

**Borough of Matawan  
Reorganization Meeting  
January 1, 2018**

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, 2018 with Mayor Joseph Altomonte presiding. Pursuant to Section 5 of the Open Public Meetings Act, adequate notice of this meeting had been provided by publishing notification in *The Independent* on December 27, 2017, by sending notice to the *Asbury Park Press*, and by posting. A copy of said notice is and has been made available to the public and is on file in the Office of the Borough Clerk. A copy of said notice has also been sent to such members of the public as have requested such information, in accordance with the Statute. Mayor Altomonte called the meeting to order at 12:05 PM, requesting a roll call.

Mayor Altomonte requested a roll call to reconvene the December 19, 2017 meeting.

On roll call the following members responded present:

Yes:           Councilman Reeve  
                  Councilwoman Salvatore  
                  Councilman Cannon

Councilmen Caldon, Urbano and Vergaretti were absent.

Also, present were Pasquale Menna, Esq., Borough Attorney and Louis Ferrara, Borough Administrator.

**Adjourn the December 19, 2017 Council Meeting**

Mayor Altomonte requested a motion to adjourn the December 19, 2017 public session meeting. Councilwoman Salvatore made the motion, seconded by Councilman Cannon. Council agreed. Motion passed.

Mayor Altomonte asked everyone to stand for a Salute to the Flag.

**Invocation**

Reverend Jeffery Gray gave the Invocation.

**Oaths of Office**

Mayor Altomonte administered the Oath of Office for Councilwoman to Stephanie Buckel for a three-year term, said term to expire December 31, 2020.

Mayor Altomonte administered the Oath of Office for Councilwoman to Deana Gunn for a three-year term said term to expire December 31, 2020.

**Roll Call of the January 1, 2018 Reorganization Meeting**

Mayor Altomonte requested a roll call for the January 1, 2018 Reorganization Meeting.

On roll call the following members responded present:

Yes:           Councilman Reeve  
                  Councilwoman Salvatore  
                  Councilwoman Buckel  
                  Councilman Cannon  
                  Councilwoman Gunn

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**Acceptance of the Resignation of Councilman Michael Vergaretti**

Mr. Menna acknowledged, in accordance with State Statute, written receipt by the Borough Clerk of Councilman Michael Vergaretti's Letter of Voluntary Resignation with the effective date of December 29, 2017.

Councilman Cannon read a statement submitted by Councilman Vergaretti wherein he said, it has been his honor and pleasure to serve on the Matawan Council, and it is with regret to submit his resignation as he is moving out of state thanking Mayor Altomonte and Council members for their friendship and guidance, and thank you to the residents of Matawan to the trust they placed in him.

Mayor Altomonte requested a voice vote regretfully accepting Councilman's Vergaretti's Resignation. Council agreed.

**Nominees for the Appointment of Councilperson to Fill the Unexpired Term of Council Vacancy Said Term to Expire December 31, 2018**

Mr. Menna stated as a result of the vacancy created by the voluntary resignation of Councilman Vergaretti and accepted by the Council, the Municipal Chair of the party that is the holder of that Council seat, the Democratic party, through its Chairman has forwarded a list under the Statute of three candidates for the filling of the term for the

Mayor Altomonte read the names of the candidates nominated by the Matawan Democratic Committee's letter of December 30, 2017: Robert Bunyon, Kathleen Sporer and David Vergaretti.

**Selection of Candidate and Administration of Oath of Office to Fill the Unexpired Term of Council Vacancy Said Term to Expire December 31, 2018**

Councilman Reeve made the motion to nominate David Vergaretti to fill the unexpired term of Councilman Michael Vergaretti, seconded by Councilwoman Salvatore. Council agreed. Motion passed.

Mayor Altomonte administered the Oath of Office for Councilman to David Vergaretti for an unexpired three-year term, said term to expire December 31, 2018. Councilman Vergaretti joined the dais.

**2017 Citizen(s) of the Year Presentation**

Mayor Altomonte presented "Citizen of the Year" Award to Ed and Carmella Holland, and Florin Lupu in recognition and appreciation of their generous commitment and personal dedication to the success of the Borough of Matawan's July 4<sup>th</sup> Celebration.

**Oath of Office Administered to the Fire Chiefs and Presentation of Badges & Awards**

Mayor Altomonte administered the Oath of Office to Fire Chief Richard Michitsch, Broad Street Station.

Chief Michitsch administered the Oath of Offices to:

First Deputy Chief:	Ed Lee, Washington Engine Co. Fire House
Second Deputy Chief:	Stephen Tartarka, Freneau Volunteer Fire Company

Chief Michitsch presented Chief Berliner with the traditional black leather helmet and his ex-Chief Badge thanking him for his 18 years of service. Chief Berliner expressed his thanks to the Department and his family.

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Chief Michitsch presented Second Deputy Chief Tartaka shield, Chief's helmet, and the traditional "baby" Chief award, a baby bottle.

Chief Michitsch presented Plaques of Recognition to DA Subs, and Esposito's Pizza and Pasta for their donations of food and beverage to the Department.

Chief Michitsch presented a Plaque of Recognition to The Edge at Matawan for their assistance with the Department in "high rise structure" logistics, operations and training.

Chief Michitsch cited mutual aid agreements with other municipalities for manpower and equipment, and to those who went above and beyond: Aberdeen Cheesquake Volunteer Fire Company, Cliffwood Volunteer Fire Company and Morganville Independent Volunteer Fire Company.

Chief Michitsch Recognition of Service Honorable Mention to Paul Richards for his assistance on administration tasks for the Department.

Chief Michitsch presented a Plaque of Recognition to the Matawan Police Department in recognition of their assistance, manpower, equipment and rescue services thanking the Chief and Matawan Police Department members including their support on today's full rope rescue this morning of an animal in distress trapped in a manhole.

Chief Michitsch presented a Plaque of Recognition to the Mayor and Council thanking them for their personal and financial support.

Chief Michitsch thanked everyone for coming out to show their support, and dismissed the members of the Matawan Fire Department who left the meeting at 12:40 PM.

**New Business**

Mayor Altomonte read by title Resolution 18-01-01: Council President Appointment – Nicolas Reeve. Mayor Altomonte requested a motion. Councilman Cannon made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes:            Councilwoman Salvatore  
                 Councilwoman Buckel  
                 Councilman Cannon  
                 Councilwoman Gunn  
                 Councilman Vergaretti

Motion passed.

**RESOLUTION 18-01-01  
COUNCIL PRESIDENT APPOINTMENT  
NICOLAS REEVE**

***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, 2018.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan that, Nicolas Reeve, 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.*

Mayor Altomonte read by title Resolution 18-01-02: Authorizing the Appointment of Borough Attorney Under Fair and Open – The Menna Law Firm, LLC. Mayor Altomonte requested a

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motion. Councilman Cannon made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Reeve  
Councilwoman Salvatore  
Councilwoman Buckel  
Councilman Cannon  
Councilwoman Gunn  
Councilman Vergaretti

Motion passed.

**RESOLUTION 18-01-02  
AUTHORIZING THE APPOINTMENT OF BOROUGH ATTORNEY UNDER FAIR AND OPEN  
THE MENNA LAW FIRM, LLC**

*WHEREAS, there exists the need for a Borough Attorney to render legal services for the Borough of Matawan, County of Monmouth; and*

*WHEREAS, the firm of The Menna Law Firm, 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 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, LLC, as Borough Attorney for the Borough of Matawan for the year 2018, said term to expire December 31, 2018.

*BE IT FURTHER RESOLVED*, by the Council of the Borough of Matawan that the Mayor be and 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, Police as well as Pasquale Menna, Esq. of The Menna Law Firm, LLC.

**CERTIFICATION AS TO AVAILABLE FUNDING**

*I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the 8-01-20-155-210 Budget of the Borough of Matawan to Pasquale Menna, Esq. as Borough Attorney for the Borough of Matawan in an amount not to exceed Twenty Four Thousand Dollars and No Cents (\$24,000.00).*

*This certification is based solely on the information encumbered into the financial records of the borough by the appropriate using division as of this date and relies on the completeness of financial records.*

*Chief Financial Officer*

*(Signature on File)*

\_\_\_\_\_  
*Monica Antista, CMFO*

*Dated: January 1, 2018*

Mayor Altomonte read by title Resolution 18-01-03: Emergency Temporary Appropriation. Mayor Altomonte requested a motion. Councilman Cannon made the motion, seconded by Councilman Reeve. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Reeve  
Councilwoman Salvatore  
Councilwoman Buckel  
Councilman Cannon  
Councilwoman Gunn  
Councilman Vergaretti

Motion passed.

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**RESOLUTION 18-01-03  
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 2018 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 2017 pursuant to the provisions of Chapter 96, PL 1951 (NJSA 40A:4-20) including this resolution total \$4,381,623.85.

