



**MANCHESTER TOWNSHIP
COUNCIL MEETING AGENDA
JULY 23, 2012
6:00 P.M.**

1. **CALL TO ORDER**

2. **STATEMENT:** Adequate notice of this meeting was provided in accordance with the Open Public Meetings Act, pursuant to Public Law 1975, Chapter 231. Said notice was advertised in the Asbury Park Press, Star Ledger and was posted in the lobby of the municipal building.

3. **FLAG SALUTE**

4. **ROLL CALL**

5. **APPROVAL OF MINUTES-** Special Meeting of July 16, 2012 minutes

6. **SUBMISSION OF BILLS:**

#12-230	Current Fund
#12-231	Water & Sewer Fund
#12-232	Water & Sewer West Fund

7. **RESOLUTIONS: CONSENT AGENDA**

The items listed below are considered to be routine by the Township of Manchester and will be enacted by one motion. There will be no formal discussion of these items. If discussion is desired, this item will be removed from the Consent Agenda and will be considered separately.

A. CONTRACTS/AGREEMENTS

#12-218	Authorizing Contract with Steven A. Zabarsky, Esq. as Municipal Prosecutor
#12-233	Authorizing an Amended Agreement for Fredric M. Knapp, Esq.

B. PURCHASING

#12-234	Authorizing Disposition of a Forfeited Vehicle on GovDeals. com
---------	---

C. FINANCE

#12-235	Authorizing Appropriation Reserve Transfers in the 2012 SFY Budget
---------	--

D. LICENSING

#12-236	Approving Renewal of Plenary Retail Distribution License for Wine World
---------	---

8. **REPORTS**

9. **PUBLIC COMMENT**

10. **ADJOURNMENT**

Dated July 23, 2012

DRAFT

**RESOLUTION AUTHORIZING PAYMENT OF BILLS
MANCHESTER TOWNSHIP, NEW JERSEY**

BE IT RESOLVED by the Township Council of the Township of Manchester that the following bills on the list hereto be paid; the Chief Financial Officer is hereby authorized and directed to draw checks for the payment of same as and when funds are available.

SUMMARY

Current Fund	\$	4,535,359.87
Capital Fund	\$	23,951.96
Escrows	\$	16,654.79
Animal Control Fund	\$	1,411.80
Drug Enforcement Fund	\$	-
N.J. Unemployment Trust	\$	-
Public Assistance Discretionary Trust	\$	-
Public Assistance Trust Fund I	\$	-
Municipal Alliance Discretionary Trust	\$	-
Manchester Day Trust Fund	\$	-
Public Defender Trust Fund	\$	-
Recreation Trust Fund	\$	1,824.20
Open Space Trust Fund	\$	8,689.00
Recreation Capital Trust Fund	\$	
Sinking Fund	\$	
	\$	<u>4,587,891.62</u>

CERTIFICATION:

Diane Lapp
Diane Lapp
Chief Financial Officer

Signed: _____
Craig Wallis
Council President

Sabina T. Skibo
Township Clerk

BILL LIST ADDENDUM

Dated July 23, 2012

DRAFT

CAPITAL FUND

\$ _____

CURRENT FUND

PAYROLL WEEK ENDING 08/03/2012

Treasurer, State of New Jersey; 1987 Green Trust - Holly Oaks, Princ & Int Wire 11,597.18

\$ 11,597.18

SPECIAL ESCROW TRUST FUND

PAYROLL WEEK ENDING 08/03/2012

Manchester Township Off-Duty 07/20/2012 Chk #1969 3,972.29
T&M Associates Chk #1967 12,426.00
EDWARD F. LISTON, Jr LLC Chk #1968 256.50

