



**MANCHESTER TOWNSHIP
COUNCIL MEETING AGENDA
September 10, 2012
5:30 P.M.**

DRAFT

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. **CLOSED SESSION – Resolution #12-260 – Bar ID Hearing**
6. **SUBMISSION OF BILLS:**

#12-261	Current Fund
#12-262	Water & Sewer Fund
#12-263	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. FINANCE**

#12-264 Authorizing refunds requested by the Tax Collector
 - B. PURCHASING**

#12-265 Awarding a Bid to Nardini Brothers for HVAC/Electrical Services
#12-266 Authorizing Service Agreement with Digital Descriptor Systems Inc. for Police Dept. software
#12-267 Authorizing Rental Agreement with Kyocera Mita for Copier for Police Department
 - C. APPOINTMENTS**

#12-268 Appointment of Deputy Emergency Management Coordinator
 - D. ESCROW/BOND RELEASE**

#12-269 Release of Maintenance Bond & Escrows posted by Elder Law, 2915 Ridgeway Road
#12-270 Release of Maintenance Guarantee & Escrows for Hovsons, Inc. for Water System Improvements
#12-271 Release of Water/Sanitary Sewer Escrows for Whiting Village Square, LLC-Block 85.01/Lot 4
8. **REPORTS**
9. **PUBLIC COMMENT**
10. **ADJOURNMENT**

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
IN ACCORDANCE WITH SECTION 2 OF THE OPEN
PUBLIC MEETINGS ACT, CHAPTER 231, PUBLIC LAWS OF 1975**

WHEREAS, Section 2 of the Open Public Meetings Act, Chapter 231, Public Laws of 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

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

1. The public shall be excluded from discussion of and actions upon following specified subject matter(s)
 2. The general nature of the subject matter to be discussed is as follows:
 - a. Bar ID Denial Hearing
 3. It is anticipated at this time that the above stated subject matter(s) will be made public within sixty (60) days
- or
4. At such time the need for confidentiality no longer exists.
 5. This resolution shall become effective immediately.

CERTIFICATION

I, Jodi Pellicano, 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 on the **10th day of September, 2012.**

Craig Wallis
Council President

Jodi Pellicano, RMC
Deputy Municipal Clerk

Dated September 10, 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	\$	4,602,626.57
Capital Fund	\$	33,867.25
Escrows	\$	17,821.01
Animal Control Fund	\$	308.60
Drug Enforcement Fund	\$	1,000.00
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	\$	700.00
Recreation Trust Fund	\$	2,275.00
Open Space Trust Fund	\$	-
Recreation Capital Trust Fund	\$	-
Sinking Fund	\$	-
	\$	<u><u>4,658,598.43</u></u>

CERTIFICATION:

Diane Lapp
Diane Lapp
Chief Financial Officer

Signed: _____
Craig Wallis
Council President

Jodi Pellicano
Deputy Township Clerk

BILL LIST ADDENDUM

DRAFT

Dated September 10, 2012

CAPITAL FUND

\$

CURRENT FUND

PAYROLL WEEK ENDING 09/14/2012

Manchester Township Affordable Housing Trust - Interest Turnover
CEDE & Company, Depository Trust - GO 2006 Interest payment

wire 95,130.40
wire 232,687.50

\$ 327,817.90

SPECIAL ESCROW TRUST FUND

PAYROLL WEEK ENDING 09/14/2012

Manchester Township Off-Duty 08/30/2012
T&M Associates
Cafarelli & Reid, LLC
Township of Manchester, Current Fund - Special Hearing Fee

