daly made the motion, seconded by Councilwoman Clifton. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-15
AUTHORIZING THE APPOINTMENT OF
BOROUGH BOND ATTORNEY
UNDER FAIR AND OPEN**

***WHEREAS**, there exists the need for a Borough Bond Attorney in the Borough of Matawan, County of Monmouth; and*

***WHEREAS**, the firm of Gibbons, PC has submitted qualifications as part of a "Fair and Open Process" pursuant to the provisions of NJSA 40:44A-20.5 et seq. and the Borough Council finds this firm to be the most qualified for the Borough Bond Attorney sought by the Borough of Matawan; and*

***WHEREAS**, NJSA 19:44A-20.5 et seq. allows a municipality through a "Fair and Open Process" to seek and solicit qualifications by advertising for such qualifications and appointing the firm based on said contractor's qualifications and merit.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that they hereby appoint John J. Draikiwicz, Esq. of the firm of Gibbons, PC as Borough Bond Attorney for the Borough of Matawan for the year 2015, said term to expire December 31, 2015.*

***BE IT FURTHER RESOLVED** by the Council of the Borough of Matawan that the Mayor be and is hereby authorized to sign the contract for Borough Bond Attorney between the firm of Gibbons, PC on behalf of the Borough of Matawan.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance as well as the Borough Auditor and John J. Draikiwicz, Esq., Gibbons, PC, Borough Bond Attorney.*

Mayor Buccellato read by title Resolution 15-01-16: Authorizing the Appointment of Borough Labor Attorney Under Fair and Open. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilman Urbano. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly

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Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-16
AUTHORIZING THE APPOINTMENT OF
BOROUGH LABOR ATTORNEY
UNDER FAIR AND OPEN**

***WHEREAS**, there exists the need for a Borough Labor Attorney in the Borough of Matawan, County of Monmouth; and*

***WHEREAS**, the firm of Cleary Giacobbe Alfieri Jacobs, LLC has submitted qualifications as part of a “Fair and Open Process” pursuant to the provisions of NJSA 40:44A-20.5 et seq. and the Borough Council finds this firm to be the most qualified for the Borough Labor Attorney sought by the Borough of Matawan; and*

***WHEREAS**, NJSA 19:44A-20.5 et seq. allows a municipality through a “Fair and Open Process” to seek and solicit qualifications by advertising for such qualifications and appointing the firm based on said contractor’s qualifications and merit.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that they hereby appoint Matthew Giacobbe of the firm of Cleary Giacobbe Alfieri Jacobs, LLC as Borough Labor Attorney for the Borough of Matawan for the year 2014, said term to expire December 31, 2015.*

***BE IT FURTHER RESOLVED** by the Council of the Borough of Matawan that the Mayor be and is hereby authorized to sign the contract for Borough Labor Attorney between the firm of Cleary Giacobbe Alfieri Jacobs, LLC on behalf of the Borough of Matawan.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administrator, Clerk as well as the Borough Attorney and Matthew Giacobbe, Esq., Cleary Giacobbe Alfieri Jacobs, LLC, Borough Labor Attorney.*

Mayor Buccellato read by title Resolution 15-01-17: Authorizing the Appointment of Municipal Auditor Under Fair and Open. Mayor Buccellato requested a motion. Councilwoman Angelini made the motion, seconded by Councilwoman Clifton. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-17
AUTHORIZING THE APPOINTMENT OF MUNICIPAL AUDITOR
UNDER FAIR AND OPEN**

***WHEREAS**, there exists the need for a Municipal Auditor in the Borough of Matawan, County of Monmouth; and*

***WHEREAS**, the anticipated term of this contract is for a one-year period to expire December 31, 2015; and*

***WHEREAS**, funds are or will be available for this purpose; and*

***WHEREAS**, Robert W. Allison, CPA, RMA, of the firm Holman, Frenia, Allison, PC has submitted a proposal indicating they will provide the Municipal Auditor services; and*

***WHEREAS**, that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and*

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***WHEREAS**, the cost to provide auditing and accounting services to the Borough of Matawan will be as follows, but not limited to:*

- *Perform the audit of the Borough's financial statements for the year ended December 31, 2014 and prepare the 2014 Annual Debt Statement and Unaudited Annual Financial Statement*
- *Review and assist in the preparation of the Borough's 2015 Budget*
- *LOSAP Audit*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that the Mayor be and is hereby authorized to sign the contract for Municipal Auditor between the firm of Holman, Frenia, Allison, PC on behalf of the Borough of Matawan.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Finance as well as Robert W. Allison, CPA, RMA, Holman, Frenia, Allison, PC, Borough Auditor.*