**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 2018 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 2018 County, and Local School District Taxes, which are not included in this temporary budget, shall be paid as and when due.

**2018 Temporary Budget**

	Salary & Wages	Other Expenses
MAYOR & COUNCIL		656.25
MUNI CLERK	21,262.50	6,825.00
GENERAL ADMIN	19,950.00	7,350.00
AUDIT	-	-
FINANCE ADMIN	17,062.50	4,152.49
TAX ASSES ADMIN	15,881.25	2,296.88
TAX COLLECTOR	15,225.00	3,216.94
LEGAL SERVICES	-	39,611.25
ENGINEERING	-	27,562.50
BLDG & GROUNDS	27,483.75	20,553.75
PLAN/ZONING BD	4,725.00	2,795.63
SHADE TREE COMM	341.25	5,250.00
ENVIRON HEALTH	-	-
SOLID WASTE COLL	1,391.25	166,162.50
INSURANCE-GROUP HEALTH	-	308,437.50
INSURANCE-LIABILITY	-	76,100.00
INSURANCE-WORKERS COMP	-	75,000.00
PROSECUTOR	-	-
FIRE	-	44,756.25
FIRE-AID TO DEPARTMENT	-	3,753.75
FIRE PREVENTION	18,112.50	1,731.19
POLICE	723,756.60	79,072.09
STREETS & ROADS	73,975.13	34,978.13
STREET LIGHTING	-	34,125.00

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<i>BD OF HEALTH</i>	<b>1,312.50</b>	<b>8,347.50</b>
	-	-
<i>RECREATION</i>	<b>3,975.00</b>	<b>7,192.50</b>
	-	-
<i>HISTORICAL SITES</i>	<b>315.00</b>	<b>6,307.88</b>
	-	-
	-	-
<i>OEM</i>	-	<b>7,285.16</b>
<i>PROP MAINT</i>	<b>4,200.00</b>	<b>157.50</b>
<i>RR PARKING</i>	<b>52,237.50</b>	<b>25,000.00</b>
<i>DOWNTOWN REDEV</i>	-	<b>3,281.25</b>
<i>UTILITIES</i>	-	<b>99,750.00</b>
<i>VEHICLE MAINT</i>	-	<b>19,031.25</b>
<i>CONSTR OFFICIAL</i>	<b>40,687.50</b>	<b>2,369.06</b>
<i>ACCUM SICK LEAVE</i>	-	-
<i>OASI</i>	-	<b>34,650.00</b>
<i>PERS</i>	-	-
<i>P/F RETIREMENT</i>	-	-
<i>MUNICIPAL COURT</i>	-	-
<i>PUBLIC DEFENDER</i>	-	-
<i>FREE PUBLIC LIBRARY</i>	-	<b>90,573.00</b>
<i>EMERGENCY 911</i>	-	-
<i>LOSAP</i>		-
<i>GREEN TRUST LOAN</i>		<b>9,172.50</b>
<i>PAYMENT OF BOND PRINCIPAL</i>		<b>453,750.00</b>
<i>PAYMENT OF BANS</i>		-
<i>INTEREST ON BONDS</i>		<b>213,000.00</b>
<i>INTEREST ON NOTES</i>		-
<i>SPECIAL EMERGENCY</i>		-
<i>MCIA LEASE INTEREST</i>		<b>37,619.00</b>
<i>MCIA LEASE PRINCIPAL</i>		-
<i>CAPITAL IMPROVEMENT FUND</i>		-
		-
<b>SUBTOTAL</b>	<b>1,041,894.23</b>	<b>1,961,873.68</b>
 <b>TOTAL TEMPORARY EMERGENCY APPROPRIATIONS</b>		<b>3,003,767.90</b>
 <b>WATER SEWER UTILITY</b>		
<i>OPERATING</i>	<b>193,357.50</b>	<b>328,060.95</b>
<i>PAYMENT ON BOND PRINCIPAL</i>		<b>196,250.00</b>
<i>ACQUISITION OF WATER/BULK WATER</i>		<b>99,750.00</b>
<i>BRSA</i>		<b>325,000.00</b>
<i>INTEREST ON BONDS(504-299)</i>		<b>85,000.00</b>
<i>INTEREST ON NOTES</i>		-
<i>SURPLUS</i>		-
<i>WASTEWATER LOAN (507-299)</i>		<b>94,000.00</b>
<i>WASTEWATER LOAN INTEREST(504-205)</i>		<b>42,000.00</b>
<i>PERS</i>		-

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SOCIAL SECURITY 14,437.50

SUBTOTAL 193,357.50 1,184,498.45

TOTAL WATER SEWER UTILITY TEMPORARY EMERGENCY APPROPRIATIONS 1,377,855.95

***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 Director of Local Government Services.*

Mayor Altomonte read by title Resolution 18-01-04: Resolution Confirming 2018 Appointments by the Mayor With Confirmation of Council. Mayor Altomonte requested a motion. Councilman Reeve made the motion, seconded by Councilman Cannon. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Reeve  
Councilwoman Salvatore  
Councilwoman Buckel  
Councilman Cannon  
Councilwoman Gunn  
Councilman Vergaretti

Motion passed.

**RESOLUTION 18-01-04  
RESOLUTION CONFIRMING  
2018 APPOINTMENTS BY THE MAYOR WITH CONFIRMATION OF COUNCIL**

***NOW, THEREFORE, BE IT RESOLVED,** that the appointments listed below made by the Mayor be and the same are hereby confirmed and the following officials are appointed for a term of one year said term to expire December 31, 2018, unless otherwise specified or provided for by statute:*

<u><b>BOARD/COMMISSION</b></u>	<u><b>NAME</b></u>	<u><b>TERM OF OFFICE</b></u>
<u><b>Animal Welfare Advisory Committee</b></u>		
Member	Loretta Windas	
<u><b>Borough Offices</b></u>		
ADA Coordinator	Josi Salvatore	
Assessment Search Officer	Karen Wynne	
Certified Recycling Coordinator	Grace Rainforth	
Deputy Borough Clerk	Robin Klinger	
HIPPA Privacy & Contact Person	Grace Rainforth	
Local Historian	Al Savolaine	
Municipal Cross-Acceptance Representative	Louis C. Ferrara	
Personnel Administrator	Louis C. Ferrara	
Tax Search Officer	Peggy Warren	
<u><b>Disability Accessibility Commission</b></u>		
Public Works Representative	John Applegate	
Construction Department Representative	John Quinn	
Governing Body Representative	Nicolas Reeve	
Governing Body Representative	Josi Salvatore	
Representative-at-Large	Rosemary Conte	December 31, 2020

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**Historic Sites Commission**

Member(s) (Nominated by the Matawan Historical Society)	Gail Chester Al Savolaine	December 31, 2020 December 31, 2020
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**Library Board**

Mayor's Representative	Lynn Mattei	
Citizen Member	Susan Quinn	December 31, 2022
Citizen Member	Janine Bland	December 31, 2022

**Office on the Aging**

Member	Al Savolaine	
Member	Catherine Savolaine	

**Public Safety**

OEM Coordinator (3 Year Term)	Thomas J. Falco	December 31, 2020
First Deputy Coordinator (Operations/Planning)	Richard Michitsch	
Second Deputy Coordinator (Resources/Logistics)	Timothy Clifton	
OEM Secretary (Documentation Unit Leader)	Tammy Michitsch	
CERT Coordinator	Herbert Caravella	
CERT Captain	Leslie Gilman	

**Recreation Commission**

Director	Daria Dieterle	
Commissioner	Josi Salvatore	
Council Members	Josi Salvatore Stephanie Buckel Deana Gunn	
Delegate	Kristen Lauricella	
Delegate	Alexis Livesey	December 31, 2019
Delegate	Claire Esposito	December 31, 2021

**Unified Planning/Zoning Board of  
Adjustments**

Class III	Brett Cannon	
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**Safety Committee**

DPW/Water/Sewer Department Representative	John Applegate	
Board of Health Representative	Larry Kasica	
Public Safety Committee Commissioner's Representative	Stephanie Buckel	
Member-at-Large Representative	Kathleen Sporer	

**Crossing Guards and Matron Names TO BE  
PROVIDED BY THE CHIEF OF POLICE**

**Crossing Guard(s)**

June Berliner  
Coleen Gano  
Leslie Gillman  
Erin Haluska  
Diane Monroe  
Melanie Murphy



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*Linda Smith  
Carolyn Woods*

**Part-Time Crossing Guard(s)**  
*Denise Pennipede*

**Police Matron(s)**  
*Cristen Sjöholm  
Denise Triolo  
Meghan Walker*

**Police Class II Special(s)**  
*Thomas J. Dayback*

Mayor Altomonte read by title Resolution 18-01-05: 2017 Main Street Streetscape Improvements Project – Seacoast Construction, Inc. – Authorizing Change Order No. 1. Mayor Altomonte requested a motion. Councilman Cannon made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Reeve  
Councilwoman Salvatore  
Councilwoman Buckel  
Councilman Cannon  
Councilwoman Gunn  
Councilman Vergaretti

Motion passed.

