



**MANCHESTER TOWNSHIP
COUNCIL MEETING AGENDA
January 2, 2020
4:30 PM**

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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. OATHS OF OFFICE

Swearing in Robert Hudak, Councilman

5. ROLL CALL

6. NOMINATIONS & ELECTION OF COUNCIL PRESIDENT AND VICE-PRESIDENT

7. MAYORAL APPOINTMENTS - READ INTO THE RECORD

Memo of Mayor's Appointments

8. COUNCIL PRESIDENT APPOINTMENTS - READ INTO THE RECORD

Memo of Appointments

9. SUBMISSION OF BILLS

- #20-001 Current Fund
- #20-002 Utility Fund - ESA
- #20-003 Utility Fund - WSA

10. ORDINANCES – First Reading & Introduction

- #20-001 Amending and Supplementing Salary Ranges of Non-Bargaining Unit Employees

11. 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

- #20-004 Authorize Temporary Budget Current Fund

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- #20-005 Authorizing Temporary Budget ESA-Water
- #20-006 Authorize Temporary Budget ESA-Sewer
- #20-007 Authorizing Temporary Budget WSA-Water
- #20-008 Authorize Temporary Budget WSA-Sewer
- #20-009 Authorizing Cash Management Plan
- #20-010 Authorization of Renewal of Petty Cash
- #20-011 Authorizing Tax Collector to Conduct a Municipal Lien Sale
- #20-012 Authorizing Tax Collector to Cancel Open Balances Less Than \$1
- #20-013 Authorizing Acceptance of ACH for Tax and Utility Payments
- #20-014 Authorizing Acceptance of Credit and Debit Card Payments For Collection of Real Estate Taxes and Utilities
- #20-015 Authorizing Tax Collector to Charge a Fee for Insufficient Funds
- #20-016 Fixing the Rate of Interest to be Charged on Delinquent Taxes or Assessments
- #20-017 Fixing Rate of Interest to be Charged on Delinquent Water & Sewer Rates & Charges

B. CONTRACTS/AGREEMENTS

- #20-018 Authorizing License Agreement with Ocean County Lacrosse
- #20-019 Authorizing Contract with The Volunteer Auxiliary for Animal Shelter, Inc for TNR Services
- #20-020 Authorizing Execution of a Schedule "C" Agreement with Ocean County for 2020

C. MUNICIPAL CLERK

- #20-021 Fixing the Annual Meeting Dates of the Township Council
- #20-022 Designating Legal Newspapers for Manchester Township

D. PURCHASING

- #20-023 Designating a Public Agency Compliance Officer (P.A.C.O)
- #20-024 Appointing Water Resource Management Licensed Operator

E. APPOINTMENT

- #20-025 Authorizing the Appointment of Robert A. Hudak as a Class III Member of the Planning Board
- #20-026 Authorizing the Appointment of Sam Fusaro as Township Council Member of Open Space Advisory Committee
- #20-027 Authorizing the Naming of the Tax Assessor and Township Attorney as Agents to File Petitions of Appeals/Complaints with OC Board of Taxation
- #20-028 Authorizing the Appointment of Joseph J. Faccone of Samuel Klein & Company as Township Auditor
- #20-029 Authorizing the Appointment of Gluck Walrath LLP as Bond Counsel
- #20-030 Authorizing the Appointment of Acacia Financial Group LLC as Financial Advisors
- #20-031 Authorizing the Appointment of Jerry Dasti as Township Attorney
- #20-032 Authorizing the Appointment of Christopher Dasti as Legal Service-Special Counsel
- #20-033 Authorizing the Appointment of Edward Purcell as Special Counsel for Telecommunications
- #20-034 Authorizing the Appointment of James Holzapfel as Labor Attorney

- #20-035 Authorizing the Appointment of Armando V. Riccio as Alternate Labor Counsel
- #20-036 Authorizing the Appointment of Michael McKenna as Special Labor Counsel
- #20-037 Authorizing the Appointment of Jean Cipriani as Affordable Housing Counsel
- #20-038 Authorizing the Appointment of CGP& H as Administrative Agent for Affordable Housing Matters
- #20-039 Authorizing the Appointment of Jerry Dasti as Legal Services-Utilities
- #20-040 Authorizing the Appointment of Dan Bloch and Nicholas Dickerson as Township Planners
- #20-041 Authorizing the Appointment of Robert Mullin of Maser Consulting as Township Engineer
- #20-042 Authorizing the Appointment of Center State Engineering as Alternate Township Engineer
- #20-043 Authorizing the Appointment of T & M as Special Projects Engineers
- #20-044 Authorizing the Appointment of CME Associates as Special Projects Engineer
- #20-045 Authorizing the Appointment of Alan Dittenhofer of Remington and Vernick as Water and Sewer Engineers
- #20-046 Authorizing the Appointment of Van Cleef Engineering as Alternate Sewer and Water Engineers
- #20-047 Authorizing the Appointment of Steven A. Zabarsky as Chief Municipal Prosecutor
- #20-048 Authorizing the Appointment of Bonnie Peterson as Conflict Prosecutor
- #20-049 Authorizing the Appointment of Matthew Sage as Public Defender
- #20-050 Authorizing the Appointment of Debra and Brian Rumpf as Conflict Public Defenders
- #20-051 Authorizing the Appointment of Brian Corley White Esq., as Conflict Public Defender
- #20-052 Authorizing the Appoinment of Brian DiStefano Esq. as Conflict Public Defender
- #20-053 Authorizing Meridian Occupational Health to Provide Medical Services

F. MISCELLANEOUS

- #20-054 Granting Various Food Donations to the Manchester High School Booster Club

12. REPORTS

13. PUBLIC COMMENT

14. ADJOURNMENT

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20 - 001
JANUARY 2, 2020

**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	\$	4,367,289.90
Capital Fund	\$	
Escrows	\$	-
Affordable Housing Trust Fund	\$	
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	\$	
Open Space Trust Fund	\$	
Manchester - Lakehurst Borough Construction Code Fund	\$	
	\$	<u>4,367,289.90</u>

CERTIFICATION:

Diane Lapp
Chief Financial Officer

Signed: _____
Joan Brush
Council President

Sabina T Martin
Township Clerk

BILL LIST ADDENDUM

JANUARY 2, 2020

20 - 001

CAPITAL FUND

CURRENT FUND

PAYROLL WEEK ENDING 01/10/2020
PAYROLL WEEK ENDING 01/24/2020

Manchester Township Board of Education
State Health Benefits Plan
Robert Berg
Alan Blashinsky
Sandra Drake
Curtis Holman
Philip Manolio

Current & Debt Service - January
SHBP Premium - January
Health Insurance - January
Health Insurance - January
Health Insurance - January
Health Insurance - January
Health Insurance - January

eft

4,021,861.18
337,506.93
858.11
2,128.13
2,128.13
1,029.72
1,777.70

Jersey Central Power & Light
New Jersey Natural Gas
Comcast

If necessary. Actual bills will be provided at next
council meeting on January 27, 2020

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\$ 0.00

SPECIAL ESCROW TRUST FUND

OFF DUTY WEEK ENDING 1/10/2020
OFF DUTY WEEK ENDING 1/24/2020

\$ 4,367,289.90

\$ -

\$ _____
\$ _____
\$ _____
\$ _____
\$ _____

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Manchester Township School District				
Township Tax Levy - Schedule of Payments 2019-2020				
Month	Description	Current	Debt Service	Total
7/1/2019	Current Expenses	\$ 3,829,759.73		
	Debt Service Due 7/15			
Princ/Int.	Series 2012 Bonds		\$ 1,269,084.38	\$ 5,098,844.11
8/1/2019	Current Expenses	\$ 3,829,759.73		\$ 3,829,759.73
9/1/2019	Current Expenses	\$ 3,829,759.73		
	Debt Service Due 9/1			
Interest	Series 2010 Bonds			
Princ/Int.	Series 2015 Bonds		\$ 209,406.25	\$ 4,039,165.98
10/1/2019	Current Expenses	\$ 3,829,759.73		\$ 3,829,759.73
11/1/2019	Current Expenses	\$ 3,829,759.73		\$ 3,829,759.73
12/1/2019	Current Expenses	\$ 3,829,759.73		\$ 3,829,759.70
1/1/2020	Current Expenses	\$ 3,864,901.77		
	Debt Service Due 1/15			.18
Interest.	Series 2012 Bonds		\$ 156,959.38	\$ 4,021,861.18
2/1/2020	Current Expenses	\$ 3,864,901.77		
	Debt Service Due 3/1			
Princ/Int.	Series 2010 Bonds			
Princ/Int.	Series 2015 Bonds			
\$ 198,727.58	Debt Service Aid and FB Applied		\$ 1,110,678.67	\$ 4,975,580.44
3/1/2020	Current Expenses	\$ 3,864,901.77		\$ 3,864,901.77
4/1/2020	Current Expenses	\$ 3,864,901.77		\$ 3,864,901.77
5/1/2020	Current Expenses	\$ 3,864,901.77		\$ 3,864,901.77
6/1/2020	Current Expenses	\$ 3,864,901.77		\$ 3,864,901.77
Total		\$ 46,167,969.00	\$ 2,746,128.68	\$ 48,914,097.68

✓

SHBP

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\$ 271,932.94

JANUARY 2020

9-05-55-502-000-236	\$ 13,576.69	Water East (55011)
9-30-55-502-000-236	\$ 12,014.25	Water West (55030)
9-07-55-501-000-236	\$ 13,714.28	Sewer East (75011)
9-32-55-501-000-236	\$ 12,151.84	Sewer West (75032)
9-01-23-220-000-250	\$ 220,475.88	Current Portion Active Employees
	<u>\$ 271,932.94</u>	ACTIVE EMPLOYEES
	\$ 65,573.99	RETIREES
	<u>\$ 337,506.93</u>	TOTAL AMOUNT PAID THROUGH CURRENT FUND, REIMBURSED BY UTILITY FUNDS