Mayor Buccellato read by title Resolution 15-01-18: Appointment of Emergency Management Coordinator. Mayor Buccellato requested a motion. Councilman Urbano made the motion, seconded by Councilwoman Clifton. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-18
APPOINTMENT OF EMERGENCY MANAGEMENT COORDINATOR**

***NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Matawan that Thomas J. Falco, Jr. is hereby appointed Emergency Management Coordinator for the Borough of Matawan for a three year term, said term to expire December 31, 2017.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Finance, Police as well as Thomas J. Falco, Jr. and Glenn Mason, Monmouth County Office of Emergency Management.*

Mayor Buccellato read the following nominations and appointments:

Nominations and Appointments to Borough Offices

(Made by the Mayor to be confirmed by Council.) - (One year terms, said terms to expire December 31, 2013 or as noted.)

OEM Coordinator (3 Year)	Lt. Thomas J. Falco	12/31/17
First Deputy Coordinator (Operations/Planning)	Firefighter Richard Michitsch	12/31/15
Second Deputy Coordinator (Resources/Logistics)	Ex-Fire Chief Timothy Clifton	12/31/15
Emergency Management Secretary	Tammy Michitsch	12/31/15
CERT Coordinator	Herbert Caravella	12/31/15
CERT Captain	Neil Olufsen	12/31/15
ADA Coordinator	Joseph Urbano	12/31/15
Property Maintenance Officer	Joseph Urbano	12/31/15
Assessment Search Officer	Karen Wynne	12/31/15
Director of Public Recreation	Deirdre Ring	12/31/15
Tax Search Officer	Peggy Warren	12/31/15
HIPPA Privacy & Contact Person	Grace Rainforth	12/31/15
Certified Recycling Coordinator	Grace Rainforth	12/31/15
Personnel Administrator	Louis C. Ferrara	12/31/15
Local Historian	Al Savolaine	12/31/15

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Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Gould. Council agreed. Motion passed.

Mayor Buccellato read by title Resolution 15-01-19: Appointing Louis C. Ferrara as the COAH Municipal Housing Liaison. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Angelini. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-19
APPOINTING LOUIS C. FERRARA
AS THE COAH MUNICIPAL HOUSING LIAISON**

WHEREAS, it is necessary for the Mayor and Council of the Borough of Matawan to appoint a COAH Municipal Housing Liaison; and

WHEREAS, it is the desire of the Mayor and Council to appoint Louis C. Ferrara as the COAH Municipal Housing Liaison.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, County of Monmouth, State of New Jersey as follows:

1. That Louis C. Ferrara is hereby appointed as the COAH Municipal Housing Liaison for the Borough of Matawan at no additional compensation.
2. That a certified copy of this resolution be forwarded:
 - i. Omar H. Mansour, American Properties Realty, 517 Route One South, Ste. 2100, Iselin, New Jersey 08830
 - ii. Elizabeth C. McKenzie, PP, PA, 9 Main Street, Flemington, New Jersey 08822
 - iii. Lucy Voorhoeve, Council on Affordable Housing, PO Box 813, Trenton, New Jersey 08625-0813

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall also be forwarded to the following Borough of Matawan Departments: Administration and Clerk.

Mayor Buccellato read by title Resolution 15-01-20: Appointing Louis C. Ferrara as the Fund Commissioner to the Monmouth County Municipal Joint Insurance Fund Central Jersey Health Insurance Fund. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilman Urbano. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

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**RESOLUTION 15-01-20
APPOINTING LOUIS C. FERRARA
AS THE FUND COMMISSIONERS TO THE
MONMOUTH COUNTY MUNICIPAL JOINT INSURANCE FUND
CENTRAL JERSEY HEALTH INSURANCE FUND**

***WHEREAS**, the Mayor and Council of the Borough of Matawan has authorized its participation in the Monmouth County Municipal Joint Insurance Fund; and*

***WHEREAS**, it is necessary for the Mayor and Council of the Borough of Matawan to appoint a Fund Commissions to the Monmouth County Municipal Joint Insurance Fund; and*

***WHEREAS**, it is the desire of the Mayor and Council to appoint Louis C. Ferrara as the Fund Commissioner to the Monmouth County Municipal Joint Insurance Fund; and*

***WHEREAS**, it is the desire of the Mayor and Council to appoint Louis Ferrara as the Fund Commissioner for the Borough of Matawan to the Central Jersey Health Insurance Fund (CJHIF); and*

***WHEREAS**, it is the desire of the Mayor and Council to appoint Paul Buccellato as the Alternate Fund Commissioner to the Monmouth County Municipal Joint Insurance Fund.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, County of Monmouth, State of New Jersey as follows:*