Chk #1975 3,423.27
Chk #1976 12,012.69
Chk #1977 385.05
Chk #1978 2,000.00

\$ 17,821.01

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

\$

CURRENT FUND BILL LIST

September 10, 2012

DRAFT

<u>VENDOR</u>	<u>AMOUNT PAID</u>	<u>Date</u>	<u>Check Number</u>	<u>Invoice</u>	<u>DESCRIPTION</u>
MANCHESTER TWP BOARD OF ED	3,303,961.74	4-Sep-12	45632	AUGUST 2012 SCHOOL & DEBT SERVICE	SCHOOL EXPENSES
TOWNSHIP OF MANCHESTER	468,038.74	29-Aug-12	45633	CYCLE 35	PAYROLL
A-ACADEMY OF SOUTH JERSEY, INC	60.00	10-Sep-12	45634	ANIMAL CONTROL 7/11/12-7/30/12	DIV OF ANIMAL CONTROL OTHER SERVICES
ACTION OFFICE SUPPLIES, INC.	1,083.00	10-Sep-12	45635	1104953-0	DIV OF CODE ENFORCEMENT OFFICE SUPPLIES
AFLAC	100.00	10-Sep-12	45636	408640ER, 453410ER	FINANCE-OE
ALL HOURS TOWING SERVICE, INC.	333.50	10-Sep-12	45637	19413,19734	POLICE OTHER SERVICES
ALL TIME TIRE	186.26	10-Sep-12	45638	27660,27562	DIV OF CENTRAL MAINT MAINT & REPAIR
ALTERNATIVE MICROGRAPHICS	646.71	10-Sep-12	45639	24485,24638	DIV OF CODE ENFORCEMENT OTHER SERVICES
AMERICAN WEAR	1,096.59	10-Sep-12	45640	384021,386156	SENIOR OUTREACH
AT&T	69.59	10-Sep-12	45641	ACCT# 0207945964001	TELEPHONE-OE
AT&T MOBILITY	220.94	10-Sep-12	45642	ACCT#287023959016	TELEPHONE-OE
BATTERY ZONE, INC.	50.95	10-Sep-12	45643	3404	ADMINISTRATION OFFICE SUPPLIES
BRIAN KLIMAKOWSKI	62.75	10-Sep-12	45644	DIVISION PHOTOS	POLICE OTHER SERVICES
BRICK WALL CORP	370.90	10-Sep-12	45645	12912	DIVISION OF STREETS MAINT & REPAIR
CARRIE STEGMAIER	370.00	10-Sep-12	45646	REFUND- DAY CAMP	RECREATION-OE SUMMER CAMP
CENTRAL JERSEY HEALTH INS. FUN	353,003.90	10-Sep-12	45647	HEALTH COVERAGE AUGUST 2012	INSURANCE-GROUP-OE INSURANCE
CENTRAL JERSEY WASTE	39,916.66	10-Sep-12	45648	224044,223477	DIV OF SANITATION & RECYCLING OTHER SERVICES
CERTIFIED SPEEDOMETER SERV INC	1,064.00	10-Sep-12	45649	12994	POLICE OTHER SERVICES
CHERRY VALLEY TRACTOR SALES	1,446.40	10-Sep-12	45650	730500B	DIV OF CENTRAL MAINT MAINT & REPAIR
COMCAST	229.96	10-Sep-12	45651	ACCT#S 01620161607-01-3,01620297190-01-5	TELEPHONE-OE
CONTRACTOR SERVICE	100.00	10-Sep-12	45652	3369611,3369612	DIVISION OF STREETS MAINT & REPAIR
DE LAGE LANDEN	190.00	10-Sep-12	45653	14467812	ADMINISTRATION RENTS
DIGITAL DESCRIPTOR SYSTEMS, IN	2,240.65	10-Sep-12	45654	.120602S	POLICE PROFESSIONAL SERVICES
DOWNS FORD, INC.	399.17	10-Sep-12	45655	231541	DIV OF CENTRAL MAINT MAINT & REPAIR
EDWARD F. LISTON, JR., LLC	756.00	10-Sep-12	45656	16263	ZONING & PLAN-OE
ELICIA WEINMANN	200.00	10-Sep-12	45657	EYEGLASS REIMBURSEMENT	INSURANCE-GROUP EYEGLASS REIMBURSEMENT
FEDERAL EXPRESS	219.21	10-Sep-12	45658	7-982-81073,7-990-33368	ADMINISTRATION POSTAGE
FREEHOLD CARTAGE, INC	236.55	10-Sep-12	45659	170955	DIVISION OF STREETS OTHER SERVICES
FT. DEARBORN LIFE INSURANCE	605.55	10-Sep-12	45660	9/11/12-9/30/12 GROUP#F005063-1	INSURANCE-GROUP-OE INSURANCE
FYR-FYTERS SALES & SERVICE, INC	95.00	10-Sep-12	45661	49819	INSURANCE-GROUP-OE INSURANCE
GLUCK WALRATH, LLP	508.00	10-Sep-12	45662	27842	DEPARTMENT OF FINANCE PROFESSIONAL SERVICES
GOOD YEAR SERVICE CENTER	4,293.90	10-Sep-12	45663	152351	DIV OF CENTRAL MAINT MAINT & REPAIR
GRAMCO WORD PROCESSING, INC	358.00	10-Sep-12	45664	12-625	MUNICIPAL COURT OFFICE SUPPLIES
GRONE'S WRECKER SERVICE, INC	50.00	10-Sep-12	45665	30304	DIV OF CENTRAL MAINT MAINT & REPAIR
HECHT TRAILERS L.L.C.	112.97	10-Sep-12	45666	RI343637	RECREATION-OE RENTS
HESS CORPORATION	7,659.56	10-Sep-12	45667	ES12588277	ELECTRICITY-OE
HORIZON BLUE CROSS & BLUE SHLD	17,422.08	10-Sep-12	45668	041425256 SEPT.2012 ACCT#845854423	INSURANCE-GROUP-OE INSURANCE
HUNTER JERSEY PETERBILT	162.27	10-Sep-12	45669	5-222270009,5-222280023,5-222270010	DIV OF CENTRAL MAINT MAINT & REPAIR
ICOP/IA SAFETY VISION COMPANY	367.87	10-Sep-12	45670	3361-IN,3260-IN	POLICE PROFESSIONAL SERVICES
INSTITUTE FOR FORENSIC PSYCH.	425.00	10-Sep-12	45671	5384	POLICE PROFESSIONAL SERVICES
J C P & L	51.92	10-Sep-12	45672	ACCT#100021381726	ELECTRICITY-OE
JAROTH, INC	273.84	10-Sep-12	45673	431219	TELEPHONE-OE
JOHNNY ON THE SPOT, INC.	965.40	10-Sep-12	45674	V-1146065,1146713,1146714	LAKES OTHER SERVICES
JOSH SCHNOOR	68.46	10-Sep-12	45675	CONTACT LENS REIMBURSEMENT	INSURANCE-GROUP EYEGLASS REIMBURSEMENT
KONICA MINOLTA BUS. SOLUTIONS	65.66	10-Sep-12	45676	221927524	ADMINISTRATION RENTS
KYOCERA MITA AMERICA, INC	1,835.50	10-Sep-12	45677	57554096	ADMINISTRATION RENTS

