



**MANCHESTER TOWNSHIP
COUNCIL MEETING AGENDA
September 24, 2012
6:00 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. **SUBMISSION OF BILLS:**
#12-272 Current Fund
#12-273 Water & Sewer Fund
#12-274 Water & Sewer West Fund
6. **APPROVAL OF MINUTES** – July 9, 2012; July 23, 2012; August 27, 2012; September 10, 2012 minutes
Closed Session minutes September 13, 2012
7. **RESOLUTION #12-275** Authorizing reading the TY 2012 Municipal Budget by Title
RESOLUTION #12-276 Introduction of the TY 2012 Municipal Budget
8. **ORDINANCES: First Reading and Introduction**
#12-020 – Establishing Office of Emergency Management/Division of Emergency Services
9. **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

- #12-277 Authorizing Temporary Budget TY 2012
- #12-278 Authorizing Temporary Water Utility Budget Eastern Service Area – TY 2012
- #12-279 Authorizing Temporary Sewer Utility Budget Eastern Service Area – TY 2012
- #12-280 Authorizing Temporary Water Utility Budget Western Service Area – TY 2012
- #12-281 Authorizing Temporary Sewer Utility Budget Western Service Area – TY 2012
- #12-282 Amending Signatures for Check Issued on Behalf of Municipal Court
- #12-283 Cancelling Taxes for TDV – Block 38.97, Lot 1249.01
- #12-284 Authorizing Refunds Requested by Tax Collector
- #12-285 Authorizing Issuance of Duplicate Tax Sale Certificate
- #12-286 Authorizing Issuance of Duplicate Tax Sale Certificate
- #12-287 Authorizing Issuance of Duplicate Tax Sale Certificate
- #12-288 Establishing Certain Fees for Fall/Winter Recreation Programs

B. PURCHASING

- #12-289 Authorizing Maintenance Service Agreement for Kova Corp. for Police Dept.
- #12-290 Authorizing Agreement for Copier Rental with RICOH for Bureau of Inspections
- #12-291 Authorizing to go out to Bid for Pine Lake Park Drainage Project

DRAFT

C. ESCROW/BONDS

#12-292 Release of Escrow to Shawn Forlenza for Block 99.133, Lot 2-1760 Camden Ave.

D. LEGISLATIVE

#12-293 Supporting A-2681 Extension of Statute of Limitations for Sexual Abuse/Expands Defendants

10. **PRESENTATION FROM COLONIAL POWER GROUP ON MUNICIPAL POWER AGGREGATION**
11. **REPORTS**
12. **PUBLIC COMMENT**
13. **ADJOURNMENT**

Dated September 24, 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	\$	706,005.52
Capital Fund	\$	12,948.40
Escrows	\$	2,357.54
Animal Control Fund	\$	-
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	\$	300.00
Open Space Trust Fund	\$	2,861.00
Recreation Capital Trust Fund	\$	
Sinking Fund	\$	
	\$	<u><u>724,472.46</u></u>

CERTIFICATION:

Diane Lapp
Chief Financial Officer

Signed: _____
Craig Wallis
Council President

Sabina T. Skibo
Township Clerk

DRAFT

CURRENT FUND BILL LIST

September 24, 2012

<u>VENDOR</u>	<u>AMOUNT PAID</u>	<u>Date</u>	<u>Check Number</u>	<u>Invoice</u>	<u>DESCRIPTION</u>
TOWNSHIP OF MANCHESTER	512,160.51	12-Sep-12	45713	CYCLE 37	PAYROLL
ACCES NJ/CNA SERVICES	513.19	24-Sep-12	45714	699333	ADMINISTRATION OFFICE SUPPLIES
ALL TIME TIRE	2,380.00	24-Sep-12	45715	27775	DIVISION OF STREETS MAINT & REPAIR
AMERICAN WEAR	331.95	24-Sep-12	45716	390440,441,658816,390443	DIVISION OF STREETS OTHER SERVICES
AMP-CO	129.95	24-Sep-12	45717	25455	DIV OF CENTRAL MAINT MAINT & REPAIR
ASBURY PARK PRESS	564.00	24-Sep-12	45718	VARIOUS RESOLUTIONS	OFFICE OF THE CLERK ADVERTISING
BRICK WALL CORP	108,754.50	24-Sep-12	45719	12803,12841,12872,12846	DIV OF CENTRAL MAINT MAINT & REPAIR
BROADVIEW NETWORKS	5,131.98	24-Sep-12	45720	14586249 ACCT# 732-657-1709671	TELEPHONE-OE
BUILDER'S GENERAL SUPPLY CO.	283.46	24-Sep-12	45721	54035918,54035722	LAKES GENERAL SUPPLIES
BUTLER OFFICE INTERIORS	1,980.00	24-Sep-12	45722	10745	POLICE OFFICE SUPPLIES
CAFARELLI & REID, LLC	180.00	24-Sep-12	45723	1228	POLICE OFFICE SUPPLIES
CDWG	693.93	24-Sep-12	45724	P495574	BOARD OF ADJUSTMENT PROFESSIONAL SERVICES
CENTRAL JERSEY EQUIPMENT, LLC	134.36	24-Sep-12	45725	02-41540	DATA PROCESSING COMPUTER SOFT/HARDWARE
CLAYTON BLOCK CO. INC.	177.10	24-Sep-12	45726	433076887	DIV OF CENTRAL MAINT MAINT & REPAIR
CONTRACTOR SERVICE	182.90	24-Sep-12	45727	18753	DIV OF CENTRAL MAINT MAINT & REPAIR
COOPER'S FLORIST & GIFT	100.00	24-Sep-12	45728	FLOWER BASKET WALLIS	DIVISION OF STREETS MAINT & REPAIR
CORELOGIC	987.33	24-Sep-12	45729	REFUND OVERPAYMENT OF TAXES RES.#12-163	ADMINISTRATION
CROSS MATCH TECHNOLOGIES, INC	110.00	24-Sep-12	45730	244935	REFUND
DASH GLOVES	143.76	24-Sep-12	45731	0753291	POLICE OFFICE SUPPLIES
DE LAGE LANDEN	190.00	24-Sep-12	45732	14900421	POLICE OFFICE SUPPLIES
DELL COMPUTER CORP.	19.68	24-Sep-12	45733	XFTC67C55	ADMINISTRATION RENTS
DOWNNS FORD, INC.	295.82	24-Sep-12	45734	232902,232775	DATA PROCESSING COMPUTER SOFT/HARDWARE
EAST COAST FLAG & FLAG POLE IN	75.00	24-Sep-12	45735	13765	DIV OF CENTRAL MAINT MAINT & REPAIR
F & C AUTOMOTIVE SUPPLY	388.45	24-Sep-12	45736	191884,191073,191692	LAKES GENERAL SUPPLIES
FARRO'S FAR OUT TEES, INC.	271.00	24-Sep-12	45737	EXPLORER TEES INV 28979	DIV OF CENTRAL MAINT MAINT & REPAIR
FEDERAL EXPRESS	36.72	24-Sep-12	45738	7-997-79445	POLICE UNIFORMS
GAGLIANO APPRAISAL, LLC	3,125.00	24-Sep-12	45739	2012-047-04	ADMINISTRATION POSTAGE
GOVCONNECTION, INC.	195.00	24-Sep-12	45740	49387437	REASSESSMENT SERVICES
HESS CORPORATION	7,782.12	24-Sep-12	45741	ES12603247, ES12610990	DATA PROCESSING MAINT & REPAIR
J C P & L	13,244.50	24-Sep-12	45742	MASTER ACCT 200000021788 INV 95004030210	ELECTRICITY-OE
JIM CURLEY GMC TRUCK, INC.	256.69	24-Sep-12	45743	16030	STREET LIGHT-OE
JOHNNY ON THE SPOT, INC.	585.00	24-Sep-12	45744	V-1147430,7408,7397,7396,6481	DIV OF CENTRAL MAINT MAINT & REPAIR
KNAPP, TRIMBOLI &	5,687.59	24-Sep-12	45745	2281 LEGAL SERVICES THRU 8/25/12	DIVISION OF STREETS OTHER SERVICES
KONICA MINOLTA BUS. SOLUTIONS	119.37	24-Sep-12	45746	222083983	TOWNSHIP ATTORNEY PROFESSIONAL SERVICES
KYOCERA MITA AMERICA, INC	917.75	24-Sep-12	45747	57675501	ADMINISTRATION RENTS
LAKEHURST CLEANERS	477.50	24-Sep-12	45748	170	ADMINISTRATION RENTS
LAKEHURST LAWNMOWER	69.42	24-Sep-12	45749	32407,32355	POLICE OTHER SERVICES
MARIANNE BORTHWICK	210.50	24-Sep-12	45750	MUN. ALLIANCE SALARY AUGUST 2012	DIVISION OF STREETS MAINT & REPAIR
MARSHALL & SWIFT	402.95	24-Sep-12	45751	ORDER 14540398	MUNI ALLIANCE GRANT
MATTHEW BENDER & COMPANY	289.34	24-Sep-12	45752	32356218	OFFICE OF THE TAX ASSESSOR COMPUTER
MGS	426.37	24-Sep-12	45753	14566	POLICE GENERAL SUPPLIES
MICKS PINE BARRENS CANOE & KAY	1,353.00	24-Sep-12	45754	CAMP ADVENTURE 7/11/17, 7/18/12	STREETS GENERAL SUPPLIES
NJ NATURAL GAS CO.	385.89	24-Sep-12	45755	09465002516,220010520915,22009010135Y,220090	RECREATION-OE SUMMER CAMP
OCEAN COUNTY VET HOSPITAL, PA	215.10	24-Sep-12	45756	230757	NATURAL GAS-OE
OZANE TERMITE AND	425.00	24-Sep-12	45757	436914	DIV OF BUILDINGS & GROUNDS OTHER SERVICES
PEDRONI FUEL CO.	13,424.23	24-Sep-12	45758	445325,445152,445555	GASOLINE-OE