- 1. That Louis C. Ferrara is hereby appointed as the Fund Commissioner for the Borough of Matawan to the Monmouth County Municipal Joint Insurance Fund.*
- 2. That Paul Buccellato is hereby appointed as the Alternate Fund Commissioner for the Borough of Matawan to the Monmouth County Municipal Joint Insurance Fund.*
- 3. That Louis Ferrara is hereby appointed as the Fund Commissioner for the Borough of Matawan to the Central Jersey Health Insurance Fund (CJHIF)*
- 4. That a certified copy of this resolution be forwarded to the Administrator for the Monmouth County Municipal Joint Insurance Fund and the Administrator for the Central Jersey Health Insurance Fund (CJHIF).*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk as well as Mayor Paul Buccellato.*

Mayor Buccellato read by title Resolution 15-01-21: Appointing Louis C. Ferrara as the Municipal Cross-Acceptance Representative. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilman Urbano. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-21
APPOINTING LOUIS C. FERRARA AS THE
MUNICIPAL CROSS-ACCEPTANCE REPRESENTATIVE**

***WHEREAS**, the New Jersey State Planning Commission is re-examining the New Jersey State Development and Redevelopment Plan; and*

***WHEREAS**, the State Planning Act provides for a process of "Cross-Acceptance", whereby each municipality in the state has the opportunity to review and comment on the revised State Development and Redevelopment Plan; and*

***WHEREAS**, the Monmouth County Planning Board has requested that the Mayor and Governing Body designate a Cross-Acceptance delegation comprised of representatives that are most knowledgeable with the Municipality's master plan, zoning regulations, and other planning initiatives.*

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***NOW, THEREFORE, BE IT RESOLVED** by the Council of Matawan Borough that Louis C. Ferrara is hereby designated as the representative for the Cross-Acceptance process.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration and Clerk.*

Mayor Buccellato read by title Resolution 15-01-22: Appointment of Community Development Representative and Community Development Alternate Representative. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Daly. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-22
APPOINTMENT OF
COMMUNITY DEVELOPMENT REPRESENTATIVE AND
COMMUNITY DEVELOPMENT ALTERNATE REPRESENTATIVE**

***WHEREAS**, there exists in the Borough of Matawan, County of Monmouth, the need for a Community Development Representative and a Community Development Alternate Representative; and*

***WHEREAS**, Louis C. Ferrara is qualified for said position of Community Development Representative; and*

***WHEREAS**, Paul Buccellato is qualified for said position of Community Development Alternate Representative.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that Louis C. Ferrara be appointed as Community Development Representative and Paul Buccellato be appointed as Community Development Alternate Representative.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution be forwarded to Community Development, Hall of Records Annex, One East Main Street, Freehold, New Jersey 07728.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration and Clerk as well as Mayor Paul Buccellato.*

Mayor Buccellato read by title Resolution 15-01-23: Designation of Stormwater Program Coordinator for the Borough of Matawan. Mayor Buccellato requested a motion. Councilman Urbano made the motion, seconded by Councilwoman Daly. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**Borough of Matawan
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January 1, 2015**

**RESOLUTION 15-01-23
DESIGNATION OF STORMWATER PROGRAM COORDINATOR
FOR THE BOROUGH OF MATAWAN**

WHEREAS, New Jersey Department of Environmental Protection has announced that the new rules were signed by the Commissioner on January 6, 2004; and

WHEREAS, the Borough of Matawan is required to register with the NJDEP and submit an application form for a Tier A Municipal Stormwater General Permits and said application requires the Borough of Matawan to designate a Stormwater Program Coordinator.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that Robert J. Keady, Jr., PE, CME, Borough Engineer, is hereby appointed Stormwater Program Coordinator for a one (1) year term, said term to expire December 31, 2015.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall also be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Public Works as well as the Borough Engineer and the New Jersey Department of Environmental Protection.

Mayor Buccellato read by title Resolution 15-01-24: Appointment of Municipal Representatives to the Monmouth County Area 12 Watershed Sub-District Known As Bayshore and Navesink. Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Gould. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-24
APPOINTMENT OF MUNICIPAL REPRESENTATIVES TO
THE MONMOUTH COUNTY AREA 12 WATERSHED SUB-DISTRICT KNOWN AS BAYSHORE AND
NAVESINK**

WHEREAS, the Borough of Matawan wishes to participate in the Monmouth County Watershed Program; and

WHEREAS, in order to implement this program the Borough has been requested to appoint two (2) representatives and two (2) alternates to each of the sub-districts listed above, to work toward and develop goals for watershed management.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that Robert J. Keady, Jr., PE, CME, Borough Engineer, primary and Councilman Caldon, alternate are appointed to the Navesink District, and are to represent the Borough of Matawan.