CURRENT FUND BILL LIST

September 10, 2012

DRAFT

<u>VENDOR</u>	<u>AMOUNT PAID</u>	<u>Date</u>	<u>Check Number</u>	<u>INVOICE</u>	<u>DESCRIPTION</u>
LAKEHURST HARDWARE	28.96	10-Sep-12	45678	27825	POLICE OTHER SERVICES
LANGUAGE LINE SERVICES	22.10	10-Sep-12	45679	2973684,2991025	MUNICIPAL COURT-SAW
LAURA WILMOTH	289.20	10-Sep-12	45680	MEDICARE REIMBURSEMENT 7/1/12-9/30/12	INSURANCE-GROUP MEDICARE
LOWES	80.65	10-Sep-12	45681	902187	POLICE OFFICE SUPPLIES
MARIE SAILER KEY	28.00	10-Sep-12	45682		OFFICE OF THE CLERK TAXES, LICENCES & FEES
MATTHEW BENDER & COMPANY	300.91	10-Sep-12	45683	32959001X	POLICE GENERAL SUPPLIES
MITCHELL HUMPHREY	2,025.00	10-Sep-12	45684	999000000000010	DIV OF CODE ENFORCEMENT OTHER SERVICES
MODERN GROUP POWER SYSTEMS	1,473.04	10-Sep-12	45685	PSV1136537,PSV1136533	POLICE MAINT & REPAIR
NARDINI BROS. SOUTH, INC.	5,658.25	10-Sep-12	45686	16395	DIV OF BUILDINGS & GROUNDS OTHER SERVICES
NATIONAL TACTICAL	150.00	10-Sep-12	45687	36138	POLICE MEMBERSHIP & SUBSCRIPTION
NJ RECREATION & PARK ASSN.	3,129.00	10-Sep-12	45688	2012-2013 Membership Dues	RECREATION-OE MEMBERSHIP & SUBSCRIPTION
OCEAN COUNTY ROAD DEPT	330.00	10-Sep-12	45689	QTR. ENDING 6/30/12 INTERGOVERN. AGREEMENT	DIVISION OF STREETS OTHER SERVICES
OFFICE SOLUTIONS, INC	5,027.00	10-Sep-12	45690	27306	DATA PROCESSING MAINT & REPAIR
PATRICIA MONGIARDINI	200.00	10-Sep-12	45691	EYEGLASS REIMBURSEMENT	INSURANCE-GROUP EYEGLASS REIMBURSEMENT
PEDRONI FUEL CO.	20,472.47	10-Sep-12	45692	445087,444888	GASOLINE-OE
PHYSICAL THERAPY SPORTS REHAB	675.00	10-Sep-12	45693	JACOBS, PALLOTTI,MARITINEZ	ADMINISTRATION
PRICED RITE TOWING & ROAD SERV	50.00	10-Sep-12	45694	76627	DIV OF CENTRAL MAINT MAINT & REPAIR
PRIMEL SOLUTIONS	358.00	10-Sep-12	45695	Black Toner for Printer INV# 1713	RECREATION-OE OFFICE SUPPLIES
PRINCIPAL FINANCIAL GROUP	380.92	10-Sep-12	45696	9/1/2012-9/30/2012 ACCT#H64993	INSURANCE-GROUP-OE INSURANCE
RICOH BUSINESS SYSTEMS	293.88	10-Sep-12	45697	15234943	ADMINISTRATION RENTS
SAHARA SAMS OASIS	1,077.30	10-Sep-12	45698	1024163,1024162	RECREATION-OE SUMMER CAMP
SCOTT J. BASEN, ESQ. LLC	750.00	10-Sep-12	45699	SPECIAL SESSION 8/22/12	MUNICIPAL COURT PROFESSIONAL SERVICES
STATE OF NEW JERSEY	550.50	10-Sep-12	45700		NJ UNEMPLOY TRUST-OE
STATE TREASURER	150.00	10-Sep-12	45701	CATASTROPHIC ILLNESS FUND YEAR 12/2011	ADMINISTRATION EDUCATION & SEMINARS
T & M ASSOCIATES	5,683.12	10-Sep-12	45702	QUA CERTIFICATION EXAM ELENA ZSOLDOS	DIVISION OF ENGINEERING CERTIFICATES OF OCCUPANCY
THOMAS CAVALLO	118.57	10-Sep-12	45703	JUJ215678	RECREATION-OE MISC
THOMAS PLANNING ASSOC. LLC	9,403.75	10-Sep-12	45704	SUPPLIES FOR THEATER PRODUCTION	DUE TO/FROM AFFORD HOUSING AFFORDABLE HOUSING
TODD MALLAND	37.28	10-Sep-12	45705	2311	POLICE OTHER SERVICES
TRANSPORT TRUCK & EQUIPMENT	1,591.16	10-Sep-12	45706	32998	DIV OF CENTRAL MAINT MAINT & REPAIR
TRICO EQUIPMENT	362.37	10-Sep-12	45707	PF39565,PF39555	DIV OF CENTRAL MAINT MAINT & REPAIR
US BANK	708.00	10-Sep-12	45708	209182047	ADMINISTRATION RENTS
VERIZON	20.01	10-Sep-12	45709	201-202-9307 153 17Y	TELEPHONE-OE
VERIZON ONLINE	98.46	10-Sep-12	45710	ACCT#8987008883	TELEPHONE-OE
VINCENT MANCO	60.00	10-Sep-12	45711	REIMBURSEMENT FOR NRA MEMBERSHIP	POLICE MEMBERSHIP & SUBSCRIPTION
WB MASON	1,230.62	10-Sep-12	45712	106441384	LAKES GENERAL SUPPLIES