CURRENT FUND BILL LIST

September 24, 2012

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<u>VENDOR</u>	<u>AMOUNT PAID</u>	<u>Date</u>	<u>Check Number</u>	<u>Invoice</u>	<u>DESCRIPTION</u>
PERLMART OF MANCHESTER, INC.	164.08	24-Sep-12	45759	6590143741,6590255950	POLICE OTHER EXPENSES
RUTGERS, THE STATE UNIVERSITY	1,182.00	24-Sep-12	45760	6587 N SCHMITZ	DEPARTMENT OF FINANCE EDUCATION & SEMINARS
S & S	38.38	24-Sep-12	45761	7371316	RECREATION-OE SUMMER CAMP
SCHUSTER'S TOMS RIVER CAR WASH	84.00	24-Sep-12	45762	JULY- AUG CAR WASHES	POLICE MAINT & REPAIR
SECARE, RYAN & HENSEL	9,939.35	24-Sep-12	45763	PROFESSIONAL SERVICE AUG. 2012	TOWNSHIP ATTORNEY PROFESSIONAL SERVICES
STAPLES, INC.	37.06	24-Sep-12	45764	3181119882	ADMINISTRATION OFFICE SUPPLIES
TITAN, LLC	102.00	24-Sep-12	45765	529363,497935,464943,431306,466420,481768,492	STREETS GENERAL SUPPLIES
TOM DAVIS AUTO PARTS, INC.	612.40	24-Sep-12	45766	989774,654,863,851,014,008,148,160	DIV OF CENTRAL MAINT MAINT & REPAIR
TRANSPORT TRUCK & EQUIPMENT	427.20	24-Sep-12	45767	33121,23536T,23717T,CM23653T,23653T,237285T	DIV OF CENTRAL MAINT MAINT & REPAIR
TRICO EQUIPMENT	1,803.29	24-Sep-12	45768	PF39632	DIV OF CENTRAL MAINT MAINT & REPAIR
US BANK	354.00	24-Sep-12	45769	211175088	ADMINISTRATION RENTS
US BANK	1,219.54	24-Sep-12	45770	REFUND TAX, WATER, SEWER RES#12-254	REFUND
VAN SANT EQUIP. CORPORATION	72.28	24-Sep-12	45771	681063-IN, 680917-IN	DIVISION OF STREETS MAINT & REPAIR
VERIZON	109.04	24-Sep-12	45772	201 Z43-6395 929 46Y	TELEPHONE-OE
VERIZON WIRELESS	691.47	24-Sep-12	45773	ACCT 822402721-00001, INV06779953002	TELEPHONE-OE
WB MASON	1,406.52	24-Sep-12	45774	106198057	POLICE OFFICE SUPPLIES
WIRELESS COMMUNICATIONS	1,965.00	24-Sep-12	45775	C15945M, C15844	POLICE PROFESSIONAL SERVICES

\$ 706,005.52

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GENERAL CAPITAL FUND BILL LIST

September 24, 2012

<u>VENDOR</u>	<u>AMOUNT PAID</u>	<u>DATE</u>	<u>CHECK NUMBER</u>	<u>INVOICE#</u>
BUILDER'S GENERAL SUPPLY CO.	12,948.40	09/24/12	2281	54036085
<hr/>				
TOTAL \$	12,948.40			

RECREATION TRUST FUND BILL LIST

DRAFT

September 24, 2012

<u>VENDOR</u>	<u>AMOUNT PAID</u>	<u>DATE</u>	<u>CHECK NUMBER</u>	<u>INVOICE#</u>
THE HOBBY QUEST	300.00	24-Sep-12	535	72612
TOTAL	\$ 300.00			

OPEN SPACE TRUST

September 24, 2012

DRAFT

<u>VENDOR</u>	<u>AMOUNT PAID</u>	<u>DATE</u>	<u>CHECK NUMBER</u>	<u>INVOICE#</u>
BIRDSALL ENGINEERING, INC.	2,250.00	24-Sep-12	42	187356
BIRDSALL SERVICES GROUP, INC	611.00	24-Sep-12	43	193638
TOTAL \$				<u>2,861.00</u>