BE IT FURTHER RESOLVED that the Borough Clerk be and is authorized and directed to forward certified copies of this Resolution to the Monmouth County NJ DEP Region 12, Monmouth County Watershed Program, Monmouth County Planning Board, Hall of Records Annex, Second Floor, One East Main Street, Freehold, New Jersey 07728 and to the Borough of Matawan Environmental Commission.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall also be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Public Works as well as Councilman Michael Caldon and the Borough Engineer.

Mayor Buccellato read by title Resolution 15-01-26: Administrative Committees of the Borough of Matawan Appointment of Municipal Representatives to the Monmouth County Area 12 Watershed Sub-District Known As Bayshore and Navesink. Mayor Buccellato requested a motion. Councilwoman Daly made the motion, seconded by Councilwoman Clifton. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

**Borough of Matawan
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Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-26
TIME CAPSULE
BOROUGH OF MATAWAN
2015**

***WHEREAS**, the Tricentennial Committee of the Borough of Matawan in 1986 had reason to bury a time capsule; and*

***WHEREAS**, said Time Capsule having been buried in Memorial Park, Main and Broad Streets; and*

***WHEREAS**, instruction directing the said Time Capsule to be opened on January 1, 2086, or at an appropriate date during the Year 2086, determined by the then elected governing body, in conjunction with the appropriate body serving the preservation of Matawan's History, or the Quadcentennial Commission.*

***NOW, THEREFORE, BE IT RESOLVED** that this Resolution, adopted this First Day of January 2015, be an ongoing resolution, and be a permanent resolution adopted at the first meeting of each year until the Year 2086, to serve as a reminder to all future governing bodies of the existence of the "Time Capsule".*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration and Clerk.*

Mayor Buccellato read Appointments Made by the Mayor.

Unified Planning/Zoning Board of Adjustments

I nominate and appoint Ricky Butler as Class IV Member of the Unified Planning/Zoning Board of Adjustments for a two year term, said term to expire December 31, 2018.

I nominate and appoint Robert Montfort as Class II Member of the Unified Planning/Zoning Board of Adjustments for a one year term, said term to expire December 31, 2015.

I nominate and appoint Andrew Lopez as Alternate II Member of the Unified Planning/Zoning Board of Adjustments for a two year term, said term to expire December 31, 2016.

I nominate and appoint Danny Acquafredda as an Alternate I Member of the Unified Planning/Zoning Board of Adjustments for a four year term, said term to expire December 31, 2016.

I nominate and appoint Rochelle Malanga as an alternate IV Member of the Unified Planning/Zoning Board of Adjustments for a four year term, said term to expire December 31, 2016.

Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Daly. Council agreed. Motion passed.

I nominate and appoint Donna Gould as Class III Member of the Unified Planning/Zoning Board of Adjustments for a one year term, said term to expire December 31, 2015.

Mayor Buccellato requested a motion. Councilwoman Angelini made the motion, seconded by Councilwoman Clifton. Council agreed. Motion passed.

**Borough of Matawan
Reorganization Meeting
January 1, 2015**

***BOARD APPOINTMENTS MADE BY THE MAYOR
WITH CONFIRMATION OF COUNCIL***

Disability Accessibility Commission

I nominate and appoint John Applegate as Public Works Representative of the Disability Accessibility Commission for a one year term, said term to expire December 31, 2015.

I nominate and appoint John Quinn as Construction Department Representative of the Disability Accessibility Commission for a one year term, said term to expire December 31, 2015.

I nominate and appoint Councilwoman Kimberly Daly as Governing Body Representative of the Disability Accessibility Commission for a one year term, said term to expire December 31, 2015.

I nominate and appoint Councilman Urbano as Governing Body Representative of the Disability Accessibility Commission for a one year term, said term to expire December 31, 2015.

Mayor Buccellato requested a motion. Councilwoman Angelini made the motion, seconded by Councilwoman Clifton. Council agreed. Motion passed.

Historic Sites Commission

Upon the recommendation of the Historic Sites Commission I nominate and appoint Al Savolaine as a member of the Historic Sites Commission for a three year term, said term to expire December 31, 2017.

Upon the recommendation of the Matawan Historical Society I nominate and appoint Gail Chester as a member of the Historic Sites Commission for a three year term, said term to expire December 31, 2017.

Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilman Urbano. Council agreed. Motion passed.

Library Board

I nominate and appoint Mayor Buccellato as Mayor's representative to the Library Board for a one year term, said term to expire December 31, 2015.

I nominate and appoint Susan Quinn as a representative to the Library Board for a five year term, said term to expire December 31, 2019.

Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Gould. Council agreed. Motion passed.

