

BOROUGH OF MANASQUAN AGENDA
January 02, 2024 6:00 PM

This Reorganization Meeting of the Mayor and Council of the Borough of Manasquan is called pursuant to the provisions of the Open Public Meetings Law. Adequate notice has been provided by transmitting the Resolution of Annual Meetings to the Asbury Park Press and the Coast Star, by posting it in the Borough Hall on a bulletin board reserved for such announcements, and by posting it on the official website of the borough. This agenda is complete to the extent known and formal action will be taken.

As a courtesy to the public this meeting may be attended via zoom. If for any reason the zoom portion of this meeting fails or is disconnected the in-person meeting will continue and action can/will be taken. After signing in you will be put into a meeting room and the Municipal Clerk will allow you access just before the meeting time.

<https://us06web.zoom.us/j/8830046931> or 1-646-876-9923

ID# 883 004 6931

Moment of Silent Prayer

Pledge of Allegiance

SWEARING IN CEREMONIES

MAYOR: Michael W. Mangan – Four Year Term

COUNCIL: Jason “Jay” Bryant – Three Year Term

COUNCIL: Sheila Vidreiro - Three Year Term

Roll Call

Proclamation

Mayor Edward G. Donovan

REORGANIZATION

New Council’s Action re: **“President of the 2024 Council”**

Council Member Olivera

Council Committee Appointments. The first Council Member’s name called will be the Committee Chairperson.

<u>Committee</u>	<u>Chair</u>	<u>Member</u>	<u>Member</u>
Administration	Bryant	Bresnahan	Holly
Shared Services & Grants	Bresnahan	Triggiano	Olivera
Land Use	Triggiano	Vidreiro	Bryant
Public Safety	Olivera	Holly	Triggiano
Public Property	Holly	Olivera	Vidreiro
Community Services	Vidreiro	Bryant	Bresnahan

SUBCOMMITTEE & COMMISSION LIAISONS

Negotiations	Mangan	Holly	Triggiano
Chamber of Commerce	Vidreiro	Bryant	
Construction Board of Appeals	Triggiano	N/A	
Environmental Commission	Bryant	N/A	
Fire District	Olivera	Bresnahan	
First Aid Squad	Olivera	Triggiano	
Manasquan Board of Education	Vidreiro	Bresnahan	
Manasquan Library	Bresnahan	Vidreiro	
Office of Emergency Management	Olivera	N/A	
Open Space Committee	Holly	Bryant	
Planning Board	Triggiano	N/A	
Sea Lavender Garden Club	Holly	Bryant	
Shade Tree Commission	Holly	Vidreiro	
Shore Community Alliance	Olivera	Triggiano	
Squan Beach Life Saving Station	Holly	Bresnahan	

Tourism Commission	Olivera	N/A
Volunteer Recreation Committee	Vidreiro	Triggiano

APPOINTMENTS

<u>POSITION</u>	<u>TERM</u>	<u>NAME</u>
Board of Appeals: (Mayor appoints with advice and consent of Council)		
Chairperson/Council Rep:	1 yr	Michael Mangan
Council Representative:	1 yr	Lori Triggiano
Alt. #2 Citizen Representative	2 yr	VACANT
Board Attorney	1 yr	James D. Carton, IV
Board of Health: (Mayor appoints with advice and consent of Council)		
Member	4 yr	Keara Homan
Liaison	1 yr	Barbara Ilaria
Construction Official:	1 yr	Steven Winters
Emergency Management Council: (Mayor appoints)		
Secretary	1 yr	Yvonne Ray
Mayor	1 yr	Michael Mangan
Chair Public Property Committee	1 yr	Brian Holly
Police Chief	1 yr	Gregory Restivo
Municipal Clerk	1 yr	Barbara Ilaria
Fire Dept. Chief	1 yr	John Clayton
DPW Superintendent	1 yr	Carmen Triggiano
First Aid Captain	1 yr	Thomas Crawley
Shelter Care Coordinator	1 yr	Carolyn Kelly
Construction Official	1 yr	Steven Winters
Borough Engineer	1 yr	Colliers Engineering
Community Representative	1 yr	Peter Mayer
Community Representative	1 yr	Jerry Hall
Community Representative	1 yr	Sean Price
Mayor's Representative	1 yr	Edward Donovan
Council Liaison	1 yr	Gregg Olivera
Environmental Commission: (Mayor Appoints)		
Member	3 yr	Peg Devane
Member	3 yr	Tom Manni
Member (unexpired term 1/1/23-12/31/25)	3 yr	Edward Donovan
Alternate #1	2 yr	Sharon Manni
Historian: (Mayor appoints)	1 yr	Mary Ware
Official Tax Searcher:	1 yr	MaryEllen Karamus
Open Space Committee: (Council appoints)		
Member Council Rep	3 yr	Brian Holly
Member-Environmental	1 yr	Greg Love
Member-Planning Board	1 yr	Neil Hamilton
Member-Recreation	1 yr	Cliff Brenner
Alternate: Regular Member	3 yr	VACANT
Alternate: Council Rep	1 yr	Jay Bryant
Alternate: Environmental	1 yr	Paul Gleitz
Alternate: Planning Board	1 yr	VACANT
Alternate: Recreation	1 yr	Rob Wells

Planning Board: (Council Appoints One, Mayor Appoints rest) (40:55D-23)

Member: Alt. #3	2 yr	VACANT
Member: Alt. #4	2 yr	VACANT
CL III Council Liaison	1 yr	Lori Triggiano
CL I, Mayor's Designee	1 yr	VACANT