\$ 4,274,808.67

DRAFT

GENERAL CAPITAL FUND BILL LIST

September 10, 2012

<u>VENDOR</u>	<u>AMOUNT PAID</u>	<u>DATE</u>	<u>CHECK NUMBER</u>	<u>INVOICE#</u>
FRANK MAZZA & SONS, INC.	2,052.25	09/10/12	2278	CG201182
MURRAY HYDROSEEDING, LLC	6,825.00	09/10/12	2279	MH-0808E-13
SIGNATURE SITES	24,990.00	09/10/12	2280	47818-34

TOTAL \$ 33,867.25

DRAFT

ANIMAL CONTROL TRUST FUND BILL LIST

September 10, 2012

<u>VENDOR</u>	<u>AMOUNT PAID</u>	<u>DATE</u>	<u>CHECK NUMBER</u>	<u>INVOICE#</u>
A-ACADEMY OF SOUTH JERSEY, INC	80.00	9/10/2012	1865	ANIMAL CONTROL 7/1/12-7/30/12
NEW JERSEY DEP OF HEALTH & SR2	151.20	9/10/2012	1866	3 YEAR LICENSES FOR AUGUST
NJ DEPT OF HEALTH & SR. SERVIC	77.40	9/10/2012	1867	1 YEAR LICENSES FOR AUGUST

TOTAL \$ 308.60

DRAFT

DRUG ENFORCEMENT TRUST BILL LIST

September 10, 2012

<u>VENDOR</u>	<u>AMOUNT PAID</u>	<u>DATE</u>	<u>CHECK NUMBER</u>	<u>INVOICE#</u>
JOSEPHI HOWELL	1,000.00	10-Sep-12	1174	DISBURSEMENT FROM LETA FOR DRUG CASES
TOTAL \$		<u>1,000.00</u>		

DRAFT

PUBLIC DEFENDER TRUST BILL LIST

September 10, 2012

<u>VENDOR</u>	<u>AMOUNT PAID</u>	<u>DATE</u>	<u>CHECK NUMBER</u>	<u>INVOICE#</u>
KEVIN LEGREIDE	700.00	10-Sep-12	1133	ST. VS. MCDANIEL, ST VS.MURRAY

TOTAL \$ 700.00

DRAFT

RECREATION TRUST FUND BILL LIST

September 10, 2012

<u>VENDOR</u>	<u>AMOUNT PAID</u>	<u>DATE</u>	<u>CHECK NUMBER</u>	<u>INVOICE#</u>
SURFLIGHT THEATER	500.00	10-Sep-12	533	DEPOSIT AS PER CONTRACT 12-0912M-COL-109
TROLLEY TOURS, INC.	1,775.00	10-Sep-12	534	14082 8/6/12 HUNTERDON HILLS PLAYHOUSE
TOTAL	\$ 2,275.00			

DRAFT

#12 - 262

Dated September 10, 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	\$	46,513.05
Sewer Utility	\$	46,391.84
Utility Escrow - Water	\$	-
Utility Escrow - Sewer	\$	-
Sewer Utility Capital Fund	\$	-
Water Utility Capital Fund	\$	-
	\$	<u>92,904.89</u>

CERTIFICATION:



Diane Lapp
Chief Financial Officer

Signed: _____

Craig Wallis
Council President

Jodi Pellicano
Deputy Township Clerk

UTILITY BILL LIST ADDENDUM

DRAFT

September 10, 2012

WATER OPERATING

PAYROLL WEEK ENDING 09/14/2012

\$ -

SEWER OPERATING

PAYROLL WEEK ENDING 09/14/2012

\$ -

WATER UTILITY ESCROW

\$ -

SEWER UTILITY ESCROW

\$ -

WATER UTILITY CAPITAL FUND

\$ -

SEWER UTILITY CAPITAL FUND

\$ -

DRAFT

WATER OPERATING FUND BILL LIST
September 10, 2012

<u>VENDOR</u>	<u>Amount paid</u>	<u>Date</u>	<u>Check Number</u>	<u>Invoice</u>	<u>Description</u>
TOWNSHIP OF MANCHESTER	24,150.01	29-Aug-12	3411	CYCLE 35	PAYROLL
CENTRAL JERSEY HEALTH INS. FUND	17,872.95	10-Sep-12	3412	HEALTH COVERAGE AUGUST 2012	OTHER EXPENSES MEDICAL BENEFITS
COMCAST	107.66	10-Sep-12	3413	ACCT# 01620299308-01-2	OTHER EXPENSES TELEPHONE
DLT SOLUTIONS	760.03	10-Sep-12	3414	S1193189	OTHER EXPENSES SUBSCRIPTIONS & MEMBERSHIPS
E. RUNYON	700.00	10-Sep-12	3415	10589	OTHER EXPENSES GENERAL SUPPLIES
GOOD FRIEND ELECTRICAL SUPPLIES	143.40	10-Sep-12	3416	1244834	OTHER EXPENSES GENERAL SUPPLIES
HENDERSON LABS	1,250.00	10-Sep-12	3417	44220	OTHER EXPENSES GENERAL SUPPLIES
MAIN POOL & CHEMICAL CO., INC	1,529.00	10-Sep-12	3418	1238729	OTHER EXPENSES GENERAL SUPPLIES

TOTAL \$ 46,513.05

DRAFT

SEWER OPERATING FUND BILL LIST

September 10, 2012

<u>VENDOR</u>	<u>Amount paid</u>	<u>Date</u>	<u>Check Number</u>	<u>Invoice</u>	<u>Description</u>
TOWNSHIP OF MANCHESTER	21,297.15	29-Aug-12	2120		PAYROLL
CENTRAL JERSEY HEALTH INS. FUN	15,862.50	10-Sep-12	2121	HEALTH COVERAGE AUGUST 2012	OTHER EXPENSES MEDICAL BENEFITS
COYNE ENVIRONMENTAL	5,602.40	10-Sep-12	2122	887254,253	OTHER EXPENSES GENERAL SUPPLIES
GRAINGER INC	898.10	10-Sep-12	2123	9888359602,9888901494,9888359610	OTHER EXPENSES GENERAL SUPPLIES
HESS CORPORATION	4.38	10-Sep-12	2124	H12993277	OTHER EXPENSES NATURAL GAS
LAKEHURST HARDWARE	114.93	10-Sep-12	2125	30175	OTHER EXPENSES GENERAL SUPPLIES
MAB PAINTS	364.81	10-Sep-12	2126	5249-1,5674-0,5940-5	OTHER EXPENSES GENERAL SUPPLIES
NARDINI BROS. SOUTH, INC.	177.57	10-Sep-12	2127	16394	OTHER EXPENSES MAINTENANCE & REPAIR
OCEAN COUNTY VOCATIONAL	2,070.00	10-Sep-12	2128	13720,13722,13721	OTHER EXPENSES GENERAL SUPPLIES

TOTAL 46,391.84

DRAFT

#12 - 263

Dated September 10, 2012

RESOLUTION AUTHORIZING PAYMENT OF BILLS

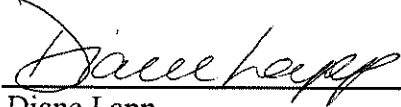
MANCHESTER TOWNSHIP, NEW JERSEY

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	\$	41,523.55
Sewer Utility West	\$	24,928.90
Water Utility West Capital Fund	\$	-
Sewer Utility West Capital Fund	\$	-
	\$	<u>66,452.45</u>

CERTIFICATION:



Diane Lapp
Chief Financial Officer

Signed:

Craig Wallis
Council President

Jodi Pellicano
Deputy Township Clerk

DRAFT

UTILITY BILL LIST WEST ADDENDUM

Dated September 10, 2012

WATER WEST OPERATING

PAYROLL WEEK ENDING 09/14/2012

0.00

SEWER WEST OPERATING

PAYROLL WEEK ENDING 09/14/2012

0.00

WATER WEST CAPITAL

0.00

SEWER WEST CAPITAL

0.00

Dated September 10, 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	20,898.70	29-Aug-12	20671		PAYROLL
CENTRAL JERSEY HEALTH INS. FUN	16,012.60	10-Sep-12	20672	CYCLE 35	OTHER EXPENSES MEDICAL BENEFITS
GOVCONNECTION, INC.	1,653.12	10-Sep-12	20673	HEALTH COVERAGE AUGUST 2012	OPERATIONS GENERAL SUPPLIES
HESS CORPORATION	13.35	10-Sep-12	20674	49348231,49352600	OPERATIONS ELECTRICITY
MAIN POOL & CHEMICAL CO., INC	2,723.00	10-Sep-12	20675	ES12588277	OPERATIONS GENERAL SUPPLIES
ONE CALL CONCEPTS, INC	130.08	10-Sep-12	20676	1232572	OTHER EXPENSES PROFESSIONAL SERVICES
VITAL COMMUNICATIONS, INC.	92.70	10-Sep-12	20677	2075382	OTHER EXPENSES OTHER SERVICES
				PO#46426 INV#V50935,V50919	