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20 - 002

RESOLUTION AUTHORIZING PAYMENT OF BILLS

JANUARY 2, 2020

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 -East	\$	13,576.69
Sewer Utility - East	\$	13,714.28
Utility Escrow - Water	\$	-
Utility Escrow - Sewer	\$	-
Sewer Utility Capital Fund	\$	-
Water Utility Capital Fund	\$	-
	\$	<u>27,290.97</u>

CERTIFICATION:

Diane Lapp
Chief Financial Officer

Signed: _____
Joan Brush
Council President

Sabina T Martin
Township Clerk

UTILITY BILL LIST ADDENDUM

20 - 002

JANUARY 2, 2020

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WATER OPERATING

PAYROLL WEEK ENDING 01/10/2020

PAYROLL WEEK ENDING 01/24/2020

Township of Manchester ESA Water SHBP Premium - January transfer 13,576.69

Jersey Central Power & Light Vouchers to be provided at 1/27/2020 Council meeting
New Jersey Natural Gas
Comcast

\$ 13,576.69

SEWER OPERATING

PAYROLL WEEK ENDING 01/10/2020

PAYROLL WEEK ENDING 01/24/2020

Township of Manchester ESA Sewer SHBP Premium - January transfer 13,714.28

Jersey Central Power & Light Vouchers to be provided at 1/27/2020 Council meeting
New Jersey Natural Gas
Comcast

\$ 13,714.28

WATER UTILITY ESCROW

\$ -

SEWER UTILITY ESCROW

\$ -

WATER UTILITY CAPITAL FUND

\$ -

SEWER UTILITY CAPITAL FUND

\$ -

20 - 003

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JANUARY 2, 2020

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	\$	12,014.25
Sewer Utility West	\$	12,151.84
Water Utility West Capital Fund	\$	-
Sewer Utility West Capital Fund	\$	-
		<hr/>
	\$	24,166.09

CERTIFICATION:

Diane Lapp
Chief Financial Officer

Signed: _____

Joan Brush
Council President

Sabina T Martin
Township Clerk

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UTILITY WEST ADDENDUM

JANUARY 2, 2020

20 - 003

WATER WEST OPERATING

PAYROLL WEEK ENDING 01/10/2020

PAYROLL WEEK ENDING 01/24/2020

Township of Manchester	WSA Water SHBP Premium - January	transfer	12,014.25
Jersey Central Power & Light	Vouchers to be provided at 1/27/2020 Council meeting		
New Jersey Natural Gas			
Comcast			
			<u>12,014.25</u>

SEWER WEST OPERATING

PAYROLL WEEK ENDING 01/10/2020

PAYROLL WEEK ENDING 01/24/2020

Township of Manchester	WSA Sewer SHBP Premium - January	transfer	12,151.84
Jersey Central Power & Light	Vouchers to be provided at 1/27/2020 Council meeting		
New Jersey Natural Gas			
Comcast			
			<u>12,151.84</u>

WATER WEST CAPITAL

0.00

SEWER WEST CAPITAL

0.00

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#20-001

**AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AMENDING AND SUPPLEMENTING SALARY
RANGES AND POSITIONS OF NON –BARGAINING UNIT EMPLOYEES**

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

Section 1. The positions and annual salary ranges, hereinafter enumerated, in the Township of Manchester, County of Ocean, are hereby adopted in accordance with the following tables:

<u>POSITION (Non-Bargaining Unit Employees)</u>	<u>SALARY RANGE</u>
Administrative Assistant P/T	\$10.00/hr - \$20.00/hr
Administrative Assistant	\$30,000 - \$50,000
Alternate Deputy Registrar	\$2,500
Assistant Business Administrator	\$7,500
Back-up Utilities Operator	\$5,000
Biohazard Remediator	\$2,500
Business Administrator	\$80 95,000 - \$150,000
Chief Engineer	\$75,000 - \$135,000
Chief of Police	\$126,500 - \$216,200
Collector of Utility Revenues	\$10,000
Command Support Assistant	\$75,000- \$85,000
Comptroller	\$40,000 - \$66,000
Confidential Aide	\$30,000 - \$60,000
Confidential Aide (Part Time)	\$15.00/hr - \$25.00/hr
Court Administrator	\$55 75,000 - \$100 110,000
Deputy Emergency Management Coordinator	\$2,500
Deputy Registrar of Vital Statistics	\$5,000
Deputy Township Clerk	\$35,000 - \$65,000
Deputy Treasurer	\$35,000 - \$70 75,000
Director, Dept. of Inspections, Land Use & Planning	\$18,000 - \$115,000
<u>Director of Emergency Services</u>	<u>\$75,000 - \$120,000</u>
Director of Finance/Chief Financial Officer	\$60,000 – \$130 135,000
Director of Public Works	\$70,000 - \$170 180,000
Director of Recreation	\$45,000 - \$90,000
Emergency Management Coordinator	\$5,000
<u>Emergency Medical Technician</u>	<u>\$40,000 – \$52,000</u>
<u>Emergency Medical Technician/Firefighter</u>	<u>\$45,000 – \$57,000</u>
<u>Emergency Medical Technician Supervisor</u>	<u>\$50,000 – \$65,000</u>
Executive Secretary	\$30,000- \$60,000

General Manager\Utility Operations	\$85,000 – \$125,000
Mayor	\$15,000 - \$45,000
Municipal Court Judge	\$35,000 - \$75,000
Municipal Housing Liaison	\$4,000 - \$10,000
Personnel Officer	\$40,000 - \$90 <u>95,000</u>
Public Safety Director	\$1,00
Purchasing Agent	\$40 <u>65,000</u> - \$80 <u>95,000</u>
Recycling Coordinator	\$2,500
Registrar of Vital Statistics	\$10,000
Tax Assessor	\$45,000 - \$125,000
Tax Search Officer	\$2,500
Township Clerk	\$40,000 - \$125,000
Township Press Officer	\$5,000
Utilities Operator	\$5,000 - \$20,000

Township Council

- Township Council Base: \$12,000
- Township Council President : Base + \$2,500
- Township Council Vice President : Base + \$1,500

Section 2. In addition to the base salary, there shall be longevity as follows:

EMPLOYEES HIRED PRIOR TO JANUARY 1, 1995

<u>UPON COMPLETION OF</u>	<u>% OF BASE SALARY</u>
Five years of continuous service	1.5%
Seven years of continuous service	2%
Ten years of continuous service	3%
Fifteen years of continuous service	5%
Seventeen years of continuous service	6.75%
Twenty years of continuous service	7.50%
Twenty-five years of continuous service	10%

EMPLOYEES HIRED AFTER JANUARY 1, 1995

<u>UPON COMPLETION OF</u>	<u>% OF BASE SALARY</u>
Ten years of continuous service	2.50%
Fifteen years of continuous service	5%
Twenty years of continuous service	7.50%
Twenty-five years of continuous service	10%

Effective January 1, 2014, longevity is eliminated for all new employees.

Section 3. The following positions shall be excluded from the longevity schedule in Section 2 of

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this Ordinance: Municipal Court Judge, Chief of Police, ~~Public Safety Director~~, Township Council and Mayor.

Section 4. All ordinance or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 5. 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 **2nd day of January, 2020** 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 **27th day of January, 2020**. 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. Martin, RMC
Municipal Clerk

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#20-004

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING TEMPORARY BUDGET
APPROPRIATIONS FOR THE CALENDAR YEAR 2020**

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 the calendar year 2020 until the regular budget be adopted, in the total amount of ***\$9,149,925.00*** 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. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

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ATTACHMENT A

**TOWNSHIP OF MANCHESTER
TEMPORARY BUDGET-CURRENT FUND Calendar Year 2020**

1/3/2020

OFFICES OF THE MAYOR & COUNCIL	
Salary and Wage	16,400.00
Operating Expense	1,500.00
ENVIRONMENTAL COMMISSION	
Salary and Wage	100.00
Operating Expense	0.00
VETERANS ADVISORY COMMITTEE	
Operating Expense	500.00
DEPARTMENT TOTAL: MAYOR	18,500.00
OFFICE OF THE CLERK	
Salary and Wage	48,000.00
Operating Expense	15,000.00
MUNICIPAL AUDIT	
Operating Expense	0.00
BOARD OF ADJUSTMENT	
Operating Expense	8,000.00
DEPARTMENT TOTAL: COUNCIL	71,000.00
DEPT OF ADMIN., PURCH. & PERSON.	
Salary and Wage	82,000.00
Operating Expense	62,000.00
OFFICE OF THE TAX ASSESSOR	
Salary and Wage	99,000.00
Operating Expense	25,000.00
DIVISION OF DATA PROCESSING	
Salary and Wage	38,000.00
Operating Expense	30,000.00
AID TO 3 VOLUNTEER FIRE CO	
Operating Expense	0.00
AID TO 2 FIRST AID ORG.	
Operating Expense	0.00
DEPARTMENT TOTAL: ADMIN	336,000.00
DIVISION OF RECREATION	
Salary and Wage	73,000.00
Operating Expense	30,000.00
DEPARTMENT OF: RECREATION	103,000.00