#12 - 273
Dated September 24, 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

Water Utility	\$	52,520.94
Sewer Utility	\$	35,228.58
Utility Escrow - Water	\$	4,445.42
Utility Escrow - Sewer	\$	4,389.16
Sewer Utility Capital Fund	\$	-
Water Utility Capital Fund	\$	-
	\$	<u>96,584.10</u>

CERTIFICATION:

Diane Lapp
Chief Financial Officer

Signed: _____
Craig Wallis
Council President

Sabina T. Skibo
Township Clerk

UTILITY BILL LIST ADDENDUM

September 24, 2012

DRAFT

WATER OPERATING

PAYROLL WEEK ENDING 09/28/2012

\$ -

SEWER OPERATING

PAYROLL WEEK ENDING 09/28/2012

\$ -

WATER UTILITY ESCROW

Township of Manchester Water Escrow Billing

Chk #1289

4,445.42

\$ 4,445.42

SEWER UTILITY ESCROW

Township of Manchester Sewer Escrow Billing

Chk #1290

4,389.16

\$ 4,389.16

WATER UTILITY CAPITAL FUND

\$ -

SEWER UTILITY CAPITAL FUND

\$ -

DRAFT

WATER OPERATING FUND BILL LIST
September 24, 2012

<u>YENDOR</u>	<u>Amount paid</u>	<u>Date</u>	<u>Check Number</u>	<u>Invoice</u>	<u>Description</u>
TOWNSHIP OF MANCHESTER	24,430.39	12-Sep-12	3419	CYCLE 37	PAYROLL
E. RUNYON	640.00	24-Sep-12	3420	10628	OTHER EXPENSES GENERAL SUPPLIES
HACH CHEMICAL CO.	322.49	24-Sep-12	3421	7919301	OTHER EXPENSES OFFICE SUPPLIES
HESS CORPORATION	15,429.10	24-Sep-12	3422	ES12603247, ES12610990	OTHER EXPENSES ELECTRICITY
J C P & L	7,607.84	24-Sep-12	3423	MASTER ACCT 200001127014 INV 95004041330	OTHER EXPENSES NATURAL GAS
LAKEHURST HARDWARE	20.91	24-Sep-12	3424	32344	OTHER EXPENSES GENERAL SUPPLIES
MAB PAINTS	132.28	24-Sep-12	3425	6358-9	OTHER EXPENSES GENERAL SUPPLIES
MAIN POOL & CHEMICAL CO., INC	1,750.00	24-Sep-12	3426	1232900	OTHER EXPENSES GENERAL SUPPLIES
NJ NATURAL GAS CO.	25.00	24-Sep-12	3427	ACCT#18-4864-2107-19	OTHER EXPENSES NATURAL GAS
TOWNSHIP OF MANCHESTER	1,250.56	24-Sep-12	3428	AUG 2012 GASOLINE CONSUMPTION	OTHER EXPENSES GASOLINE
XEROX	912.37	24-Sep-12	3429	62876582	OTHER EXPENSES OTHER SERVICES

TOTAL \$ 52,520.94

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SEWER OPERATING FUND BILL LIST

September 24, 2012

<u>VENDOR</u>	<u>Amount paid</u>	<u>Date</u>	<u>Check Number</u>	<u>Invoice</u>	<u>Description</u>
TOWNSHIP OF MANCHESTER	21,724.15	12-Sep-12	2129		PAYROLL
COMCAST	415.11	24-Sep-12	2130	ACCT 01620300527-01-4	OTHER EXPENSES TELEPHONE
HESS CORPORATION	626.82	24-Sep-12	2131	ES12603247, ES12610990	OTHER EXPENSES ELECTRICITY
J C P & L	547.36	24-Sep-12	2132	MASTER ACCT 200001127022 INV 95004041329	OTHER EXPENSES ELECTRICITY
LAKEHURST HARDWARE	54.95	24-Sep-12	2133	31544	OTHER EXPENSES GENERAL SUPPLIES
MAB PAINTS	135.19	24-Sep-12	2134	63589	OTHER EXPENSES GENERAL SUPPLIES
NJ NATURAL GAS CO.	25.00	24-Sep-12	2135	ACT 22-0007-6866-15	OTHER EXPENSES NATURAL GAS
REINER PUMP SYSTEMS	11,700.00	24-Sep-12	2136	CC112	OTHER EXPENSES GENERAL SUPPLIES

TOTAL 35,228.58

#12 - 274

DRAFT

Dated September 24, 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	\$	39,546.10
Sewer Utility West	\$	22,088.82
Water Utility West Capital Fund	\$	-
Sewer Utility West Capital Fund	\$	-
	\$	<u>61,634.92</u>

CERTIFICATION:

Diane Lapp
Chief Financial Officer

Signed:

Craig Wallis
Council President

Sabina T. Skibo
Township Clerk

UTILITY BILL LIST WEST ADDENDUM

DRAFT

Dated September 24, 2012

WATER WEST OPERATING

PAYROLL WEEK ENDING 09/28/2012

0.00

SEWER WEST OPERATING

PAYROLL WEEK ENDING 09/28/2012

0.00

WATER WEST CAPITAL

0.00

SEWER WEST CAPITAL

0.00

Dated September 24, 2012

DRAFT

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	20,904.49	12-Sep-12	20678	CYCLE 37	PAYROLL
COOPERATIVE COMMUNICATIONS	84.83	24-Sep-12	20679	ACCT# 732-350-6822	OTHER EXPENSES OTHER SERVICES
CWR SECURITY	1,524.37	24-Sep-12	20680	13067,13065,13090,13088,13136	OTHER EXPENSES OTHER SERVICES
E. RUNYON	420.00	24-Sep-12	20681	10617	OPERATIONS GENERAL SUPPLIES
HENDERSON LABS	340.00	24-Sep-12	20682	44328,44346	OPERATIONS GENERAL SUPPLIES
HESS CORPORATION	6,470.44	24-Sep-12	20683	ES12603247, ES12610990	OPERATIONS ELECTRICITY
J C P & L	4,447.43	24-Sep-12	20684	MASTER ACCT# 200001030002 INV 95004037175	OPERATIONS ELECTRICITY
KOKES ORGANIZATION	1,804.66	24-Sep-12	20685	OCTOBER 2012	OTHER EXPENSES RENTS
NEOFUNDS BY NEOPOST	1,598.66	24-Sep-12	20686	POSTAGE WSA ACCT 7900 0445 9736 9457	OTHER EXPENSES POSTAGE
TREASURER, STATE OF NEW JERSEY	1,580.00	24-Sep-12	20687	121728330	OTHER EXPENSES TAXES & FEES
VITAL COMMUNICATIONS, INC.	371.22	24-Sep-12	20688	V50954 V51050	OTHER EXPENSES OTHER SERVICES