**RESOLUTION 18-01-05  
2017 MAIN STREET STREETScape IMPROVEMENTS PROJECT  
SEACOAST CONSTRUCTION, INC.  
AUTHORIZING CHANGE ORDER NO. 1**

**WHEREAS**, T&M Associates has informed the Council that Various Items are reduced to reflect as-built quantities in the 2017 Main Street Streetscape Improvements Project, for a total reduction this Change Order No. 1 of Sixty-Two Thousand, Five Hundred Forty-Two Dollars and Thirty Seven Cents (\$62,542.37); and

**WHEREAS**, T&M Associates has informed the Council that Items 14 and 19 are Extra to reflect as-built quantities in the 2017 Main Street Streetscape Improvements Project, for a total increase this Change Order No. 1 of Twenty Thousand, Eight Hundred Fifty Dollars and No Cents (\$20,850.00); and

**WHEREAS**, T&M Associates has informed the Council that Items S-1 through and including S-7 are increased to Supplementary to the 2017 Main Street Streetscape Improvements Project, for a total increase this Change Order No. 1 of Fifty-Three Thousand, Seventy-One Dollars, and Twenty-Nine Cents (\$53,071.29); and

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, based upon the recommendation of Robert Keady, T&M Associates, that they hereby authorize the attached contract modification proposal, Change Order No. 1, for the 2017 Main Street Streetscape Improvements Project, a Net Change Increase This Change Order No. 1, in an amount of Eleven Thousand, Three Hundred Seventy-Eight Dollars and Ninety-Two Cents (\$11,378.92).

**BE IT FURTHER RESOLVED** this amount reflects a total Net Change Increase in Contract of Eleven Thousand, Three Hundred Seventy-Eight Dollars and Ninety-Two Cents (\$11,378.92).

**BE IT FURTHER RESOLVED** the Mayor of the Borough of Matawan is hereby authorized to execute the attached contract modification proposal and acceptance.

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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, Construction, Finance, Public Works as well as T&M Associates and Seacoast Construction, Inc.*

**CERTIFICATION AS TO AVAILABLE FUNDING**

*I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from C-04-55-916-100 Budget of the Borough of Matawan to Seacoast Construction, Inc. for the Borough of Matawan 2017 Main Street Streetscape Improvement Project in an amount not to exceed Eleven Thousand, Three Hundred Seventy-Eight Dollars and Ninety-Two Cents (\$11,378.92).*

*This certification is based solely on the information encumbered into the financial records of the Borough by the appropriate using division as of this date and relies on the completeness of financial records.*

*Chief Financial Officer*

*(Signature on File)*

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*Monica Antista, CMFO  
Dated: January 1, 2018*

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T&M ASSOCIATES  
CONSULTING & MUNICIPAL ENGINEERS  
ELEVEN TINDALL ROAD  
MIDDLETOWN, NEW JERSEY 07748

SHEET NO. 1 OF 2  
PROJECT NO. MATN-04121

CHANGE ORDER NO. 1

DATE: December 12, 2017

PROJECT: Main Street Streetscape Improvements

OWNER: Borough of Matawan

CONTRACTOR: Seacoast Construction, In.

DESCRIPTION OF CHANGE:

REDUCTIONS:

Various items are reduced to reflect current as-built quantities.

EXTRA:

Items 14 and 19 are increased to reflect current as-built quantities.

SUPPLEMENTARY:

S-1 Police Traffic Directors (Revised Hourly Rate)  
S-2 Replace Deteriorated Water Curb Box and Rod  
S-3 Per Monmouth County: Connect Drainage Pipe Into Existing Structure  
S-4 Install Concrete Cure and Seal Compound  
S-5 Install Temporary Asphalt Path at Post Office to Maintain Access and Restore Area after Concrete Completion  
S-6 Concrete Sidewalk, 4" Thick (Handwork at 137-143 Main Street)  
S-7 Per Monmouth County: Inventory All Existing Signs, Coordination with Monmouth County Inspector, Remove and Replace Existing Posts, Install Signs with Breakaway

APPROVAL RECOMMENDED:

ROBERT R. KEADY, JR., P.E., C.M.E.

ACCEPTED:

CONTRACTOR  
Seacoast Construction, In.

OWNER'S APPROVALS:

Mayor Joseph Altomonte  
Borough of Matawan

NOTE: All work to be done according to Contract Specifications.

SEE ATTACHED DETAIL	ADDITIONAL	REDUCTION
A. TOTAL REDUCTIONS THIS C.O.	XXXXXXXXXX	\$62,542.37
B. TOTAL EXTRAS THIS C.O.	\$20,850.00	XXXXXXXXXX
C. TOTAL SUPPLEMENTARY THIS C.O.	\$53,071.29	XXXXXXXXXX
TOTALS THIS C.O.	\$73,921.29	\$62,542.37
NET CHANGE THIS CHANGE ORDER	\$11,378.92	\$0.00
PREVIOUS CHANGE ORDERS	\$0.00	\$0.00
TOTAL CHANGE ORDERS TO DATE	\$73,921.29	\$62,542.37
NET CHANGE IN CONTRACT	\$11,378.92	\$0.00

ORIGINAL CONTRACT BID PRICE	\$451,217.37
CHANGE ORDERS TO DATE	\$11,378.92
REVISED CONTRACT PRICE	\$462,596.29

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CHANGE ORDER NO. 1

SHEET NO. 2 OF 2  
PROJECT NO. MATN-04121

PROJECT:

OWNER:

CONTRACTOR:

ITEM NO.	DESCRIPTION	QUANTITY	UNIT		AMOUNT
			PRICE		
R E D U C T I O N	3 Breakaway Barricades	2.00 UN	\$0.01		\$0.02
	4 Drums	10.00 UN	\$0.01		\$0.10
	6 Construction Signs	40.00 SF	\$0.01		\$0.40
	7 Police Traffic Directors (If & Where Directed)	120.00 HR	\$95.96		\$11,515.20
	10 Polymerized Joint Adhesive	25.00 LF	\$0.01		\$0.25
	11 Tack Coat	33.00 GAL	\$1.00		\$33.00
	12 HMA Surface Course, 9.5M64, 2" Thick	16.24 TON	\$150.00		\$2,436.00
	13 HMA Base Course, 19M64, 6" Thick	127.61 TON	\$100.00		\$12,761.00
	15 Trench Drain	22.00 LF	\$100.00		\$2,200.00
	18 6"x20" Concrete Vertical Curb	40.00 LF	\$23.00		\$920.00
	20 Concrete Sidewalk, 4" Thick	2.00 SY	\$63.00		\$126.00
	21 Detectable Warning Surface	2.80 SY	\$500.00		\$1,400.00
	22 Concrete Paver Sidewalk, 2-3/8" Thick	98.00 SF	\$19.00		\$1,862.00
	23 Reset Paver Sidewalk	5.40 SY	\$100.00		\$540.00
	24 HMA Driveway, 5" Thick	7.40 SY	\$60.00		\$444.00
	25 Concrete Driveway, Reinforced, 6" Thick	12.40 SY	\$81.00		\$1,004.40
	35 Decorative Arch Including Foundation	1.00 UN	\$25,000.00		\$25,000.00
	36 Tree Removal, Up to 15" Diameter	1.00 UN	\$500.00		\$500.00
	37 Tree Removal, Over 15" Diameter	1.00 UN	\$1,000.00		\$1,000.00
	38 Ivory Silk Japanese Tree Lilac, 2-1/2"-3" Caliper, B&B	1.00 UN	\$800.00		\$800.00

A. TOTAL REDUCTIONS \$62,542.37

E X T R A	14 4" Underdrain Pipe, Type 'S'	207.00 LF	\$100.00	\$20,700.00
	19 18"x36"x6" Precast Cone Curb (For Tree Planting Pit)	2.00 LF	\$75.00	\$150.00

B. TOTAL EXTRA \$20,850.00

S U P P L E M E N T A R Y	S-1 Police Traffic Directors (Revised Hourly Rate)	296.50 HR	\$101.42	\$30,071.03
	S-2 Replace Deteriorated Water Curb Box and Rod	14.00 UN	\$160.00	\$2,240.00
	S-3 Per Monmouth Cty: Connect Drainage Pipe Into Existing Structure	1.00 UN	\$500.00	\$500.00
	S-4 Install Concrete Cure and Seal Compound	1.00 LS	\$3,500.00	\$3,500.00
	S-5 Install Temporary Asphalt Path at Post Office to Maintain Access and Restore Area after Concrete Completion	1.00 LS	\$5,630.38	\$5,630.38
	S-6 Concrete Sidewalk, 4" Thick (Handwork at 137-143 Main Street)	1.00 LS	\$5,316.88	\$5,316.88
	S-7 Per Monmouth County: Inventory All Existing Signs, Coordination with Monmouth County Inspector, Remove and Replace Existing Posts, Install Signs with Breakaway	1.00 LS	\$5,813.00	\$5,813.00

C. TOTAL SUPPLEMENTARY \$53,071.29

Consent Agenda

Mayor Altomonte read by title Resolutions 18-01-06 through and including 18-01-42 requesting a motion to approve en masse. Councilman Cannon made the motion, seconded by Councilwoman Salvatore. Mayor Altomonte requested a roll call vote. A roll call vote was taken.