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ATTACHMENT A

1/3/2020 **TOWNSHIP OF MANCHESTER**
TEMPORARY BUDGET-CURRENT FUND Calendar Year 2020

DEPARTMENT OF PUBLIC WORKS

DIVISION OF STREETS

Salary and Wage 430,000.00
Operating Expense 53,000.00

DIVISION OF BUILDING AND GROUNDS

Salary and Wage 40,000.00
Operating Expense 25,000.00

DIVISION OF SANITATION & RECYCLE

Salary and Wage 20,000.00
Operating Expense 125,000.00

DIVISION OF CENTRAL MAINT

Salary and Wage 62,000.00
Operating Expense 62,000.00

DIVISION OF LAKES, PARKS & PLAY

Salary and Wage 30,000.00
Operating Expense 10,500.00

DEPARTMENT TOTAL: PUBLIC WORKS 857,500.00

DEPARTMENT OF PUBLIC SAFETY

POLICE

Salary and Wage 2,500,000.00
Operating Expense 144,000.00

POLICE CLERICAL & COMMUNICATION

Salary and Wage 225,000.00

DIVISION OF ANIMAL CONTROL

Salary and Wage 14,100.00
Operating Expense 13,125.00

DIVISION OF EMERGENCY MGT

Salary and Wage 160,000.00
Operating Expense 20,000.00

DEPARTMENT TOTAL: POLICE 3,076,225.00

DEPARTMENT OF LAND USE

DIVISION OF ZONING, PLANNING

Salary and Wage 32,000.00
Operating Expense 15,500.00

UNIFORM FIRE SAFETY ACT

Salary and Wage
Operating Expense

DIVISION OF INSPECTION

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ATTACHMENT A

TOWNSHIP OF MANCHESTER
TEMPORARY BUDGET-CURRENT FUND Calendar Year 2020

1/3/2020

Salary and Wage
Operating Expense

100,000.00
26,000.00

DEPARTMENT TOTAL: LAND USE

173,500.00

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ATTACHMENT A

TOWNSHIP OF MANCHESTER
TEMPORARY BUDGET-CURRENT FUND Calendar Year 2020

1/3/2020

DEPARTMENT OF FINANCE	
FINANCE	
Salary and Wage	29,000.00
Operating Expense	10,000.00
DIVISION OF REVENUE COLLECTION	
Salary and Wage	45,000.00
Operating Expense	15,000.00
DEPARTMENT TOTAL: FINANCE	99,000.00
DEPARTMENT OF ENGINEERING	
ENGINEERING	
Operating Expense	40,000.00
DEPARTMENT TOTAL: ENGINEERING	40,000.00
DEPARTMENT OF LAW	
TOWNSHIP ATTORNEY	
Operating Expense	40,000.00
Operating Expense-FORCLOSED FEES	2,600.00
MUNICIPAL PROSECUTOR	
Operating Expense	10,500.00
DEPARTMENT TOTAL: ATTORNEY	53,100.00
INSURANCE	
GROUP-Operating Expense	1,500,000.00
GROUP-OPTOUT	0.00
Commercial: Property and Casualty Operating Expense	340,000.00
Workers Compensation Operating Expense	315,000.00
TOTAL-INSURANCE	2,155,000.00
MUNICIPAL COURT	
Salary and Wage	102,000.00
Operating Expense	5,600.00
PUBLIC DEFENDER	
Salary and Wage	5,000.00
HEPATITIS INOCULATION PROGRAM	
Operating Expense	1,000.00
OSHA REQUIRMENT-RESPIRATOR TEST	
DE	1,000.00
TOTAL MUNICIPAL COURT	114,600.00

ATTACHMENT A

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1/3/2020 TOWNSHIP OF MANCHESTER
TEMPORARY BUDGET-CURRENT FUND Calendar Year 2020

UNCLASSIFIED	
GASOLINE	100,000.00
ELECTRICITY	70,000.00
TELEPHONE	50,000.00
NATURAL GAS	8,000.00
HEATING OIL	1,000.00
STREET LIGHTING	46,000.00
RESERVE FOR RETIREE ALLOWANC	0.00
CONDOMINIUM SERVICES ACT	0.00
TOTAL DEPARTMENT: UNCLASSIFIED	275,000.00
TOTAL OPERATIONS WITHIN "CAPS"	7,372,425.00
STATUTORY EXPENDITURES WITHIN CAPS	
STATUTORY EXPENDITURES	
SOCIAL SECURITY	350,000.00
RESERVE-UNEMPLOYMENT TRUST	
PFRS	
PERS	
DEFINED CONTRIBUTION	2,500.00
TOTAL STATUTORY EXPENDITURES WITHIN CAPS	352,500.00

ATTACHMENT A

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TOWNSHIP OF MANCHESTER
 TEMPORARY BUDGET-CURRENT FUND Calendar Year 2020

1/3/2020

RESERVE FOR TAX APPEAL	
Operating Expense	
LOSAP	0.00
SENIOR OUTREACH PROGRAM	
FEDERAL SHARE Salary and Wage	25,000.00
SENIOR OUTREACH-Unapprop Reserve	
LOCAL MATCH-Salary and Wage	75,000.00
LOCAL MATCH-Operating Expense	33,000.00
MUNICIPAL ALLIANCE GRANT	
OTHER EXPENSES	4,400.00
LOCAL MATCH	100.00
CLEAN COMMUNITY	20,000.00
Operating Expense	
Body Armor	
Operating Expense	0.00
TOTAL OPERATIONS EXCLUDED CAPS	157,500.00
CAPITAL IMPROVEMENT	
TOTAL CAPITAL IMPROVEMENT	0.00
MUNICIPAL DEBT SERVICE	
PAYMENT OF BOND PRINCIPAL	900,000.00
PAYMENT OF NOTES PRINCIPAL	0.00
INTEREST ON BONDS	250,000.00
INTEREST ON NOTES	0.00
GREEN TRUST LOAN PRINCIPAL	0.00
GREEN TRUST LOAN INTEREST	0.00
TOTAL MUNICIPAL DEBT	1,150,000.00
DEFERRED CHARGES:	
5 year	117,500.00
3 year	0.00
Deferred Charges (paydown old ordinances)	0.00
TOTAL DEFERRED CHARGES	117,500.00
TOTAL APPROP-EXCLUD FROM CAPS	1,425,000.00
TOTAL APPROP-INSIDE CAPS	7,724,925.00
TOTAL TEMPORARY BUDGET	9,149,925.00

DRAFT

#20-005

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING TEMPORARY WATER UTILITY BUDGET EASTERN
SERVICE AREA APPROPRIATIONS FOR THE CALENDAR YEAR 2020**

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 the calendar year 2020 until the regular budget be adopted, the following sums:

TEMPORARY BUDGET WATER UTILITY-CY 2020			
EASTERN SERVICE AREA			
SALARIES & WAGES	S/W	\$196,800.00	
OTHER EXPENSES	OE	\$400,000.00	
PAYMENT OF BOND PRINCIPAL	OE	\$0.00	
INTEREST ON BONDS	OE	\$0.00	
PERS	OE	\$0.00	
SOCIAL SECURITY SYSTEM	OE	\$15,000.00	
ACCUMULATED LEAVE COMPENSATION	OE	\$0.00	
TOTAL		\$611,800.00	

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. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

#20-006

DRAFT

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING TEMPORARY SEWER UTILITY BUDGET EASTERN SERVICE AREA APPROPRIATIONS FOR THE CALENDAR YEAR 2020

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 the calendar year 2020 until the regular budget be adopted, the following sums:

TEMPORARY BUDGET SEWER UTILITY-CY2020		
EASTERN SERVICE AREA		
SALARIES & WAGES	S/W	\$228,000.00
OTHER EXPENSES	OE	\$820,000.00
CAPITAL IMPROVEMENT FUND	OE	\$0.00
PAYMENT OF BOND PRINCIPAL	OE	\$0.00
INTEREST ON BONDS	OE	\$0.00
SOCIAL SECURITY SYSTEM	OE	\$18,000.00
TOTAL		\$1,066,000.00

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. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-007

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING TEMPORARY WESTERN SERVICE AREA WATER UTILITY
BUDGET APPROPRIATIONS FOR THE CALENDAR YEAR 2020**

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 the calendar year 2020 until the regular budget be adopted, the following sums:

TEMPORARY BUDGET WATER UTILITY-CY2020			
WESTERN SERVICE AREA			
SALARIES & WAGES	S/W	\$131,000.00	
OTHER EXPENSES	OE	\$330,000.00	
PAYMENT OF BOND PRINCIPAL	OE	\$0.00	
INTEREST ON BONDS	OE	\$280,000.00	
PERS	OE	\$0.00	
SOCIAL SECURITY SYSTEM	OE	\$11,000.00	
ACCUMULATED LEAVE COMPENSATION	OE	\$0.00	
TOTAL		\$752,000.00	

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. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-008

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING TEMPORARY WESTERN SERVICE AREA SEWER UTILITY
BUDGET APPROPRIATIONS FOR THE CALENDAR YEAR 2020**

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 calendar year 2020 until the regular budget be adopted, the following sums:

TEMPORARY BUDGET SEWER UTILITY-CY2020		
WESTERN SERVICE AREA		
SALARIES & WAGES	S/W	\$131,000.00
OTHER EXPENSES	OE	\$446,000.00
PAYMENT OF BOND PRINCIPAL	OE	\$0.00
INTEREST ON BONDS	OE	\$125,000.00
PERS	OE	\$0.00
SOCIAL SECURITY SYSTEM	OE	\$8,800.00
ACCUMULATED LEAVE COMPENSATION	OE	\$0.00
TOTAL		\$710,800.00

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. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-009

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY
ADOPTING A CASH MANAGEMENT PLAN
FOR THE TOWNSHIP OF MANCHESTER**

WHEREAS, pursuant to amendments to N.J.S.A. 40A:5-15.1, the State of New Jersey Local Fiscal Affairs Law, the governing body of each municipality is required to adopt a cash management plan; and

WHEREAS, the Chief Financial Officer has submitted such a plan to the Mayor and Township Council, said plan which fulfills all of the requirements of N.J.S.A. 40A:5-15.1.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey that the Cash Management Plan presented by the Chief Financial Officer is hereby adopted.

BE IT FURTHER RESOLVED that this plan shall currently have a duration of twelve (12) months, commencing on January 1, 2020.