\$ 39,546.10

DRAFT

Dated September 24, 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	14,134.03	12-Sep-12	10239	CYCLE 37	PAYROLL
J C P & L	3,989.48	24-Sep-12	10240	MASTER ACCT 200001029038 INV 95004037174	ELECTRIC
KOKES ORGANIZATION	601.56	24-Sep-12	10241	OCTOBER 2012	OTHER EXPENSES RENTS
MTE	1,065.00	24-Sep-12	10242	37368	OPERATIONS GENERAL SUPPLIES
NEOFUNDS BY NEOPOST	1,598.66	24-Sep-12	10243	POSTAGE WSA ACCT 7900 0445 9736 9457	OTHER EXPENSES POSTAGE
VERIZON	700.09	24-Sep-12	10244	VARIOUS ACCOUNTS	TELEPHONE
TOTAL	<u>\$ 22,088.82</u>				

#12-275

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING
READING THE TY 2012 MUNICIPAL BUDGET BY TITLE**

WHEREAS, N.J.S.A. 40A:4-8, as amended, provides that the Budget as advertised shall be read in full at the public hearing, or that it may be read by its title only if:

1. At least one week prior to the date of the hearing a complete copy of the approved budget:
 - (a) shall be made available for public inspection in the free public library, if any, of the municipality and in the free county libraries or regional libraries located in the municipality or, if no county libraries or regional libraries are located in the municipality, the county or regional library of the county in which the municipality is located, and the public officer delegated responsibility for delivering copies of the approved budget to such library shall forward to the governing body an attestation that each such deliver was made, and
 - (b) copies are made available to each person requesting the same, during said week and during the public hearing.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Manchester that it is hereby declared that the conditions of N.J.S.A. 40A:4-8, as amended set forth in subsections 1(a) and 1(b), have been met and therefore the Budget for TY 2012 shall be read by title only.

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 on the **24th** day of **September, 2012**.

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

#12-020

**AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY, ESTABLISHING THE OFFICE OF
EMERGENCY MANAGEMENT WITHIN THE DEPARTMENT OF PUBLIC SAFETY AND
MORE SPECIFICALLY, THE DIVISION OF EMERGENCY SERVICES**

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

SECTION 1. There is hereby created the Office of Emergency Management within the Department of Public Safety, Division of Emergency Services.

SECTION 2. The Office of Emergency Management shall be staffed by an Emergency Management Coordinator and a Deputy Emergency Management Coordinator who shall be appointed by the Mayor with the advice and consent of the Township Council for a term of three (3) years for the Coordinator and one (1) year for the Deputy Coordinator.

SECTION 3. Qualifications as provided by a job description for the Coordinator and Deputy Coordinator as established by the Department of Administration, Division of Personnel and such further qualifications as required by any applicable federal or state law.

SECTION 4. The Emergency Management Coordinator shall be responsible for all the duties outlined in N.J.S.A. App.A:9-40.4. and shall carry out all Emergency Management operations consistent with N.J.S.A. App.A.9-40.5

SECTION 5. In addition to the duties conferred by law, the Emergency Management Coordinator, under the direction and supervision of the Director of Public Safety, shall exercise the following duties and responsibilities;

- A. Be responsible for the planning, organization and direction of specific emergency management operations within the Township, coordinating the activities of local municipal departments within the Township and providing them with the necessary guidance and advice for the development of emergency management programs.
- B. The coordination of activities of the Emergency Management staff and to provide definitive information concerning emergency management programs and policies.
- C. The preparation of budgets, statistical reports, evaluations and other reports as required by the Director of Public Safety.
- D. Conduct studies and make recommended changes to the existing organization and operation to assure continuity between all organizations within the Office of Emergency Management and the Division of Emergency Services. The Division of Emergency Services will consist of:
 - a. Emergency Services organizations (Fire & EMS)
 - i. Manchester Township Volunteer Fire Company # 1
 - ii. Ridgeway Volunteer Fire Company # 1
 - iii. Whiting Volunteer Fire Company # 1
 - iv. Manchester Township Volunteer First Aid and Rescue Squad
 - v. Whiting Volunteer First Aid Squad
 - b. Manchester Township Community Emergency Response Team (C.E.R.T.)
- E. Coordinate with the Chief of Police for the overall management and deployment of the Auxiliary Police, during properly declared state or local emergencies or disaster, and during periods of bona fide training in preparation for such occurrences.

- F. Establish and maintain the Township Emergency Operating Center.
- G. Develop and conduct drills and exercises for the Township Emergency Services organizations and practice operations for the municipality in cooperation with the County and State emergency management organizations.
- H. Confer with municipal officials for the development of mutual aid programs, for the planning and organization of emergency management programs and the establishment of a municipal Emergency Services Committee.
- I. Provide advice and guidance on emergency management programs and policies, and review plans for conformity with State and County programs.
- J. Coordinate and organize municipal emergency management plans for the Township as well as the utilization of municipal resources to assure their most effective use.
- K. Plan and develop training programs for the Township staff and assist in the planning and review of the municipal training program for conformity with County and State criteria.
- L. In emergency situations, coordinate the shifting and mobilization of the municipal emergency services organizations and assist in the processing of requests or emergency aid and the deployment of aid to the points of greatest need.
- M. Attend schools, seminars meetings, which enhance the overall emergency management structure of the Township.
- N. Report to the Director of Public Safety on all issues concerning the Office of Emergency Management and the Division of Emergency Services.
- O. Perform such other duties as may be assigned by the Director of Public Safety or as may be imposed by general law.

SECTION 6. The Deputy Coordinator of Emergency Management will act as the Coordinator in the absence or disability of the Coordinator.

SECTION 7. All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

SECTION 8. Pursuant to the provisions of N.J.S.A. 40:69A-181(b), this ordinance shall take effect twenty (20) days after its final passage by the Township Council and approval by the Mayor where such approval is required by law.

NOTICE

PUBLIC NOTICE is hereby given that the foregoing ordinance was introduced at a meeting of the Township Council of the Township of Manchester, in the County of Ocean and State of New Jersey on the **24th day of September, 2012**, and was then read for the first time. The said ordinance will be further considered for final passage by the Township Council in the Town Hall at 6:00 p.m. on **October 9, 2012**. At such time and place or any time or place to which said meeting may be adjourned; all persons interested will be given an opportunity to be heard concerning said ordinance.

Sabina T. Skibo, RMC
Township Clerk

DRAFT

#12-277

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING TEMPORARY BUDGET
APPROPRIATIONS FOR THE TRANSITIONAL YEAR 2012**

WHEREAS, by the provision of R.S. 40A:4-19, temporary appropriations may be made to provide for the period between the beginning of the budget year and the date of the adoption of the budget;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey, pursuant to the Revised Statutes 40A:4-19 concerning temporary appropriations, that there is hereby appropriated as the temporary budget of the Township of Manchester, for the period of transitional year 2012 until the regular budget be adopted, in the total amount of **\$15,719,846.06** as per **SCHEDULE "A"** attached hereto;

BE IT FURTHER RESOLVED, that one certified copy of this resolution shall be filed with the Director of the Division 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 24th day of September 2012.