Yes: Councilman Reeve  
Councilwoman Salvatore  
Councilwoman Buckel  
Councilman Cannon  
Councilwoman Gunn

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Councilman Vergaretti

Motion passed.

**RESOLUTION 18-01-06  
2018 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 <sup>st</sup> (Noon, Sunday)	16 <sup>th</sup>
February	6 <sup>th</sup>	20 <sup>th</sup>
March	6 <sup>th</sup>	20 <sup>th</sup>
April	3 <sup>rd</sup>	17 <sup>th</sup>
May	1 <sup>st</sup>	15 <sup>th</sup>
June	6 <sup>th</sup> (Wednesday)	19 <sup>th</sup>
July	3 <sup>rd</sup>	17 <sup>th</sup>
August	8 <sup>th</sup> (Wednesday)	21 <sup>st</sup>
September	4 <sup>th</sup>	18 <sup>th</sup>
October	2 <sup>nd</sup>	16 <sup>th</sup>
November	7 <sup>th</sup> (Wednesday)	20 <sup>th</sup>
December	4 <sup>th</sup>	18 <sup>th</sup>

*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 6:30 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 all Borough of Matawan Departments Heads as well as the Borough Attorney and Borough Engineer.*

**RESOLUTION 18-01-07  
2018 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 as follows with the first name of each committee to serve as Chair:*

**Police, ADA, Recreation**  
*Josi Salvatore  
Stephanie Buckel  
Deana Gunn*

**Construction, Finance**  
*Nicolas Reeve  
Josi Salvatore  
David Vergaretti*

**DPW, Property Maintenance, Recycling & Sanitation**  
*Stephanie Buckel  
Brett Cannon  
Josi Salvatore*

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**Planning Zoning, Fire, Historic Sites**

*Brett Cannon  
Nicolas Reeve  
David Vergaretti*

**Economic Business Development, Environmental, Main Street Development**

*Deana Gunn  
Stephanie Buckel  
Brett Cannon*

**Animal Welfare Advisory Board, Shade Tree, Personnel**

*David Vergaretti  
Deana Gunn  
Nicolas Reeve*

**BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall also be forwarded to all Borough of Matawan Department Heads.

**RESOLUTION 18-01-08  
2018 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

**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	8 <sup>th</sup>	Reorganization Meeting
May	14 <sup>th</sup>	
September	10 <sup>th</sup>	
December	10 <sup>th</sup>	

**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 as well as Public Works, Construction as well as Members of the Disability Accessibility Commission.

**RESOLUTION 18-01-09  
BOROUGH OF MATAWAN DESIGNATED DEPOSITORY OF 2018 FUNDS**

**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	New Jersey Cash Management
Bank of America	Penn Federal Savings
Chase	PNC Bank
Columbia Bank	Provident Bank
Garden State Community Bank	Santander Bank
M&T Bank	Sun National Bank
Investors Savings Bank	TD Bank
Kearny Federal Savings Bank	Valley National Bank
MBIA	Wells Fargo

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

Borough Capital Account	Recreation Trust
Borough Trust	Tax Collector's Trust Fund
Current Fund	Water Capital Account

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<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: Administration, Clerk, Construction, Finance as well as the Borough Auditor.

**RESOLUTION 18-01-10  
CASH MANAGEMENT PLAN - 2018**

**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.

**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.

## Borough of Matawan Reorganization Meeting January 1, 2018

**“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  $\frac{1}{2}$  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 1<sup>st</sup> 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.
- 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.



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### 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.*

### **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.*

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**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.*

**RESOLUTION 18-01-11  
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 1<sup>st</sup>, May 1<sup>st</sup>, August 1<sup>st</sup>, and November 1<sup>st</sup>, 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 31<sup>st</sup>.

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

**RESOLUTION 18-01-12  
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 28<sup>th</sup> 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 28<sup>th</sup> 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 shut off 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 and 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: Administrator, Clerk, Finance, Public Works as well as the Borough Auditor.

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**RESOLUTION 18-01-13  
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.*

***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 Joseph Altomonte, Borough Attorney, Borough Engineer and Borough Auditor.*

**RESOLUTION 18-01-14  
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 2018 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 2018.*

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

**RESOLUTION 18-01-15  
APPOINTING LOUIS C. FERRARA  
AS THE PUBLIC AGENCY COMPLIANCE OFFICER**

***WHEREAS,** the Affirmative Action Regulations of the State of New Jersey Affirmative Action Office address public agencies awarding contracts under PL 1975, Chapter 127, (NJAC 17:27) and further provide contract language and reporting procedures for entering into procurement, service and construction contracts; and*

***WHEREAS,** regulations further provide for the annual designation of an officer or employee of the public agency to serve as a Public Agency Compliance Officer (PACO) who will be responsible for coordinating the reporting procedure from contractors and to generally supervise the compliance procedures regarding the Affirmative Action Regulations.*

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***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, Monmouth County, New Jersey, that Louis Ferrara, Borough Administrator, be and is hereby appointed as Public Agency Compliance Officer of the Borough of Matawan.*

***BE IT FURTHER RESOLVED** that a true certified copy of this Resolution shall be forwarded to all Borough of Matawan Department Heads as well as the Department of Treasury, Division of Purchase & Property Contract Compliance Unit, PO Box 206, Trenton, New Jersey 08625.*

**RESOLUTION 18-01-16  
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. *Paul Chik, VP, 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. *DeeAnna Peterson, Executive Director, 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.*

**RESOLUTION 18-01-17  
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 Joseph Altomonte 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 Joseph Altomonte 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).*

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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 as well as Joseph Altomonte.*

**RESOLUTION 18-01-18  
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.*

***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.*

**RESOLUTION 18-01-19  
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**, Joseph Altomonte 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 Joseph Altomonte 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 also be forwarded to the following Borough of Matawan Departments: Administration, Clerk as well as Joseph Altomonte.*

**RESOLUTION 18-01-20  
AUTHORIZATION TO EXECUTE 2018 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 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.*

***BE IT FURTHER RESOLVED**, by the Council of the Borough of Matawan that the Mayor be and 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 Board of Chosen Freeholders of Monmouth County.*

**Borough of Matawan  
Reorganization Meeting  
January 1, 2018**

***CERTIFICATION AS TO AVAILABLE FUNDING***

*I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the 7-01-28-370-200 Budget of the Borough of Matawan to Monmouth County for the 2017 Foodshopping Agreement (SCAT) for the Borough of Matawan in an amount not to exceed Three Thousand Six Hundred Dollars and No Cents (\$3,600.00).*

*This certification is based solely on the information encumbered into the financial records of the borough by the appropriate using division as of this date and relies on the completeness of financial records.*

*Chief Financial Officer*

*(Signature on File)*

---

*Monica Antista, CMFO  
Dated: January 1, 2018*

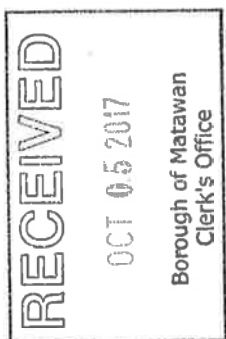
THIS AGREEMENT entered into **January 1, 2018** by and between the COUNTY OF MONMOUTH (hereinafter referred to as the COUNTY) and **BOROUGH OF MATAWAN** hereinafter referred to as the MUNICIPALITY/AGENCY).