BE IT FURTHER RESOLVED that the Township Clerk is directed to provide certified copies of this Resolution to the following:

- A. Chief Financial Officer
- B. Township Auditor

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

#20-010

DRAFT

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE DIRECTOR OF FINANCE TO RE-ESTABLISH A PETTY CASH FUND IN THE AMOUNT OF \$200.00

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund for the Finance Office of the Township of Manchester; and

WHEREAS, a Petty Cash Fund was established by Resolution dated October 27, 1992, by the Council of the Township of Manchester; and

WHEREAS, a Petty Cash Fund is requested to be re-established by Resolution dated January 2, 2020 by the Council of the Township of Manchester.

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

1. During the CY 2020, Diane Lapp, Director of Finance, be and is hereby authorized and permitted to re-establish a Petty Cash Fund in the amount of \$200.00 which has been approved by the Division of Local Government Services, pursuant to the provisions of N.J.S.A. 40A:5-21. Said Petty Cash Fund will be used by such office or department to pay claims for small miscellaneous expenses.
2. Diane Lapp, Director of Finance, having custody of the fund be bonded in an amount not less than \$1,000.00 and will maintain said Fund in accordance with the laws and regulations governing its operation.

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020.**

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-011

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY AUTHORIZING THE TAX COLLECTOR TO CONDUCT A
MUNICIPAL LIEN SALE**

WHEREAS, N.J.S.A. 54:4-1 et seq. permits a municipality to conduct a municipal lien sale and to authorize the Tax Collector to conduct the sale; and,

WHEREAS, the Tax Collector has advised the Township Council that there are outstanding municipal charges as of December 31, 2019; and,

WHEREAS, the Tax Collector is desirous to hold a municipal lien sale for those outstanding charges; and,

WHEREAS, the Township of Manchester will charge an In lieu of advertising mailing fee of \$25 for the first mailing and \$25 for a second mailing.

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 Tax Collector is hereby authorized to conduct a municipal lien sale.
2. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - a. Business Administrator
 - b. Chief Financial Officer
 - c. Township Auditor
 - d. Tax Collector

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-012

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY AUTHORIZING THE TAX COLLECTOR TO CANCEL
OPEN BALANCES LESS THAN \$1**

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 open balances for less than \$1 as the cost of distributing and mailing late notices would exceed the delinquency.

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-013

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY
OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING
ACCEPTANCE OF THE AUTOMATED CLEARING HOUSE (ACH)
FOR REAL ESTATE TAXES AND UTILITIES CHARGES**

WHEREAS, pursuant to the Government Electronic Payment assistance Act, N.J.S.A. 40A:5-30.9 et/ seq., a municipality is authorized to accept payment to it by electronic means for certain local government obligations which are owed to the municipality; and

WHEREAS, the Township Council of the Township of Manchester, County of Ocean, New Jersey, is of the opinion that allowing property owners to pay real estate taxes and utility charges through Automated Clearing House (ACH), provides to the taxpayers of the Township of Manchester a needed convenience; and

WHEREAS, the Tax Collector of the Township of Manchester has recommended and approved such means for payment of such obligation.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the tax Collector of Manchester Township is hereby authorized to take all actions as may be deemed necessary or desirable to enable taxpayers and utilities users of the municipality to use Automated Clearing House (ACH).
2. The Mayor is hereby authorized to execute and the Clerk to attest to any documents necessary to implement the purposes and intent of this Resolution.
3. That the Clerk is directed to provide a certified copy of this Resolution to the following:
 - a. Tax Collector
 - b. Chief Financial Officer
 - c. Director at the Division of Local Government Services

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING ACCEPTANCE OF THE CREDIT AND DEBIT CARD PAYMENTS FOR THE COLLECTION OF REAL ESTATE TAXES AND UTILITIES CHARGES IN ACCORDANCE WITH THE PROVISIONS OF N.J.A.C. 5:30-9.1 et seq.

WHEREAS, the Department of Community Affairs, Division of Local Government Services has promulgated regulations, N.J.A.C. 5:30-9.1 et seq., authorizing municipalities to accept credit card payments in accordance with the provisions of the Administrative code; and

WHEREAS, in order for a municipality to accept credit card payments, a resolution must be adopted by the governing body authorizing the same and stating the type of obligations which can be paid by electronic receipt and the types of electronic receipt that will be permitted; and

WHEREAS, it is the desire of the Mayor and Township Council to authorize the payment of municipal tax bills and utility bills; and

WHEREAS, it is the intention of the Mayor and Township Council to authorize the Tax Collector's Office to accept payments by credit card for those fees, costs, or other payments associated with that division as set forth above; and

WHEREAS, the utilization of credit cards for payment of these taxes, fees, or costs must be in accordance with the provisions of N.J.A.C. 5:30-90.1 et seq.,

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

1. That the Mayor and Township Council do hereby authorize the Tax Collector's Office to accept credit card payments for the payment of municipal tax, water, & sewer bills.
2. That the use of credit/debit cards for payment is subject to the provisions of N.J.A.C. 5:30-9.1 et. Seq.
3. That the Clerk is directed to provide a certified copy of this Resolution to the following:
 - a. Tax Collector
 - b. Chief Financial Officer
 - c. Director at the Division of Local Government Services

CERTIFICATION

I Sabina T. Martin, 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 **2nd day of January 2020.**

Sabina T. Martin, RMC
Municipal Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY AUTHORIZING THE TAX COLLECTOR TO CHARGE A
FEE FOR PAYMENTS RETURNED FOR INSUFFICIENT FUNDS;**

WHEREAS, P.L. 1990, Chapter 105, supplementing Title 40 of the New Jersey State Revised Statutes has been enacted to allow a municipality the authority to impose a service charge to be added on an account which was by check or other instrument returned for insufficient funds; and,

WHEREAS, whenever an account is owing a municipality for a tax, water and/or sewer payment/fee, the service charge authorized by this section shall be included on whatever list of delinquent accounts is prepared for the enforcement of the lien.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Council of the Township of Manchester, County of Ocean, State of New Jersey that the Tax Collector be authorized to charge the aforementioned fee at a rate of \$20.00 per check, other written instrument, or other returned payment by a bank for insufficient funds.

BE IT FURTHER RESOLVED, that the Tax Collector may require future payments to be tendered in cash or by certified check; and

BE IT FINALLY RESOLVED that a certified copy of this Resolution be forwarded to the following:

- A. Business Administrator;
- B. Chief Financial Officer;
- C. Township Auditor;
- D. Tax Collector.

CERTIFICATION

I, Sabina T. Martin, 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 2nd day of January 2020.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-016

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY FIXING THE RATE OF INTEREST TO BE CHARGED ON DELINQUENT TAXES OR ASSESSMENTS

WHEREAS, N.J.S.A. 54:4-67 permits governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

WHEREAS, N.J.S.A. 54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 and allows an additional penalty of 6% of the delinquency in excess of \$10,000 to be collected against a delinquency open at year end.

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 Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of delinquency and 18% per annum on any amount in excess of \$1,500.00 calculated from the date the tax was payable until the date of actual payment and that there will be an additional penalty charged of 6% of the delinquency in excess of \$10,000 at year end.
2. There will be a ten (10) day grace period of quarterly tax payments made by cash, check, or money order before interest is charged.
3. That any payments not made in accordance with paragraph one and two of this resolution shall be charged interest from the due date as set forth in paragraph one and two of this resolution.
4. That this resolution shall be published in its entirety once in an official newspaper of the Township of Manchester.
5. That the Township Clerk shall forward a certified copy of this resolution to the following:
 - a. Mayor
 - b. Tax Collector
 - c. Township Attorney
 - d. Chief Financial Officer
 - e. Township Auditor

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020.**

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-017

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY FIXING THE RATE OF INTEREST TO BE CHARGED ON DELINQUENT WATER AND SEWER RATES, CHARGES, RENTALS, AND FEES

WHEREAS, N.J.S.A. 40a:26a-12 permits the governing body of each municipality to fix the rate of interest to be charged for non-payments of sewer rates, rentals, connection fees, or other charges; and,

WHEREAS, N.J.S.A. 40A:31-12 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of water rates, rentals, connection fees, or other charges.

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

1. That the Division of Utilities is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of sewer and water rates, rentals, connection fees and other charges becoming delinquent after the due date and 18% per annum on any amount of sewer and water rates, rentals, connection fees, or other charges in excess of \$1,500.00 becoming delinquent after the due date and if a delinquency is in excess of \$10,000 and remains in arrears at year end, an additional penalty of 6% shall be charged against the delinquency.
2. Quarterly water and/or sewer payments are due immediately upon receipt. There will be a thirty (30)-day grace period of quarterly water and/or sewer payments made by cash, check, or money order before interest is charged.
3. That any payments not made in accordance with paragraph one or two of this resolution shall be charged interest from the due date as set forth in paragraph one and two of this resolution.
4. That this resolution shall be published in its entirety once in an official newspaper of the Township of Manchester.
5. That the Township Clerk shall forward a certified copy of this resolution to the following:
 - a. Mayor
 - b. Director of Public Works
 - c. Tax Collector
 - d. Division of Utilities Attorney
 - e. Chief Financial Officer
 - f. Township Auditor

CERTIFICATION

I, Sabina T. Martin, 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 2nd day of January 2020.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-018

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A LICENSE
AGREEMENT WITH OCEAN COUNTY LACROSSE CLUB, INC. FOR USE OF THE
PROPERTY AT AYF COMPLEX FOR RECREATIONAL ACTIVITIES**

WHEREAS, the Township of Manchester desires to enter into a license agreement with Ocean County Lacrosse Club, Inc.; and,

WHEREAS, Ocean County Lacrosse Club, Inc. seeks to enter into said license agreement for three (3) years between the months of March 1st and June 30th of each year; and,

WHEREAS, the Business Administrator has recommended that the license agreement with Ocean County Lacrosse Club, Inc. 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 attest to the license agreement with Ocean County Lacrosse Club, Inc.
2. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - a. Recreation Director
 - b. Ocean County Lacrosse Club, Inc.
26 Lynn Drive
Toms River, N.J. 08753

CERTIFICATION

I, Sabina T. Martin, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be true and correct copy of a Resolution adopted by the Township Council of said Township at a meeting held on the **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-019

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE MAYOR TO
SIGN A CONTRACT WITH THE VOLUNTEER AUXILIARY FOR ANIMAL
SHELTERS, INC. FOR TNR SERVICES WITHIN MANCHESTER TOWNSHIP**

WHEREAS, The Township Council recognizes the potential for a well-managed trap-neuter-return (TNR) program as a mechanism to reduce existing feral cat populations and reduce the euthanasia rate of feral cats; and

WHEREAS, The Township Council approved Ordinance 18-037 which subsequently approved funding to offset costs of trapping, neutering and vaccinating captured feral cats; and

WHEREAS, The Business Administrator has recommended a contract be signed with The Volunteer Auxiliary for Animals Shelters, Inc. for TNR services within the Township; and

WHEREAS, The Township Council is satisfied with the recommendation of the Business Administrator.