Office on the Aging

I nominate and appoint Al Savolaine as member of the Office on the Aging for a one year term, said term to expire December 31, 2015.

I nominate and appoint Catherine Savolaine as member of the Office on the Aging for a one year term, said term to expire December 31, 2015.

Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Angelini. Council agreed. Motion passed.

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Recreation Commission

I nominate and appoint Cynthia Gamble as Delegate to the Recreation Commission for a five year term, said term to expire December 31, 2019.

I nominate and appoint Joy Walters as Delegate to the Recreation Commission for a five year term, said term to expire December 31, 2019.

Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Angelini. Council agreed. Motion passed.

Safety Committee

I nominate and appoint Jake Applegate the Public Works/Water/Sewer Department Representative of the Safety Committee for a one year term, said term to expire December 31, 2015.

I nominate and appoint Larry Kasica the Board of Health Representative of the Safety Committee for a one year term, said term to expire December 31, 2015.

I nominate and appoint Councilman Urbano the Public Safety Committee Commissioner's Representative of the Safety Committee for a one year term, said term to expire December 31, 2015.

I nominate and appoint Deidre Ring the Member at Large Representative of the Safety Committee for a one year term, said term to expire December 31, 2015.

Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilman Caldon. Council agreed. Motion passed.

Crossing Guards

On recommendation of Chief Jason Gallo, I nominate and appoint the following persons as school crossing guards for the Year 2015.

Melanie Murphy
Carolyn Woods
Linda Smith
Leslie Gilman

Diane Monroe
Colleen Gano
June Berliner
Erin Haluska

Mayor Buccellato requested a motion. Councilwoman Daly made the motion, seconded by Councilwoman Gould. Council agreed. Motion passed.

On recommendation of Chief Jason Gallo, I nominate and appoint the following persons as part time school crossing guards for the Year 2015.

Denise Penniplede

Mayor Buccellato requested a motion. Councilwoman Daly made the motion, seconded by Councilwoman Clifton. Council agreed. Motion passed.

Police Matrons

Upon the recommendation of Chief Jason Gallo, I nominate and appoint the following persons as police matrons for the Year 2015.

Denise Triolo
Meghan Walker

Mayor Buccellato requested a motion. Councilwoman Clifton made the motion, seconded by Councilwoman Gould. Council agreed. Motion passed.

**Borough of Matawan
Reorganization Meeting
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Consent Agenda

Mayor Buccellato read by title Resolution 15-01-27 through and including 15-01-34, requesting a motion to approve en masse. Councilwoman Angelini made the motion, seconded by Councilwoman Clifton. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-27
ADOPTION OF BYLAWS
BOARD OF FIRE OFFICERS**

***WHEREAS**, the Board of Fire Officers for the Borough of Matawan has advised the Mayor and Council the need for amending and adopting a revised and updated Bylaws for the Borough of Matawan's Board of Fire Officers; and*

***WHEREAS**, the Board of Fire Officers have recommended that these Bylaws will provide for a more efficient operation of the Borough of Matawan's Fire Department; and*

***WHEREAS**, the Mayor and Council of the Borough of Matawan desires to maintain and continue a more efficient operation under the revised Bylaws as recommended by the Board of Fire Officers.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that the revised Bylaws attached hereto and made apart hereof are hereby adopted and approved as recommended by the Board of Fire Officers.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Fire as well as Mayor Paul Buccellato and Councilman Michael Caldon.*

**RESOLUTION 15-01-28
REDEMPTION OF TAX SALE CERTIFICATE
PC5, LLC US BANK CUST FOR PC5 STERLING NATIONAL
CERTIFICATE #14-00006**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #14-00006 which was sold to PC5, LLC US Bank Cust for PC5 Sterling National, 50 S 16th St., Ste 2050, Philadelphia, PA 19102; and*

***WHEREAS**, Certificate #14-00006 has been paid and fully redeemed for the property owner, Block 8, Lot 6 otherwise known as 71 Main St.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$501.73 and a Premium of \$900.00 to the above for the redemption of Tax Sale Certificate #14-00006.*

***BE IT FURTHER RESOLVED** that a certified true copy of this resolution is forwarded to the Borough's Tax Collector and Treasurer.*

**RESOLUTION 15-01-29
REDEMPTION OF TAX SALE CERTIFICATE
FIG CAPITAL INV NJ13, LLC MTAG CUST FOR FIG CAPITAL INV NJ13
CERTIFICATE #14-00010**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #14-00010 which was sold to FIG Capital Inv NJ13, LLC MTAG Cust for FIG Capital Inv NJ13, 8323 Ramona Blvd. West, Ste 2, Jacksonville, FL 32221; and*