WHEREAS, the Board of Chosen Freeholders of the County of Monmouth has established the Special Citizens Area Transportation System (hereinafter referred to as SCAT); and

WHEREAS, the MUNICIPALITY has requested that the COUNTY provide service to eligible residents; and

WHEREAS, it is necessary to set forth the responsibilities of both parties in this agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions herein contained and for other good and valuable considerations, it is mutually agreed between the parties as follows: Services to be provided under this Agreement will include transportation to and from local food markets. Destinations and pick-up sites will be determined at the discretion of the SCAT coordinator. Ridership on SCAT vehicles shall include those persons 60 years of age and older, in accordance with the rules and regulations set forth in Title III of the Older Americans Act of 1965, as amended in 1978. Service will be provided without regard to disability, in compliance with the provisions of Section 504 of the Rehabilitation Act of 1973. Ridership will also be extended to disabled persons under 60 years of age as vehicle space and time is available. "Disabled" is defined, as per Title 17 of the New Jersey Administrative Code, as a person who may be classified as having a physical impairment which manifests itself in one or more of the following ways: non-ambulatory, semi-ambulatory, visually impaired, deaf



or hearing impaired, having faulty coordination, or having reduced mobility, flexibility, coordination or perceptiveness due to age, physical or mental conditions.

1. Vehicles used to provide services under this agreement will be owned, operated, insured and maintained by the COUNTY. All vehicle drivers will have current Operator's and Commercial Driver's License (CDL).
2. Vehicles shall be housed at the COUNTY garage, Freehold Township, or at location agreed to by the parties concerned. The SCAT coordinator will attempt to schedule maintenance work at a time which will afford the least interruption to the normally established service schedules. The provision of auxiliary transportation in the event of major maintenance or accident will be at the discretion of the coordinator of the SCAT Program or his/her designee.
3. Service will be provided for either a half or a full day as specified in Appendix A to this agreement. The COUNTY reserves the right to re-schedule the days of services based upon the availability of vehicles. The days of operation may be re-scheduled by the SCAT coordinator as needed.
4. Additional days of extended service may be provided under this agreement with authorization of the MUNICIPALITY contingent upon the availability of drivers and vehicles and approval of the SCAT coordinator. The MUNICIPALITY will be charged at the rate of a full day of service, plus \$.18 per mile, door to door.
5. The SCAT coordinator may establish routes which would serve two or more MUNICIPALITIES on a given day as long as the existing level of service in the MUNICIPALITY is maintained or improved.
6. A local coordinator will be supplied by the contracting party, either municipal or private, to aid the SCAT coordinator in daily operations.
7. The MUNICIPALITY will be billed on a quarterly basis for services provided at the per diem rate as set forth in Appendix A. The SCAT coordinator will detail the dates as to when services were provided during the quarter. The MUNICIPALITY will make payments within 30 days of the billing date, providing that the billing is in conformity with this



agreement. Such payment shall be made by check, and be made payable to the Treasurer, County of Monmouth.

8. Provision of service by the COUNTY under this agreement is conditional upon continued availability of funding through Title III of the Older Americans Act.
9. This contract will be in effect from **January 1, 2018 to December 31, 2018**, or until a subsequent contract is executed.
10. Tolls and other over-the-road parking charges incurred by the vehicle in normal operation of the vehicle will be borne by the MUNICIPALITY which requires the vehicle to traverse toll roads or incur parking or other over-the-road costs provided that the vehicle driver furnishes a receipt substantiating such out-of-pocket cost the MUNICIPALITY. A copy of such receipts and record of payment by the MUNICIPALITY shall be furnished to the SCAT coordinator within seven (7) days after use of the vehicle by either the MUNICIPALITY or contracting parties.
11. The COUNTY reserves the right to alter this agreement or to increase the per diem rate for vehicle operation based on increased costs subject to forty-five (45) days' notice.
12. Either party may terminate this agreement upon sixty (60) days written notice to the other party. Notice shall be sent by certified mail return receipt requested to the Board of Chosen Freeholders in the case of the County and the Municipal Clerk in the case of the municipality.

IN WITNESS WHEREOF, the parties hereto have caused those present to be signed by their respective authorized officers and their respective corporate seals to be hereunto affixed the day and year first above mentioned.

ATTEST:

COUNTY OF MONMOUTH  
(seal)

BY: \_\_\_\_\_  
Marion Masnick, Clerk of the Board  
Monmouth County Board of  
Chosen Freeholders

BY: \_\_\_\_\_  
Lillian G. Burry, Freeholder Director  
Monmouth County Board of  
Chosen Freeholders

ATTEST:

MUNICIPALITY  
(seal)

BY: \_\_\_\_\_  
Municipal Clerk

BY: \_\_\_\_\_  
Mayor

APPENDIX A

MUNICIPALITY:

**BOROUGH OF MATAWAN**

Days of Service Per Week:

FULL DAYS \_\_\_\_\_.

HALF DAYS \_\_\_\_\_ X \_\_\_\_\_.

Charges:

RATE\* FULL DAY \_\_\_\_\_.

RATE\* HALF DAY \_\_\_\_\_ \$78.00 \_\_\_\_\_.

\*Rate is based on average daily passengers.

**RESOLUTION 18-01-21  
AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT  
FOR ANIMAL CONTROL SERVICES BETWEEN  
THE BOROUGH OF MATAWAN AND THE TOWNSHIP OF MARLBORO**

*WHEREAS, the New Jersey Uniform Shared Services and Consolidation Act (C.40A:65-1, et seq.) authorizes local units such as this Municipality to enter into Shared Service Agreements with other local units; and*

*WHEREAS, the Township of Marlboro, a local unit, has offered to provide Shared Services for Animal Control Services to the Borough of Matawan; and*

**Borough of Matawan  
Reorganization Meeting  
January 1, 2018**

*WHEREAS, it is in the best interest of this Municipality to enter into the proposed Shared Services Agreements with the Township of Marlboro.*

*NOW, THEREFORE, BE IT RESOLVED* by the Council of the Borough of Matawan that the Borough Administrator be and is hereby authorized to execute the attached Shared Services Agreement for Animal Control Services with the Township of Marlboro, effective January 1, 2018 through and including December 31, 2018 in an amount not to exceed Sixteen Thousand Dollars and No Cents (\$16,000.00), 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, Police, Public Works, Recreation as well as Township Clerk of the Township of Marlboro, 1979 Township Drive, Marlboro, New Jersey 07746 and the Division of Local Government Services.

**CERTIFICATION AS TO AVAILABLE FUNDING**

*I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the 8-01-27-330-200 Budget of the Borough of Matawan for Animal Control Services with the Township of Marlboro in an amount not to exceed Sixteen Thousand Dollars and No Cents (\$16,000.00).*

*This certification is based solely on the information encumbered into the financial records of the Borough by the appropriate using division as of this date and relies on the completeness of financial records.*

*Chief Financial Officer*

*(Signature on File)*

\_\_\_\_\_  
*Monica Antista, CMFO*

*Dated: January 1, 2018*

**SHARED SERVICES AGREEMENT FOR ANIMAL CONTROL SERVICES  
BETWEEN  
THE TOWNSHIP OF MARLBORO AND THE BOROUGH OF MATAWAN**

*This Agreement is made this 1<sup>st</sup> day of January, 2018, by and between the Township of Marlboro (“Township”), with its principal place of business at 1979 Township Drive, Marlboro, New Jersey 07746 and the Borough of Matawan (“Matawan”), with its principal place of business at 201 Broad Street, Matawan, New Jersey 07747.*

*WHEREAS, the Township of Marlboro (the “Township”) currently provides animal control services for the Township of Marlboro; and*

*WHEREAS, the Borough of Matawan (“Borough”) has requested that the Marlboro Township Animal Control Officer provide animal control services including emergency response for domestic animal incidents, emergency response for sick or dangerous wildlife and enforcement of the Borough’s ordinances pertaining to domestic animals; and*

*WHEREAS, the Township and Borough desire to enter into a Shared Services Agreement in order for the Township to provide animal control services to the Borough; and*

*WHEREAS, the provision of animal control services by the Township to the Borough is in the best financial interests of both entities; and*

*WHEREAS, resolutions authorizing this Agreement have been approved and issued by both the Township and Borough;*

*NOW, THEREFORE, in consideration of the mutual covenants, promises and consideration recited herein, the parties to this Agreement agree as follows:*

- I. Scope of Services**  
*Animal Control Services in accordance with Marlboro’s Standard Operating Procedures (Exhibit A) the Township will provide:*
  - A. Emergency response for domestic animal incidents.*
  - B. Emergency response for sick or dangerous wildlife..*

**Borough of Matawan  
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- C. *Transport to the contracted kennel.*
- D. *Enforcement of Matawan's ordinances pertaining to domestic animals.*

**II. Borough Responsibilities**

- A. *Borough agrees to reimburse Marlboro for the cost of sheltering with a local kennel to house animals that are located and trapped by the Township Animal Control Officer ("ACO").*
- B. *Borough agrees to reimburse Marlboro for the cost of a local veterinarian to attend to injured animals transported by the ACO.*
- C. *Provide a temporary shelter to keep animals after hours when a delayed response may be necessary.*
- D. *Collect redemption fees from owners based on ordinance.*
- E. *Quality control of all calls to ensure response is required.*

