



**MANCHESTER TOWNSHIP
COUNCIL MEETING AGENDA
December 12, 2016
6:00 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. ROLL CALL

5. APPROVAL OF MINUTES

October 24, 2016 Regular Meeting Minutes
November 14, 2016 Regular Meeting Minutes

6. PRESENTATION

Boy Scouts Recognition

7. SUBMISSION OF BILLS

- #16-418 Current Fund Bill List
- #16-419 Eastern Service Area Bill List
- #16-420 Western Service Area Bill List

8. ORDINANCES - Second Reading, Public Hearing and Final Action

- #16-036 Amending Chapter 245 - Reexamination Changes

9. RESOLUTIONS: CONSENT AGENDA

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

A. FINANCE

- #16-421 Cancelling Unexpended Sewer East Capital Authorizations
- #16-422 Authorizing Refunds Requested by the Tax Collector
- #16-423 Cancelling Unexpended Balances of CY2016 Utility Budget Appropriations
- #16-424 Approving Corrective Action Plan for CY2015 Audit
- #16-425 Providing for Insertion of Special Items of Revenue for COPS IN SHOPS Grant

- #16-426 Providing for Insertion of Special Items of Revenue for DDEF Grant
- #16-427 Providing for Insertion of Special Items of Revenue for 966 Grant Money
- #16-428 Providing for Insertion of Special Items of Revenue for CLICK IT or TICKET
- #16-429 Providing for Insertion of Special Items of Revenue for Traffic Safety Grant
- #16-430 Providing for Insertion of Special Items of Revenue for Child Passenger Safety Grant
- #16-431 Providing for Insertion of Special Items of Revenue for Cops in Shops
- #16-432 Providing for Insertion of Special Items of Revenue for Body Armor

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B. CONTRACTS/AGREEMENTS

- #16-433 Authorizing donation of used Police vehicle to Bradley Beach Police
- #16-434 Amending Resolution #15-269 Spillman Agreement Changing Host Agency to Toms River Township
- #16-435 Authorizing Shared Service agreement with Toms River for Computer Aided Dispatch & Records Management System
- #16-436 Designating Remington, Vernick, & Vena Permitted Design Professionals for applications for NJ Environmental Infrastructure Loans
- #16-437 Authorizing a Municipal Alliance Agreement with Ocean County
- #16-438 Authorizing Agreement for Township Hearing Officer

C. GRANTS

- #16-439 Authorizing application for SFY 2018 Municipal Alliance Grant

D. PURCHASING

- #16-440 Amending Resolution #16-398 - Awarding contract to Electrical Design & Construction Corp. for the Cheer Barn

E. LEGISLATION

- #16-441 Supporting Senate Bill S981 and Assembly Bill A2375

F. MISCELLANEOUS

- #16-442 Authorizing refund of permit fee to Air Express, Inc.
- #16-443 Authorizing Disposition or Salvage of Police Audio & Recording Equipment
- #16-444 Authorizing Disposition or Salvage of Miscellaneous Police Equipment
- #16-445 Affirming Manchester Township's Civil Rights Policy
- #16-446 Adoption of Revised Employee Handbook Resolution
- #16-447 Declaring Gypsy Moths a Public Nuisance

10. REPORTS

11. PUBLIC COMMENT

12. ADJOURNMENT

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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	\$	4,835,579.41
Capital Fund	\$	525.58
Escrows	\$	6,572.03
Affordable Housing Trust Fund	\$	7,175.63
Animal Control Fund	\$	
Drug Enforcement Fund	\$	
N.J. Unemployment Trust	\$	
Public Assistance Discretionary Trust	\$	646.00
Public Assistance Trust Fund I	\$	
Municipal Alliance Discretionary Trust	\$	
Manchester Day Trust Fund	\$	
Public Defender Trust Fund	\$	1,500.00
Recreation Trust Fund	\$	3,152.45
Open Space Trust Fund	\$	
Manchester - Lakehurst Borough Construction Code Fund	\$	
	\$	<u>4,855,151.10</u>

CERTIFICATION:

Diane Lapp
Chief Financial Officer

Signed: _____
James A. Vaccaro, Sr.
Council President

Sabina T. Skibo
Township Clerk

BILL LIST ADDENDUM

DECEMBER 12 , 2016

16 - 418

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CAPITAL FUND

\$ 0.00

CURRENT FUND

PAYROLL WEEKS ENDING 12/16/2016 and 12/30/2016

New Jersey Div of Pensions & Benefits	December SHBP Premium - Active	EFT	289,876.13
New Jersey Div of Pensions & Benefits	December SHBP Premium - Retirees	EFT	94,259.90

\$ 384,136.03

SPECIAL ESCROW TRUST FUND

OFF DUTY WEEKS ENDING 12/16/2016 and 12/30/2016

Township of Manchester Off Duty Week Ending 12/2/2016	Chk # 2330	6,572.03
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\$ 6,572.03