Recreation Committee: (Mayor appoints)

Member	5 yr	William McManus
Member	5 yr	Mike Condon
Mayor's Representative:	1 yr	Robert Wells

Shade Tree Commission: (Mayor appoints)

Member - Alternate	4 yr	William Patterson
Mayor's Des.	1 yr	Tammie Johnston

Tourism Commission: (Mayor appoints)

Member	3 yr	Peter Goetz
Member	3 yr	Jamie Biesiada
Member	3 yr	Carmen Triggiano
Member	3 yr	Stacy Coder
Member	3 yr	Barbara Ilaria
Member	3 yr	Sheila Vidreiro
Member	3 yr	Lynn Sauer
Member	3 yr	Nancy Acciavatti
Member	3 yr	VACANT

Consent Agenda: These items will be enacted by one motion. If detailed deliberation is desired on any item, Council may remove that item from the consent agenda and consider it separately.

- [1.](#) 1-2024 Newspaper Designation
- [2.](#) 2-2024 Appointing CDBG Representatives
- [3.](#) 3-2024 Authorizing Payments of Certain Bills Between Council Meetings
- [4.](#) 4-2024 Appointing Community Rating Service Representative
- [5.](#) 5-2024 Cash Management Plan
- [6.](#) 6-2024 Cash Management Policy
- [7.](#) 7-2024 Appointing CJHIF Health Fund Commissioner
- [8.](#) 8-2024 Authorizing OEM Secretary Stipend - Ray
- [9.](#) 9-2024 Authorizing Planning Board Secretary Meeting Stipend
- [10.](#) 10-2024 Setting Mileage Reimbursement Rate
- [11.](#) 11-2024 Setting Interest Rate for Nonpayment of Taxes or Assessments
- [12.](#) 12-2024 Appointing Public Agency Compliance Officer - Spera
- [13.](#) 13-2024 Authorizing Payroll Checks
- [14.](#) 14-2024 Authorizing Social Security Payments
- [15.](#) 15-2024 Authorizing Mayor/Council President to Sign Checks
- [16.](#) 16-2024 Authorizing Provident Bank as Depository
- [17.](#) 17-2024 Authorizing Issuance of Unemployment/Disability Payments
- [18.](#) 18-2024 Establishing Department Petty Cash Funds
- [19.](#) 19-2024 Authorizing Issuance of County, School and Fire District Taxes
- [20.](#) 20-2024 Authorizing Issuance of Debt Payments
- [21.](#) 21-2024 Authorizing Issuance of Medical Insurance Premiums
- [22.](#) 22-2024 Authorizing Interest on Encroachment Fees
- [23.](#) 23-2024 Appointing South Monmouth After Hours Rescue Team Supervisor
- [24.](#) 24-2024 Council Seating Assignments

- [25.](#) 25-2024 Certifying Compliance with Equal Employment
- [26.](#) 26-2024 Authorizing Pension Payments
- [27.](#) 27-2024 Authorizing Tax Assessor to Act as Agent for Taxing District for Filing Appeals
- [28.](#) 28-2024 Excessive Force Policy
- [29.](#) 29-2024 Appointing Fair and Open 2024 Professionals - Various
- [30.](#) 30-2024 Temporary Budget
- [31.](#) 31-2024 Salary Adjustment - Public Information Assistant Duties - Homan

STATEMENTS BY COUNCIL MEMBERS

Audience Participation On Any Subject (comments limited to 5 minutes)

Adjournment

**BOROUGH OF MANASQUAN
RESOLUTION
1-2024**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, that the following newspapers shall be designated the official newspapers of the Borough of Manasquan, New Jersey, for the year 2024.

The Coast Star	Manasquan, New Jersey
The Asbury Park Press	Neptune, New Jersey
The Newark Star Ledger	Newark, New Jersey

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, Monmouth County, New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 2, 2024 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ___ YES ___ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
2-2024**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that Municipal Administrator Thomas Flarity be appointed as the representative to the Monmouth County Community Block Grant Development Program effective January 1, 2024 through December 31, 2024.

BE IT FURTHER RESOLVED that Mayor Michael Mangan be appointed as the Deputy Representative and his designee Amy Spera to the Monmouth County Community Block Grant Development Program effective January 1, 2024 through December 31, 2024.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at their January 2, 2024 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ____ YES ____ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
03-2024**

**RESOLUTION GRANTING PERMISSION TO PAY
CERTAIN BILLS PRIOR TO COUNCIL MEETINGS**

WHEREAS, due to the meeting schedule of the Mayor and Council, the payment of certain bills is occasionally necessary in advance of the Regular Meeting date.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Manasquan that the authorized signatories are hereby authorized to sign checks for the following purposes, subject to approval at the next meeting of Council, and subject to the availability of funds:

1. School Taxes
2. County Taxes
3. Payrolls – all obligations
4. Health Benefits
5. Insurance Premiums
6. Employee related contractual obligations, garnishments, liens, unemployment, etc.
7. Postage – replenish meter
8. Recreation Trust Fund Expenses
9. Debt Service
10. Petty Cash Fund
11. Petty Cash Fund – replenish fund
12. Gasoline Purchases
13. Trust Fund – TTL Redemptions
14. Government Fees, Applications, Etc.
15. Dated Bills carrying Interest or Late Charges

BE IT FURTHER RESOLVED that a certified copy of this resolution be supplied to the Chief Financial Officer for her information and action as necessary.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 2, 2024, meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ____ YES ____ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
4-2024**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that Frank DiRoma be appointed Community Rating System Coordinator for a one-year term from January 1, 2024, through December 31, 2024.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 2, 2024, meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ___ YES ___ NO						

**CASH MANAGEMENT PLAN
RESOLUTION
5-2025**

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Manasquan, County of Monmouth, New Jersey, that for the year 2024 the following shall serve as the cash management plan of the Borough of Manasquan.