**III. Contract Term**

- A. *The term of this Agreement shall commence on or about January 1, 2018 and terminating on December 31, 2018.*

**IV. Contract Amount**

- A. *In consideration for the services provided pursuant to Section I of this Agreement, the Borough shall pay:*
  - (1) *Unlimited calls initiated Monday through Friday, 7:30 am to 3:30 pm, excluding Township holidays: \$16,000.00 (\$4,000.00 per quarter)*
  - (2) *Calls initiated on all other days and times to be billed at a rate of \$200.00 per call.*
  - (3) *Matawan's share of billing for animals sheltered.*
  - (4) *Matawan's share of veterinarian service provided to Matawan animals.*
- B. *Amounts shall be payable within forty-five (45) days of the date of invoice by the Township.*

**V. Termination**

- A. *This Agreement may be terminated as follows:*
  - (1) *For convenience. By either Party at any time upon twenty-one (21) days written notification to the other party.*
  - (2) *For cause. By either Party upon ten (10) days written notice to the other Party after the other Party has received such notice specifying the failure to perform and fails to remedy and cure such failure within ten calendar days (10) of written notification.*
  - (3) *By failure to extend this Agreement upon its expiration.*
- B. *As set forth in Section A(2), above, each Party shall have an additional ten (10) business days to cure any alleged breach after notification of same by the other party. If the cure requires more than ten (10) business days, the Parties shall immediately initiate steps which may be reasonably deemed to be sufficient to cure the alleged breach and thereafter continues and complies with all reasonable and necessary steps sufficient to produce compliance as soon as reasonably practical.*

**VI. Dispute Resolution**

*In the event of a dispute under this Agreement, the parties may enter into mediation proceedings to resolve such dispute, the cost of which shall be borne equally by both parties, and, should mediation not succeed or not be agreed to by both parties, any such dispute shall be heard in a court of competent jurisdiction venued in Monmouth County in the State of New Jersey.*

**VII. Indemnification**

*The Borough of Matawan agrees to indemnify, defend and hold harmless the Township of Marlboro, collectively and individually, as well as its agents, servants and employees, for any and all claims, suits, costs, expenses, fees (including legal fees) and from all damages of every kind and description arising out of the performance of this Agreement as set forth herein.*

**VIII. Designated Contact Persons**

- A. *Pursuant to N.J.S.A. 40A:65-7, the Township of Marlboro hereby designates the Business Administrator, or his designee, as its contact person as required for all written notices and communications relative to the performance of this Agreement.*

**Borough of Matawan  
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B. Pursuant to N.J.S.A. 40A:65-7, the Borough hereby designates Louis Ferrara, Borough Administrator, as its contact person for all notices and communications relative to the performance of this Agreement.

**IX. Approval of Agreement**

This Agreement shall be subject to approval by both the Township of Marlboro and the Borough of Matawan prior to becoming effective.

**X. New Jersey Law**

This Agreement shall be construed in accordance with the provisions of the laws of the State of New Jersey.

**XI. Entire Agreement**

This Agreement represents and contains the entire terms of the Agreement between the parties, and shall supersede and replace all prior agreements or discussion between the parties regarding the services specified herein. This Agreement may be modified or amended only by written instrument signed by the parties or their authorized agents.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their proper officers the day and year first above written.

Attest: TOWNSHIP OF MARLBORO

By: \_\_\_\_\_  
Alida Manco, Municipal Clerk Name: Jonathan L. Hornik  
Title: Mayor  
Dated: December 14, 2017

Attest: BOROUGH OF MATAWAN

By: \_\_\_\_\_  
Karen Wynne, RMC Name: Joseph Altomonte  
Municipal Clerk Title: Mayor  
Dated: January 1, 2018

**RESOLUTION 18-01-22  
CENTRAL JERSEY HEALTH INSURANCE FUND MEMBERSHIP RENEWAL  
January 1, 2018 to December 31, 2020**

**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. Renew membership with 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 and/or Dental 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.

**Borough of Matawan  
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**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**, by the Council of the Borough of Matawan that the Mayor be and 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.

**CENTRAL JERSEY HEALTH INSURANCE FUND**

**ADOPTED:** January 1, 2018  
Date

**BY:** \_\_\_\_\_  
Mayor Joseph Altomonte  
Borough of Matawan

**ATTEST:** \_\_\_\_\_  
Karen Wynne, RMC - Municipal Clerk  
Borough of Matawan

**CENTRAL JERSEY HEALTH INSURANCE FUND  
INDEMNITY AND TRUST AGREEMENT**

*THIS AGREEMENT made this 1<sup>st</sup> day of January, 2018, in the County of Monmouth, State of New Jersey, By and Between the CENTRAL JERSEY HEALTH INSURANCE FUND referred to as “FUND” and the Governing Body of the Borough of Matawan, a duly constituted LOCAL UNIT OF GOVERNMENT, hereinafter referred to as “LOCAL UNIT”.*

**WITNESSETH:**

**WHEREAS**, the governing bodies of various local units of government, as defined in NJAC 11:15-3.2, have collectively formed a Joint Health Insurance Fund as such an entity is authorized and described in NJSA 40A:10-36 et. seq. and the administrative regulations promulgated pursuant thereto; and

**WHEREAS**, the LOCAL UNIT has agreed to become a member of the FUND in accordance with and to the extent provided for in the Bylaws of the FUND and in consideration of such obligations and benefits to be shared by the membership of the FUND;

NOW THEREFORE, it is agreed as follows:

1. The LOCAL UNIT accepts the FUND’s Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of said Bylaws and the pertinent statutes and administrative regulations pertaining to same.
2. The LOCAL UNIT agrees to participate in the FUND with respect to health insurance, as defined in NJSA 17B:17-4, and as authorized in the LOCAL UNIT’s resolution to join.
3. The LOCAL UNIT agrees to become a member of the FUND and to participate in the health insurance coverages offered for an initial period, (subject to early release or termination pursuant to the Bylaws), such membership to commence on **January 1, 2018** and ending on **December 31, 2020 at 12:00 AM** provided, however, that the LOCAL UNIT may withdraw at any time upon **90 day** written notice to the FUND.
4. The LOCAL UNIT certifies that it has never defaulted on payment of any claims if self-insured and has not been cancelled for non-payment of insurance premiums for a period of at least two (2) years prior to the date of this Agreement.
5. In consideration of membership in the FUND, the LOCAL UNIT agrees that it shall jointly and severally assume and discharge the liability of each and every member of the FUND, for the periods during which the member is receiving coverage, all of whom as a condition of membership in the FUND shall execute an Indemnity

**Borough of Matawan  
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and Trust Agreement similar to this Agreement and by execution hereto, the full faith and credit of the LOCAL UNIT is pledged to the punctual payments of any sums which shall become due to the FUND in accordance with the Bylaws thereof, this Agreement or any applicable Statute. However, nothing herein shall be construed as an obligation of the LOCAL UNIT for claims and expenses that are not covered by the FUND, or for that portion of any claim or liability within the LOCAL UNIT retained limit or in an amount which exceeds the FUND's limit of coverage.

6. If the FUND in the enforcement of any part of this Agreement shall incur necessary expenses or become obligated to pay attorney's fees and/or court costs, the LOCAL UNIT agrees to reimburse the FUND for all such reasonable expenses, fees, and costs on demand.

7. The LOCAL UNIT and the FUND agree that the FUND shall hold all moneys in excess of the LOCAL UNIT's retained loss fund paid by the LOCAL UNIT to the FUND as fiduciaries for the benefit of FUND claimants all in accordance with NJAC 11:15-3 et. seq.

8. The FUND shall establish and maintain Claims Trust Accounts for the payment of health insurance claims in accordance with NJSA 40A:10-36 et. seq., NJSA 40A:5-1 and such other statutes and regulations as may be applicable. More specifically, the aforementioned Trust Accounts shall be utilized solely for the payment of claims, allocated claim expense and stop loss insurance or reinsurance premiums for each risk or liability as follows:

- a) Employer contributions to group health insurance
- b) Employee contributions to contributory group health insurance
- c) Employer contributions to contingency account
- d) Employee contributions to contingency account
- e) Other trust accounts as required by the Commissioner of Insurance

9. Notwithstanding 8 above, to the contrary, the FUND shall not be required to establish separate trust accounts for employee contributions provided the FUND provides a plan in its Bylaws for the recording and accounting of employee contributions of each member.

10. Each LOCAL UNIT of government who shall become a member of the FUND shall be obligated to execute an Indemnity and Trust Agreement similar to this Agreement.