\$ 41,523.55

DRAFT

Dated September 10, 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	14,036.45	29-Aug-12	10234	CYCLE 35	PAYROLL
CENTRAL JERSEY HEALTH INS. FUN	8,607.05	10-Sep-12	10235	HEALTH COVERAGE AUGUST 2012	OTHER EXPENSES MEDICAL BENEFITS
COMCAST	82.07	10-Sep-12	10236	01620296502-01-3	TELEPHONE
OCEAN COUNTY VOCATIONAL	690.00	10-Sep-12	10237	13693	OPERATIONS GENERAL SUPPLIES
VERIZON	1,513.33	10-Sep-12	10238	ACCT#'S 201-Z01-0931,201-Z01-1081,201-Z01-163	TELEPHONE
TOTAL	\$ 24,928.90				

DRAFT

#12-264

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF
NEW JERSEY AUTHORIZING THE REFUNDS REQUESTED**

I, Andrea Gaskill, CTC Tax Collector of the Township of Manchester, County of Ocean, do hereby request payment for the following persons due to the following reasons:

1. Block 1.28 Lot 9 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$1,394.54.
2. Block 1.142 Lot 16 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$1,515.65.
3. Block 1.211 Lot 37 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$19.42.
4. Block 1.253 Lot 13 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$986.62.
5. Block 2 Lot 67 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$1,269.20.
6. Block 2.07 Lot 14 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$1,692.50.
7. Block 38.11 Lot 254.01 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$557.92.
8. Block 38.13 Lot 277.01 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$659.26.
9. Block 38.14 Lot 296.02 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$484.95.
10. Block 38.30 Lot 502.01 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$574.47.
11. Block 38.39 Lot 570.02 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$470.08.
12. Block 45.03 Lot 6 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$1,206.54.
13. Block 52.24 Lot 16 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$808.58.
14. Block 61.13 Lot 3 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$1,321.91.
15. Block 61.52 Lot 7 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$1,471.05.

16. Block 67.07 Lot 11 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$1,441.66.
17. Block 75.112 Lot 45 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$579.03.
18. Block 75.117 Lot 87 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$516.87.
19. Block 75.122 Lot 40 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$202.86.
20. Block 75.123 Lot 115 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$233.43.
21. Block 75.138 Lot 35 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$532.58.
22. Block 79 Lot 19 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$55.74.
23. Block 98.04 Lot 55 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$595.11.
24. Block 99.100 Lot 5 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$1,684.72.
25. Block 100.02 Lot 121 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$804.20.
26. Block 102.21 Lot 35 for refund of a bank overpayment made payable to Corelogic, 1 Corelogic Way, Westlake, TX 76262 in the amount of \$364.00.
27. Block 61.13 Lot 287 for refund of an overpayment made payable to Shore Settlement Services Attn: Cherie DeLigny, 868 Crest Ridge Drive, Toms River, NJ 08753 in the amount of \$1,262.79.

Total Amount Due \$ 22,705.68

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey, that the aforementioned refunds be and hereby authorized by the Tax Collector of Revenue.

CERTIFICATION

I, **Jodi Pellicano**, 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 on the 10th day of September 2012.

Jodi Pellicano, RMC
Deputy Township Clerk

#12-265

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT FOR
THE PROVISION OF ELECTRICAL & HVAC SERVICES PURSUANT TO AND IN
ACCORDANCE WITH N.J.S.A. 40A:11-1 ET SEQ.**

WHEREAS, sealed bids had heretofore been received by the Township for the provision of Electrical & HVAC Services pursuant to and in accordance with N.J.S.A. 40A:11-1 et seq.; and,

WHEREAS, Nardini Bros. South, Inc. submitted the lowest qualified and responsible bid that was found to be satisfactory within the meaning of N.J.S.A. 40A:11-1 et seq.; and,

WHEREAS, the Township Council is satisfied with the recommendation offered by the Director of Public Works and the Division of Purchasing; and,

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 a contract for the provision of Electrical & HVAC Services, be and hereby is awarded to Nardini Bros. South, Inc. at the rates of \$72.68 per hour for a licensed electrician and \$52.82 per hour for a certified HVAC technician, with a 30% discount from the manufacturer's list price on materials on the basis of such bidder's Bid Proposal, the Specifications, the General Conditions, and other contract documents pursuant to N.J.S.A. 40A:11-1 et seq.
2. That the term of the contract be for a period of one year with the provision that it may be extended for an additional year.
3. That the Mayor is authorized to execute and the clerk to attest to the proposed form of contract aforesaid.
4. That the contract to be entered into with such bidder shall include the mandatory affirmative action language set for in P.L. 1975, c. 127.
5. That the award of the contract aforesaid shall be conditioned upon the certification of availability of funds by the Chief Financial Officer.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Business Administrator;
 - B. Chief Financial Officer;
 - C. Purchasing Agent;
 - D. Director of Public Works;
 - E. Nardini Bros. South, Inc.