\$ 16,654.79

ANIMAL CONTROL FUND \$ _____

DRUG ENFORCEMENT TRUST FUND \$ _____

N.J. UNEMPLOYMENT TRUST FUND \$ _____

PUBLIC ASSISTANCE TRUST FUND II \$ _____

PUBLIC ASSISTANCE DISCRETIONARY TRUST FUND \$ _____

PUBLIC ASSISTANCE TRUST FUND I \$ _____

MUNICIPAL ALLIANCE DISCRETIONARY TRUST FUND \$ _____

MANCHESTER DAY TRUST FUND \$ _____

OPEN SPACE TRUST FUND \$ _____

PUBLIC DEFENDER TRUST FUND \$ _____

SINKING FUND \$ _____

July 23, 2012

DRAFT

VENDOR	AMOUNT PAID	Date	Check Number	Invoice	DESCRIPTION
SPLASH ZONE	100.00	10-Jul-12	45317	SPLASH ZONE PARKING 7117 AND 7119 TY12-012	RECREATION-OE SUMMER CAMP
VOID	0.00	11-Jul-12	45318	VOID	VOID
TOWNSHIP OF MANCHESTER	422,604.27	10-Jul-12	45319	CYCLE 28	PAYROLL
MANCHESTER TWP BOARD OF ED	2,659,320.30	12-Jul-12	45320	BALANCE JULY CURRENT & DEBT SVC	SCHOOL DEBT
ACCURINT	50.00	23-Jul-12	45321	1241614-20120531	POLICE PROFESSIONAL SERVICES
ALL HOURS TOWING SERVICE, INC.	110.00	23-Jul-12	45322	19668	DIV OF CENTRAL MAINT REPAIR & MAINT-POLICE
AMERICAN WEAR	3,852.95	23-Jul-12	45323	27276	DIV OF CENTRAL MAINT MAINT & REPAIR
ASSURRY PARK PRESS	1,028.07	23-Jul-12	45324	368901	SENIOR OUTREACH OTHER SERVICES
AUTO ZONE	659.00	23-Jul-12	45325	ORD#S 12-015,016,017,018 PROF. SVCS.	OFFICE OF THE CLERK ADVERTISING
AVAYA	478.00	23-Jul-12	45326	1116950220,1116951904,1116951382	DIV OF CENTRAL MAINT MAINT & REPAIR
BRICK WALL CORP	198.31	23-Jul-12	45327	2731979564 ACCT#100372183	DATA PROCESSING PROFESSIONAL SERVICES
BUILDER'S GENERAL SUPPLY CO.	768.72	23-Jul-12	45328	12764,12083	DIVISION OF STREETS MAINT & REPAIR
CASSANDRA COLGATE	144.00	23-Jul-12	45329	54032556	COLONIAL DRIVE NJDOT 2011
CDWG	50.00	23-Jul-12	45330	M347664	RECREATION-OE OTHER SERVICES
CENTRAL JERSEY HEALTH INS. FUN	99.98	23-Jul-12	45331	HEALTH COVERAGE JULY 2012	OFFICE OF THE TAX ASSESSOR COMPUTER
CERTIFIED SPEEDOMETER SERV INC	714,839.60	23-Jul-12	45332		INSURANCE-GROUP-OE INSURANCE
CHERRY VALLEY TRACTOR SALES	320.00	23-Jul-12	45333	12756	POLICE PROFESSIONAL SERVICES
CLARKE CATON HINTZ, PC	457.03	23-Jul-12	45334	703988	DIV OF CENTRAL MAINT MAINT & REPAIR
CLEARWATER TECHNOLOGY	2,298.85	23-Jul-12	45335	54275	TOWNSHIP ATTORNEY PROFESSIONAL SERVICES
COMCAST	950.00	23-Jul-12	45336	4981	DIVISION OF STREETS MAINT & REPAIR
CONTRACTOR SERVICE	117.67	23-Jul-12	45337	ACCT# 01620297190-01-5	TELEPHONE-OE
CORONATO, BRADY & KUNZ, P.C.	696.95	23-Jul-12	45338	B17438	DIVISION OF STREETS MAINT & REPAIR
DASH GLOVES	1,666.66	23-Jul-12	45339	PROSECUTOR JUNE 2012	MUNICIPAL PROSECUTOR-OE OTHER EXPENSES
DASTI, MURPHY AND MCGUCKIN, PC	71.88	23-Jul-12	45340	0742891	POLICE OFFICE SUPPLIES
DELL COMPUTER CORP.	1,458.34	23-Jul-12	45341	JUNE 2012	PUBLIC DEF-OE
DIANE LAPP, PETTY CASH CUSTOD	3,127.10	23-Jul-12	45342	XFRXJ6FW6XFRWXTXK2	OFFICE OF THE TAX ASSESSOR COMPUTER