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 Mayor is authorized to execute and the clerk to attest to a contract with The Voluntary Auxiliary for Animals, Inc.
2. That the Township Clerk shall forward a copy of this Resolution to the following:
 - A. Business Administrator
 - B. Chief Financial Officer
 - C. Margaret Dellapietro, Animal Control Officer
 - D. The Volunteer Auxiliary for Animal Shelters, Inc.

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-020

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A SCHEDULE "C" AGREEMENT WITH THE COUNTY OF OCEAN FOR 2020

WHEREAS, the Interlocal Services Act, N.J.S.A. 40:8a-1 et seq. authorized the Township of Manchester to enter into a contract for the provision of certain governmental services with the County of Ocean; and,

WHEREAS, N.J.S.A. 40:8 requires such a contract to be authorized by resolution or ordinance; and,

WHEREAS, it is the desire of the governing body to authorize the execution of a contract with the County of Ocean for the provision of services, materials and equipment as set forth in Schedule "C".

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

1. That the Mayor is hereby authorized to execute and the Municipal Clerk is authorized to attest to a Schedule "C" agreement with the County of Ocean in accordance with the provisions of the law to include a sum not to exceed \$25,000.00 for the Ocean County Road Department.
2. This agreement is for the period of January 1, 2020 to December 31, 2020.
3. That a copy of this agreement referenced herein shall be kept on file and made available for public inspection in the Municipal Clerk's office during normal business hours.

CERTIFICATION

I, Sabina T. Martin, 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 2nd day of January 2020.

Sabina T. Martin, RMC
Municipal Clerk

#20-021

DRAFT

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY, FIXING
THE ANNUAL MEETING DATES OF THE TOWNSHIP COUNCIL**

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

1. That the Regular Meetings of the Township Council will be held on the second and fourth Mondays, at 6:00 P.M., unless otherwise noted, on the following dates for the year 2020:

January 27, February 10, February 24, March 9, March 23, April 13, April 27, May 11, May 26 (Tuesday), June 8, June 22, July 13, July 27, August 10, August 24, September 14, September 28, October 13 (Tuesday), October 26, November 9, November 23 and December 14, 2019.

2. That all meetings will be held in the Town Hall, One Colonial Drive, Manchester Township, New Jersey. Formal legal action may be taken by the Township Council at such meetings of the Township Council.

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020.**

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-022

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
DESIGNATING LEGAL NEWSPAPERS FOR MANCHESTER TOWNSHIP**

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

1. That the Official Newspapers of the Township for Manchester shall be as follows:
 - A. Asbury Park Press
 - B. Star Ledger

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**

Sabina T. Martin, RMC
Municipal Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, RESOLUTION DESIGNATING A PUBLIC AGENCY
COMPLIANCE OFFICER (P.A.C.O.)**

WHEREAS, in accordance with N.J.A.C. 17:27-3.2 et. seq., each public agency shall annually designate an officer or employee to serve as its Public Agency Compliance Officer (P.A.C.O); and

WHEREAS, the individual designated as the Public Agency Compliance Officer will be the point of contact for all matters concerning implementation and administration of the legal requirements of the Equal Employment Opportunity Monitoring Program; and

WHEREAS, the Public Agency Compliance Officer is also responsible for administering contracting procedures pertaining to equal employment regarding both the public agency and its service providers; and

WHEREAS, in accordance with N.J.A.C. 17:27-3.3, each public agency shall notify the State of New Jersey, Department of the Treasury, Division of Purchase & Property, Contract Compliance Audit Unit, EEO Monitoring Program of its designation by January 10th of each year; and

WHEREAS, the Township wishes to designate Gina Gilchrist to serve as its Public Agency Compliance Officer for the calendar year 2020.

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 Gina Gilchrist is hereby designated to serve as its Public Agency Compliance Officer for the calendar year 2020.
2. 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. Gina Gilchrist

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-024

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, AUTHORIZING THE AWARD OF AN ALTERNATE
CONTRACT TO PROVIDE THE SERVICES OF A LICENSED WATER OPERATOR**

WHEREAS, the Township of Manchester has the need to acquire the services of a Licensed Water Operator as a non-fair and open contract pursuant to provisions of N.J.S.A. 19:44A-20.5

WHEREAS, the Qualified Purchasing Agent has determined and certified in writing that the value of the contract will exceed \$17,500; and,

WHEREAS, the Township of Manchester wishes enter into a contract for the services of a Licensed Operator in Direct Charge for the Eastern and Western Service Areas for the 2020 year; and,

WHEREAS, both water and sewer systems must have a Licensed Operator in Direct Responsible Charge on site a minimum of 35 hours per week to be in compliance with NJDEP standards; and,

WHEREAS, Water Resource Management has completed and submitted a Business Entity Disclosure Certification and Political Contribution Disclosure which certifies that Water Resource Management has not made any reportable contributions to a political or candidate committee in the Township of Manchester in the previous one year, and that the contract will prohibit Water Resource Management from making any reportable contributions through the term of the contract, and

WHEREAS, the township has received a proposal from Water Resource Management (WRM) for these required services, offering the services of John Manganaro of Water Resource Management holding the DEP issued licenses of W-4, T-4, C-4, CPWM as the licensed professional services operator; and

WHEREAS, the Department of Public Works, Division of Utilities has sufficient funds within their current budget for the purchase; and,

WHEREAS, Water Resource Management (WRM) has provided a quotation of \$17,100.00 per month to provide the required licensed operator for the 2020 calendar year; and,

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

WHEREAS, that the Chief Finance Officer has certified the funds not to exceed \$205,200.00 for the aforesaid contract and the CFO certifies that the funding shall be split amongst all utility funds.

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

1. That contract for the water treatment is hereby awarded to Water Resource Management in the amount of \$205,200.00 for the 2020 calendar year..
2. John Manganaro of Water Resource Management holding the DEP issued licenses of W-4, T-4, C-4, CPWM is appointed as the licensed professional services operator

DRAFT

3. That the Township Clerk shall forward a certified copy of this Resolution to the following:

- A. Division of Purchasing
- B. Director of Public Works
- C. Chief Financial Officer
- D. Remington & Vernick Engineers
- E. Water Resource Management
227 Kings Highway East, Haddonfield, NJ 08033

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-025

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, APPOINTING ROBERT A. HUDAK AS A CLASS III
MEMBER OF THE MANCHESTER TOWNSHIP PLANNING BOARD**

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

1. That Robert A. Hudak be and hereby is appointed as a Class III Member of the Manchester Township Planning Board for a term of one (1) year commencing January 1, 2020.
2. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Robert A. Hudak
 - B. Manchester Township Planning Board

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

#20-026

DRAFT

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, APPOINTING SAM FUSARO AS TOWNSHIP COUNCIL MEMBER OF THE OPEN SPACE ADVISORY COMMITTEE

WHEREAS, there exists an Open Space Advisory Committee within the Township of Manchester; and

WHEREAS, it is the desire of the Township Council to appoint a member of the Township Council to serve on the Open Space Advisory Committee; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey that it hereby appoints Sam Fusaro for the term of one year to the Open Space Advisory Committee of the Township of Manchester, commencing on January 1, 2020 and expiring on December 31, 2020.

BE IT FURTHER RESOLVED, that the Township Clerk shall forward copies of this resolution to the following:

- A. Open Space Advisory Committee
- B. Sam Fusaro

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE TOWNSHIP TAX ASSESSOR AS THE AGENT TO FILE PETITIONS OF APPEAL/COMPLAINTS WITH THE OCEAN COUNTY BOARD OF TAXATION AND NAMING THE TOWNSHIP ATTORNEY TO ACT AS ALTERNATE AGENT

WHEREAS, from time to time the Tax Assessor discovers an error in calculation, transposing, measurement, or typographical errors in the tax assessments on the tax list after the County Board of Taxation has certified the tax list for the tax year or a property becomes subject to a roll-back assessment; and,

WHEREAS, the governing body of the taxing district of the Township of Manchester is desirous that every taxpayer pays his fair share of taxes; and,

WHEREAS, if the above discovered errors are not corrected or a roll-back assessment not applied, the taxpayers affected would not be paying their fair share of taxes; and,

WHEREAS, the method for correcting such errors is to file a Petition of Appeal or Complaint with the Ocean County Board of Taxation.

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 Tax Assessor is hereby authorized to act as the agent for the Township of Manchester, and the Municipal Attorney to act as alternate agent for the Township of Manchester during the year 2020, and file a Petition of Appeal or Complaint with the Ocean County Board of Taxation to correct such assessments to the proper value, and that a copy of any Petition of Appeal or Complaint filed with the Ocean County Board of Taxation under this Resolution be filed with the Township Clerk.
2. That the Tax Assessor or Township Attorney is hereby authorized to execute Stipulations of any Tax Appeal or Complaint filed by the taxing district or by a taxpayer in the tax year 2020.
3. That the Township Clerk shall forward certified copies of this Resolution to the following:
 - A. Tax Assessor
 - B. Township Attorney
 - C. Chelsea Skuby, County Tax Administrator
118 Washington St. Courthouse, PO Box 2191
Toms River, NJ 08754
 - D. Ocean County Board of Taxation – with any such Petition or Appeal.