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

ATTACHMENT A
9/24/2012

DRAFT

TOWNSHIP OF MANCHESTER
TEMPORARY BUDGET

OFFICES OF THE MAYOR & COUNCIL	
Salary and Wage	35,000.00
Operating Expense	1,700.00
ENVIRONMENTAL COMMISSION	
Salary and Wage	500.00
Operating Expense	100.00
VETERANS ADVISORY COMMITTEE	
Operating Expense	1,000.00
DEPARTMENT TOTAL: MAYOR	38,300.00
OFFICE OF THE CLERK	
Salary and Wage	57,000.00
Operating Expense	26,000.00
MUNICIPAL AUDIT	
Operating Expense	46,000.00
BOARD OF ADJUSTMENT	
Operating Expense	18,000.00
DEPARTMENT TOTAL: COUNCIL	147,000.00
DEPT OF ADMIN., PURCH. & PERSON.	
Salary and Wage	100,000.00
Operating Expense	110,000.00
OFFICE OF THE TAX ASSESSOR	
Salary and Wage	145,000.00
Operating Expense	7,500.00
DIVISION OF DATA PROCESSING	
Salary and Wage	60,000.00
Operating Expense	30,000.00
AID TO 3 VOLUNTEER FIRE CO	
Operating Expense	0.00
AID TO 2 FIRST AID ORG.	

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Operating Expense	0.00
DEPARTMENT TOTAL: ADMIN	452,500.00
DIVISION OF RECREATION	
Salary and Wage	260,000.00
Operating Expense	80,000.00
DEPARTMENT OF: RECREATION	340,000.00
DEPARTMENT OF PUBLIC WORKS	
DIVISION OF STREETS	
Salary and Wage	640,000.00
Operating Expense	110,000.00
DIVISION OF BUILDING AND GROUNDS	
Salary and Wage	55,000.00
Operating Expense	50,000.00
DIVISION OF SANITATION & RECYCLE	
Salary and Wage	25,000.00
Operating Expense	250,000.00
DIVISION OF CENTRAL MAINT	
Salary and Wage	115,000.00
Operating Expense	112,500.00
DIVISION OF LAKES, PARKS & PLAY	
Salary and Wage	50,000.00
Operating Expense	22,000.00
DEPARTMENT TOTAL: PUBLIC WORKS	1,429,500.00
DEPARTMENT OF PUBLIC SAFETY	
POLICE	
Salary and Wage	3,700,000.00
Operating Expense	319,400.00
POLICE CLERICAL & COMMUNICATION	
Salary and Wage	337,000.00
DIVISION OF ANIMAL CONTROL	
Salary and Wage	25,000.00
Operating Expense	21,000.00
DIVISION OF EMERGENCY MGT	

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Salary and Wage	4,500.00
Operating Expense	2,500.00
DEPARTMENT TOTAL: POLICE	4,409,400.00
DEPARTMENT OF LAND USE	
DIVISION OF ZONING, PLANNING	
Salary and Wage	50,000.00
Operating Expense	26,000.00
UNIFORM FIRE SAFETY ACT	
Salary and Wage	13,000.00
Operating Expense	500.00
DIVISION OF INSPECTION	
Salary and Wage	175,000.00
Operating Expense	45,000.00
DEPARTMENT TOTAL: LAND USE	309,500.00
DEPARTMENT OF FINANCE	
FINANCE	
Salary and Wage	48,000.00
Operating Expense	12,000.00
DIVISION OF REVENUE COLLECTION	
Salary and Wage	85,000.00
Operating Expense	37,000.00
DEPARTMENT TOTAL: FINANCE	182,000.00
DEPARTMENT OF ENGINEERING	
ENGINEERING	
Operating Expense	64,600.00
DEPARTMENT TOTAL: ENGINEERING	64,600.00
DEPARTMENT OF LAW	
TOWNSHIP ATTORNEY	
Operating Expense	90,000.00
Operating Expense-FORCLOSED FEES	10,000.00
MUNICIPAL PROSECUTOR	
Operating Expense	20,000.00
DEPARTMENT TOTAL: ATTORNEY	120,000.00

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INSURANCE	
GROUP-Operating Expense	2,500,000.00
GROUP-OPTOUT	280,000.00
OTHER-Operating Expense	100,000.00
OTHER-W/C-Operating Expense	115,955.74
TOTAL-INSURANCE	2,995,955.74
MUNICIPAL COURT	
Salary and Wage	148,000.00
Operating Expense	11,000.00
PUBLIC DEFENDER	
Salary and Wage	9,500.00
HEPATITIS INOCULATION PROGRAM	
Operating Expense	5,000.00
OSHA REQUIRMENT-RESPIRATOR TEST	
OE	7,500.00
TOTAL MUNICIPAL COURT	181,000.00
UNCLASSIFIED	
GASOLINE	300,000.00
ELECTRICITY	125,000.00
TELEPHONE	75,000.00
NATURAL GAS	10,000.00
HEATING OIL	8,000.00
STREET LIGHTING	90,000.00
RESERVE FOR RETIREE ALLOWANC	200,000.00
HOUSING INTEREST FEES	95,130.40
TOTAL DEPARTMENT: UNCLASSIFIED	903,130.40
TOTAL OPERATIONS WITHIN "CAPS"	11,572,886.14
STATUTORY EXPENDITURES	
WITHIN CAPS	
STATUTORY EXPENDITURES	
SOCIAL SECURITY	525,000.00
RESERVE-UNEMPLOYMENT TRUST	15,000.00
PFRS	
PERS	
DEFINED CONTRIBUTION	2,600.00

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TOTAL STATUTORY EXPENDITURES WITHIN CAPS	542,600.00
RESERVE FOR TAX APPEAL	
Operating Expense	988,600.00
SENIOR OUTREACH PROGRAM	
FEDERAL SHARE Salary and Wage	75,000.00
SENIOR OUTREACH-Unapprop Reserve	12,100.00
LOCAL MATCH-Salary and Wage	185,725.00
LOCAL MATCH-Operating Expense	
MUNICIPAL ALLIANCE GRANT	
OTHER EXPENSES	7,500.00
LOCAL MATCH	500.00
CLEAN COMMUNITY	82,512.26
Operating Expense	
UNAPPROPRIATED RESERVE - Body Armor	
Operating Expense	7,647.66
TOTAL OPERATIONS EXCLUDED CAPS	1,359,584.92
CAPITAL IMPROVEMENT	
	50,000.00
TOTAL CAPITAL IMPROVEMENT	50,000.00
MUNICIPAL DEBT SERVICE	
PAYMENT OF BOND PRINCIPAL	1,050,000.00
PAYMENT OF NOTES PRINCIPAL	227,400.00
INTEREST ON BONDS	477,375.00
INTEREST ON NOTES	90,000.00
GREEN TRUST LOAN PRINCIPAL	85,000.00
GREEN TRUST LOAN INTEREST	
TOTAL MUNICIPAL DEBT	1,929,775.00
DEFERRED CHARGES:	
5 year	105,000.00
3 year	60,000.00