DOCKSIDE MUSIC ENTERTAINMENT	200.00	23-Jul-12	45343	ESTABLISH PETTY CASH FUND	PETTY CASH
DOWNS FORD, INC.	1,000.00	23-Jul-12	45344	PO# 46137 BALANCE FOR PERFORMANCE AUG 8 2012	RECREATION-OE OTHER SERVICES
EDWARD F. LISTON, JR., LLC	434.55	23-Jul-12	45345	224443	DIVISION OF STREETS MAINT & REPAIR
FT. DEARBORN LIFE INSURANCE	1,316.25	23-Jul-12	45346	16227 PROFESSIONAL SERVICES 6/4/12-6/26/12	BOARD OF ADJUSTMENT PROFESSIONAL SERVICES
FUN TOWN AMUSEMENT PIER	1,796.85	23-Jul-12	45347	GROUP F005063-1	INSURANCE-GROUP-OE INSURANCE
FYR-FYTERS SALES & SERVICE, INC	2,228.00	23-Jul-12	45348	DAY CAMP TRIP	RECREATION-OE SUMMER CAMP
GAGLIANO APPRAISAL, LLC	397.23	23-Jul-12	45349	47601,46850,47600	DIV OF BUILDINGS & GROUNDS OTHER SERVICES
GANN LAW BOOKS	3,125.00	23-Jul-12	45350	2012-047-02	REASSESSMENT SERVICES
HARTER EQUIPMENT INC	664.00	23-Jul-12	45351	D486656	DIV OF ZONING & PLANNING OFFICE SUPPLIES
HUNTER JERSEY PETERBILT	25.42	23-Jul-12	45352	P058653	DIV OF BUILDINGS & GROUNDS MAINT & REPAIR
INSTITUTE FOR FORENSIC PSYCH.	81.95	23-Jul-12	45353	5-2218000049	POLICE PROFESSIONAL SERVICES
J.C.P. & L.	2,857.50	23-Jul-12	45354	5215	ELECTRICITY-OE
JAROTH, INC.	28,965.71	23-Jul-12	45355	100068894748,100021381726,100085145850	TELEPHONE-OE
JERSEY SHORE MEDICAL CENTER	273.84	23-Jul-12	45356	405763,408562	POLICE EDUCATION & SEMINARS
JERSEY TRUCK EQUIPMENT	350.00	23-Jul-12	45357	CPR TRAINING MARC MICCIULLA INV#12-0089	DIV OF CENTRAL MAINT MAINT & REPAIR
JK AUDIO NJ, LLC	535.00	23-Jul-12	45358	23112	RECREATION-OE OTHER SERVICES
JOAN KATZ, MANAGER	1,600.00	23-Jul-12	45359	0001-2 3RD INSTALLMENT BLANKET PO# 46176	RECREATION-OE OTHER SERVICES
JOHNNY ON THE SPOT, INC.	2,250.00	23-Jul-12	45360	CONCERTFEST PERFORMANCE 7/18/12	LAKES OTHER SERVICES
JOHNSON & TOWERS, INC.	65.00	23-Jul-12	45361	1134469	DIV OF CENTRAL MAINT MAINT & REPAIR
KAREN GRUPOUSO	894.12	23-Jul-12	45362	0667367	REFUND
KELLY WINTHROP, LLC	225.00	23-Jul-12	45363	REFUND PRESCHOOL CAMP CANC. RES#12-166	ANIMAL CONTROL-OE
KNAPP, TRIMBOLI &	36.00	23-Jul-12	45364	DEER CARCASS REMOVAL	TOWN ATTORNEY-OE
KONICA MINOLTA BUS SOLUTIONS	14,438.67	23-Jul-12	45365	LEGAL SERVICES THROUGH 6/25/12 INV#2137	ADMINISTRATION RENTS
LA GUARDIA ASSOCIATES	185.03	23-Jul-12	45366	221246274	STREETS GENERAL SUPPLIES
LAKEHURST HARDWARE	4,000.00	23-Jul-12	45367	2012 CONCERT FEST DUPREES 8/8/12 PO #46136	RECREATION-OE OTHER SERVICES
LAKEHURST LAWNMOWER	57.72	23-Jul-12	45368	19765,19772	STREETS GENERAL SUPPLIES
LOWES	97.77	23-Jul-12	45369	19047,14594,18013,4523	DIV OF CENTRAL MAINT MAINT & REPAIR
MAB PAINTS	809.10	23-Jul-12	45370	919259	BUILDINGS & GROUNDS GENERAL SUPPLIES
MARILYN LARSEN	82.05	23-Jul-12	45371	3030.7	STREETS GENERAL SUPPLIES
	200.00	23-Jul-12	45372	EYEGLOSS REIMBURSEMENT	INSURANCE-GROUP EYEGLOSS REIMBURSEMENT