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF JOSEPH J. FACCONO, R.M.A., OF SAMUEL KLEIN AND COMPANY AS TOWNSHIP AUDITOR PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

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

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

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

WHEREAS, the Township Council desires to appoint Joseph Faccone of Samuel Klein and Company to the position of Township Auditor; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$61,000.00 which sum is reasonably estimated based upon such Financial Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Financial services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Auditor; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$61,000.00, which sum is based on a reasonable estimate of the Financial Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Joseph Faccone of Samuel Klein and Company has submitted a proposal in accordance with the “Pay to Play” Law; and,

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

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

1. That Joseph Faccone of Samuel Klein and Company be and is hereby appointed as Auditor to perform all necessary auditing work for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.

2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement with Joseph Faccone of Samuel Klein and Company.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator;
 - B. Chief Financial Officer;
 - C. Joseph Faccone.
 - D. Purchasing Agent

DRAFT

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT
TO AND AUTHORIZING THE APPOINTMENT OF GLUCK WALRATH, LLP
AS BOND COUNSEL, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A.
19:44A-20.4 ET SEQ.**

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

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

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

WHEREAS, the Township Council desires to appoint Gluck Walrath, LLP as Bond Counsel; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$20,000.00 which sum is reasonably estimated based upon such Legal Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Legal services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:
Bond Counsel; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$15,000.00, which sum is based on a reasonable estimate of the Legal Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract.

WHEREAS, Gluck Walrath, LLP has submitted a proposal in accordance with the “Pay to Play” Law; and,

DRAFT

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

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

1. That Gluck Walrath, LLP is hereby appointed as Bond Counsel for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator;
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. Gluck Walrath, LLP
11 Wharf Avenue, Suite 4
Red Bank, NJ 07701

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-030

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF ACACIA FINANCIAL GROUP, INC. AS FINANCIAL ADVISOR, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

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

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

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

WHEREAS, the Township Council desires to appoint Acacia Financial Group, Inc. as Financial Advisor; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$20,000.00 which sum is reasonably estimated based upon such Financial Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Financial services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Financial Advisor; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$20,000.00, which sum is based on a reasonable estimate of the Financial Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Acacia Financial Group, Inc. has submitted a proposal in accordance with the “Pay to Play” Law; and,

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

DRAFT

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 Acacia Financial Group, Inc. is hereby appointed as Financial Advisor for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator;
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. Acacia Financial Group, Inc.
6000 Midlantic Drive
Suite 400 North
Mt Laurel, NJ 08054

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-031

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF JERRY DASTI OF DASTI, MURPHY & MCGUCKIN, P.C AS TOWNSHIP ATTORNEY FOR LEGAL SERVICES FOR MANCHESTER TOWNSHIP, PURSUANT TO AND INACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

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

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

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

WHEREAS, the Township Council desires to appoint Jerry Dasti Esq. of Dasti, Murphy, McGuckin, P.C. as Township Attorney for Legal Services for Manchester Township; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$ 130,000.00 which sum is reasonably estimated based upon such Legal Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Legal services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Township Attorney for Legal Services for Manchester Township; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$ 130,000.00, which sum is based on a reasonable estimate of the Legal Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract.

WHEREAS, Jerry Dasti Esq. of Dasti, Murphy, McGuckin, P.C. has submitted a proposal in accordance with the “Pay to Play” Law; and,

DRAFT

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

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

1. That Jerry Dasti Esq. of Dasti, Murphy, McGuckin, P.C. is hereby appointed as Township Attorney for Legal Services for Manchester Township for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator;
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. Dasti, Murphy & McGuckin
Clock Tower Building
620 West Lacey Road
Forked River, NJ, 08731

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-032

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF CHRISTOPHER DASTI, ESQ., OF THE LAW OFFICES OF CHRISTOPHER DASTI, P.C. AS SPECIAL COUNSEL, PURSUANT TO AND INACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

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

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

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

WHEREAS, the Township Council desires to appoint Christopher Dasti, Esq. of The Law Offices of Christopher Dasti, P.C. as Special Counsel; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$20,000.00 which sum is reasonably estimated based upon such Legal Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Legal services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Special Counsel; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$20,000.00, which sum is based on a reasonable estimate of the Legal Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Christopher Dasti, Esq., of The Law Offices of Christopher Dasti, P.C. has submitted a proposal in accordance with the “Pay to Play” Law; and,

DRAFT

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

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

1. That Christopher Dasti Esq. of The Law Offices of Christopher Dasti, P.C. is hereby appointed as Special Counsel for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. The Law Offices of Christopher Dasti, P.C.
900 Newark Avenue
Forked River, NJ, 08731

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-033

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE
APPOINTMENT OF EDWARD W. PURCELL, ESQ. OF DIFRANCESCO, BATEMEN,
KUNZMAN, DAVIS, LEHRER & FLAUM, P.C. AS SPECIAL COUNSEL FOR
TELECOMMUNICATIONS, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A.
19:44A-20.4 ET SEQ.**

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

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

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

WHEREAS, the Township Council desires to appoint Edward W. Purcell, Esq. of DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. as Special Counsel for Telecommunications; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$10,000.00 which sum is reasonably estimated based upon such Legal Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Legal services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Special Counsel for Telecommunications; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$10,000.00, which sum is based on a reasonable estimate of the Legal Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Edward W. Purcell, Esq. of DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. has submitted a proposal in accordance with the “Pay to Play” Law; and,

DRAFT

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

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

1. That Edward W. Purcell, Esq. of DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. is hereby appointed as Special Counsel for Telecommunications for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator;
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C.
15 Mountain Blvd
Warren, NJ, 07059

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-034

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE
APPOINTMENT OF JAMES HOLZAPFEL, ESQ. OF CITTA, HOLZAPFEL &
ZABARSKY AS LABOR COUNSEL, PURSUANT TO AND INACCORDANCE WITH
N.J.S.A. 19:44A-20.4 ET SEQ.**

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

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

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

WHEREAS, the Township Council desires to appoint James Holzapfel, Esq. of Citta, Holzapfel & Zabarsky as Labor Counsel; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$40,000.00 which sum is reasonably estimated based upon such Legal Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Legal services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Labor Counsel; and,

WHEREAS, The amount of the contract to be awarded under this resolution is determined to be \$40,000.00, which sum is based on a reasonable estimate of the Legal Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

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

DRAFT

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

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

1. That James Holzapfel, Esq. of Citta, Holzapfel & Zabarsky is hereby appointed as Labor Counsel for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. Citta, Holzapfel & Zabarsky
248 Washington Street
Toms River, NJ 08753

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-035

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE
APPOINTMENT OF ARMANDO V. RICCIO, LLC AS ALTERNATE LABOR
COUNSEL, PURSUANT TO AND INACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET
SEQ.**

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

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

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

WHEREAS, the Township Council desires to appoint Armando V. Riccio, LLC. as Alternate Labor Counsel; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$40,000.00 which sum is reasonably estimated based upon such Legal Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Legal services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Labor Counsel; and,

WHEREAS, The amount of the contract to be awarded under this resolution is determined to be \$40,000.00, which sum is based on a reasonable estimate of the Legal Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Armando V. Riccio, LLC has submitted a proposal in accordance with the “Pay to Play” Law; and,

DRAFT

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

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

1. That Armando V. Riccio, LLC is hereby appointed as Alternate Labor Counsel for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. Armando V. Riccio, LLC
7 North Main Street, Suite A
Medford, NJ 08055

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE
APPOINTMENT OF MICHAEL MCKENNA, JR. OF HIERING, GANNON &
MCKENNA AS SPECIAL LABOR COUNSEL, PURSUANT TO AND IN ACCORDANCE
WITH N.J.S.A. 19:44A-20.4 ET SEQ.**

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

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

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

WHEREAS, the Township Council desires to appoint Michael McKenna, Jr. of Hiering, Gannon & McKenna as Special Labor Counsel; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$5,000.00 which sum is reasonably estimated based upon such Legal Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Legal services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Special Labor Counsel; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$5,000.00, which sum is based on a reasonable estimate of the Legal Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Michael McKenna, Jr. of Hiering, Gannon & McKenna has submitted a proposal in accordance with the “Pay to Play” Law; and,

DRAFT

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

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

1. That Michael McKenna, Jr. of Hiering, Gannon & McKenna is hereby appointed as Special Labor Counsel for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator;
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. Hiering, Gannon & McKenna
29 Hadley Ave.
Toms River, NJ 08753

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF JEAN L. CIPRIANI, ESQ. OF ROTHSTEIN, MANDELL, STROH, HALM & CIPRIANI, P.C. AS COUNSEL ON AFFORDABLE HOUSING MATTERS, PURSUANT TO AND INACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

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

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

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

WHEREAS, the Township Council desires to appoint Jean L. Cipriani, Esq. of Rothstein, Mandell, Strohm, Halm & Cipriani, P.C. as Counsel on Affordable Housing Matters; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$10,000.00 which sum is reasonably estimated based upon such Legal Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Legal services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Counsel on Affordable Housing Matters; and,

WHEREAS, The amount of the contract to be awarded under this resolution is determined to be \$10,000.00, which sum is based on a reasonable estimate of the Legal Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Jean L. Cipriani, Esq. of Rothstein, Mandell, Strohm, Halm & Cipriani, P.C. has submitted a proposal in accordance with the “Pay to Play” Law; and,

DRAFT

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

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

1. That Jean L. Cipriani, Esq. of Rothstein, Mandell, Strohm, Halm & Cipriani, P.C is hereby appointed as Counsel on Affordable Housing Matters for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. Rothstein, Mandell, Strohm, Halm & Cipriani, P.C
150 Airport Road
P.O. Box 3017
Lakewood, NJ 08701