Deferred Charges (paydown old ordinances)

100,000.00

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TOTAL DEFERRED CHARGES

265,000.00

TOTAL APPROP-EXCLUD FROM CAPS

4,146,959.92

TOTAL APPROP-INSIDE CAPS

11,572,886.14

TOTAL TEMPORARY BUDGET

15,719,846.06

#12-278

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING TEMPORARY WATER UTILITY BUDGET EASTERN
SERVICE AREA
APPROPRIATIONS FOR THE TRANSITIONAL YEAR 2012**

WHEREAS, by the provision of R.S. 40A:4-19, temporary appropriations may be made to provide for the period between the beginning of the budget year and the date of the adoption of the budget;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey, pursuant to the Revised Statutes 40A:4-19 concerning temporary appropriations, that there is hereby appropriated as the temporary budget of the Township of Manchester Water Utility Eastern Service Area, for the period of transitional year 2012 until the regular budget be adopted, the following sums:

TEMPORARY BUDGET WATER UTILITY-TY 2012			
EASTERN SERVICE AREA			
SALARIES & WAGES	SW	\$425,070.00	
OTHER EXPENSES	OE	\$635,800.00	
PAYMENT OF BOND PRINCIPAL	OE	\$420,000.00	
INTEREST ON BONDS	OE	\$25,130.00	
PERS	OE	\$0.00	
SOCIAL SECURITY SYSTEM	OE	\$35,000.00	
ACCUMULATED LEAVE COMPENSATION	OE	\$0.00	
TOTAL		\$1,541,000.00	

BE IT FURTHER RESOLVED, that one certified copy of this resolution shall be filed with the Director of the Division 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 24th day of September 2012.

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

#12-279

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING TEMPORARY SEWER UTILITY BUDGET EASTERN
SERVICE AREA APPROPRIATIONS FOR THE TRANSITIONAL YEAR 2012**

WHEREAS, by the provision of R.S. 40A:4-19, temporary appropriations may be made to provide for the period between the beginning of the budget year and the date of the adoption of the budget;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey, pursuant to the Revised Statutes 40A:4-19 concerning temporary appropriations, that there is hereby appropriated as the temporary budget of the Township of Manchester Sewer Utility Eastern Service Area, for the period of transitional year 2012 until the regular budget be adopted, the following sums:

TEMPORARY BUDGET SEWER UTILITY-TY 2012		
EASTERN SERVICE AREA		
SALARIES & WAGES	SW	\$450,000.00
OTHER EXPENSES	OE	\$1,275,617.50
CAPITAL IMPROVEMENT FUND	OE	\$0.00
PAYMENT OF BOND PRINCIPAL	OE	\$465,000.00
INTEREST ON BONDS	OE	\$31,450.00
WASTEWATER LOAN-PRINCIPAL	OE	\$0.00
WASTEWATER LOAN-INTEREST	OE	\$2,932.50
PERS	OE	\$0.00
SOCIAL SECURITY SYSTEM	OE	\$35,000.00
ACCUMULATED LEAVE COMPENSATION	OE	\$0.00
TOTAL		\$2,260,000.00

BE IT FURTHER RESOLVED, that one certified coy of this resolution shall be filed with the Director of the Division 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 24th day of September 2012.

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

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING TEMPORARY WESTERN SERVICE AREA WATER UTILITY
BUDGET APPROPRIATIONS FOR THE TRANSITIONAL YEAR 2012**

WHEREAS, by the provision of R.S. 40A:4-19, temporary appropriations may be made to provide for the period between the beginning of the budget year and the date of the adoption of the budget;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey, pursuant to the Revised Statutes 40A:4-19 concerning temporary appropriations, that there is hereby appropriated as the temporary budget of the Township of Manchester Western Service Area Water Utility, for the period of transitional year 2012 until the regular budget be adopted, the following sums:

TEMPORARY BUDGET WESTERN SERVICE WATER UTILITY-TY 2012			
SALARIES & WAGES	SW	\$300,000.00	
OTHER EXPENSES	OE	\$325,000.00	
PAYMENT OF BOND PRINCIPAL	OE	75,000.00	
INTEREST ON BONDS	OE	320,000.00	
PERS	OE	\$0.00	
SOCIAL SECURITY SYSTEM	OE	\$25,000.00	
ACCUMULATED LEAVE COMPENSATION	OE	\$0.00	
TOTAL		\$1,045,000.00	

BE IT FURTHER RESOLVED, that one certified copy of this resolution shall be filed with the Director of the Division 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 24th day of September, 2012.

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

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING TEMPORARY WESTERN SERVICE AREA SEWER UTILITY
BUDGET APPROPRIATIONS FOR THE TRANSITIONAL YEAR 2012**

WHEREAS, by the provision of R.S. 40A:4-19, temporary appropriations may be made to provide for the period between the beginning of the budget year and the date of the adoption of the budget;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey, pursuant to the Revised Statutes 40A:4-19 concerning temporary appropriations, that there is hereby appropriated as the temporary budget of the Township of Manchester Western Service Area Sewer Utility, for the period of transitional year 2012 until the regular budget be adopted, the following sums:

TEMPORARY BUDGET WESTERN SERVICE SEWER UTILITY-TY 2012			
SALARIES & WAGES	SW	\$200,000.00	
OTHER EXPENSES	OE	\$1,222,697.00	
PAYMENT OF BOND PRINCIPAL	OE	\$25,000.00	
INTEREST ON BONDS	OE	\$82,303.00	
PERS	OE	\$0.00	
SOCIAL SECURITY SYSTEM	OE	\$14,000.00	
ACCUMULATED LEAVE COMPENSATION	OE	\$0.00	
TOTAL		\$1,544,000.00	

BE IT FURTHER RESOLVED, that one certified copy of this resolution shall be filed with the Director of the Division 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 24th day of September, 2012.

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

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AMENDING SIGNATURES FOR CHECKS ISSUED ON
BEHALF OF THE MANCHESTER TOWNSHIP
MUNICIPAL COURT**

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

1. That on August 27, 2012 by Resolution #12-255 the following employees were authorized to sign checks issued from the General Account on behalf of the Manchester Township Municipal Court.

- A. Daniel Sahin, Municipal Court Judge
- B. Tracey A. Barcus, Court Administrator
- C. Catherine Smith, Deputy Court Administrator

2. Further on August 27, 2012 by Resolution #12-255 the following employees were authorized to sign checks issued from the Manchester Township Bail Account on behalf of the Manchester Township Municipal Court.