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***WHEREAS**, Certificate #14-00010 has been paid and fully redeemed for the property owner, Block 12, Lot 3.02 otherwise known as 15 Johnson Ave.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$1,448.73 and a Premium of \$2,500.00 to the above for the redemption of Tax Sale Certificate #14-00010.*

***BE IT FURTHER RESOLVED** that a certified true copy of this resolution is forwarded to the Borough's Tax Collector and Treasurer.*

**RESOLUTION 15-01-30
REDEMPTION OF TAX SALE CERTIFICATE
CHRISTIANA TRUST AS CUST GSRAN-Z, LLC DEPOSIT ACCT
CERTIFICATE #14-00018**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #14-00018 which was sold to Christiana Trust as Cust GSRAN-Z, LLC Deposit Acct, PO Box 71276, Philadelphia, PA 19176; and*

***WHEREAS**, Certificate #14-00018 has been paid and fully redeemed for the property owner, Block 24, Lot 6 otherwise known as Main St.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$23,400.28 and a Premium of \$61,100.00 to the above for the redemption of Tax Sale Certificate #14-00018.*

***BE IT FURTHER RESOLVED** that a certified true copy of this resolution is forwarded to the Borough's Tax Collector and Treasurer.*

**RESOLUTION 15-01-31
REDEMPTION OF TAX SALE CERTIFICATE
FIG CAPITAL INV NJ13, LLC MTAG CUST FOR FIG CAPITAL INV NJ13
CERTIFICATE #14-00019**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #14-00019 which was sold to FIG Capital Inv NJ13, LLC MTAG Cust for FIG Capital Inv NJ13, 8323 Ramona Blvd. West, Ste 2, Jacksonville, FL 32221; and*

***WHEREAS**, Certificate #14-00019 has been paid and fully redeemed for the property owner, Block 24, Lot 8 otherwise known as Little St.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$1,137.31 and a Premium of \$800.00 to the above for the redemption of Tax Sale Certificate #14-00019.*

***BE IT FURTHER RESOLVED** that a certified true copy of this resolution is forwarded to the Borough's Tax Collector and Treasurer.*

**RESOLUTION 15-01-32
REDEMPTION OF TAX SALE CERTIFICATE
FIG CAPITAL INV NJ13, LLC MTAG CUST FOR FIG CAPITAL INV NJ13
CERTIFICATE #14-00064**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #14-00064 which was sold to FIG Capital Inv NJ13, LLC MTAG Cust for FIG Capital Inv NJ13, 8323 Ramona Blvd. West, Ste 2, Jacksonville, FL 32221; and*

***WHEREAS**, Certificate #14-00064 has been paid and fully redeemed for the property owner, Block 93, Lot 2 otherwise known as 137 Washington Ave.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$1,105.95 and a Premium of \$1,900.00 to the above for the redemption of Tax Sale Certificate #14-00064.*

***BE IT FURTHER RESOLVED** that a certified true copy of this resolution is forwarded to the Borough's Tax Collector and Treasurer.*

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**RESOLUTION 15-01-33
REDEMPTION OF TAX SALE CERTIFICATE
FIG CAPITAL INV NJ13, LLC MTAG CUST FOR FIG CAPITAL INV NJ13
CERTIFICATE #14-00091**

WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #14-00091 which was sold to FIG Capital Inv NJ13, LLC MTAG Cust for FIG Capital Inv NJ13, 8323 Ramona Blvd. West, Ste 2, Jacksonville, FL 32221; and

WHEREAS, Certificate #14-00091 has been paid and fully redeemed for the property owner, Block 123, Lot 68 otherwise known as 21 Poet Dr.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$2,077.82 and a Premium of \$3,600.00 to the above for the redemption of Tax Sale Certificate #14-00091.

BE IT FURTHER RESOLVED that a certified true copy of this resolution is forwarded to the Borough's Tax Collector and Treasurer.

**RESOLUTION 15-01-34
APPROVAL OF TOWING & STORAGE LICENSE
BILL WRIGHT TOWING & RECOVERY**

WHEREAS, *Bill Wright Towing & Recovery*, (towing & storage contractor services) has submitted an application to be added to the Matawan Police Department tow call list; and

WHEREAS, on the condition that, *Bill Wright Towing & Recovery*, (towing & storage contractor services) has certified that the requirements of Chapter 4 of the Code of the Borough of Matawan and all other Statutes have been met and that the independent investigation by the Police Department reveals no nonconformity.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that they hereby approve the following towing & storage license:

Business: *Bill Wright Towing & Recovery, Inc.*
 395 Clark Street
 Keyport, New Jersey 07735
Applicant: *Bill Wright*

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Clerk, Police as well as Bill Wright.