July 23, 2012

DRAFT

VENDOR	AMOUNT PAID	Check Number	Date	DESCRIPTION	Invoice
MHS LIFT	115.90	45373	23-Jul-12	DIVISION OF STREETS MAINT & REPAIR	13027720
MITCHELL HUMPHREY	500.00	45374	23-Jul-12	DIV OF CODE ENFORCEMENT OTHER SERVICES	00003011
MOORE-WALLACE NORTH AMERICA IN	250.00	45375	23-Jul-12	OFFICE OF THE CLERK FORMS & STATIONARY	730699625
NJ NATURAL GAS CO.	451.71	45376	23-Jul-12	NATURAL GAS-OE	09-4650-0025-16.22-0009-1012-97.1013-5Y
OCEAN COUNTY CLERK	8.00	45377	23-Jul-12	DIVISION OF REVENUE COLLECTION OTHER SERVICES	TO RECORD BLOCK 75.112 LOT 10
OCEAN COUNTY RECYCLING CENTER,	598.99	45378	23-Jul-12	DIVISION OF STREETS MAINT & REPAIR	400209,400010,398419,398363 POW#45886
OCEAN COUNTY VET HOSPITAL, PA	428.58	45379	23-Jul-12	ANIMAL CONTROL-OE	226355
ONE CALL CONCEPTS, INC	378.16	45380	23-Jul-12	DIVISION OF STREETS OTHER SERVICES	2055383
PEDRONI FUEL CO.	3,067.90	45381	23-Jul-12	GASOLINE-OE	438842
PENJERSEY	100.79	45382	23-Jul-12	DIV OF CENTRAL MAINT MAINT & REPAIR	6210978
PERLMART OF MANCHESTER, INC.	53.48	45383	23-Jul-12	ADMINISTRATION GENERAL SUPPLIES	65890302674
POLE TAVERN	240.64	45384	23-Jul-12	LAKES GENERAL SUPPLIES	684050
PREVENTION SPECIALISTS, INC.	825.00	45385	23-Jul-12	DIVISION OF STREETS OTHER SERVICES	180076
PRICED RITE TOWING & ROAD SERV	125.00	45386	23-Jul-12	DIV OF CENTRAL MAINT MAINT & REPAIR	6305
RED THE UNIFORM TAILOR INC.	6,008.19	45387	23-Jul-12	POLICE UNIFORMS	OXA223363, A223363A, 363B, 363C
ROBERTS ELECTRONICS&SECURITY	370.00	45388	23-Jul-12	DIV OF BUILDINGS & GROUNDS MAINT & REPAIR	74836
ROTHSTEIN, MANDELL, STROHM &	1,666.66	45389	23-Jul-12	DIVISION OF STREETS MAINT & REPAIR	56836
RUDCO PRODUCTS INC.	9,406.00	45390	23-Jul-12	DIVISION OF STREETS MAINT & REPAIR	PROSECUTOR SERVICES 6/1/12-6/30/12
SECARE, RYAN & HENSEL	21,786.33	45391	23-Jul-12	TOWN ATTORNEY-OE	56836
T & M ASSOCIATES	3,284.79	45392	23-Jul-12	BOARD OF ADJUSTMENT PROFESSIONAL SERVICES	JUNE 2012
THE RODGERS GROUP, LLC	3,083.33	45393	23-Jul-12	POLICE PROFESSIONAL SERVICES	JU1212715
THOMAS PLANNING ASSOC. LLC	6,268.75	45394	23-Jul-12	DIV OF ZONING & PLANNING OTHER SERVICES	1146 POW4832
TITAN, LLC	18.00	45395	23-Jul-12	DIVISION OF STREETS MAINT & REPAIR	2351
TOM DAVIS AUTO PARTS, INC.	63.86	45396	23-Jul-12	LICENSES & FEES	447082
TRANSPORT TRUCK & EQUIPMENT	6.97	45397	23-Jul-12	DIV OF CENTRAL MAINT MAINT & REPAIR	984724.984771
TREASURER, STATE OF NEW JERSEY	1,000.00	45398	23-Jul-12	ADMINISTRATION POSTAGE	22609T, CMZ2226T
TREASURER, STATE OF NEW JERSEY	25.00	45399	23-Jul-12	ADMINISTRATION RENTS	2ND QTR MARRIAGE/CIVIL UNION LICENSE FEES
TRICO EQUIPMENT	749.38	45400	23-Jul-12	STREETS GENERAL SUPPLIES	2ND QTR DOMESTIC PARTNERSHIP FEES
UNITED PARCEL SERVICE	35.15	45401	23-Jul-12	TELEPHONE-OE	PF38901
US BANK	354.00	45402	23-Jul-12	TELEPHONE-OE	00007VOV78242
VAN SANT EQUIP. CORPORATION	527.13	45403	23-Jul-12	TELEPHONE-OE	204823999
VERIZON	129.37	45404	23-Jul-12	OFFICE OF THE TAX ASSESSOR FORMS & STATIONARY	0578543-IN
VERIZON ONLINE	204.01	45405	23-Jul-12	DIVISION OF STREETS MAINT & REPAIR	201-243-6395
VERIZON WIRELESS	720.59	45406	23-Jul-12	STREETS GENERAL SUPPLIES	ACCT# 898700883
VITAL COMMUNICATIONS, INC.	50.00	45407	23-Jul-12	ADMINISTRATION OFFICE SUPPLIES	6753999214 ACCT#822402721-00001
WB MASON	4,822.63	45408	23-Jul-12	STREETS GENERAL SUPPLIES	V50414
WHITEMARSH CORPORATION	221.52	45409	23-Jul-12	DIVISION OF STREETS MAINT & REPAIR	105413990
WHITING FLOWER SHOPPE	760.00	45410	23-Jul-12	DIVISION OF STREETS MAINT & REPAIR	62354
TREASURER, STATE OF NEW JERSEY	1,015.00	45411	23-Jul-12	STREETS GENERAL SUPPLIES	3034
BACK HARBOR MARINE, INC.	505.00	45412	23-Jul-12	DIV OF SANITATION & RECYCLING TAXES, LICENCES & FEES	120828510 PROGRAM ID#133643
BACK HARBOR MARINE, INC.	545.00	45413	23-Jul-12	RECREATION-OE SUMMER CAMP	7/25/2012 CRUISE CAMP ADVENTURE
TREASURER, STATE OF NJ	80.00	45414	23-Jul-12	RECREATION-OE SUMMER CAMP	7/26/12 CRUISE CAMP ADVENTURE
TREASURER, STATE OF NJ	126.00	45415	23-Jul-12	RECREATION-OE SUMMER CAMP	7/31/12 3 BUSES 1 CAR PARKING
TREASURER, STATE OF NJ	40.00	45416	23-Jul-12	RECREATION-OE SUMMER CAMP	7/31/12 3 BUSES 1 CAR PARKING
TREASURER, STATE OF NJ	126.00	45417	23-Jul-12	RECREATION-OE SUMMER CAMP	8/22/2012 3 BUSES AND ONE CAR PARKING
TREASURER, STATE OF NJ	40.00	45418	23-Jul-12	TAXES & FEES	8/22/2012 BUS PARKING
NJ MOTOR VEHICLE COMMISSION	60.00	45419	18-Jul-12	PAYROLL	TITLE 1987 HONDA CIVIC
NJ MOTOR VEHICLE COMMISSION	60.00	45420	18-Jul-12	TAXES & FEES	TITLE 2000 MERCEDES
TOWNSHIP OF MANCHESTER	567,885.64	45421	18-Jul-12	INSURANCE-GROUP EYEGLASS REIMBURSEMENT	CYCLE 29
ELENA ZSOLDOS	96.00	45422	23-Jul-12	INSURANCE-GROUP EYEGLASS REIMBURSEMENT	EYEGLASS REIMBURSEMENT