ANIMAL CONTROL FUND

\$ _____

DRUG ENFORCEMENT TRUST FUND

\$ _____

N.J. UNEMPLOYMENT TRUST FUND

\$ _____

AFFORDABLE HOUSING

\$ _____

PUBLIC ASSISTANCE DISCRETIONARY TRUST FUND

\$ _____

PUBLIC ASSISTANCE TRUST FUND I

\$ _____

MUNICIPAL ALLIANCE TRUST FUND

\$ _____

MANCHESTER DAY TRUST FUND

\$ _____

OPEN SPACE TRUST FUND

\$ _____

PUBLIC DEFENDER TRUST FUND

\$ _____

Range of Checking Accts: 01 CURRENT to 01 CURRENT Range of Check Dates: 11/29/16 to 12/12/16
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num	Contract
PO #		Description				
01 CURRENT		Current Fund Account				
55166	11/30/16	USPOS015 US POSTMASTER			2340	
V6-01697		2017 EDITION POSTAGE	3,963.54			
55167	12/01/16	MANCH080 MANCHESTER TWP BOARD OF ED			2341	
V6-01705		DEC 2016 CURRENT SVC	3,595,935.76			
55168	12/01/16	MANCH130 TOWNSHIP OF MANCHESTER PAYROLL		12/01/16 VOID	2346	(Void Reason: WRONG AMOUNT)
16-02007		PAYROLL 25 CURRENT 12/2/2016	641,574.55			
55169	12/02/16	MANCH130 TOWNSHIP OF MANCHESTER PAYROLL			2352	
16-02007		PAYROLL 25 CURRENT 12/2/2016	641,574.51			
55170	12/12/16	AACAD005 A-ACADEMY OF SOUTH JERSEY INC			2367	
16-01021		Animal Control Services	100.00			
55171	12/12/16	ALLCO005 ALLCOMM TECHNOLOGIES, INC.			2367	
16-01635		ANTENNA, BRACKET, 2 WAY RADIO	474.33			
55172	12/12/16	ALLHO005 ALL HOURS TOWING SERVICE,			2367	
16-01395		open po for towing	350.00			
55173	12/12/16	AMERIO65 AMERICAN WEAR, INC.			2367	
16-01328		Uniform Rental	166.70			
16-01473		blanket for 5 month period	88.03			
16-01852		Blanket for uniforms	<u>1,864.31</u>			
			2,119.04			
55174	12/12/16	ANTHAUTO ANTHONY'S AUTO BODY II			2367	
V6-01703		WHITING FIRE CHEVY TAHOE	1,215.33			
55175	12/12/16	ARTISO05 ARTISTIC PRINTING			2367	
16-01898		Landfill Stickers	1,466.00			
55176	12/12/16	ASBUR005 ASBURY PARK PRESS			2367	
V6-01745		ORD 16-037 & 16-038	2,740.00			
55177	12/12/16	ATLAN025 ATLANTIC PLUMBING SUPPLY CORP			2367	
16-01260		Blanket for supplies	12.34			
55178	12/12/16	ATLAS005 ATLAS WELDING SUPPLY CO. INC.			2367	
16-01114		OPEN PO FOR WELDING	73.08			
16-01849		REFILL SUPPLIES FOR WELDING	<u>436.50</u>			
			509.58			
55179	12/12/16	BESTB005 BEST BUY GOV., LLC			2367	
16-01721		CAMERA & ACCESSORIES FOR REC	516.94			
55180	12/12/16	BRICK015 BRICK WALL CORP			2367	
16-01710		Open PO for asphalt	1,202.66			