- A. Daniel Sahin, Municipal Court Judge
- B. Tracey A. Barcus, Court Administrator
- C. Catherine Smith, Deputy Court Administrator
- D. Sandy Brodbeck, Deputy Court Administrator

3. It has come to the attention of the Municipal Court Administrator that the Resolution should be amended to reflect the corrected name as follows:

- A. Sandra M. Brodbeck, Deputy Court Administrator

5 That the Municipal Clerk shall forward a certified copy of this Resolution to the following:

- A. Municipal Court Judge
- B. Court Administrator
- C. Deputy Court Administrators
- D. Chief Financial Officer
- E. Auditor

DRAFT

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 24th day of September 2012.

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

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING THE TAX COLLECTOR
TO CANCEL TAXES AS TO BLOCK 38.97, LOT 1249.01
FOR A TOTALLY DISABLED VETERAN**

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

1. That the Tax Collector is hereby authorized to cancel taxes for Block 38.97 Lot 1249.01, in the amount of \$ 1,959.77 for 2011, as Frederick Weintraub, 1249A Thornbury Lane, Manchester, NJ 08759 became a Totally Disabled Veteran on June 1, 2011. That the Tax Collector is hereby authorized to refund taxes in the amount of \$ 1,959.77 for the year of 2011.
2. That the Tax Collector is hereby authorized to cancel taxes for the year 2012 in the amount of \$2,511.92 and refund taxes in the amount of \$2,511.92.
3. That the Tax Collector is hereby authorized to cancel the remaining taxes for 2012.
4. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Tax Collector
 - B. Tax Assessor
 - C. Chief Financial Officer
 - D. Fredrick Weintraub

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 on the 24th day of September 2012.

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

R E S O L U T I O N

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

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 75.133 Lot 41 for refund of autodebit transaction in the amount of \$453.87 that we were not notified to cancel made payable to Leona Lechman, 3712 Bradford Circle, St. James, NC 28461.
2. Block 75.11 Lot 5 for refund of a deduction in the amount of \$125.00 made payable to Roger Van Driesen, 9 Fennel Court, Whiting, NJ 08759.
3. Block 52.13 Lot 14 for refund of a deduction in the amount of \$125.00 made payable to Constance Mitterhoff, 20 Redhill Drive, Manchester, NJ 08759.
4. Block 75 Lot 72 for refund of a deduction in the amount of \$250.00 made payable to Crestwood Village Co-op Four Inc. 15E Moccasin Drive, Whiting, NJ 08759.

Total Amount Due \$ 953.87

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, **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 on the 24th day of September 2012.

Sabina T. Skibo, RMC
Township Clerk

#12-285

RESOLUTION AUTHORIZING THE ISSUANCE OF A DUPLICATE TAX SALE CERTIFICATE PURSUANT TO CHAPTER 99 OF THE PUBLIC LAWS OF 1997

WHEREAS, Andrea N. Gaskill, C.T.C., Tax Collector of the Township of Manchester, County of Ocean, has previously issued a tax sale certificate to Kenneth Henick which certificate is dated April 7, 2011 covering premises commonly known and referred to as Block 54, Lot 705.01 as set out on the municipal tax map then in use which bears number 11375.

WHEREAS, the purchaser of the aforesaid tax sale certificate has indicated to the Tax Collector that they have lost or otherwise misplaced the original tax sale certificate and have duly filed the appropriate Affidavit of Loss with the Tax Collector, a copy of which is attached hereto.

NOW, THEREFORE, be it resolved by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey, that the Tax Collector of the municipality be and is hereby authorized, upon receipt of the appropriately executed and notarized Loss of Affidavit and the payment of fee of \$100 per certificate, to issue an appropriate duplicate tax sale certificate to the said purchaser covering the certificate lost as previously described all in accordance with the requirements of Chapter 99 of Public Laws of 1997.

BE IT FURTHER RESOLVED that a copy of this Resolution and the Loss Affidavit be attached to the duplicate certificate to be issued to said purchaser and that said duplicate certificate shall be stamped or otherwise have imprinted upon it the word "Duplicate" as required by law.

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 on this 24th day of September 2012.

Sabina T. Skibo, RMC
Township Clerk

DRAFT

#12-286

RESOLUTION AUTHORIZING THE ISSUANCE OF A DUPLICATE TAX SALE CERTIFICATE PURSUANT TO CHAPTER 99 OF THE PUBLIC LAWS OF 1997

WHEREAS, Andrea N. Gaskill, C.T.C., Tax Collector of the Township of Manchester, County of Ocean, has previously issued a tax sale certificate to Kenneth Henick which certificate is dated April 7, 2011 covering premises commonly known and referred to as Block 67, Lot 4.02 as set out on the municipal tax map then in use which bears number 11390.

WHEREAS, the purchaser of the aforesaid tax sale certificate has indicated to the Tax Collector that they have lost or otherwise misplaced the original tax sale certificate and have duly filed the appropriate Affidavit of Loss with the Tax Collector, a copy of which is attached hereto.

NOW, THEREFORE, be it resolved by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey, that the Tax Collector of the municipality be and is hereby authorized, upon receipt of the appropriately executed and notarized Loss of Affidavit and the payment of fee of \$100 per certificate, to issue an appropriate duplicate tax sale certificate to the said purchaser covering the certificate lost as previously described all in accordance with the requirements of Chapter 99 of Public Laws of 1997.

BE IT FURTHER RESOLVED that a copy of this Resolution and the Loss Affidavit be attached to the duplicate certificate to be issued to said purchaser and that said duplicate certificate shall be stamped or otherwise have imprinted upon it the word "Duplicate" as required by law.

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 on this 24th day of September 2012.

Sabina T. Skibo, RMC
Township Clerk

DRAFT

RESOLUTION AUTHORIZING THE ISSUANCE OF A DUPLICATE TAX SALE CERTIFICATE PURSUANT TO CHAPTER 99 OF THE PUBLIC LAWS OF 1997

WHEREAS, Andrea N. Gaskill, C.T.C., Tax Collector of the Township of Manchester, County of Ocean, has previously issued a tax sale certificate to Kenneth Henick which certificate is dated April 7, 2011 covering premises commonly known and referred to as Block 67, Lot 4.01 as set out on the municipal tax map then in use which bears number 11391.

WHEREAS, the purchaser of the aforesaid tax sale certificate has indicated to the Tax Collector that they have lost or otherwise misplaced the original tax sale certificate and have duly filed the appropriate Affidavit of Loss with the Tax Collector, a copy of which is attached hereto.

NOW, THEREFORE, be it resolved by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey, that the Tax Collector of the municipality be and is hereby authorized, upon receipt of the appropriately executed and notarized Loss of Affidavit and the payment of fee of \$100 per certificate, to issue an appropriate duplicate tax sale certificate to the said purchaser covering the certificate lost as previously described all in accordance with the requirements of Chapter 99 of Public Laws of 1997.

BE IT FURTHER RESOLVED that a copy of this Resolution and the Loss Affidavit be attached to the duplicate certificate to be issued to said purchaser and that said duplicate certificate shall be stamped or otherwise have imprinted upon it the word "Duplicate" as required by law.

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 on this 24th day of September 2012.