**CENTRAL JERSEY HEALTH INSURANCE FUND**

**ADOPTED:** January 1, 2018  
Date

**BY:** \_\_\_\_\_  
Mayor Joseph Altomonte  
Borough of Matawan

**ATTEST:** \_\_\_\_\_  
Karen Wynne, RMC – Municipal Clerk  
Borough of Matawan

**RESOLUTION 18-01-23  
APPOINTMENT OF EMERGENCY MANAGEMENT COORDINATOR  
THOMAS J. FALCO, JR.**

**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, 2021.

**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 the Monmouth County Sheriff's Office of Emergency Management.

**RESOLUTION 18-01-24  
AUTHORIZING THE HIRING OF  
FULL-TIME FIELD TECHNICIAN WITH THE  
BOROUGH OF MATAWAN DEPARTMENT OF PUBLIC WORKS  
JERZY MUSIALEK**

**WHEREAS**, the Mayor and Council has been advised by the Borough Administrator and Department of Public Works Superintendent that there exists the need for an additional full-time Field Technician within the Borough of Matawan; and



**Borough of Matawan  
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***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan authorizes the hiring of Jerzy Musialek as a full-time Field Technician for the Department of Public Works (Roads/Water Sewer), effective January 1, 2018 at salary of Forty One Thousand Five Hundred Six Dollars and Twenty Cents (\$41,506.20) per annum pursuant to the provisions of the Contract between the Borough of Matawan and the International Brotherhood of Electrical Workers (IBEW) Local 400 for the year January 1, 2018.*

***BE IT FURTHER RESOLVED** said employment is contingent upon pending favorable outcome of his physical and background examination, completion of probationary period and acquisition of Commercial Driver's License (CDL).*

***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, Payroll as well as Jerzy Musialek.*

**CERTIFICATION AS TO AVAILABLE FUNDING**

*I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from 8-01-26-290-100 Budget of the Borough of Matawan to Jerzy Musialek for the Borough of Matawan in an amount not to exceed Forty One Thousand Five Hundred Six Dollars and Twenty Cents (\$41,506.20) per annum.*

*This certification is based solely on the information encumbered into the financial records of the borough by the appropriate using division as of this date and relies on the completeness of financial records.*

*Chief Financial Officer*

*(Signature on File)*

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*Monica Antista, CMFO  
Dated: January 1, 2018*

**RESOLUTION 18-01-25  
AUTHORIZING THE HIRING OF  
FULL-TIME FIELD TECHNICIAN WITH THE  
BOROUGH OF MATAWAN DEPARTMENT OF PUBLIC WORKS  
DANIEL ZIEGLER**

***WHEREAS**, the Mayor and Council has been advised by the Borough Administrator and Department of Public Works Superintendent that there exists the need for an additional full-time Field Technician within the Borough of Matawan; and*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan authorizes the hiring of Daniel Ziegler as a full-time Field Technician for the Department of Public Works (Roads/Water Sewer), effective January 16, 2018 at salary of Forty One Thousand Five Hundred Six Dollars and Twenty Cents (\$41,506.20) per annum pursuant to the provisions of the Contract between the Borough of Matawan and the International Brotherhood of Electrical Workers (IBEW) Local 400 for the year January 1, 2018.*

***BE IT FURTHER RESOLVED** said employment is contingent upon pending favorable outcome of his physical and background examination, completion of probationary period and acquisition of Commercial Driver's License (CDL).*

***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, Payroll as well as Daniel Ziegler.*

**CERTIFICATION AS TO AVAILABLE FUNDING**

*I, Monica Antista, Chief Financial Officer of the Borough of Matawan do hereby certify that as of the date of this certification funds are available from the 7-01-26-290-100 Budget of the Borough of Matawan to Daniel Ziegler for the Borough of Matawan in an amount not to exceed Forty One Thousand Five Hundred Six Dollars and Twenty Cents (\$41,506.20) per annum.*

*This certification is based solely on the information encumbered into the financial records of the borough by the appropriate using division as of this date and relies on the completeness of financial records.*

**Borough of Matawan  
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*Chief Financial Officer*

*(Signature on File)*

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*Monica Antista, CMFO  
Dated: January 1, 2018*

**RESOLUTION 18-01-26  
TIME CAPSULE  
BOROUGH OF MATAWAN  
2018**

*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 2018, 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 also be forwarded to the following Borough of Matawan Departments: Administration, Clerk and Historic Sites.*

**RESOLUTION 18-01-27  
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 Joseph Altomonte and Councilman Brett Cannon.*

**RESOLUTION 18-01-28  
AUTHORIZING THE MAINTENANCE OF PETTY CASH FUNDS  
BOROUGH CLERK  
RECREATION**

*WHEREAS, the Borough Clerk and the Recreation Department require a certain amount of cash as a Petty Cash Fund; and*

*WHEREAS, the Petty Cash Fund is permitted by the State of New Jersey, by Statute; and*

*WHEREAS, as of December 31, 2017, the Petty Cash Fund balance was accounted for and turned over to the Chief Financial Officer and redeposited; and*

*WHEREAS, the Petty Cash Fund now needs to be replenished for the current year.*

*NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan that the proper officers are hereby authorized to draw the following check for the aforementioned purposes:*

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<i>Karen Wynne</i>	<i>Borough Clerk Petty Cash Fund</i>	<i>\$250.00</i>
<i>Monica Antista</i>	<i>Recreation Petty Cash Fund</i>	<i>\$100.00</i>

***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 Recreation.*

**RESOLUTION 18-01-29  
REDEMPTION OF TAX SALE CERTIFICATE  
PC4, LLC  
CERTIFICATE #16-00002**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #16-00002 was sold to PC4, LLC, US Bank Cust for Procap4, CRDTR, 50 S. 16th Street, Suite 2050, Philadelphia, PA 19102; and*

***WHEREAS**, the Certificate has been paid and fully redeemed for the property owner, Block 5, Lot 7, otherwise known as 2 Bank St.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$2,786.46, and a Premium of \$1,400.00, to the above for the redemption of Tax Sale Certificate #16-00002.*

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

**RESOLUTION 18-01-30  
REDEMPTION OF TAX SALE CERTIFICATE  
BOROUGH OF MATAWAN  
CERTIFICATE #17-00005**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00005 was sold to the Borough of Matawan, 201 Broad St., Matawan, NJ 07747; and*

***WHEREAS**, the Certificate has been paid and fully redeemed for the property owner, Block 6, Lot 15, otherwise known as 98 Main St.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$10,589.18 to the above for the redemption of Tax Sale Certificate #17-00005.*

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

**RESOLUTION 18-01-31  
REDEMPTION OF TAX SALE CERTIFICATE  
TRYSTONE CAPITAL ASSETS, LLC  
CERTIFICATE #17-00008**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00008 was sold to Trystone Capital Assets, LLC, PO Box 1030, Brick, NJ 08723; and*

***WHEREAS**, the Certificate 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 \$772.34, and a Premium of \$1,200.00, to the above for the redemption of Tax Sale Certificate #17-00008.*

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

**RESOLUTION 18-01-32  
REDEMPTION OF TAX SALE CERTIFICATE  
US BANK CUST FOR PC7 FIRSTRUST  
CERTIFICATE #17-00015**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00015 was sold to US Bank Cust for PC7 Firstrust, 50 S. 16<sup>th</sup> St., Ste 2050, Philadelphia, PA 19102; and*

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*WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 27, Lot 1.07, otherwise known as 158 Main St.*

*NOW, THEREFORE, BE IT RESOLVED* by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$262.97, and a Premium of \$400.00, to the above for the redemption of Tax Sale Certificate #17-00015.

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

**RESOLUTION 18-01-33  
REDEMPTION OF TAX SALE CERTIFICATE  
TRYSTONE CAPITAL ASSETS, LLC  
CERTIFICATE #17-00017**

*WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00017 was sold to Trystone Capital Assets, LLC, PO Box 1030, Brick, NJ 08723; and*

*WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 29, Lot 26, otherwise known as 16 Church St.*

*NOW, THEREFORE, BE IT RESOLVED* by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$868.65, and a Premium of \$1,200.00, to the above for the redemption of Tax Sale Certificate #17-00017.

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

**RESOLUTION 18-01-34  
REDEMPTION OF TAX SALE CERTIFICATE  
US BANK CUST FOR PC7 FIRSTRUST  
CERTIFICATE #17-00025**

*WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00025 was sold to US Bank Cust for PC7 Firstrust, 50 S. 16<sup>th</sup> St., Ste 2050, Philadelphia, PA 19102; and*

*WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 33, Lot 11, otherwise known as 45 Church St.*

*NOW, THEREFORE, BE IT RESOLVED* by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$510.02, and a Premium of \$900.00, to the above for the redemption of Tax Sale Certificate #17-00025.