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
01	CURRENT	Current Fund Account	Continued		
55180		BRICK WALL CORP	Continued		
		16-01900 OPEN PO FOR ASPHALT	<u>1,230.07</u>		
			2,432.73		
55181	12/12/16	BUILD005 BUILDER'S GENERAL SUPPLY CO IN			2367
		16-00506 Blanket order for supplies	46.80		
55182	12/12/16	BUYNO010 BUY NOW OFFICE SUPPLIES			2367
		16-01909 ucc forms	763.00		
55183	12/12/16	CDWGO005 CDW GOVERNMENT			2367
		16-01615 mobile printer	241.48		
		16-01748 Microsoft Surface Access.	115.00		
		16-02031 fuser for police printer	<u>185.00</u>		
			541.48		
55184	12/12/16	CENTR005 CENTRAL JERSEY EQUIPMENT, LLC			2367
		16-01630 OPEN PO FOR PARTS, REPAIRS	68.19		
55185	12/12/16	CENTR010 CENTRAL JERSEY HEALTH INS.			2367
		V6-01704 DENTAL INS. DECEMBER 2016	17,288.60		
55186	12/12/16	CIRCL005 CIRCLE DODGE			2367
		16-01838 OPEN PO FOR PARTS	279.64		
55187	12/12/16	CLAYT015 CLAYTON AND SONS			2367
		16-01836 OPEN PO FOR CONCRETE SUPPLIES	377.60		
55188	12/12/16	COMCA010 COMCAST			2367
		V6-01699 CABLE SVC 8499 05 196 0045536	232.97		
		V6-01700 CABLE SVC 8499 05 196 0194565	107.00		
		V6-01721 CABLE SVC 8499 05 196 0197113	764.36		
		V6-01752 CABLE SVC 8499 05 196 0110108	<u>12.09</u>		
			1,116.42		
55189	12/12/16	CONTR005 CONTRACTOR SERVICE			2367
		16-01807 44124 UNIP SHOVEL LH SQ	635.28		
55190	12/12/16	CORPO005 CORPORATE LASER			2367
		16-01930 Designjey Utils Repair	120.00		
55191	12/12/16	CRAIG005 CRAIG BEAULIEU			2367
		V6-01733 2016 VISION REIMBURSEMENT	150.00		
55192	12/12/16	CUSTO010 CUSTOM-BANDAG, INC.			2367
		16-01783 OPEN PO FOR PARTS, SUPPLIES	367.21		
		16-01904 tires for trk 1	<u>671.72</u>		
			1,038.93		
55193	12/12/16	DASTI005 DASTI, MURPHY AND MCGUCKIN, PC			2367
		V6-01735 NOV 2016 MUNICIPAL PROSECUTOR	3,333.00		

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
01	CURRENT	Current Fund Account	Continued		
55193		DASTI, MURPHY AND MCGUCKIN, PC	Continued		
		V6-01742 LEGAL SERVICES NOV 2016	<u>1,175.00</u>		
			4,508.00		
55194	12/12/16	DCRPEMP1 DCRP			2367
		V6-01724 DCRP NOV 2016 TWP PORTION	207.05		
55195	12/12/16	DEERC005 DEER CARCASS REMOVAL SERVICE			2367
		16-02002 Deer Carcass Removal	135.00		
55196	12/12/16	DELLC005 DELL COMPUTER CORP.			2367
		16-01891 Speaker Bars	104.96		
55197	12/12/16	DIANE035 DIANE LAPP, PETTY CASH			2367
		V6-01753 PETTY CASH REPLENISHMENT	135.50		
55198	12/12/16	DOWN005 DOWNS FORD, INC.			2367
		16-01495 Open PO for parts and repairs	42.81		
		16-01870 rebuilt trans for outreach bus	<u>3,375.00</u>		
			3,417.81		
55199	12/12/16	DUPLI005 DUPLITRON, INC.			2367
		16-01910 Overage for Copiers	576.45		
55200	12/12/16	FYRFY005 FYR-FYTERS SALES & SVC, INC			2367
		16-01837 Fire Ext Inspection & Tagging	777.91		
55201	12/12/16	GILMO005 GILMORE & MONAHAN, P.A.			2367
		V6-01737 PROFESSIONAL SERVICES NOV 2016	6,333.60		
55202	12/12/16	GLOCK005 GLOCK, INC			2367
		16-01926 Glock Armorer Training	250.00		
55203	12/12/16	GOODF005 GOOD FRIEND ELECTRICAL			2367
		16-00722 OPEN PO FOR SUPPLIES	125.45		
55204	12/12/16	GREAT005 GREATLAND CORP.			2367
		16-01959 2016 1099 PERFORMANCE FILING	79.00		
55205	12/12/16	GREEL005 GREELCO INC/BRISTOL DONALD			2367
		16-01919 parts for sanders	329.28		
55206	12/12/16	GREEN010 GREEN LEAF PET RESORT &			2367
		16-01572 K9 Lodging	475.00		
55207	12/12/16	GREGO010 GREGORY KYRIAKAKIS			2367
		V6-01757 2016 VISION REIMBURSEMENT	190.00		
55208	12/12/16	GROFF005 Groff Tractor New Jersey LLC			2367
		16-01566 OPEN PO FOR PARTS AND REPAIRS	319.04		