The Chief Financial Officer is directed to use this cash management plan as the guide in depositing and investing the Borough of Manasquan’s funds.

The following are suitable and authorized investments.

Interest-bearing bank accounts and certificates of deposit in authorized banks, listed below, for deposit of local unit funds.

Government money market mutual funds as comply with N.J.S.A. 40A:5-15.1 (e)

Local government investment pools which comply with N.J.S.A. 40A:5-15.1 (e) and conditions set by the Division of Local Government Services.

New Jersey State Cash Management Fund.

Repurchase agreements (repos) of fully collateralized securities which comply with N.J.S.A. 40A:5-15.1 (a)

The following Government Unit Depository Protection Act approved banks are authorized depositories for the deposit of funds:

Kearney Bank	2200 State Highway 35 Wall, New Jersey 08750
Manasquan Bank	185 Main Street Manasquan, New Jersey 08736
Provident Savings Bank	Highway 71 and 205 Main Street Manasquan, New Jersey 08736

The CFO shall report to the governing body any account that does not earn interest.

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 2, 2024 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA <input type="checkbox"/> YES <input type="checkbox"/> NO						

**BOROUGH OF MANASQUAN
RESOLUTION
6-2024**

CASH MANAGEMENT POLICY

BE IT RESOLVED by the Mayor and Borough Council of the Borough of Manasquan, County of Monmouth, New Jersey, that the Chief Financial Officer shall administer the cash management plan adopted on January 2, 2024 through compliance with 40A:5-1 et seq. prudent application of these cash management policies, which shall not conflict the plan in any way.

I. **Objectives:** the priority of investing practices shall be, in order of descending importance, **security, liquidity, and yield.**

A. **Security:** The 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 in the overall portfolio. The objective is to mitigate credit risk and interest rate risk.

1. **Credit Risk:** Credit risk is the risk of loss due to failure of the security issuer or backer. Credit risk may be mitigated by:

a. Limiting investments to the safest types of securities.

b. Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisors with which an entity will do business.

2. **Interest Rate Risk:** Interest rate risk is the risk that the market value of the securities in the portfolio will fall due to changes in general interest rates. Interest rate risk may be mitigated by:

a. Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and

b. By investing operating funds primarily in shorter-term securities.

B. **Liquidity:** The portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. Investments of various funds should be structured so that they match the potential need. Thus, investments of operating funds should be kept in investments with a maturity of not more than one year. Investments of a capital, or long term trust fund nature should match the expected use of the funds, but not to exceed five years. Investments should consist of securities with active secondary markets or in mutual funds that permit liquidation at net asset value. Securities shall not be sold prior to maturity with the following exceptions:

1. A declining credit security could be sold early to minimize the loss of principal.

2. A security swap would improve the quality, yield, or target duration in the portfolio.

3. Liquidity needs of the local unit require that the security be sold.

C. **Yield:** The investment portfolio must be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objectives described above. The core of investments are limited to relatively low risk securities in

anticipation of earning a fair return relative to the risk being assumed. The chief financial officer shall carefully evaluate the legality, security, and yield attributes of any investment offering above market yields.

II. Standards of Care

A. Prudence

The standard of prudence to be used by investment officials shall be the “prudent person” standard and shall be applied in the context of managing an overall portfolio in accordance with State law and this policy. Chief financial officers acting in accordance with the cash management plan and policy shall be relieved of any liability for loss of such moneys due to the insolvency or closing of any depository designated by, or the decrease in value of any investment authorized by, the cash management plan.

Investment shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

B. Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall not have personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material investment in financial institutions with which they conduct business. They shall disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of their entity. Personnel involved in investment activities shall comply with the Local Government Ethics Law.

C. Delegation of Responsibility and Authority

Responsibility and authority to manage the cash management plan and policy is granted to the chief financial officer pursuant to N.J.S.A. 40A:5-14. No person may engage in an investment transaction except as provided under the terms of the policy and the written procedures established by the chief financial officer. The chief financial officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

III. Safekeeping and Custody

A. Authorized Banks for Deposit of Governmental Funds

The cash management plan shall list all authorized banks for deposit of governmental funds. Only banks approved by the Department of Banking and Insurance under the Government Unit Depository Protection Act (GUDPA) can be approved depositories.

B. Internal Controls

1. The governing body shall act to provide that the agency has an internal control structure that is established, defined and maintained to ensure that the assets of the entity are protected from loss, theft or misuse. The chief financial officer shall develop written internal controls and submit them to the governing body for approval. The internal control structure shall be designed to provide reasonable assurance that the assets of the entity are protected from loss, theft or misuse. The concept of reasonable assurance recognizes that:

- a. the cost of a control should not exceed the benefits likely to be derived.

b. the valuation of costs and benefits of internal controls requires estimates and judgments by management.

C. Delivery vs Payment

All trades where applicable will be executed by delivery vs payment (DVP). This ensures that securities are deposited in the eligible financial institution prior to the release of funds. Securities will be held by a third party custodian as evidenced by safekeeping receipts.