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

**RESOLUTION 18-01-35  
REDEMPTION OF TAX SALE CERTIFICATE  
FNA DZ, LLC FBO WSFS  
CERTIFICATE #17-00036**

*WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00036 was sold to the FNA DZ, LLC FBO WSFS, 120 N. LaSalle St., Ste 1220, Chicago, IL 60602; and*

*WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 41, Lot 24, otherwise known as 30 Washington St.*

*NOW, THEREFORE, BE IT RESOLVED* by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$3,078.07, and a Premium of \$9,400.00, to the above for the redemption of Tax Sale Certificate #17-00036.

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

**RESOLUTION 18-01-36  
REDEMPTION OF TAX SALE CERTIFICATE  
EONE GROUP, LLC  
CERTIFICATE #17-00037**

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***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00037 was sold to the Eone Group, LLC, 150 Airport Rd., Ste 1220, Lakewood, NJ 08701; and*

***WHEREAS**, the Certificate has been paid and fully redeemed for the property owner, Block 44, Lot 22, otherwise known as 65 Wyckoff St.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$1,182.35, and a Premium of \$1,400.00, to the above for the redemption of Tax Sale Certificate #17-00037.*

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

**RESOLUTION 18-01-37  
REDEMPTION OF TAX SALE CERTIFICATE  
TFS CUST FOR FIG CAP INV. NJ13, LLC  
CERTIFICATE #17-00046**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00046 was sold to TFS Cust for FIG Cap Inv. NJ13, LLC, PO Box 54472, New Orleans, LA 70154; and*

***WHEREAS**, the Certificate has been paid and fully redeemed for the property owner, Block 47.02, Lot 45.03, otherwise known as 8 Ziegler Pl.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$2,226.80, and a Premium of \$100.00, to the above for the redemption of Tax Sale Certificate #17-00046.*

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

**RESOLUTION 18-01-38  
REDEMPTION OF TAX SALE CERTIFICATE  
EONE GROUP, LLC  
CERTIFICATE #17-00052**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00052 was sold to the Eone Group, LLC, 150 Airport Rd., Ste 1220, Lakewood, NJ 08701; and*

***WHEREAS**, the Certificate has been paid and fully redeemed for the property owner, Block 62, Lot 2.16, otherwise known as 10 Angelica Ct.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$1,387.51, and a Premium of \$1,600.00, to the above for the redemption of Tax Sale Certificate #17-00052.*

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

**RESOLUTION 18-01-39  
REDEMPTION OF TAX SALE CERTIFICATE  
US BANK CUST FOR PC7 FIRSTRUST  
CERTIFICATE #17-00062**

***WHEREAS**, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00062 was sold to US Bank Cust for PC7 Firstrust, 50 S. 16<sup>th</sup> St., Ste 2050, Philadelphia, PA 19102; and*

***WHEREAS**, the Certificate has been paid and fully redeemed for the property owner, Block 67, Lot 6, otherwise known as 4 Union St.*

***NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$542.96, and a Premium of \$1,000.00, to the above for the redemption of Tax Sale Certificate #17-00062.*

***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 18-01-40  
REDEMPTION OF TAX SALE CERTIFICATE  
TRYSTONE CAPITAL ASSETS, LLC  
CERTIFICATE #17-00067**

*WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00067 was sold to Trystone Capital Assets, LLC, PO Box 1030, Brick, NJ 08723; and*

*WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 79, Lot 4.02, otherwise known as 289 Harding Blvd.*

*NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$649.77, and a Premium of \$2,000.00, to the above for the redemption of Tax Sale Certificate #17-00067.*

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

**RESOLUTION 18-01-41  
REDEMPTION OF TAX SALE CERTIFICATE  
TFS CUST FOR FIG CAP INV. NJ13, LLC  
CERTIFICATE #17-00084**

*WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00084 was sold to TFS Cust for FIG Cap Inv. NJ13, LLC, PO Box 54472, New Orleans, LA 70154; and*

*WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 120, Lot 5.01 Qualifier C626, otherwise known as 626 Sloan Ct.*

*NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$253.24, and a Premium of \$900.00, to the above for the redemption of Tax Sale Certificate #17-00084.*

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

**RESOLUTION 18-01-42  
REDEMPTION OF TAX SALE CERTIFICATE  
TFS CUST FOR FIG CAP INV. NJ13, LLC  
CERTIFICATE #17-00091**

*WHEREAS, the Borough of Matawan Tax Collector has reported that Tax Sale Certificate #17-00091 was sold to TFS Cust for FIG Cap Inv. NJ13, LLC, PO Box 54472, New Orleans, LA 70154; and*

*WHEREAS, the Certificate has been paid and fully redeemed for the property owner, Block 123, Lot 33.11, otherwise known as 38 Somerset Pl.*

*NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Matawan, that they hereby authorize payment in the amount of \$719.98, and a Premium of \$1,100.00, to the above for the redemption of Tax Sale Certificate #17-00091.*

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

**2018 Appointments Made by the Mayor**

Mayor Altomonte requested a motion to approve the 2018 Appointments Made by the Mayor. Councilwoman Salvatore made the motion, seconded by Councilman Cannon. Council agreed. Motion passed.

**2018 APPOINTMENTS MADE BY THE MAYOR**

*NOW, THEREFORE, that the appointments listed below made by the Mayor be and the same are hereby confirmed and the following officials are appointed for a term of one year said term to expire December 31, 2018, unless otherwise specified or provided for by statute.*

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<b><u>BOARD/COMMISSION</u></b>	<b><u>NAME</u></b>	<b><u>TERM OF OFFICE</u></b>
<b><u>Environmental Commission</u></b> <b><u>(7 Members-3 Yr Staggered Terms)</u></b>		
Member	James Tobias	
Member	Sharen LaPorta	
Member	Ginny Sanzo-Stuetz	
Member	Dan Wieczock	December 31, 2019
Member	Meredith Comi	December 31, 2019
Member	Anthony Washington	December 31, 2019
Member	Larry Magee	December 31, 2020
<b><u>Associate Members Appointed by Commission</u></b> <b><u>(5 Members-1 Yr Term)</u></b>		
Associate Member	Adam Fernandez	
Associate Member	Malini Guha	
Associate Member	Ken Ramsey	
<b><u>Historic Sites Commission</u></b>		
Council Member	Nicolas Reeve	
<b><u>Library Board (5 Yr Term)</u></b>		
Citizen Member	Susan Quinn	December 31, 2022
Citizen Member	Janine Bland	December 31, 2022
<b><u>Shade Tree Commission (5 Yr Term)</u></b>		
Member	Guy Buckel	
Member	Paul Kelahan	December 31, 2020
Member	Larry Magee	December 31, 2022
<b><u>Unified Planning/Zoning Board of</u></b> <b><u>Adjustments</u></b>		
Class II	Kurtis Roinestad	
Class IV	Joseph Urciuoli	December 31, 2021
Class II Alternate	Brian Livesey	December 31, 2019
Class IV Alternate	Sharen LaPorta	
<b><u>Recreation Commission</u></b>		
Commissioner	Josi Salvatore	
Council Member	Josi Salvatore	
Council Member	Stephanie Buckel	
Council Member	Deana Gunn	

**Mayor's Report**

Mayor Altomonte reported 2017 was a very productive year for Matawan.

Our goal to “Restore Matawan” is going well. Some highlights of the accomplishments the residents of Matawan have seen are:

- The redevelopment of Main Street and the train station has begun. We are partnering with New Jersey Transit to start the long-awaited Transit Village;
- The Gravelly Brook Park restoration was started and completed in 2017. Phase Two will start in 2018. This Phase will add a playground and basketball courts;
- Burrowes Mansion restoration, which is a full funded project, will be refurbishing the Burrowes Mansion;

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- Streetscape sidewalks began and will continue in the Spring;
- Stocking of the lake was done this year;
- Matawan Day was a huge success with a record number of vendors; and
- The Turkey Trot brought out more runners than ever before.

Our plans for 2018 will be to continue our goal to “Restore Matawan.” Along with our new Council members our team is complete. I look forward to working with all the Council members for the residents of Matawan.

Thank you and Happy New Year!

**Privilege of the Floor**

Mayor Altomonte opened the Privilege of the Floor.

There were no comments.

Mayor Altomonte requested a motion to close the Privilege of the Floor. Councilman Cannon made the motion, seconded by Councilwoman Salvatore. Council agreed. Motion passed.

**Adjourn**

Mayor Altomonte requested a motion to adjourn. Councilman Reeve made the motion, seconded by Councilman Cannon. Council agreed. Motion passed.

Mayor Altomonte invited everyone to MJ’s Buttonwood.

The meeting adjourned at 12:50 PM.

(Signature on File)

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Karen Wynne, RMC  
Municipal Clerk