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Check # PO #	Check Date	Vendor Description	Amount Paid	Reconciled/Void	Ref Num Contract
01	CURRENT	Current Fund Account	Continued		
55209	12/12/16	HEART010 HEARTSAFE AMERICA, INC 16-01387 Defib Bundle	4,659.98		2367
55210	12/12/16	HENDE005 HENDERSON LABS , INC 16-01691 Compliance Testing	720.00		2367
55211	12/12/16	HIERI005 HIERING, GANNON & MCKENNA V6-01741 LABOR COUNSEL NOV 2016	2,278.50		2367
55212	12/12/16	HOOVE005 HOOVER TRUCK CENTERS, INC. 16-01694 OPEN PO FOR PARTS AND REPAIRS	61.02		2367
55213	12/12/16	HUNTE005 HUNTER JERSEY PETERBILT 16-00420 OPEN PO FOR PARTS AND REPAIRS	158.52		2367
55214	12/12/16	JAMES030 JAMES GANT V6-01734 PENNY WARS WINNER PIZZA	240.05		2367
55215	12/12/16	JCPL0005 J C P & L V6-01718 ELECTRIC SVC 100 021 381 726 V6-01751 ELEC SVC 200 000 021 788	329.17 <u>18,673.30</u> 19,002.47		2367
55216	12/12/16	JERSE015 JERSEY ELEVATOR COMPANY, INC 16-00769 Blanket for 8 month period	333.96		2367
55217	12/12/16	JERSE035 JERSEY SHORE MEDICAL CENTER 16-01543 CPR Cards	205.00		2367
55218	12/12/16	JOHNN015 JOHNNY ON THE SPOT, INC. 16-01661 Blanket for porta johns	598.00		2367
55219	12/12/16	JOHNP015 JOHN PLACAKIS V6-01726 REFUND TOTALLY DISABLED VET	2,935.54		2367
55220	12/12/16	JOHNS010 JOHNSON & TOWERS, INC. 16-01365 open po for parts and repairs 16-01867 EGR PARTS FOR ROLL-OFF TRK46	461.58 <u>1,131.88</u> 1,593.46		2367
55221	12/12/16	JOHNS020 JOHNSTONE SUPPLY 16-01831 Blanket for supplies	540.42		2367
55222	12/12/16	JONAT005 JONATHAN GREEN 16-01634 seed, fertilizer for softball	2,100.00		2367
55223	12/12/16	JOSEP220 JOSEPH E BERDIN V6-01725 REFUND TOTALLY DISABLED VET	451.95		2367
55224	12/12/16	JUSTE005 JUSTEX SYSTEMS, INC V6-01717 LIEUTENANT EXAM	3,600.00		2367

Check # PO #	Check Date	Vendor Description	Amount Paid	Reconciled/Void	Ref Num Contract
01	CURRENT	Current Fund Account	Continued		
55225	12/12/16	JWSCOT05 J.W.SCOTT SERVICE STATION 16-01927 Repair Gas Pump Townhall	449.50		2367
55226	12/12/16	KENAD005 KEN ADAMS V6-01747 VISION REIMBURSEMENT	200.00		2367
55227	12/12/16	LABAR005 LABAR'S LOCK SHOP, INC. 16-01874 Ford Explorer Key	280.00		2367
55228	12/12/16	LAKEH015 LAKEHURST DINER 16-01390 Prisoner Meals	28.80		2367
55229	12/12/16	LAKEH020 LAKEHURST HARDWARE 16-01535 OPEN PO FOR PARTS, REPAIRS	32.77		2367
55230	12/12/16	LAURA020 LAURA WILMOTH V6-01728 4TH QTR MEDICARE REIMBURSEMENT	317.20		2367
55231	12/12/16	LAWSO005 LAWSON PRODUCTS, INC 16-01744 STOCK FOR GARAGE	835.78		2367
55232	12/12/16	LOWES010 LOWES HOME CENTERS, INC. 16-01153 MASTER LOCK SAFES 16-01713 OPEN PO FOR SUPPLIES 16-01830 Blanket for supplies	3,416.40 92.53 541.17 <u>4,050.10</u>		2367
55233	12/12/16	MAACO010 MAACO OF LAKEWOOD 16-00548 repair of p-73	1,560.20		2367
55234	12/12/16	MANSF005 MANSFIELD OIL COMPANY 16-01816 Blanket for gas Townhall	11,646.01		2367
55235	12/12/16	MASER005 MASER CONSULTING PA V6-01754 PROJECT MCT008 GENERATOR GRANT V6-01756 PROJECT MCT002	1,406.50 <u>10,099.50</u> 11,506.00		2367
55236	12/12/16	MAURE005 MAUREEN KUMITIS V6-01732 2016 VISION REIMBURSEMENT	200.00		2367
55237	12/12/16	MERID005 MERIDIAN OCCUPATIONAL HEALTH 16-00768 P.O.P.E Testing New Applicant	190.00		2367
55238	12/12/16	NAFTO005 NAFTO 16-01876 NJ NAFTO State Conference	225.00		2367
55239	12/12/16	NAPAA005 NAPA AUTO PARTS 16-00887 OPEN PO FOR AUTO PARTS 16-01718 OPEN PO FOR PARTS AND SUPPLIES	609.73 182.64		2367