\$ 4,523,762.69

GENERAL CAPITAL FUND BILL LIST

July 23, 2012

DRAFT

<u>VENDOR</u>	<u>AMOUNT PAID</u>	<u>DATE</u>	<u>CHECK NUMBER</u>	<u>INVOICE#</u>
CONTRACTOR SERVICE	17,197.00	07/23/12	2269	B16172
NARDINI BROS. SOUTH, INC.	6,501.00	07/23/12	2270	16324 HVAC INSTALL
OCEAN COUNTY RECYCLING CENTER,	253.96	07/23/12	2271	399074,399047,399191

TOTAL \$ 23,951.96

ANIMAL CONTROL TRUST FUND BILL LIST

July 23, 2012

DRAFT

<u>VENDOR</u>	<u>AMOUNT PAID</u>	<u>DATE</u>	<u>CHECK NUMBER</u>	<u>INVOICE#</u>
NEW JERSEY DEP OF HEALTH & SR2	970.20	7/23/2012	1857	THREE YEAR DOG LICENSES FOR JUNE
NJ DEPT OF HEALTH & SR. SERVIC	441.60	7/23/2012	1858	ONE YEAR DOG LICENSES FOR JUNE

TOTAL \$ 1,411.80

RECREATION TRUST FUND BILL LIST

DRAFT

July 23, 2012

<u>VENDOR</u>	<u>AMOUNT PAID</u>	<u>DATE</u>	<u>CHECK NUMBER</u>	<u>INVOICE#</u>
HUNTERDON HILLS PLAYHOUSE	1,824.20	23-Jul-12	526	BALANCE DUE FOR AUG 6 AMER. STORYBOOK 3
TOTAL	<u>\$ 1,824.20</u>			

OPEN SPACE TRUST

July 23, 2012

DRAFT

<u>VENDOR</u>	<u>AMOUNT PAID</u>	<u>DATE</u>	<u>CHECK NUMBER</u>	<u>INVOICE#</u>
BIRDSALL SERVICES GROUP, INC	8,689.00	23-Jul-12	41	190886, 189631

TOTAL \$ 8,689.00

DRAFT

#12 - 231

Dated July 23, 2012

RESOLUTION AUTHORIZING PAYMENT OF BILLS

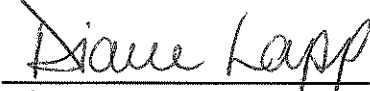
MANCHESTER TOWNSHIP, NEW JERSEY

BE IT RESOLVED by the Township Council of the Township of Manchester that the following bills on the list hereto be paid; the Chief Financial Officer is hereby authorized and directed to draw checks for the payment of same as and when funds are available.

SUMMARY

Water Utility	\$	163,357.95
Sewer Utility	\$	99,262.80
Utility Escrow - Water	\$	-
Utility Escrow - Sewer	\$	-
Sewer Utility Capital Fund	\$	-
Water Utility Capital Fund	\$	-
	\$	<u>262,620.75</u>

CERTIFICATION:



Diane Lapp
Chief Financial Officer

Signed: _____

Craig Wallis
Council President

Sabina T. Skibo
Township Clerk

DRAFT

UTILITY BILL LIST ADDENDUM

July 23, 2012

WATER OPERATING

PAYROLL WEEK ENDING 08/03/2012

\$ -

SEWER OPERATING

PAYROLL WEEK ENDING 08/03/2012

\$ -

WATER UTILITY ESCROW

\$ -

SEWER UTILITY ESCROW

\$ -

WATER UTILITY CAPITAL FUND

\$ -

SEWER UTILITY CAPITAL FUND

\$ -

DRAFT

WATER OPERATING FUND BILL LIST
July 23, 2012

<u>VENDOR</u>	<u>Amount paid</u>	<u>Date</u>	<u>Check Number</u>	<u>Invoice</u>	<u>Description</u>
TOWNSHIP OF MANCHESTER	23,036.05	10-Jul-12	3361	CYCLE 28	PAYROLL
STATE OF N.J.-PWT	1,957.66	16-Jul-12	3362	2nd QTR 2012 PWT #216-000-823/000	OTHER EXPENSES TAXES & FEES
ACTION PRINTING	395.00	23-Jul-12	3363	124779	OTHER EXPENSES GENERAL SUPPLIES
AMERICAN WATER WORKS ASSOC.	392.00	23-Jul-12	3364	ORD# 37000460241	OTHER EXPENSES SUBSCRIPTIONS & MEMBERSHPS
ASCE	230.00	23-Jul-12	3365	1041606656	OTHER EXPENSES SUBSCRIPTIONS & MEMBERSHPS
CENTRAL JERSEY HEALTH INS. FUN	35,745.90	23-Jul-12	3366	HEALTH COVERAGE JULY 2012	OTHER EXPENSES MEDICAL BENEFITS
COMCAST	107.66	23-Jul-12	3367	ACCT#01620299308-01-2	OTHER EXPENSES TELEPHONE
CONTACT FULL SERVICE MAILING	3,900.00	23-Jul-12	3368	4560	OTHER EXPENSES PROFESSIONAL SERVICES
COYNE ENVIRONMENTAL	589.00	23-Jul-12	3369	881712 BALANCE FOR PO # 45931	OTHER EXPENSES GENERAL SUPPLIES
DELL COMPUTER CORP.	2,650.32	23-Jul-12	3370	XFRTCR2R3	OTHER EXPENSES OFFICE SUPPLIES
E. RUNYON	660.00	23-Jul-12	3371	10470 PO# 45402	OTHER EXPENSES GENERAL SUPPLIES
GPM	7,177.50	23-Jul-12	3372	12-209	OTHER EXPENSES PROFESSIONAL SERVICES
HENDERSON LABS	755.00	23-Jul-12	3373	May-20	OTHER EXPENSES GENERAL SUPPLIES
J C P & L	57,762.53	23-Jul-12	3374	MA 200001127014, INV 95003940622,95003953089	OTHER EXPENSES ELECTRICITY
JOSEPH VENI	43.96	23-Jul-12	3375	SUPPLIES BOUGHT FOR SPLASH PAD AT PINE LAKE	OTHER EXPENSES MAINTENANCE & REPAIR
MAIN POOL & CHEMICAL CO., INC	2,575.00	23-Jul-12	3376	1231672-1	OTHER EXPENSES GENERAL SUPPLIES
NARDINI BROS. SOUTH, INC.	1,689.78	23-Jul-12	3377	Sep-44	OTHER EXPENSES MAINTENANCE & REPAIR
NJ NATURAL GAS CO.	25.00	23-Jul-12	3378	ACCT# 18-4684-2107-9	OTHER EXPENSES NATURAL GAS
STEVENSON SUPPLY CO.	32.86	23-Jul-12	3379	462983	OTHER EXPENSES GENERAL SUPPLIES
WB MASON	642.55	23-Jul-12	3380	105725607	OTHER EXPENSES GENERAL SUPPLIES
TOWNSHIP OF MANCHESTER	22,990.18	18-Jul-12	3381	CYCLE 29	PAYROLL