New Business

Mayor Buccellato read by title Resolution 15-01-35: Disability Accessibility Commission Meetings. Mayor Buccellato requested a motion. Councilwoman Angelini made the motion, seconded by Councilwoman Clifton. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
 Councilman Urbano
 Councilwoman Daly
 Councilwoman Clifton
 Councilman Caldon
 Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-35
DISABILITY ACCESSIBILITY COMMISSION MEETINGS**

WHEREAS, Ordinance 12-18 established the Disability Accessibility Committee of the Borough of Matawan to ensure for continued compliance with the American's with Disabilities Act (ADA) for all Borough public buildings and properties, and to make recommendations on any various policies, issues, needs and future of said buildings, properties and projects; and

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***WHEREAS**, Ordinance 12-18 designates the second Monday in January for the Committee's reorganization and at such time they may review the following dates for their quarterly meetings.*

***NOW, THEREFORE, BE IT RESOLVED** that the following Disability Accessibility Commission meetings shall be named and held at 4:00 PM at the Matawan Municipal Community Center, 201 Broad Street, Matawan, New Jersey:*

January	12 th	Re-organization Meeting
May	12 th	
September	8 th	
December	8 th	

***BE IT FURTHER RESOLVED** that the meeting dates shall be open to the public and advertised in a newspaper recognized by the Borough as the official newspapers to who all notices of meetings shall be sent.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Public Works, Construction as well as Councilman Joseph Urbano, Councilwoman Kimberly Daly, Rosemary Conte.*

Mayor Buccellato read by title Resolution 15-01-36: Authorization to Execute 2015 SCAT Agreement. Mayor Buccellato requested a motion. Councilwoman Daly made the motion, seconded by Councilman Urbano. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**RESOLUTION 15-01-36
AUTHORIZATION TO EXECUTE 2015 SCAT AGREEMENT**

***WHEREAS**, the Borough of Matawan has heretofore entered into an agreement with the Monmouth County Board of Chosen Freeholders, specifically the office of Special Citizens Area Transportation (SCAT), to provide certain services to senior citizens and challenged individual among others, residing within the Borough of Matawan; and*

***WHEREAS**, the Mayor and Council of the Borough of Matawan wishes to continue said service.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that the Borough enter into the attached Agreement with the Board of Chosen Freeholders of the County of Monmouth, and hereby authorizes Mayor Paul Buccellato to execute this Agreement on behalf of the Borough of Matawan.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Finance as well as the Board of Chosen Freeholders of Monmouth County.*

Mayor Buccellato read by title Resolution 15-01-37: Central Jersey Health Insurance Fund Membership Renewal, January 1, 2015 to December 31, 2017. Mayor Buccellato requested a motion. Councilwoman Angelini made the motion, seconded by Councilman Urbano. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

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January 1, 2015**

**RESOLUTION 15-01-37
CENTRAL JERSEY HEALTH INSURANCE FUND
MEMBERSHIP RENEWAL
January 1, 2015 to December 31, 2017**

WHEREAS, a number of public entities in the State of New Jersey have joined together to form the **Central Jersey Health Insurance Fund**, hereafter referred to as “FUND,” as permitted by NJSA 11:15-3, 17:1-8.1, and 40A:10-37 *et seq.*; and

WHEREAS, the FUND was approved to become operational by the Department of Insurance and Community Affairs and has been operational since the date; and

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND; and

WHEREAS, the Governing Body of the Borough of Matawan, hereinafter referred to as “LOCAL UNIT” has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

NOW THEREFORE, BE IT RESOLVED, that the Governing Body of the LOCAL UNIT hereby agrees as follows:

- i. Become a member of the FUND for the period outlined in the LOCAL UNIT’s Indemnity and Trust Agreements.
- ii. Will participate in the following type(s) of coverage(s):
 - a.) Health Insurance as defined pursuant to NJSA 17B:17-4, the FUND’s Bylaws, and Plan of Risk Management.
- iii. Adopts and approves the FUND’s Bylaws.
- iv. Execute an application for membership and any accompanying certifications.

BE IT FURTHER RESOLVED that the Governing Body of the LOCAL UNIT is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND’s Bylaws, and to deliver these documents to the FUND’s Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Insurance and Department of Community Affairs.

BE IT FURTHER RESOLVED, the Council of the Borough of Matawan resolves that Paul Buccellato or the successor to the office of Mayor is hereby authorized as signatory on behalf of the Borough of Matawan.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Finance as well as the Central Jersey Health Insurance Fund, the New Jersey Department of Insurance and Department of Community Affairs.