Sabina T. Skibo, RMC
Township Clerk

DRAFT

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY, ESTABLISHING
CERTAIN FEES FOR FALL/WINTER RECREATION PROGRAMS**

WHEREAS, Manchester Township Ordinance #10-012 authorizes the Township Council to establish certain fees for recreational activities by resolution; and

WHEREAS, the Recreation Department has informed the Township Council that the following activities have been scheduled by the Township:

YOUTH PROGRAMS

- \$50 - Bidy Basketball (Gr. 3 & 4)
- \$50 - Boys Basketball (Gr. 5 ~ 9)
- \$50 - Girls Basketball (Gr. 5 ~ 9)
- \$45 - Wrestling (Gr. 1 ~ 8)
- \$30 - Musical Theatre (Gr. 3~12)
- \$25 - Indoor Soccer (Gr. 4 & 5)
- \$25 - Tiny Tot Soccer (Gr. K ~ 3)

YOUTH PROGRAMS

- \$95 - Mad Science (Gr. K ~ 5)
- \$65 - Kum Sung Martial Arts (2 +)
- \$55 - Golf (Ages 6 ~ 16)
- \$58 - Aviation Club (Age 7~12)

YOUTH PROGRAMS

- \$45 - Tiny Dancers (Ballet/Acro 3-5)
- \$45 - Tiny Dancers (Ballet/Tap 3-5)
- \$45 - Jazz (Ages 5 ~ 9)
- \$50 - Acrobatics (Ages 6 ~ 12)
- \$45 - Hip Hop (Ages 6 ~ 12)

ADULT PROGRAMS

- \$55 - Golf (Intro/CoEd)
- \$25 - Adult Basketball (18&up)
- \$45 - Aerobics (CoEd) All Sessions
- \$45 - Zumba (CoEd) All Sessions

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey that the Township Clerk shall forward a certified copy of this resolution to the following:

- A. Director of Recreation
- B. Chief Financial Officer
- C. Township Auditor

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 **24th** day of September, 2012.

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

#12-289

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING
THE EXECUTION OF A SERVICE AGREEMENT WITH KOVA CORP**

WHEREAS, the Township of Manchester desires to enter into an agreement with Kova Corp. for the provisions of Maintenance, and Infrastructure response services for the Audiolog Recorder Service, for the period of 4 months and 7 days commencing, September 24, 2012 and ending January 31, 2013 in an amount not to exceed \$1,975.80; and,

WHEREAS, the Chief of Police has recommended that the agreement with Kova Corp. 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 Kova Corp.
2. 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. Lt. Todd Malland, Administrative Services Bureau
 - E. Kova Corp, 102 East Bay Ave, Manahawkin, NJ 08050

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 24 day of September 2012.

Sabina T. Skibo, R.MC
Township Clerk

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A CONTRACT WITH RICOH BUSINESS SOLUTIONS FOR THE RENTAL OF COPIERS AND A HIGH SPEED PRINTER FOR THE BUREAU OF INSPECTIONS

WHEREAS, the Township of Manchester has requested that they be allowed to enter into a contract with Ricoh Solutions for the rental/lease of two copiers and a high speed printer for the Bureau of Inspections, which includes toner, maintenance and parts; and,

WHEREAS, Ricoh Business Solutions has been awarded State Contract #T-2075; and,

WHEREAS, the aforesaid rental shall be for a period of sixty (60) months at the rate of \$823.26 per month commencing September 24, 2012 and ending September 24, 2017; 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 the rental/lease of two copiers and a high speed printer for the Bureau of Inspections be and hereby is authorized with Ricoh Business Solutions under State Contract T-2075.
2. That the aforesaid rental shall not exceed a total of \$823.26 per month for sixty (60) months commencing September 24, 2012 and ending September 24, 2017.
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:
 - A. Business Administrator
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. Construction Official
 - E. Ricoh Business Solutions

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, Count 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 the said Township at a meeting held on the 24th day of September 2012.

Sabina T. Skibo, RMC
Municipal Clerk

#12-291

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING THE RECEIPT OF BIDS FOR THE
FIRST AND SECOND AVENUE DRAINAGE PROJECT**

WHEREAS, the Township Council would like to commence with the construction of the First and Second Avenue Drainage Project; and

WHEREAS, the plans and specifications for the First and Second Avenue Drainage Project have been prepared by the Township Engineer and made available for review by the Township Council.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Manchester, County of Ocean, State of New Jersey, authorizes the advertisement and receipt of bids for the First and Second Avenue Drainage Project; and

BE IT FURTHER RESOLVED that the Township Clerk shall forward a certified copy of this resolution to the following:

1. Chief Financial Officer
2. Purchasing Agent
3. Township Engineer

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 24th day of September, 2012.

SABINA T. SKIBO, RMC
Municipal Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
RELEASING AN ESCROW TO
SHAWN FORLENZA FOR BLOCK 99.133 LOT 2**

WHEREAS, an escrow was heretofore posted with the Township by Shawn Forlenza; and,

WHEREAS, under date of August 23, 2012, the Township Engineer has recommended a release of the escrows; 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 Township Engineer, the escrow aforesaid be and is hereby released in the amount of \$ 476.46 plus interest, minus outstanding invoices from account Number 18292.
2. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Township Engineer;
 - B. Chief Financial Officer;
 - C. Shawn C. Forlenza
532 Longboat Ave.
Beachwood, NJ 08722

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 **24th day of September 2012.**

Sabina T. Skibo, RMC
Township Clerk

DRAFT

#12-293

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF
NEW JERSEY SUPPORTING A-2681 AND OPPOSING A-2404/S-1651**

Whereas: Society and the courts have appropriately focused on the issue of sexual abuse, particularly against children.

Whereas: Perpetrators should be punished through criminal prosecution and held responsible through civil claims.

Whereas: A-2681 will extend the statute of limitations from 2 to 7 years for suits against public bodies, and remove the statute of limitations entirely on the actual perpetrators.

Whereas: The alternative legislation, A-2405/S-1651 will eliminate the statute of limitation and expose public officials, employees and volunteers of these entities to personal liability for the actions committed by other employees and volunteers.

Whereas: The A-2405/S-1651 will encourage such lawsuits by paying attorneys substantial fees that are not related to the amount they collect for their clients.

Whereas: The unintended consequence of A-2405/S-1651 may be the reduction of recreational programs and other youth oriented activities for fear of increased exposure to litigation filed years or even decades after the alleged offenses.

NOW THEREFORE BE IT RESOLVED by the Governing Body of The Township of Manchester that the legislature be urged to adopt A2681 and or amend A-2405/S-1651 along the lines of A-2681.

Be it further resolved that the Municipal Clerk shall send copies of this resolution to the following:

1. Honorable Governor Chris Christie
2. Senate President, Stephen M. Sweeney
3. Assembly Speaker, Sheila Oliver
4. Senator Jim Holzapfel
5. Assemblyman David W. Wolfe

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 24 day of September 2012.

Sabina T. Skibo, R.MC
Township Clerk