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
01	CURRENT	Current Fund Account	Continued		
55239		NAPA AUTO PARTS	Continued		
16-01890		OPEN PO FOR PARTS AND REPAIRS	<u>196.89</u>		
			989.26		
55240	12/12/16	NJNAT005 NJ NATURAL GAS CO.			2367
V6-01748		nat gas svc 09-4650-0025-16	2,020.04		
55241	12/12/16	OCEAN065 OCEAN COUNTY MAYOR'S ASSOC			2367
16-01940		OC Mayor's Assoc. Annual Dues	185.00		
55242	12/12/16	OFFIC035 OFFICE BASICS, INC.			2367
16-00639		General Supplies	8.59		
16-01779		Cleaning Supplies for Townhall	440.80		
16-01860		Office Supplies- October 2016	1,592.44		
16-01878		Cleaning supplies for townhall	1,061.00		
16-01897		Supplies for Orders	<u>381.70</u>		
			3,484.53		
55243	12/12/16	ORIEN005 ORIENTAL TRADING COMPANY			2367
16-01912		2016 TREE LIGHTING SUPPLIES	283.19		
55244	12/12/16	OXYGE005 OXYGEN SUPPLY CO., INC			2367
16-01490		Oxygen Supplies	112.50		
55245	12/12/16	PAPER005 PAPER MART INC			2367
16-01922		2016 TREE LIGHTING SUPPLIES	29.36		
55246	12/12/16	PAPER015 PAPERMART ,INC			2367
16-01869		30 cases white 8 1/2x11 paper	1,266.75		
55247	12/12/16	PCMGL005 PCM BUSINESS DIRECT			2367
16-01965		Storage Items	639.34		
55248	12/12/16	PERLM005 PERLMART OF MANCHESTER, INC.			2367
16-00822		Supplies 2016	57.40		
16-01750		Refreshments for Thanksgiving	131.55		
16-01792		Misc. Supplies	<u>93.86</u>		
			282.81		
55249	12/12/16	POSTM010 POSTMASTER, LAKEHURST			2367
V6-01729		PO BOX RENEWAL FEE BOX 5100	1,280.00		
55250	12/12/16	PREVE005 PREVENTION SPECIALISTS, INC.			2367
16-01255		Pre-employment Drug Testing	55.00		
55251	12/12/16	RALPH010 RALPH CLAYTON & SONS			2367
16-00912		OPEN PO FOR CONCRETE	378.00		
55252	12/12/16	REDTH005 RED THE UNIFORM TAILOR INC.			2367
16-01065		Police Uniforms	536.00		

Check #	Check Date	Vendor	Reconciled/Void	Ref Num	
PO #		Description	Amount Paid	Contract	
01	CURRENT	Current Fund Account	Continued		
55252	RED	THE UNIFORM TAILOR INC.	Continued		
16-01523		Police Uniforms	<u>663.50</u>		
			1,199.50		
55253	12/12/16	RICKS005 RICK'S SADDLE SHOP		2367	
16-01391		Dog Supplies	452.65		
55254	12/12/16	RICOH010 RICOH BUSINESS SYSTEMS INC		2367	
16-01211		P PAYMENT - Ricoh Copier	279.90		
16-01212		P PAYMENT - RICOH Copier	403.39		
16-01213		P PAYMENT - RICOH Copier	<u>139.97</u>		
			823.26		
55255	12/12/16	RIDGE005 RIDGEWAY FIRE COMPANY		2367	
V6-01743		2016 ANNUAL CONTRIBUTION	30,000.00		
55256	12/12/16	RIGGI005 RIGGINS, INC.		2367	
16-01581		open po for diesel fuel	2,119.02		
55257	12/12/16	RUSSE010 RUSSELL KUMITIS		2367	
V6-01731		2016 BOOT REIMBURSEMENT	350.00		
55258	12/12/16	RUTGE025 RUTGERS, STATE UNIVERSITY		2367	
16-01880		Tax Collection review course	639.00		
55259	12/12/16	SCHUS005 SCHUSTER'S TOMS RIVER CAR		2367	
16-01392		Police Vehicle Washes	159.50		
55260	12/12/16	STAPL010 STAPLES BUSINESS ADVANTAGE		2367	
16-01902		Misc. Supplies	281.54		
55261	12/12/16	STEPH020 STEPHEN HANKINS		2367	
V6-01758		2016 VISION REIMBURSEMENT	150.00		
55262	12/12/16	THEPA005 THE PARTS SHACK,LLC		12/12/16 VOID	0
55263	12/12/16	THEPA005 THE PARTS SHACK,LLC		2367	
16-01736		open PO FOR PARTS, SUPPLIES	119.26		
16-01864		BRAKES FOR P-27	339.95		
16-01889		OPEN PO FOR PARTS AND REPAIRS	689.20		
16-01974		brakes for trk 6 and sensor	420.57		
16-01981		BATTERY STOCK CROWN VICS	469.76		
16-01985		DEC. CAR GOING TO PD	210.44		
16-01986		SUPPLIES FOR THE SANDERS	<u>219.22</u>		
			2,468.40		
55264	12/12/16	TITAN005 TITAN, LLC		2367	
16-01359		open po for water for garage	24.00		
16-01824		spring water cooler	72.00		
16-01943		Blanket Purchase Order	<u>72.00</u>		
			168.00		