DRAFT

CERTIFICATION

I, Jodi Pellicano, Deputy Township Clerk of the Township of Manchester, Ocean County, New Jersey, do hereby certify the forgoing to be a true and correct copy of a Resolution adopted by the Township Council at a meeting on the 10th day of September, 2012.

Jodi Pellicano, R.M.C.
Deputy Municipal Clerk

#12-266

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING
THE EXECUTION OF A SERVICE AGREEMENT WITH DIGITAL
DESCRIPTOR SYSTEMS INC. (DDSI)**

WHEREAS, the Township of Manchester desires to enter into an agreement with Digital Descriptor Systems Inc. (DDSI), for the provisions of Maintenance, and Infrastructure response services for the Arrest and Crime Scene Imaging software, for the period of five months, commencing September 1, 2012 and ending January 31, 2013, in an amount not to exceed \$2,240.65; and,

WHEREAS, the Chief of Police, has recommended that the agreement with Digital Descriptor Systems Inc. (DDSI) be entered into.

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 is authorized to execute and the Clerk to attest to the contract aforesaid with Digital Descriptor Systems Inc. (DDSI)
- 2.
3. That the Township Clerk shall forward a certified copy of this Resolution to the following :
 - A. Chief Financial Officer
 - B. Purchasing Agent
 - C. Chief of Police
 - D. Sgt John Williams, Admin. Support Services
 - E. Digital Descriptor Systems Inc. (DDSI)
1709 Route 34
Farmingdale, NJ 07727

CERTIFICATION

I, Jodi Pellicano, 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 of said Township at a meeting held on the 10th day of September 2012.

Jodi Pellicano, R.MC
Deputy Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING THE EXECUTION OF A CONTRACT
WITH KYOCERA MITA AMERICA, INC. FOR THE RENTAL
OF A COPIER**

WHEREAS, the Township of Manchester has requested that they be allowed to enter into a contract with Kyocera Mita America, Inc. For the rental/lease of a copier for the Police Administration , which includes toner and maintenance; and,

WHEREAS, Kyocera Mita has been awarded State Contract #A64048-T437A; and,

WHEREAS, the aforesaid rental shall be for a period of forty eight months at the rate of \$213.00 per month.

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 rental/lease of One (1) copier for the Police Administration Office, be and hereby is authorized with Kyocera Mita America Inc. under State Contract #64048 – T437A.
2. That the aforesaid rental shall not exceed a total of \$213.00 per month for forty eight months.
3. That the Mayor is authorized to execute and the clerk to attest to any and all documentation necessary to effectuate the rental.
4. That the Township Clerk shall forward a certified copy of this Resolution to the following:

Business Administrator;
Chief Financial Officer;
Purchasing Agent;
Municipal Clerk;
Kyocera Mita America Inc...

CERTIFICATION

I, Jodi Pellicano, 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 of said Township at a meeting held on the 10th day of September, 2012.

Jodi Pellicano, RMC
Deputy Township Clerk

#12-268

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY, APPOINTING
MARISSA WILKINS TO THE POSITION OF DEPUTY COORDINATOR
TO THE OFFICE OF EMERGENCY MANAGEMENT IN THE
TOWNSHIP OF MANCHESTER**

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

1. That Marissa Wilkins be and hereby is appointed to the position of Deputy Emergency Management Coordinator in the Township of Manchester for the unexpired term of Frederick Fritz commencing September 1, 2012 and ending December 31, 2012.

2. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - a. Marissa Wilkins
 - b. Ocean County Office of Emergency Management
 - c. Arthur Abline, Manchester Emergency Management Coordinator

CERTIFICATION

I, Jodi Pellicano, 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 10th day of **September, 2012.**

Jodi Pellicano, R.M.C.
Deputy Township Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
RELEASING MAINTENANCE GUARANTEES AND ESCROWS
POSTED BY ELDER LAW ASSOCIATES, LLC
IN CONJUNCTION WITH
A PROJECT KNOWN AS ELDER LAW - BLOCK 38.102, LOT 638.01**

WHEREAS, maintenance guarantees for the water and sanitary sewer system improvements for a project known as Elder Law – Block 38.102, Lot 638.01 were heretofore posted with the Township by Elder Law Associates, LLC in the form of Cash Maintenance Guarantees in the amounts of \$2,693.10 for water and \$1,000.00 for sanitary sewer which the Township holds in account numbers 17708 and 17764 respectively;

WHEREAS, the terms of the Cash Maintenance Guarantees expired on August 23, 2012 and there were no outstanding maintenance or repair items at the ends of the water and sanitary sewer maintenance guarantee periods;

WHEREAS, Elder Law Associates, LLC funded escrow accounts held by the Township to pay the Township's costs of review and inspection of the water and sanitary sewer system improvements, account numbers 17527 for water and 17823 for sanitary sewer;

WHEREAS, all of the Township's costs of review and inspection were previously billed to Elder Law Associates, LLC and paid from the escrow accounts for those purposes;

WHEREAS, under date of August 31, 2012, the Utilities Engineer did recommend the release of the maintenance guarantees and the balances in the escrow accounts for the review and inspection of the water and sanitary sewer system improvements; and,

WHEREAS, the Township Council has reviewed the recommendations aforesaid and finds the same to be acceptable.