TOTAL \$ 163,357.95

DRAFT

SEWER OPERATING FUND BILL LIST

July 23, 2012

<u>VENDOR</u>	<u>Amount paid</u>	<u>Date</u>	<u>Check Number</u>	<u>Invoice</u>	<u>Description</u>
TOWNSHIP OF MANCHESTER	20,879.36	10-Jul-12	2094	CYCLE 28	PAYROLL
CENTRAL JERSEY HEALTH INS. FUN	31,725.20	23-Jul-12	2095	HEALTH COVERAGE JULY 2012	OTHER EXPENSES MEDICAL BENEFITS
DELL COMPUTER CORP.	441.72	23-Jul-12	2096	XFRKX21C3	OTHER EXPENSES MISCELLANEOUS
HYDRA-NUMATIC SALES CO.	1,206.96	23-Jul-12	2097	46729	OTHER EXPENSES MAINTENANCE & REPAIR
J C P & L	1,532.17	23-Jul-12	2098	MA 2000001127022 INV 95003940621,95003953088	OTHER EXPENSES ELECTRICITY
KRS SERVICES, INC	17,300.00	23-Jul-12	2099	3463,3462	OTHER EXPENSES GENERAL SUPPLIES
NJ NATURAL GAS CO.	15.16	23-Jul-12	2100	ACCT# 22-0007-6866-15	OTHER EXPENSES NATURAL GAS
RICH ERVING	41.97	23-Jul-12	2101	BOOT REIMBURSEMENT	OTHER EXPENSES UNIFORMS
SECARE, RYAN & HENSEL	4,000.00	23-Jul-12	2102	MAY 2012	OTHER EXPENSES PROFESSIONAL SERVICES
TOWNSHIP OF MANCHESTER	22,120.26	18-Jul-12	2103	CYCLE 29	PAYROLL

TOTAL 99,262.80

#12 - 232

DRAFT

Dated July 23, 2012

RESOLUTION AUTHORIZING PAYMENT OF BILLS

MANCHESTER TOWNSHIP, NEW JERSEY

BE IT RESOLVED by the Township Council of the Township of Manchester that the following bills on the list hereto be paid; the Chief Financial Officer is hereby authorized and directed to draw checks for the payment of same as and when funds are available.

SUMMARY

Water Utility West	\$	103,632.33
Sewer Utility West	\$	51,020.06
Water Utility West Capital Fund	\$	-
Sewer Utility West Capital Fund	\$	-
	\$	<u>154,652.39</u>

CERTIFICATION:



Diane Lapp
Chief Financial Officer

Signed: _____

Craig Wallis
Council President

Sabina T. Skibo
Township Clerk

DRAFT

UTILITY BILL LIST WEST ADDENDUM

Dated July 23, 2012

WATER WEST OPERATING

PAYROLL WEEK ENDING 08/03/2012

0.00

SEWER WEST OPERATING

PAYROLL WEEK ENDING 08/03/2012

0.00

WATER WEST CAPITAL

0.00

SEWER WEST CAPITAL

0.00

DRAFT

Dated July 23, 2012

WATER WEST OPERATING FUND BILL LIST

<u>VENDOR</u>	<u>Amount paid</u>	<u>Date</u>	<u>Check Number</u>	<u>Invoice</u>	<u>Description</u>
TOWNSHIP OF MANCHESTER	20,574.91	10-Jul-12	20627	CYCLE 28	PAYROLL
ALLIED CONTROL SERVICES, INC	2,072.00	23-Jul-12	20628	304972	OPERATIONS GENERAL SUPPLIES
CENTRAL JERSEY HEALTH INS. FUN	31,411.70	23-Jul-12	20629	HEALTH COVERAGE JULY 2012	OTHER EXPENSES MEDICAL BENEFITS
COMCAST	82.07	23-Jul-12	20630	ACCT# 01620296502-01-3	OPERATIONS ELECTRICITY
CONTACT FULL SERVICE MAILING	2,000.00	23-Jul-12	20631	4561	OTHER EXPENSES PROFESSIONAL SERVICES
CWR SECURITY	1,310.00	23-Jul-12	20632	R12829,R12863,P6950	OTHER EXPENSES OTHER SERVICES
DOWNS FORD, INC.	69.40	23-Jul-12	20633	223894	OTHER EXPENSES MAINT & REPAIR
E. RUNYON	420.00	23-Jul-12	20634	10468	OTHER EXPENSES OTHER SERVICES
GOOD YEAR SERVICE CENTER	242.32	23-Jul-12	20635	151198	OTHER EXPENSES MAINT & REPAIR
GPM	7,177.50	23-Jul-12	20636	12-209	OTHER EXPENSES PROFESSIONAL SERVICES
HENDERSON LABS	30.00	23-Jul-12	20637	43919	OTHER EXPENSES OTHER SERVICES
J C P & L	12,841.31	23-Jul-12	20638	MASTER ACCT#200001030002 INV# 95003949137	OPERATIONS ELECTRICITY
MAIN POOL & CHEMICAL CO., INC	1,750.00	23-Jul-12	20639	1231305	OPERATIONS GENERAL SUPPLIES
NEOPOST INC.	157.50	23-Jul-12	20640	13693730	OPERATIONS GENERAL SUPPLIES
ONE CALL CONCEPTS, INC	120.78	23-Jul-12	20641	2055384 PO# 46260	OPERATIONS GENERAL SUPPLIES
VITAL COMMUNICATIONS, INC.	201.24	23-Jul-12	20642	V50293,53,V50308,21,12	OTHER EXPENSES OTHER SERVICES
XEROX	858.67	23-Jul-12	20643	061770278	OPERATIONS GENERAL SUPPLIES
STATE OF N.J.-PWT	780.38	18-Jul-12	20644	2nd QTR 2012 PWT #216-000-823/001	OTHER EXPENSES TAXES & FEES
TOWNSHIP OF MANCHESTER	21,532.55	18-Jul-12	20645	CYCLE 29	PAYROLL

\$ 103,632.33

DRAFT

Dated July 23, 2012

SEWER WEST OPERATING FUND BILL LIST

<u>VENDOR</u>	<u>Amount paid</u>	<u>Date</u>	<u>Check Number</u>	<u>Invoice</u>	<u>Description</u>
TOWNSHIP OF MANCHESTER	13,152.69	10-Jul-12	10216	CYCLE 28	PAYROLL
ALL INDUSTRIAL SAFETY	1,230.32	23-Jul-12	10217	188699-3,188699	OPERATIONS GENERAL SUPPLIES
CENTRAL JERSEY HEALTH INS. FUN	17,009.60	23-Jul-12	10218	HEALTH COVERAGE JULY 2012	OTHER EXPENSES MEDICAL BENEFITS
J C P & L	3,804.57	23-Jul-12	10219	MASTER ACCT 200001029038 INV#95003949136	ELECTRIC
VERIZON	2,029.38	23-Jul-12	10220	VARIOUS ACCOUNTS	TELEPHONE
TOWNSHIP OF MANCHESTER	13,793.50	18-Jul-12	10221	CYCLE 29	PAYROLL

TOTAL \$ 51,020.06

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AWARDING A CONTRACT TO AND AUTHORIZING THE
APPOINTMENT OF STEVEN A. ZABARSKY OF THE FIRM
OF CITTA, HOLZAPFEL & ZABARSKY
AS MUNICIPAL PROSECUTOR PURSUANT TO AND IN
ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.**

WHEREAS, the Township of Manchester has received bids in accordance with N.J.S.A. 19:44A-20.4 et seq. for professional services; and,

WHEREAS, N.J.S.A. 19:44A-20.5 et seq. provides the procedure for soliciting proposals through a “fair and open process”; and,

WHEREAS, the Township Council of the Township of Manchester has elected to select and appoint its professionals through the “fair and open process”; and,

WHEREAS, the Township Council desires to appoint Steven A. Zabarsky of the firm of Citta, Holzapfel & Zabarsky to the position of Municipal Prosecutor; and,

WHEREAS, the maximum amount of the contract to be awarded under this resolution is as set forth in the TY 2012 Municipal Budget for legal services; and,

WHEREAS, the “New Jersey Local Unit Pay to Play” Law, N.J.S.A. 19:44A-20.4 et seq., requires that the resolution authorizing the award of a contract for "Professional Services" and the contract itself must be made available for public inspection; and

WHEREAS, the Chief Financial Officer has certified that funds are available in the year TY 2012 budget and will be available in the final budget when adopted under:

Municipal Prosecutor - Legal Department; and,

WHEREAS, Steven A. Zabarsky of the firm of Citta, Holzapfel & Zabarsky has submitted a proposal in accordance with the “Pay to Play” Law; and,

WHEREAS, the Township Council is satisfied with the terms of the proposed form of contract aforesaid.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey, as follows:

1. That Steven A. Zabarsky of the firm of Citta, Holzapfel & Zabarsky be an hereby is hereby appointed Municipal Prosecutor to perform all necessary prosecuting services during the year 2012 six month Transitional Municipal Budget.