Mayor Buccellato read by title Resolution 15-01-38: Appointment of Charles Bernath as Licensed Operator Consultant for the Borough of Matawan Middlesex Road Water Treatment Plant. Mayor Buccellato requested a motion. Councilman Urbano made the motion, seconded by Councilwoman Angelini. Mayor Buccellato requested a roll call vote. A roll call vote was taken.

Yes: Councilwoman Angelini
Councilman Urbano
Councilwoman Daly
Councilwoman Clifton
Councilman Caldon
Councilwoman Gould

Motion passed.

**Borough of Matawan
Reorganization Meeting
January 1, 2015**

**RESOLUTION 15-01-38
APPOINTMENT OF CHARLES BERNATH
AS LICENSED OPERATOR CONSULTANT FOR
THE BOROUGH OF MATAWAN
MIDDLESEX ROAD WATER TREATMENT PLANT**

***WHEREAS**, NJAC 7:10A-1.10(f) indicates a municipality shall obtain the services of a licensee holding a license not more than one class lower than the classification required for the operation of the system to cover the system during the unavailability of the licensed operator; and*

***WHEREAS**, there exists the need for the Borough of Matawan to engage the services of a Licensed Operator with an appropriate T-2 License required for the operation of the Middlesex Road Water Treatment Plant during the unavailability of the Licensed Operator, John Applegate, Superintendent of the Department of Public Works; and*

***WHEREAS**, Charles Bernath has the qualifications and expertise as a T-2 Licensed Operator needed for operational issues of the Middlesex Road Water Treatment Plant; and*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, hereby appoints Charles Bernath, Broad Street, Matawan, New Jersey 07747 as a Licensed Operator Consultant for the Middlesex Road Water Treatment Plant for the Borough of Matawan with an annual remuneration not to exceed Fifteen Thousand Dollars and No Cents (\$15,000.00) at an hourly rate not to exceed Forty Dollars and No Cents (\$40.00) per hour, said term to expire December 31, 2015 be and the same is hereby confirmed pending receipt of Certification As To Available Funding from the Chief Financial Officer of the Borough of Matawan.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to the following Borough of Matawan Departments: Administration, Clerk, Finance, Public Works as well as the Charles Bernath.*

Mayor's Report

Mayor Buccellato read a prepare report thanking everyone for all their support throughout the past year. He congratulated Councilman Urbano on his reelection. He also welcomed Councilman Caldon. He said he looked forward to working with them this year, as well as the other members of the council.

Mayor Buccellato thanked all the Borough professionals in meeting the needs of the Borough and its residents.

Mayor Buccellato thanked all the volunteers who give of their time and talents. Our volunteers are the backbone of our Borough and community. Without them, he said, many programs would suffer greatly, or quite possibly, be non-existent.

He looked back on some accomplishments we achieved in 2014 as a community. He mentioned:

1. We continued our goal of adopting a municipal budget that was under the state-mandated 2% cap. This was accomplished under the guidance of our CFO, and could never have happened without our department heads and all of our borough employees. The consistently do more with less.
2. The unified Planning/Zoning Board finalized and approved the new mixed-use development project for the property found off Route 34, on Broad Street. This project, when completed, will be a catalyst for further quality developments and improvements to our borough.
3. The Planning/Zoning Board also took steps to develop and adopt a re-examination plan that will be the basis for the preparation of our 'Master Plan'. Although public hearings were held for the re-examination study report, he said that he will be scheduling a meeting to request further input for the 'Master Plan' development, from our residents and other stake holders.
4. We continued our 'Road Program' by rehabilitating streets and road in various areas of the borough.
5. Our recreation department, spearheaded by Councilwoman Linda Clifton and the director, Deirdre Ring, and through the generous support of various associations

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and businesses, again presented a spectacular fireworks display for the residents of Matawan. There was a DJ and food vendors along Ravine Drive to entertain and cater to our culinary appetite.

6. Matawan Day – what can anyone say? As it continues to grow, each year, by leaps and bounds. Not to mention the Turkey Trot, Easter-Egg Hunt, etc.
7. The improvements and upgrades to our water plant was completed in 2014. This will ensure our ability to continue to provide clean, safe drinking water.
8. And the updates to numerous ordinances in 2014.

Mayor Buccellato outlined the goals for the Borough for 2015.

Privilege of the Floor

Mayor Buccellato opened the Privilege of the Floor.

There were no comments.

Mayor Buccellato closed the Privilege of the Floor.

Mayor Buccellato requested that Reverend Gray do a closing benediction.

Mayor Buccellato requested a motion to adjourn. Councilwoman Gould made the motion, seconded by Councilman Urbano. Council agreed. Motion passed.

The meeting adjourned at 1:30 PM.

Karen Wynne, RMC
Municipal Clerk