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

1. The Cash Maintenance Guarantees for the water and sanitary sewer improvements in the amounts of \$2,693.10 for water and \$1,000.00 for sanitary sewer, held in escrow account numbers 17708 and 17764 respectively, be and hereby are released;
2. The balances in escrow account numbers 17527 and 17823 for payment of the Township's costs of review and inspection of the water and sanitary sewer system improvements be and hereby are released;

3. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Utility Engineer;
 - B. Chief Financial Officer;
 - C. Elder Law Associates, LLC
2915 Ridgeway Road
Manchester, New Jersey 08759

CERTIFICATION

I, Jodi Pellicano, 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 of said Township at a meeting held on the 10th day of September 2012.

Jodi Pellicano, RMC
Deputy Township Clerk

#12-270

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
RELEASING A MAINTENANCE GUARANTEE AND ESCROWS
POSTED BY HOVSONS, INC.
IN CONJUNCTION WITH A PROJECT KNOWN AS
HOLIDAY MANOR – HAVENS BUILDINGS 125 & 126 – BLOCK 40, LOT 1**

WHEREAS, a maintenance guarantee for the water system improvements for a project known as Holiday Manor – Havens Buildings 125 and 126 – Block 40, Lot 1 was heretofore posted with the Township by Hovsons, Inc. in the form of a Cash Maintenance Guarantee in the amount of \$2,700.00 which the Township holds in the interest bearing account number 17705, the current balance of which is \$2,718.08;

WHEREAS, the term of the Cash Maintenance Guarantee expired on August 24, 2011 and there were no outstanding maintenance or repair items at the end of the maintenance guarantee period;

WHEREAS, Hovson, Inc. funded escrow accounts held by the Township to pay the Township's costs of review and inspection of the water system improvements, account numbers 17514 for review and 17531 for inspection;

WHEREAS, all of the Township's costs of review and inspection were previously billed to Hovsons, Inc. and paid from the escrow accounts for those purposes;

WHEREAS, under date of August 31, 2012, the Utilities Engineer did recommend the release of the maintenance guarantee and the balances in the escrow accounts for the review and inspection of the water system improvements; and,

WHEREAS, the Township Council has reviewed the recommendation aforesaid and finds the same to be acceptable.

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

1. The Cash Maintenance Guarantee for the water system improvements in the amount of \$2,718.08 plus interest held in escrow account number 17705 be and hereby is released;
2. The balances in escrow account numbers 17514 and 17531 for payment of the Township's costs of review and inspection of the water system improvements be and hereby are released;

3. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Utility Engineer;
 - B. Chief Financial Officer;
 - C. Hovsons, Inc.
One Hovchild Plaza
4000 Route 66
Tinton Falls, NJ 07753

CERTIFICATION

I, Jodi Pellicano, 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 of said Township at a meeting held on the 10th day of September 2012.

Jodi Pellicano, RMC
Deputy Township Clerk

#12-271

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
RELEASING PORTIONS OF THE WATER AND SANITARY SEWER ESCROWS
POSTED BY WHITING VILLAGE SQUARE, LLC
IN CONJUNCTION WITH THE PROJECT KNOWN AS
WHITING VILLAGE SQUARE – BLOCK 85.01, LOT 4**

WHEREAS, Whiting Village Square, LLC submitted Applications for Preliminary Approval of the Water and Sanitary Sewer Systems and Appurtenances for Whiting Village Square – Block 85.01, Lot 4 and funded escrow accounts, numbers 17546 for water and 17837 for sanitary sewer, held by the Township to pay the Township's costs of review of the proposed water and sanitary sewer system improvements;

WHEREAS, Whiting Village Square, LLC has temporarily suspended activity on the applications and requested the release of balances exceeding \$100.00 in each of the escrow accounts;

WHEREAS, there has been no activity on the applications for over two years and all of the Township's costs to date regarding the applications have been paid from the accounts;

WHEREAS, under date of August 31, 2012, the Utility Engineer did recommend the release of the balances in the escrow accounts that are in excess of \$100.00 in each account; and,

WHEREAS, the Township Council has reviewed the recommendation aforesaid and finds the same to be acceptable.

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 on the basis of the above recommendation by the Utility Engineer the balances in excess of \$100.00 in escrow account numbers 17546 and 17837 be and hereby are released.
2. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Utility Engineer;
 - B. Chief Financial Officer;
 - C. Whiting Village Square, LLC
1741 Chester Ave.
Whiting, NJ 08759

DRAFT

CERTIFICATION

I, Jodi Pellicano, 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 **10th day of September 2012.**

Jodi Pellicano, RMC
Deputy Township Clerk