IV. Policy

The cash management plan must be approved by the governing body, by resolution, on an annual basis, and may be amended at any time during the year to reflect changes due to changes in laws, depositories, funds or investments.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 2, 2024 meeting.

 BARBARA ILARIA, RMC, CMC
 Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ____YES ____NO						

**BOROUGH OF MANASQUAN
RESOLUTION
7-2024**

BE IT RESOLVED by the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that Thomas Flarity be appointed JIF Fund Commissioner and CJHIF Health Fund Commissioner for a one-year term commencing on January 1, 2024 through December 31, 2024.

BE IT RESOLVED that Municipal Clerk, Barbara Ilaria be appointed as the Alternate JIF Fund Commissioner and Alternate CJHIF Health Fund Commissioner for a one-year term commencing January 1, 2024 through December 31, 2024.

BE IT FURTHER RESOLVED by the Mayor and Council of the Borough of Manasquan that the Administrator, Thomas Flarity, is hereby authorized to perform all matters necessary to enable the issuance of all insurance premiums throughout the year 2024, without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 2, 2024, meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

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BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ___ YES ___ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
8-2024**

BE IT RESOLVED that the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, has authorized that the following employee shall receive the stipend listed below for the calendar year 2024, effective January 1, 2024, through December 31, 2024, as follows:

EMPLOYEE: Yvonne Ray, O.E.M. Secretary \$1,000.00

BE IT FURTHER RESOLVED that the Borough Clerk is authorized to notify the employee upon passage of this resolution.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 2, 2024, meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

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BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ___ YES ___ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
9-2024**

BE IT RESOLVED that the Borough Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, has authorized that the following employees shall receive the stipend listed below when facilitating a Planning Board Meeting for the calendar year 2024:

- EMPLOYEE:** Barbara Ilaria \$100.00 per meeting
 Nancy Acciavatti \$100.00 per meeting
 Assigned Designee \$100.00 per meeting

BE IT RESOLVED that the Borough Clerk is authorized to notify the employee upon passage of this resolution.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 2, 2024 meeting.

 BARBARA ILARIA, RMC, CMC
 Municipal Clerk

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BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ___ YES ___ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
10-2024**

WHEREAS, the Mayor and Council of the Borough of Manasquan reimburse officials, officers and employees for automobile business usage; and

WHEREAS, the Mayor and Council are desirous of setting a rate for automobile business usage; and

WHEREAS, the State of New Jersey reimbursement rate for standard mileage expense rate for automobile business usage for Fiscal Year 2024 will be .47 cents per mile.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 2, 2024 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
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TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ____ YES ____ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
11-2024**

WHEREAS, R. S. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments; and

WHEREAS, R. S. 54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00; and

WHEREAS, R. S. 54:4-65 provides for a 6% year end penalty to be charged on delinquencies over \$10,000 in any one year on any one property; and

WHEREAS, C99, P.L. 1997 requires the governing body to pass a resolution to hold a tax sale;

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

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes or assessments becoming delinquent after the due date and 18% per annum on any amount of taxes or assessments in excess of \$1,500.00 becoming delinquent after the due date.
2. Quarterly tax payments shall have a ten (10) day grace period, with the due date counted as being day one (1).
3. The Tax Collector is hereby authorized to charge a 6% year end penalty for all unpaid delinquencies over \$10,000 on any one property at the end of any one year.
4. The Tax Collector is hereby authorized to cancel any tax credit balances up to \$10.00 and tax debit balances up to \$5.00.
5. The Tax Collector must hold a tax sale on current or prior year delinquencies each year and may sell any properties delinquent after the 11th day of the 11th month of each year.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 2, 2024, meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ____ YES ____ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
12-2024**

BE IT RESOLVED, that Amy Spera, Certified Financial Officer, be and is hereby named the Public Agency Compliance Officer (P.A.C.O.) for Affirmative Action in the Borough of Manasquan.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 2, 2024, meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

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BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ___ YES ___ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
13-2024**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Amy Spera, is hereby authorized to perform all matters necessary to enable the issuance of Borough Payroll checks in twenty-six installments throughout the year 2024 without the need of further resolutions or action by the Mayor and Council of the Borough of Manasquan, and

BE IT FURTHER RESOLVED that the payroll referred to herein for Borough employees is as authorized by ordinances and resolutions currently in effect.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 2, 2024 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ____ YES ____ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
14-2024**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Amy Spera is hereby authorized to perform all matters necessary to enable the issuance of Borough Social Security payments in twenty-six installments throughout the year 2024 without the need of further resolutions or actions by the Mayor and Council of the Borough of Manasquan.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 2, 2024 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ___ YES ___ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
15-2024**

BE IT RESOLVED, that the Hon. Michael Mangan, Mayor of the Borough of Manasquan, be and is hereby authorized to sign checks and warrants on behalf of the Borough of Manasquan and otherwise act for the Borough of Manasquan in such instances as may become necessary in the various banking transactions involving the Borough, and

BE IT FURTHER RESOLVED, that the President of Council of the Borough of Manasquan, be and is hereby authorized to act as aforesaid in the place and stead of the Mayor at such times as by law he is empowered so to do.