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF COMMUNITY GRANTS, PLANNING & HOUSING (CGP&H) AS ADMINISTRATIVE AGENT FOR AFFORDABLE HOUSING MATTERS, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

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

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

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

WHEREAS, the Township Council desires to appoint Community Grants, Planning & Housing (CGP&H) as Administrative Agent for Affordable Housing Matters; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$62,000.00 which sum is reasonably estimated based upon such Legal Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Legal services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Administrative Agent for Affordable Housing Matters; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$62,000.00, which sum is based on a reasonable estimate of the Legal Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Community Grants, Planning & Housing (CGP&H) has submitted a proposal in accordance with the “Pay to Play” Law; and,

DRAFT

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

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

1. That Community Grants, Planning & Housing (CGP&H) is hereby appointed as Administrative Agent for Affordable Housing Matters for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. CGP&H
101 Interchange Plaza, Suite 301
Cranbury, NJ 08512

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-039

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF JERRY DASTI OF DASTI, MURPHY & MCGUCKIN, P.C. FOR LEGAL SERVICES IN UTILITIES DEPARTMENT, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

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

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

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

WHEREAS, the Township Council desires to appoint Jerry Dasti of Dasti, Murphy & McGuckin, P.C. for Legal Services for Utilities Department; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$15,000.00 which sum is reasonably estimated based upon such Legal Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Legal services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Legal Services for Utilities Department; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$15,000.00, which sum is based on a reasonable estimate of the Legal Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Jerry Dasti of Dasti, Murphy & McGuckin, P.C. has submitted a proposal in accordance with the “Pay to Play” Law; and,

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

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

1. That Jerry Dasti of Dasti, Murphy & McGuckin, P.C. is hereby appointed for Legal Services for Utilities Department for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.

DRAFT

2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. Dasti, Murphy & McGuckin
Clock Tower Building
620 West Lacey Road
Post Office Box 1057
Forked River, NJ 08731

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-040

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE
APPOINTMENT OF DANIEL BLOCH AND NICHOLAS DICKERSON OF MASER
CONSULTING, P.A. AS TOWNSHIP PLANNER, PURSUANT TO AND IN
ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.**

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

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

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

WHEREAS, the Township Council desires to appoint Daniel Bloch and Nicholas Dickerson of Maser Consulting, P.A., to the position of Township Planner; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$ 50,000.00 which sum is reasonably estimated based upon such Planning Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Planning services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Township Planner; and,

WHEREAS, The amount of the contract to be awarded under this resolution is determined to be \$ 50,000.00, which sum is based on a reasonable estimate of the Planning Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Daniel Bloch and Nicholas Dickerson of Maser Consulting, P.A. has submitted a proposal in accordance with the “Pay to Play” Law; and,

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

DRAFT

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 Daniel Bloch and Nicholas Dickerson of Maser Consulting, P.A. be and is hereby appointed Township Planner for a term of one (1) year commencing on January 1, 2020 and ending on December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator
 - B. Chief Financial Officer
 - C. Daniel Bloch
Nicholas Dickerson
Maser Consulting, P.A.
331 Newman Springs Rd., Ste 203
Red Bank, NJ 07701

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020.**

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-041

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF ROBERT MULLIN OF MASER CONSULTING AS TOWNSHIP ENGINEER, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

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

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

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

WHEREAS, the Township Council desires to appoint Robert Mullin of Maser Consulting as Township Engineer; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$350,000.00 which sum is reasonably estimated based upon such Engineering Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Engineering services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Township Engineer; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$ 350,000.00, which sum is based on a reasonable estimate of the Engineering Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Robert Mullin of Maser Consulting has submitted a proposal in accordance with the “Pay to Play” Law; and,

DRAFT

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

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

1. That Robert Mullin of Maser Consulting is hereby appointed as Township Engineer for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. Maser Consulting
331 Newman Springs Road, Suite 203
Red Bank, NJ 07701

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-042

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF CENTER STATE ENGINEERING AS ALTERNATE ENGINEER, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

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

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

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

WHEREAS, the Township Council desires to appoint Center State Engineering as Special Project Engineer; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$25,000.00 which sum is reasonably estimated based upon such Engineering Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Engineering services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Township Engineer- Alternate; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$25,000.00, which sum is based on a reasonable estimate of the Engineering Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract.

WHEREAS, Center State Engineering has submitted a proposal in accordance with the “Pay to Play” Law; and,

DRAFT

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

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

1. That Center State Engineering is hereby appointed as Special Project Engineer for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. Center State Engineering
481 Spotswood Englishtown Road
Monroe Township, NJ 08831

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-043

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF T&M ASSOCIATES AS SPECIAL PROJECT ENGINEER, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

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

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

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

WHEREAS, the Township Council desires to appoint T&M Associates as Special Project Engineer; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$15,000.00 which sum is reasonably estimated based upon such Engineering Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Engineering services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Special Project Engineer; and,

WHEREAS, The amount of the contract to be awarded under this resolution is determined to be \$15,000.00, which sum is based on a reasonable estimate of the Engineering Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, T&M Associates has submitted a proposal in accordance with the “Pay to Play” Law; and,

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

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

DRAFT

1. That T&M Associates is hereby appointed as Special Project Engineer for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. T&M Associates
1144 Hooper Ave., Suite 202
Toms River, NJ 08753

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-044

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE
APPOINTMENT OF CME ASSOCIATES AS SPECIAL PROJECT ENGINEER,
PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.**

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

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

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

WHEREAS, the Township Council desires to appoint CME Associates as Special Project Engineer; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$25,000.00 which sum is reasonably estimated based upon such Engineering Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Engineering services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Special Project Engineer; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$25,000.00, which sum is based on a reasonable estimate of the Engineering Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, CME Associates has submitted a proposal in accordance with the “Pay to Play” Law; and,

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

DRAFT

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 CME Associates is hereby appointed as Special Project Engineer for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator;
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. CME Associates
849 W. Bay Ave., Suite 7
Barnegat, NJ 08005

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-045

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING
THE
APPOINTMENT OF ALAN DITTENHOFER OF REMINGTON & VERNICK
ENGINEERS FOR ENGINEERING SERVICES FOR SEWER AND WATER,
PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.**

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

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

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

WHEREAS, the Township Council desires to appoint Alan Dittenhofer of Remington & Vernick Engineers for Engineering Services for Sewer and Water; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$300,000.00 which sum is reasonably estimated based upon such Engineering Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Engineering services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Engineering Services for Sewer and Water; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$300,000.00, which sum is based on a reasonable estimate of the Engineering Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Alan Dittenhofer of Remington & Vernick Engineers has submitted a proposal in accordance with the “Pay to Play” Law; and,

DRAFT

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

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

1. That Alan Dittenhofer of Remington & Vernick Engineers is hereby appointed for Engineering Services for Sewer and Water for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator;
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. Remington & Vernick Engineers
9 Allen Street
Toms River, NJ 08753

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-046

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF MICHAEL O'DONNELL OF VAN CLEEF ENGINEERING ASSOCIATES FOR ALTERNATE ENGINEERING SERVICES FOR SEWER AND WATER, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

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

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

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

WHEREAS, the Township Council desires to appoint Michael O'Donnell of Van Cleef Engineering Associates for Alternate Engineering Services for Sewer and Water; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$50,000.00 which sum is reasonably estimated based upon such Engineering Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Engineering services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Alternate Engineering Services for Sewer and Water; and,

WHEREAS, The amount of the contract to be awarded under this resolution is determined to be \$50,000.00, which sum is based on a reasonable estimate of the Engineering Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Michael O'Donnell of Van Cleef Engineering Associates has submitted a proposal in accordance with the "Pay to Play" Law; and,

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of

DRAFT

Manchester, County of Ocean, State of New Jersey, as follows:

1. That Michael O'Donnell of Van Cleef Engineering Associates is hereby appointed for Alternate Engineering Services for Sewer and Water for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator;
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. Van Cleef Engineering Associates
1705 NJ-37
Toms River, NJ 08753

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF STEVEN A. ZABARSKY ESQ. OF CITTA, HOLZAPFEL & ZABARSKY, AS CHIEF MUNICIPAL PROSECUTOR, ASSISTED BY RONALD DELIGNEY, ROBERT GREITZ, PAUL GRANICK AND BRIAN K. WILKIE, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

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

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

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

WHEREAS, the Township Council desires to appoint Steven A. Zabarsky Esq. of Citta, Holzapfel & Zabarsky, as **Chief Municipal Prosecutor**, assisted by Ronald Deligney, Robert Greitz, Paul Granick and Brian K. Wilkie; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$45,000.00 which sum is reasonably estimated based upon such Legal Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Legal services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Chief Municipal Prosecutor; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$45,000.00, which sum is based on a reasonable estimate of the Legal Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

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

DRAFT

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

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

1. That Steven A. Zabarsky Esq. of Citta, Holzapfel & Zabarsky, is hereby appointed as Chief Municipal Prosecutor, assisted by Ronald Deligney, Robert Greitz, Paul Granick and Brian K. Wilkie, for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. Citta, Holzapfel & Zabarsky
248 Washington Street
Toms River, NJ, 08753

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-048

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF BONNIE R. PETERSON AND JOHN A. PETERSON OF BONNIE R. PETERSON, ESQ. AS CONFLICT MUNICIPAL PROSECUTOR, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

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

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

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

WHEREAS, the Township Council desires to appoint Bonnie R. Peterson and John A. Peterson of Bonnie R. Peterson, Esq., as Conflict Municipal Prosecutor; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$2,500.00 which sum is reasonably estimated based upon such Legal Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Legal services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Conflict Municipal Prosecutor; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$2,500.00, which sum is based on a reasonable estimate of the Legal Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Bonnie R. Peterson and John A. Peterson of Bonnie R. Peterson, Esq. have submitted a proposal in accordance with the “Pay to Play” Law; and,