2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement with Steven a. Zabarsky of the firm of Citta, Holzapfel & Zabarsky.
3. That the contract to be entered into is awarded through the “fair and open process” as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect July 1, 2012 through December 31, 2012.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator;
 - B. Chief Financial Officer;
 - C. Steven A. Zabarsky

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council at a meeting held on the **23rd day of July, 2012.**

Sabina T. Skibo, RMC
Township Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AMENDING THE AWARD OF A PROFESSIONAL
SERVICES CONTRACT TO FREDRIC M. KNAPP, ESQ.**

WHEREAS, there exists a need for a special counsel to provide labor counsel services for labor matters; and,

WHEREAS, the Township of Manchester entered into an amended contract for the provisions of such services with Fredric M. Knapp, Esq., on January 23, 2012 by resolution number #12-037; and,

WHEREAS, the maximum amount of said contract shall not exceed the sum of TWENTY THOUSAND DOLLARS AND 00/100 (\$20,000.00) in accordance with a proposal from Fredric M. Knapp; and,

WHEREAS, it is necessary to increase the contract amount by THIRTY THOUSAND DOLLARS AND 00/100 (\$30,000.00); and,

WHEREAS, no services shall be rendered until the Chief Financial Officer has certified there is sufficient funding available for the aforesaid contract.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey, as follows:

1. That the Mayor and Clerk be and hereby are authorized to execute and amend the contract with Fredric M. Knapp, for the aforementioned services for an additional THIRTY THOUSAND DOLLARS AND 00/100 (\$30,000.00) in an amount not to exceed the sum of TWENTY THOUSAND DOLLARS AND 00/100 (\$50,000.00).

2. That all the other terms and conditions of the contract shall remain in full force and effect.

3. That the contract to be entered into shall include the mandatory affirmative action language set forth in P.L. 1975, c. 127.

4. That a notice of this action shall be printed once in the official newspaper of the Township.

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council of said Township at a meeting held on the 23rd day of July, 2012.

Sabina T. Skibo, RMC
Township Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING
THE DISPOSITION OF A FORFEITED VEHICLE IN THE POSSESSION OF
THE TOWNSHIP AT AUCTION ON GOVDEALS.COM**

WHEREAS, the Police Department has requested that the Township Council authorize the disposition of a forfeited vehicle currently in the possession of Manchester Township; and

WHEREAS, such surplus items may be sold at public auction to the highest bidder in accordance with N.J.S.A. 40A:11-36; and

WHEREAS, the Township Council has reviewed a request which describes the items aforesaid to be sold at the auction; and

WHEREAS, the item to be sold is a 2002 Dodge Neon color/White 4dr. VIN#/1B3ES56C52D610472

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey, as follows:

1. That the Division of Purchasing, or its designee, be and hereby is authorized to sell at auction to the highest bidder, any and all surplus items as described.
2. That a certified copy of this Resolution shall be forwarded to the following:
 - A. Purchasing Agent
 - B. Chief Financial Officer
 - C. Township Auditor
 - D. Police Department
 - E. NJ Department of Community Affairs

CERTIFICATION

I, Sabina T. Skibo, Deputy Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council at a meeting held on the 23rd day of July, 2012.

Sabina T. Skibo, R.M.C.
Township Clerk

#12-235

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING THE CHIEF FINANCIAL OFFICER
TO MAKE TRANSFERS BETWEEN APPROPRIATION RESERVES
IN THE 2012 STATE FISCAL YEAR BUDGET**

WHEREAS, certain appropriations of the SFY 2012 appropriation reserves are insufficient; and

WHEREAS, under R.S. 40A:4-59 transfers are permitted during the first three months of the succeeding year, from certain appropriation reserve balances where an excess exists.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Manchester that in accordance with the Revised Statutes 40A:4-59, the Chief Financial Officer be and is hereby authorized to make transfers between appropriation reserves in the budget for the Township of Manchester for the State Fiscal Year 2012 as per Attachment "A".

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be filed with the Director of Local Government Services.

CERTIFICATION

I, Sabina T. Skibo, Township Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council on the **23rd** day of July, **2012**.

Sabina T. Skibo, R.M.C.
Township Clerk

DRAFT

Attachment "A"
Budget Transfers

23-Jul-12

LINE ITEM

FROM

TO

Inside Caps

Township Clerk-OE

\$ 35,000.00

Township Attorney-OE

\$ 35,000.00

\$ 35,000.00

\$ 35,000.00

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPROVING RENEWAL OF PLENARY RETAIL
DISTRIBUTION LICENSE**

WHEREAS, the application has been duly filed and the required State of New Jersey filing fees of \$200.00 and municipal fees of \$2,500.00 per license covering said application for renewal of Plenary Retail Distribution Licenses effective July 1, 2012 to June 30, 2013, has been filed by Neighborhood Liquors of Manchester, Inc., 400 Lacey Rd, Whiting, NJ 08759, License No. 1518-44-010-002.

WHEREAS, the applicant has duly answered to the requirements of the Rules and Regulations of the Laws of the Alcoholic Beverage Control, and meet the approval of the Township Council of the Township of Manchester, County of Ocean.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Manchester that renewal of the foregoing Plenary Retail Distribution License is hereby approved.

BE IT FURTHER RESOLVED that the Clerk is hereby authorized to issue the required license.

CERTIFICATION

I, Sabina T. Skibo, Municipal Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council at a meeting held on the 23rd day of July 2012.

Sabina T. Skibo, R.M.C.
Municipal Clerk