BE IT FURTHER RESOLVED, that a copy of this resolution be filed with Provident Bank, one of the official depositories of the Borough.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 2, 2024, meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ____ YES ____ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
16-2024**

BE IT RESOLVED, that the Provident Bank shall be the depository for the following accounts:

- | | |
|------------------------------------|------------------------------|
| Accumulated Leave Account | Municipal Community Alliance |
| Affordable Housing Account | Open Space Account |
| Animal Control Account | Payroll Account |
| Beach Account | Payroll Agency Account |
| Beach Capital Account | Public Defender Account |
| Beach Credit Card | Recreation Account |
| COAH Account | Street Opening Account |
| Community Pass Account | Tax Maps Account |
| Current Fund Account | Tax Title Lien Account |
| Developers Bond Account | Tourism Account |
| Developers Escrow Account | Traffic Trust Account |
| Disbursement Account | Tree Escrow Account |
| General Capital Account | Unemployment Account |
| Junior Guard Account | Water Sewer Account |
| Law Enforcement Trust Fund Account | Water Sewer Capital Account |
| Miscellaneous Trust I Account | |
| Miscellaneous Trust II Account | |

BE IT FURTHER RESOLVED, the custodian shall be Amy Spera, Chief Financial Officer. All disbursements shall be made by checks signed by Amy Spera, Chief Financial Officer (or Thomas Flarity, Business Administrator in the absence of the Chief Financial Officer), Michael Mangan, Mayor (or Council President in the absence of the Mayor) or Barbara Ilaria, Borough Clerk (or Nancy Acciavatti, Deputy Borough Clerk, in the absence of the Borough Clerk).

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 2, 2024 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA <input type="checkbox"/> YES <input type="checkbox"/> NO						

**BOROUGH OF MANASQUAN
RESOLUTION
17-2024**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Amy Spera, is hereby authorized to perform all matters necessary to enable the issuance of the Unemployment/Disability payments on a quarterly basis throughout the year 2024 without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 2, 2024 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ___ YES ___ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
18-2024**

WHEREAS, the application to establish a Petty Cash Fund in the Office of the Borough Clerk, Office of Finance, Office of the Chief of Police and in the Office of the Public Works Department of the Borough of Manasquan has been approved by the Director of Local Government Services, now therefore,

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that Amy Spera, Chief Financial Officer, is hereby authorized to draw checks as follows:

\$100.00, which sum is to be utilized as a Petty Cash Fund in the Office of the
Borough Clerk

\$100.00, which sum is to be utilized as a Petty Cash Fund in the Office of the
Chief of Police

\$50.00, which sum is to be utilized as a Petty Cash Fund in the Office of
Finance

\$50.00, which sum is to be utilized as a Petty Cash Fund in the Office of the
Public Works

BE IT FURTHER RESOLVED that the said Amy Spera, Chief Financial Officer, is hereby authorized to draw similar checks in the future, pursuant to the guidelines established in the approved application at whatever times the said Petty Cash Fund required additional monies.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 2, 2024, meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ___ YES ___ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
19-2024**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Amy Spera is hereby authorized to perform all matters necessary to enable the issuance of the County, School and Fire District Tax payments on a quarterly basis throughout the year 2024 without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 2, 2024 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ___ YES ___ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
20-2024**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Amy Spera, is hereby authorized to perform all matters necessary to enable the issuance of all Debt Payments throughout the year 2024 as required, without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 2, 2024 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ___ YES ___ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
21-2024**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Amy Spera, is hereby authorized to perform all matters necessary to enable the issuance of all medical insurance premiums throughout the year 2024, without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 2, 2024 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ____ YES ____ NO						

**MANASQUAN BOROUGH
RESOLUTION
22-2024**

WHEREAS, the Governing Body of the Borough of Manasquan has permitted encroachments onto municipal properties through authorized and executed licenses; and

WHEREAS, when a license is approved, an annual fee is charged to the property owner who is encroaching onto municipal property, with legal interest; and

WHEREAS, it has been deemed necessary to establish a rate of interest for licenses issued for municipal encumbrances; and

WHEREAS, the Borough has determined the rate be based on the 1 Year Secured Overnight Financing Rate (SOFR) plus 3 percentage points; and

WHEREAS, the current 1 Year SOFR rate is 4.759 as of 12/23/2023; and

NOW, THEREFORE, BE IT RESOLVED, that the interest rate for the licenses issued for encroachments onto municipal properties in the year 2024 be 7.759%.

NOW, THEREFORE, BE IT RESOLVED, by the Borough of Manasquan, County of Monmouth, State of New Jersey that the Mayor and Council authorize the Municipal Clerk’s Office to institute said interest for properties licensed to allow encroachments onto municipal property.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey; do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 2, 2024 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA YES NO						

**BOROUGH OF MANASQUAN
RESOLUTION
23-2024**

**RESOLUTION OF THE BOROUGH COUNCIL OF
THE BOROUGH OF MANASQUAN, COUNTY OF
MONMOUTH, NEW JERSEY, APPOINTING ANDY
MILLS AS SOUTH MONMOUTH AFTER RESCUE
TEAM SUPERVISOR**

WHEREAS, the Office of Emergency Management Coordinator has recommended Andrew Mills receive a stipend in the amount of \$2,500.00 for the year 2024 for his position as the South Monmouth After Hours Rescue Team Supervisor (SMART Team) from January 1, 2024 - December 31, 2024.