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Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
01	CURRENT	Current Fund Account	Continued		
55265	12/12/16	TMASS005 T & M ASSOCIATES V6-01755 PROJECT MTWP-G1603	1,175.75		2367
55266	12/12/16	TRACY020 TRACY SLOAN V6-01736 MUN ALLIANCE SALARY SEPT 2016	631.50		2367
55267	12/12/16	TRIMB005 TRIMBOLI & PRUSINOWSKI, LLC V6-01746 LEGAL SERVICES NOV 2016	1,072.50		2367
55268	12/12/16	VANSA005 VAN SANT EQUIP. CORPORATION 16-01705 OPEN PO FOR SUPPLIES 16-01815 stihl chain saw parts	12.54 187.04 <u>199.58</u>		2367
55269	12/12/16	VERIZ020 VERIZON ONLINE V6-01720 INTERNET 452-496-004-0001-40	91.99		2367
55270	12/12/16	VILLA005 VILLAGE OFFICE SUPPLY 16-01569 General Supplies 16-01861 Office Supplies- October 2016 16-01862 Business Cards-Public Works 16-01907 2017 CALENDARS FOR RECREATION 16-01934 Request for Payment forms 16-01941 Business Cards S. Fusaro	86.90 187.30 260.70 17.93 566.19 <u>130.35</u> 1,249.37		2367
55271	12/12/16	VITA125 VITAL COMMUNICATIONS , INC 16-01980 Software for November 2016	500.00		2367
55272	12/12/16	WBMAS005 WB MASON CO INC 16-01560 Printer drums for M855 printer	1,114.70		2367
55273	12/12/16	WELLS025 WELLS FARGO FINAN LEASING, INC 16-01555 Copier Rents	353.00		2367
55274	12/12/16	WHITI060 WHITING VOLUNTEER FIRE CO.#1 V6-01744 2016 ANNUAL CONTRIBUTION	30,000.00		2367
55275	12/12/16	WIREL005 WIRELESS COMMUNICATIONS 16-00531 Radio Repairs	305.00		2367
55276	12/12/16	XEROX005 XEROX CORPORATION 16-01140 COPIER RENTS- 6 LOCATIONS	133.02		2367

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Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	109	2	4,451,443.38	641,574.55
Direct Deposit:	0	0	0.00	0.00
Total:	109	2	4,451,443.38	641,574.55

Range of Checking Accts: 04 GEN CAPITAL to 04 GEN CAPITAL Range of Check Dates: 11/29/16 to 12/12/16
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid	Contract	

DRAFT

04 GEN CAPITAL	Capital Account			
2481	12/12/16 ALTER005 ALTERNATIVE MICROGRAPHICS INC			2362
16-00304	OPEN PO FOR MICROFILMING	525.58		

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	525.58	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	525.58	0.00

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	525.58	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	525.58	0.00

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Range of Checking Accts: 13 PATF DISCRET to 13 PATF DISCRET Range of Check Dates: 11/29/16 to 12/12/16
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid	Contract	
13 PATF DISCRET	PATF Discretionary			
1044 12/12/16	REDEE005 REDEEMER LUTHERAN CHURCH			2363
V6-01727	GIFT CARD REIMBURSEMENT	646.00		
Checking Account Totals				
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
	Checks:	1	0	646.00
	Direct Deposit:	0	0	0.00
	Total:	1	0	646.00
Report Totals				
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
	Checks:	1	0	646.00
	Direct Deposit:	0	0	0.00
	Total:	1	0	646.00

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MANCHESTER TOWNSHIP
Check Register By Check Date

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Range of Checking Accts: 24 PUBLIC DEF to 24 PUBLIC DEF Range of Check Dates: 11/29/16 to 12/12/16
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Reconciled/Void	Ref Num	
PO #	Description	Amount Paid	Contract		
24	PUBLIC DEF	Public Defender Trust			
1217	12/12/16	THELA010 THE LAW OFFICE OF MATTHEW SAGE		2364	
V6-01740	PUBLIC DEFENDER NOV 2016	1,500.00			
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	1	0	1,500.00	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	1	0	1,500.00	0.00
Report Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	1	0	1,500.00	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	1	0	1,500.00	0.00