DRAFT

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

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

1. That Bonnie R. Peterson and John A. Peterson of Bonnie R. Peterson, Esq. are hereby appointed as Conflict Municipal Prosecutor for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:

- A. Administrator
- B. Chief Financial Officer
- C. Purchasing Agent
- D. Bonnie R. Peterson, Esq.
1201 S.W. Central Avenue
P.O. Box J
Seaside Park, NJ, 08752

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

#20-049

DRAFT

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE
APPOINTMENT OF MATTHEW SAGE, ESQ. OF THE LAW OFFICE OF MATTHEW
SAGE AS PUBLIC DEFENDER, PURSUANT TO AND INACCORDANCE WITH
N.J.S.A. 19:44A-20.4 ET SEQ.**

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

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

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

WHEREAS, the Township Council desires to appoint Matthew Sage, Esq. of The Law Office of Matthew Sage, as Public Defender; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$25,000.00 which sum is reasonably estimated based upon such Legal Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Legal services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Public Defender; and,

WHEREAS, The amount of the contract to be awarded under this resolution is determined to be \$25,000.00, which sum is based on a reasonable estimate of the Legal Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Matthew Sage, Esq. of The Law Office of Matthew Sage has submitted a proposal in accordance with the “Pay to Play” Law; and,

DRAFT

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

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

1. That Matthew Sage, Esq. of The Law Office of Matthew Sage is hereby appointed as Public Defender for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. The Law Office of Matthew Sage
98 East Water Street
Toms River, NJ, 08753

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

#20-050

DRAFT

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE
APPOINTMENT OF DEBRA H. RUMPF AND BRIAN E. RUMPF OF RUMPF LAW,
P.C. AS CONFLICT PUBLIC DEFENDER, PURSUANT TO AND INACCORDANCE
WITH N.J.S.A. 19:44A-20.4 ET SEQ.**

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

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

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

WHEREAS, the Township Council desires to appoint Debra H. Rumpf and Brian E. Rumpf of Rumpf Law, P.C. as Conflict Public Defender; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$5,000.00 which sum is reasonably estimated based upon such Legal Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Legal services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Conflict Public Defender; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$5,000.00, which sum is based on a reasonable estimate of the Legal Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Debra H. Rumpf and Brian E. Rumpf of Rumpf Law, P.C. have submitted a proposal in accordance with the “Pay to Play” Law; and,

DRAFT

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

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

1. That Debra H. Rumpf and Brian E. Rumpf of Rumpf Law, P.C. are hereby appointed as Conflict Public Defender for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. Rumpf Law, P.C.
11 Leifried Lane
Tuckerton, NJ, 08087

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-051

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, AWARDING A CONTRACT TO AND AUTHORIZING THE
APPOINTMENT OF BRIAN CORLEY WHITE, LLC AS CONFLICT PUBLIC
DEFENDER, PURSUANT TO AND INACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET
SEQ.**

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

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

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

WHEREAS, the Township Council desires to appoint Brian Corley White, LLC. as Conflict Public Defender; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$5,000.00 which sum is reasonably estimated based upon such Legal Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Legal services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Conflict Public Defender; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$5,000.00, which sum is based on a reasonable estimate of the Legal Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Brian Corley White, LLC has submitted a proposal in accordance with the “Pay to Play” Law; and,

DRAFT

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

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

1. That Brian Corley White, LLC is hereby appointed as Conflict Public Defender for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. Brian Corley White, LLC
204 Court House Lane
Toms River, NJ 08753

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-052

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY, AWARDED A CONTRACT TO AND AUTHORIZING THE APPOINTMENT OF BRIAN J. DI STEFANO, LLC. AS CONFLICT PUBLIC DEFENDER, PURSUANT TO AND IN ACCORDANCE WITH N.J.S.A. 19:44A-20.4 ET SEQ.

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

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

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

WHEREAS, the Township Council desires to appoint Brian J. DiStefano, LLC. as Conflict Public Defender; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$5,000.00 which sum is reasonably estimated based upon such Legal Services as may be required over the contract term to be awarded under this resolution, including but not limited to, the amount spent for such Legal services for the previous calendar year, the costs of compensation under the contract to be awarded, and any projected increase or decrease in services anticipated versus the prior year, and which sum the Township of Manchester is under no obligation to spend and which may be exceeded; and,

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

WHEREAS, the Chief Financial Officer has certified that funds are available in the year 2020 temporary budget and will be available in the final budget when adopted under:

Conflict Public Defender; and,

WHEREAS, the amount of the contract to be awarded under this resolution is determined to be \$5,000.00, which sum is based on a reasonable estimate of the Legal Services required over the contract term, the Township of Manchester is not obligated to spend this amount and is permitted to exceed this amount during the course of performance of this contract; and,

WHEREAS, Brian DiStefano, LLC has submitted a proposal in accordance with the “Pay to Play” Law; and,

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

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

1. That Brian DiStefano, LLC is hereby appointed as Conflict Public Defender for a term of one (1) year commencing January 1, 2020 and ending December 31, 2020.

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2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement.
3. That the contract to be entered into is awarded through the "fair and open process" as a "Professional Service" in accordance with N.J.S.A. 19:44A-20.4 of the Pay to Play Law.
4. That a notice of this action shall be printed once in the official newspaper of the Township of Manchester.
5. That this resolution shall take effect January 1, 2020.
6. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Administrator
 - B. Chief Financial Officer
 - C. Purchasing Agent
 - D. Brian J. DiStefano, LLC.
1 Pelican Drive, 2nd Floor, Suite 6
Bayville, NJ 08721

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

DRAFT

#20-053

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, CONSENTING TO THE APPOINTMENT OF MERIDIAN
OCCUPATIONAL HEALTH TO PROVIDE MEDICAL SERVICES, PURSUANT TO
N.J.S.A. 40:69A-43(b), AND AWARDING A CONTRACT FOR MEDICAL SERVICE TO
MERIDIAN OCCUPATIONAL HEALTH**

WHEREAS, the Township Mayor has advised the Township Council of his appointment of Meridian Occupational Health, for the purpose of providing medical services to the Township of Manchester, pursuant to and in accordance with N.J.S.A. 40:69a-43(b); and,

WHEREAS, the Township is in need of a medical services group who are authorized by law to practice a recognized profession, whose practice is regulated by law, and which such services otherwise constitute “professional services” within the meaning of N.J.S.A 40A-11-2(6); and,

WHEREAS, N.J.S.A 40A:11-5 authorizes the award of a contract for such “professional services” without public advertising for bids for the rendering of such services; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., requires that the resolution authorizing the award of a contract for “professional services” without competitive bid for the rendering of such services; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1,etseq., requires that the resolution authorizing the award of a contract for “professional services” without competitive bids and the contract itself must be made available for public inspection; and,

WHEREAS, the aforesaid appointment is exempt from the requirements of the New Jersey Local Unit Pay to Play, N.J.S.A. 19:44A-20.5, law since the amount paid under the contract is less than \$17,500.00; and,

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

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

1. That pursuant to N.J.S.A. 40:69A-43(b), the Township Council does hereby provide its advice and does hereby consent to the appointment of Meridian Occupational Health, to provide Medical Services to the Township of Manchester.

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2. That a contract for medical services to be rendered on behalf of the Township of Manchester be and hereby is awarded to Meridian Occupational Health, for a period commencing on January 1, 2020 through December 31, 2020.
3. The agreement for medical services shall include the mandatory affirmative action language set forth in P.L. 1975, c.127.

CERTIFICATION

I, Sabina T. Martin, 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 **2nd day of January 2020**.

Sabina T. Martin, RMC
Municipal Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, GRANTING VARIOUS FOOD DONATIONS TO THE
MANCHESTER TOWNSHIP HIGH SCHOOL BOOSTER CLUB**

WHEREAS, Manchester Township wishes to donate various food items, to the Manchester Township High School Booster Club, Manchester, New Jersey; and,

WHEREAS, the Manchester Township wishes to help assist the Manchester Township High School Booster Club with the donation of these various items from our seasonal lake concession stand as the Manchester Township has no need for them as the season has ended; and,

WHEREAS, the Township Council of the Township of Manchester is committed to keep costs down and wishes to assist the Manchester Township High School Booster Club with minimal impact to our taxpayers; and,

WHEREAS, the items to be donated are listed in (see Attached) SCHEDULE A.

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 Township of Manchester hereby authorizes the donation of various food items, to the Manchester Township High School Booster Club, Manchester, New Jersey.
2. That the Township Clerk shall forward a certified copy of this resolution to all parties in interest.

1. Mayor
2. Chief Financial Officer
3. Tracey Lynch
4. Manchester High School Booster Club
101 South Colonial Drive
Manchester, NJ 08759

CERTIFICATION

I, Sabina T. Martin, 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 2nd day of January 2020.

Sabina T. Martin, RMC
Municipal Clerk

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Schedule A

<u>Concession Food</u> <u>Items</u>	Quantity	Cost	Total
Power Puff Girls	9	0.82	7.38
Ninja Turtle	8	0.82	6.56
Strawberry Shortcake	23	1.03	23.69
Chocolate Eclair	24	1.03	24.72
Big Dipper (Vanilla)	2	0.68	1.36
Bomb Pop	2	0.58	1.16
Cherry Ice	22	0.70	15.40
Cheese slices	80	0.08	6.40
Burgers	48	1.3	62.40
Hot dogs	44	0.59	25.96
French Fries	10	5.16	51.60
Hot Dog Rolls	17	0.15	2.55
Hamburger Rolls	4	0.16	0.64
Sierra Mist	1	0.75	0.75
Diet Pepsi	13	0.75	9.75
Diet Pepsi Caffeine free	10	0.75	7.50
Pepsi	11	0.75	8.25
Brisk	9	0.80	7.20
Water (Frozen)	24	0.21	5.04
Total			268.31