NOW, THEREFORE BE IT RESOLVED on the 2nd day of January 2024, by the Borough Council of the Borough of Manasquan, in the County of Monmouth and State of New Jersey as follows:

1. Andrew Mills will receive a stipend in the amount \$2,500 for his position as 2024 SMART Team Supervisor.
2. A certified copy of this resolution shall be sent to:

Andrew Mills
39 Deep Creek Drive
Manasquan, NJ 08736

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk of the Borough of Manasquan, Monmouth County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at their regular meeting held on January 2, 2024.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA <input type="checkbox"/> YES <input type="checkbox"/> NO						

**BOROUGH OF MANASQUAN
RESOLUTION
24-2024**

WHEREAS, Chapter 2 of the Borough of Manasquan Municipal Code states that the council shall meet for organization on the first day of January or within the first 7 days in January in any year at such time and place as council may direct; and

WHEREAS, as Chapter 2-3 under the Powers and Duties of Mayor shall maintain peace and good order; and

WHEREAS, Chapter 2-3.1 states the Mayor shall on all occasions preserve order and decorum; and

WHEREAS, Chapter 2-5.1 states that the deliberations of the council shall be governed by Roberts Rules of Order; and

NOW THEREFORE BE IT RESOLVED, that the Mayor, in order to effectuate proper decorum, assigns the seating arrangement for the year beginning 2024 for the members of council as follows:

- Council Member Bruce Bresnahan
- Council Member Jason Bryant
- Council Member Brian Holly
- Council Member Gregg Olivera
- Council Member Lori Triggiano
- Council Member Shiela Vidreiro

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk of the Borough of Manasquan, Monmouth County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at their regular meeting held on January 2, 2024.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA <input type="checkbox"/> YES <input type="checkbox"/> NO						

**BOROUGH OF MANASQUAN
RESOLUTION
25-2024**

GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the Governing Body of the Borough of Manasquan, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON JANUARY 2, 2024.

Barbara Ilaria, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA <input type="checkbox"/> YES <input type="checkbox"/> NO						

GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"

GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES

STATE OF NEW JERSEY
COUNTY OF MONMOUTH

We, members of the governing body of the Borough of Manasquan being duly sworn according to law, upon our oath depose and say:

1. We are duly elected (or appointed) members of the governing body of the Borough of Manasquan in the county of Monmouth;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement guidance.

Michael Mangan, Mayor

Gregg Olivera

Bruce Bresnahan

Lori Triggiano

Jay Bryant

Sheila Vidreiro

Brian Holly

Sworn to and subscribed before me this

_____ day of _____

Notary Public of New Jersey

Barbara Ilaria, Municipal Clerk

**BOROUGH OF MANASQUAN
RESOLUTION
26-2024**

BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that the Chief Financial Officer, Amy Spera, is hereby authorized to perform all matters necessary to enable the payments to the pension funds on a monthly basis throughout the year 2024 without the need of further resolution or action by the Mayor and Council of the Borough of Manasquan.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Borough Council at the January 2, 2024 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA <input type="checkbox"/> YES <input type="checkbox"/> NO						

**BOROUGH OF MANASQUAN
RESOLUTION
27-2024**

**APPOINTMENT OF TAX ASSESSOR AS
AGENT IN TAX APPEALS**

WHEREAS, from time to time the Tax Assessor discovers an error in calculation, transposition, 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 the tax year; and

WHEREAS, the Mayor and Council of the Taxing District of Manasquan is desirous that every taxpayer pays his fair share of taxes; and

WHEREAS, if the above discovered errors are not corrected, the taxpayers affected would not be paying their fair share of taxes; and

WHEREAS, the method of correcting such errors is to file a Petition of Appeal for the current tax year with the Manasquan County Board of Taxation.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Manasquan that Robyn Palughi, Tax Assessor, is hereby authorized to act as the Agent for the Taxing District and file a Petition of Appeal or Appeals for the year 2024 with the Monmouth County Board of Taxation, to correct such assessments to the proper value and that a copy of any Petition of appeal with the Monmouth County Board of Taxation under this Resolution is to be filed with the Borough Clerk.

BE IT FURTHER RESOLVED that Robyn Palughi, Tax, Assessor, is hereby authorized to execute stipulation of settlement of any tax appeal filed by the Taxing District or by a taxpayer for the tax year 2024.

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

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk of the Borough of Manasquan, Monmouth County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at their regular meeting held on January 2, 2024.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA <input type="checkbox"/> YES <input type="checkbox"/> NO						

**BOROUGH OF MANASQUAN
RESOLUTION
28-2024**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE
BOROUGH OF MANASQUAN, MONMOUTH COUNTY,
NEW JERSEY, ADOPTING USE OF FORCE POLICY**

WHEREAS, the Manasquan Police Department follows the Office of the Attorney General’s Use of Force Policy dated April 2022.

NOW, THEREFORE, BE IT RESOLVED, on this 2nd day of January 2024, by the Borough Council of the Borough of Manasquan, in the County of Monmouth and State of New Jersey that the Use of Force Policy be adopted by the Governing Body.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk of the Borough of Manasquan, Monmouth County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at their regular meeting held on January 2, 2024.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ____ YES ____ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
29-2024**

WHEREAS, N.J.S.A. 40A:11-5 (1) (a) (1) permits the governing body to award a professional services contract without publicly advertising for bids and bidding therefor; and

WHEREAS, the borough council has determined that there is a need for professional services during the 2024 calendar year; and

WHEREAS, the borough council has determined to provide the need to acquire these professional services as a fair and open contract pursuant to the provisions of N. J. S. A. 19:44A-20.4; and

WHEREAS, the chief financial officer of the municipality has determined and certified in writing that the value of these professional services may exceed \$17,500; and

WHEREAS, the anticipated term of these contracts are one year (January 1, 2024 to December 31, 2024); and

WHEREAS, the following professional services providers have or will submit contracts to be reviewed for completeness and approval by the borough attorney indicating that they will provide their services for the agreed upon rate (s) that are contained in their contracts that are or will be on file in the Clerk's Office.