Range of Checking Accts: 26 RECREATION to 26 RECREATION Range of Check Dates: 11/28/16 to 12/12/16
 Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid	Contract	
26	RECREATION	Recreation Trust		
752	11/28/16	TROLL005 TROLLEY TOURS, INC.		2337
16-01593	57 PASSENGER BUS	1,100.00		
753	12/12/16	HUNTE010 HUNTERDON HILLS PLAYHOUSE		2365
16-01952	BALANCE DUE FOR MATINEE	1,857.45		
754	12/12/16	MANUE010 MANUEL RIVERA		2365
16-02008	PARTICIPANTS IN SELF DEFENSE	195.00		
Checking Account Totals				
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
	Checks:	3	0	3,152.45
	Direct Deposit:	0	0	0.00
	Total:	3	0	3,152.45
Report Totals				
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
	Checks:	3	0	3,152.45
	Direct Deposit:	0	0	0.00
	Total:	3	0	3,152.45

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Check Register By Check Date

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Range of Checking Accts: 27 AFF HOUSE to 27 AFF HOUSE Range of Check Dates: 11/29/16 to 12/12/16
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid	Contract	
27	AFF HOUSE	Affordable Housing		
115	12/12/16	COMMU020 COMMUNITY GRANTS, PLANNING &		2366
V6-01739	AFFORDABLE HOUSING NOV 2016	1,838.87		
116	12/12/16	GILMO005 GILMORE & MONAHAN, P.A.		2366
V6-01738	AFFORDABLE HOUSING NOV 2016	5,336.76		
Checking Account Totals				
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
	Checks:	2	0	7,175.63
	Direct Deposit:	0	0	0.00
	Total:	2	0	7,175.63
Report Totals				
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
	Checks:	2	0	7,175.63
	Direct Deposit:	0	0	0.00
	Total:	2	0	7,175.63

DRAFT

#16 - 419

DECEMBER 12 , 2016

RESOLUTION AUTHORIZING PAYMENT OF BILLS

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	\$	47,531.53
Sewer Utility - East	\$	37,100.97
Utility Escrow - Water	\$	11,291.57
Utility Escrow - Sewer	\$	8,318.46
Sewer Utility Capital Fund	\$	-
Water Utility Capital Fund	\$	<u>55,860.00</u>
	\$	<u><u>160,102.53</u></u>

CERTIFICATION:

Diane Lapp
Chief Financial Officer

Signed: _____
James A. Vaccaro, Sr.
Council President

Sabina T. Skibo
Township Clerk

DRAFT

UTILITY BILL LIST ADDENDUM

#16 - 419

DECEMBER 12 , 2016

WATER OPERATING

PAYROLL WEEKS ENDING 12/16/2016 and 12/30/2016

Township of Manchester Current Fund	Reimbursement Dec. SHBP Premium	Transfer	11,860.50
			<u>\$ 11,860.50</u>

SEWER OPERATING

PAYROLL WEEKS ENDING 12/16/2016 and 12/30/2016

Township of Manchester Current Fund	Reimbursement Dec. SHBP Premium	Transfer	12,259.43
			<u>\$ 12,259.43</u>

WATER UTILITY ESCROW

Remington, Vernick & Vena, Engineers	Water Escrow	Chk # 1420	11,291.57
			<u>\$ 11,291.57</u>

SEWER UTILITY ESCROW

Remington, Vernick & Vena, Engineers	Sewer Escrow	Chk # 1420	8,318.46
			<u>\$ 8,318.46</u>

WATER UTILITY CAPITAL FUND

AC Schultes	Well 10 & 11 Pumping Upgrade	Chk # 1054	55,860.00
			<u>\$ 55,860.00</u>

SEWER UTILITY CAPITAL FUND

\$ -

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MANCHESTER TOWNSHIP
Check Register By Check Date