Allen Shechter, CPA - Borough Auditor
McManimon & Scotland, LLC - Borough Bond Counsel
Ronald Sage - Borough Prosecutor
Surenian, Edwards, Buzak & Nolan – Affordable Housing Attorney
Mark Kitrick, Esq. – Borough Attorney
Starkey, Kelly, Kenneally, Cunningham, Turnback & Yannone – Labor Attorney
Mark R. Aikens, Esq. – Conflict Attorney
Leon S. Avakian Inc. – Borough Planner (COAH)
Donald Greer, Esq. – Public Defender
Hartman-Duff, LLC – Hearing Officer
NW Financial Group - Financial Planner
Colliers Engineering & Design – Borough Engineer
Ellicott Network Consultants- Information Technology Consultant
CGP&H – Administrative Agent Council on Affordable Housing (COAH)
Vanasse Hangen Brustlin, Inc. – Licensed Site Remediation Professional

These appointments are made pursuant to N. J. S. 2B:12-1 et seq.

WHEREAS, a certification as to the availability of funds executed by the chief financial officer is attached to this resolution pursuant to the provisions of N. J. A. C. 5:30-5-4;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Manasquan, Monmouth County, New Jersey, on this 2nd day of January 2024 as follows:

1. The Business Disclosure Entity Certification of these professionals and the Determination of Value Certification of the chief financial officer shall be filed in the office of the municipal clerk, and shall be available for public inspection.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute a contract with these professionals to provide professional services to the municipality for the 2024 contract year at the agreed upon rate that is contained in the contract/proposal on file in the Clerk's Office.
3. A notice stating the nature, duration, service and the amount of this contract shall be published in the Coast Star and this resolution shall be maintained on file and available for the public inspection in the office of the municipal clerk.

4. A certified copy of this resolution shall be sent to the professionals included in this resolution.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, Monmouth County, New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 2, 2024 meeting.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

CERTIFICATION

Pursuant to a resolution of the Division of Local Government Services, Local Finance Board, dated October 20, 1975, I hereby state that there is annexed hereto a proper certificate of availability of funds subject to the adoption of the 2024 budget executed by the Municipal treasurer.

MARK G. KITRICK, Esq.
Borough Attorney

CERTIFICATION

I am the chief municipal financial officer charged with the responsibility of maintaining financial records of the Borough of Manasquan, State of New Jersey, and on this 2nd day of January 2024, I hereby certify to the Borough Council of the Borough of Manasquan as follows:

1. Adequate funds are available subject to the adoption of 2024 Municipal budget in an amount sufficient to defray the expenditure of money by the Borough under the following proposed contract, which is pending approval by the governing body:

Allen Shechter, CPA - Borough Auditor
McManimon & Scotland, LLC - Borough Bond Counsel
Ronald Sage - Borough Prosecutor
Surenian, Edwards, Buzak & Nolan – Affordable Housing Attorney
Mark Kitrick, Esq. – Borough Attorney
Starkey, Kelly, Kenneally, Cunningham, Turnback & Yannone – Labor Attorney
Mark R. Aikens, Esq. – Conflict Attorney
Leon S. Avakian Inc. – Borough Planner (COAH)
Donald Greer, Esq. – Public Defender
Hartman-Duff, LLC – Hearing Officer
NW Financial Group - Financial Planner
Colliers Engineering & Design – Borough Engineer
Ellicott Network Consultants- Information Technology Consultant
CGP&H – Administrative Agent Council on Affordable Housing (COAH)
Vanasse Hangen Brustlin, Inc. – Licensed Site Remediation Professional

2. The funds certified herein as being available for the aforementioned contract have not been certified by the undersigned as being available for any other contract now pending or in force.

Amy Spera
Chief Municipal Financial Officer

**CERTIFICATION
OF
CHIEF MUNICIPAL FINANCIAL OFFICER
OF
BOROUGH OF MANASQUAN**

I CERTIFY, pursuant to the provisions of the “New Jersey Local unit Pay-to-Play Law” (N.J.S. A. 19:44A-20.4 et seq.) that the value of the contract to be awarded for the forementioned Professional Services for the 2023 calendar year will exceed \$17,500.00

BOROUGH OF MANASQUAN

Dated: January 2, 2024

BY: _____
AMY SPERA
CERTIFIED MUNICIPAL FINANCIAL OFFICER

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ____ YES ____ NO						

**BOROUGH OF MANASQUAN
RESOLUTION
30-2024**

WHEREAS, N.J.S.A. 40:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2024 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Manasquan, County of Monmouth, State of New Jersey, that the attached appropriations constitute the 2024 budget:

2024 TEMPORARY BUDGET – SEE ATTACHED SCHEDULE

I, Barbara Ilaria, Municipal Clerk, Borough of Manasquan, County of Monmouth, State of New Jersey, do hereby certify that the foregoing resolution was duly adopted by the Borough Council at the January 2, 2024 meeting.

BARBARA ILARLIA, RMC, CMC
Municipal Clerk

COUNCIL	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA <input type="checkbox"/> YES <input type="checkbox"/> NO						

2024 TEMPORARY BUDGET

CURRENT FUND

Account Description	Temporary Budget
ADMIN S&W	\$ 22,286.25
ADMIN OE	\$ 2,628.94
M&C S&W	\$ 2,611.88
M&C OE	\$ 905.63
CLERK S&W	\$ 32,149.69
CLERK OE	\$ 18,315.94
FINANCE S&W	\$ 23,677.50
FINANCE OE	\$ 6,122.82
AUDIT	\$ 7,528.28
TAX COLL S&W	\$ 1,312.50
TAX COLL OE	\$ 3,386.26
TAX ASSESS S&W	\$ 7,861.88
TAX ASSESS OE	\$ 1,955.63
LEGAL	\$ 40,687.50
ENGINEERING	\$ 34,125.00
PLANNING BOARD S&W	\$ 5,801.25
PLANNING BOARD OE	\$ 12,735.19
ZONING S&W	\$ 5,952.19
CODE ENFORC S&W	\$ 38,305.31
CODE ENFORC OE	\$ 5,011.14
UCC S&W - REGULAR S & W	\$ 51,804.38
UCC OE	\$ 21,509.26
ELECTRICAL SUB-CODE S & W	\$ 6,562.50
PLUMBING SUB-CODE S & W	\$ 7,402.50
FIRE SUB-CODE S & W	\$ 807.19
LIABILITY INSURANCE	\$ 28,875.00
WORKER COMPENSATIONS INSURANCE	\$ 22,968.75
MEDICAL, PRESCRIPTION, DENTAL	\$ 180,180.00
HEALTH BENEFIT WAIVER OPT OUTS	\$ 13,341.56
POLICE S&W	\$ 778,752.19
POLICE OE	\$ 41,958.56
OEM S&W	\$ 11,228.44
OEM OE	\$ 10,026.19
PROSECUTOR	\$ 6,930.00
DPW S&W	\$ 125,363.44
DPW OE	\$ 21,249.39
SHADE TREE OE	\$ 1,312.50
TRAFFIC LIGHTS	\$ 1,968.75
SOLID WASTE S&W - REGULAR S & W	\$ 3,642.19
SOLID WASTE OE	\$ 155,071.88
PUBLIC B&G OE	\$ 19,188.76
VEHICLE REPAIR OE	\$ 15,881.25
BOARD OF HEALTH - REGULAR S & W	\$ 1,148.44
ANIMAL CONTROL - CONTRACTUAL	\$ 5,013.75
RECREATION - REGULAR S & W	\$ 42,000.00
RECREATION OE	\$ 6,168.75
PARKS & PLAYGROUND S&W	\$ 26,650.31
PARKS & PLAGROUNDS OE	\$ 21,853.13
WATERWAYS OE	\$ 5,954.81
TOURISM OE	\$ 1,338.76
ANNIV & HOLIDAY OE	\$ 1,312.51
UTILITIES	\$ 59,062.50

LANDFILL OE	\$ 111,300.00
STATUTORY	\$ 1,071,988.23
INTERLOCAL - GASOLINE WITH BRIELLE	\$ 30,187.50
INTERLOCAL - MUNICIPAL COURT BRIELLE	\$ 36,467.69
INTERLOCAL - SALT WITH BRIELLE/SEA GIRT	\$ 7,875.00
MUNICIPAL COURT S&W	\$ 31,847.81
MUNICIPAL COURT OE	\$ 21,039.38
DEBT	\$ 127,551.73
TOTAL CURRENT FUND	\$ 3,408,145.76

WATER SEWER UTILITY

Account Description	Temporary Budget
WATER SEWER S&W	\$ 150,635.63
WATER SEWER OE	\$ 155,044.48
SMRSA - CONTRACTUAL	\$ 359,640.47
DEBT	\$ 133,976.10
STATUTORY	\$ 69,613.80
TOTAL WATER SEWER UTILITY	\$ 868,910.48

BEACH UTILITY

Account Description	Temporary Budget
BEACH S&W	\$ 396,119.09
BEACH OE	\$ 225,638.47
STATUTORY	\$ 53,544.27
TOTAL BEACH UTILITY	\$ 675,301.83

**BOROUGH OF MANASQUAN
RESOLUTION
31-2024**

WHEREAS, Ms. Keara Homan currently serves as a Clerk III in the Municipal Clerk’s Office; and

WHEREAS, the Borough Council has determined that Ms. Homan shall assume the added responsibilities associated with the function of Public Information Assistant; and

WHEREAS, the responsibilities associated with the Public Information Assistant function shall include issuing Borough press releases and newsletters, coordinating public inquiries with the governing body, coordinating Borough Hall meeting schedule and room assignments, drafting proclamations and certificates, and other related duties; and

WHEREAS, Ms. Homan shall receive a salary increase as reflected in the table below related to the additional duties; and

WHEREAS, a “pensionable base salary” is defined as that regulated by the State of New Jersey Public Employees Retirement System (PERS).

NOW, THEREFORE BE IT RESOLVED on the 2nd day of January 2024 by the Borough Council of the Borough of Manasquan, in the County of Monmouth and State of New Jersey that the following appointment is effective according to the table below.

Employee/Title	Pensionable Salary Increase	Effective Date
Keara Homan/Clerk III	\$7,500.00	1/1/2024

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be sent to Keara Homan.

CERTIFICATION

I, Barbara Ilaria, Municipal Clerk of the Borough of Manasquan, Monmouth County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at their regular meeting held on January 2, 2024.

BARBARA ILARIA, RMC, CMC
Municipal Clerk

	INTRODUCED	SECONDED	AYE	NAY	ABSTAIN	ABSENT
BRESNAHAN						
BRYANT						
HOLLY						
OLIVERA						
TRIGGIANO						
VIDREIRO						
ON CONSENT AGENDA ___ YES ___ NO						