Range of Checking Accts: 05 WATER EAST to 05 WATER EAST Range of Check Dates: 11/29/16 to 12/12/16
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #	Description				Contract
05 WATER EAST		Water Operating Fund			
4679	11/30/16	NJMOT010 NJ MOTOR VEHICLE COMMISSION			2342
		V6-01706 TITLE FOR 2016 TRAILER	60.00		
4680	12/01/16	MANCH130 TOWNSHIP OF MANCHESTER PAYROLL			2347
		16-02009 PAYROLL 25 WATER EAST	24,538.82		
4681	12/12/16	CENTR010 CENTRAL JERSEY HEALTH INS.			2355
		V6-01704 DENTAL INS. DECEMBER 2016	666.95		
4682	12/12/16	COMCA010 COMCAST			2355
		V6-01722 CABLE SVC 8499 05 196 0172355	124.90		
4683	12/12/16	ERUNY005 E. RUNYON			2355
		16-00943 ESA Total Coliform Sampling	800.00		
4684	12/12/16	MAINP005 MAIN POOL & CHEMICAL CO., INC			2355
		16-01163 ESA Sodium Aluminate	75.51		
		16-01921 ESA Sodium Aluminate	<u>1,662.49</u>		
			1,738.00		
4685	12/12/16	MOTOR025 MOTOROLA SOLUTIONS, INC			2355
		16-01579 ESA HandHeld Radio + Batteries	1,230.45		
4686	12/12/16	NJNAT005 NJ NATURAL GAS CO.			2355
		V6-01750 NAT GAS SVC 18-4684-2107-19	235.42		
4687	12/12/16	ONECA005 ONE CALL CONCEPTS, INC			2355
		16-01292 ESA Utility Markouts Water	288.13		
4688	12/12/16	SENSU005 SENSUS USA, INC			2355
		16-02021 ESA Repair of Auto Reader	435.13		
4689	12/12/16	TIMFA005 TIMOTHY FABIAN			2355
		V6-01730 2016 BOOT REIMBURSEMENT	130.00		
4690	12/12/16	USABL005 USA BLUEBOOK			2355
		16-01924 ESA General Supplies	390.02		
4691	12/12/16	VILLA005 VILLAGE OFFICE SUPPLY			2355
		16-01925 HP Ink Magenta JV Printer	306.91		
4692	12/12/16	WWSCW005 WWSC-WATER WORKS SUPPLY CO INC			2355
		16-01596 ESA WWSC General Supplies W	4,726.30		

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MANCHESTER TOWNSHIP
Check Register By Check Date

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Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid	Contract	
05 WATER EAST Water Operating Fund				
Checking Account Totals				
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
	Checks:	14	0	35,671.03
	Direct Deposit:	0	0	0.00
	Total:	14	0	35,671.03
Report Totals				
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
	Checks:	14	0	35,671.03
	Direct Deposit:	0	0	0.00
	Total:	14	0	35,671.03

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MANCHESTER TOWNSHIP
Check Register By Check Date

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Range of Checking Accts: 07 SEWER EAST to 07 SEWER EAST Range of Check Dates: 11/29/16 to 12/12/16
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
07 SEWER EAST		Sewer Operating Account			
2842	12/01/16	MANCH130 TOWNSHIP OF MANCHESTER PAYROLL			2348
		16-02010 PAYROLL 25 SEWER EAST	20,602.49		
2843	12/12/16	CENTR010 CENTRAL JERSEY HEALTH INS.			2356
		V6-01704 DENTAL INS. DECEMBER 2016	683.95		
2844	12/12/16	DLTS0005 DLT SOLUTIONS, LLC			2356
		16-01865 Autodesk Advanced Support	1,422.12		
2845	12/12/16	LOWES010 LOWES HOME CENTERS, INC.			2356
		16-01788 ESA Open PO Misc Sewer Suppl's	129.40		
2846	12/12/16	MOTOR025 MOTOROLA SOLUTIONS, INC			2356
		16-01579 ESA HandHeld Radio + Batteries	1,230.45		
2847	12/12/16	NJNAT005 NJ NATURAL GAS CO.			2356
		V6-01749 NAT GAS SVC 22-0007-6866-15	57.00		
2848	12/12/16	ONECA005 ONE CALL CONCEPTS, INC			2356
		16-01293 ESA Utility Markouts Sewer	288.13		
2849	12/12/16	USABL005 USA BLUEBOOK			2356
		16-01924 ESA General Supplies	428.00		
Checking Account Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
		Checks:	8	0	24,841.54
		Direct Deposit:	0	0	0.00
		Total:	8	0	24,841.54
Report Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
		Checks:	8	0	24,841.54
		Direct Deposit:	0	0	0.00
		Total:	8	0	24,841.54

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MANCHESTER TOWNSHIP
Check Register By Check Date

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Range of Checking Accts: 06 WAT EAST CAP to 06 WAT EAST CAP Range of Check Dates: 11/29/16 to 12/12/16
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid	Contract	
06 WAT EAST CAP	Water Capital Fund			
1054	12/12/16 ACSCH005 A.C. SCHULTES			2357
16-00878	WELL 10 AND 11 PUMPING UPGRADE	55,860.00		

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	55,860.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	55,860.00	0.00

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	55,860.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	55,860.00	0.00

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DRAFT

DECEMBER 12 , 2016

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	\$	49,057.76
Sewer Utility West	\$	29,757.72
Water Utility West Capital Fund	\$	15,841.16
Sewer Utility West Capital Fund	\$	<u>27,759.00</u>
	\$	<u>122,415.64</u>

CERTIFICATION:

Diane Lapp
Chief Financial Officer

Signed: _____

James A. Vaccaro, Sr.
Council President

Sabina T. Skibo
Township Clerk

DRAFT

UTILITY WEST ADDENDUM

DECEMBER 12 , 2016

#16 - 420

WATER WEST OPERATING

PAYROLL WEEKS ENDING 12/16/2016 and 12/30/2016

Township of Manchester Current Fund	Reimbursement Dec. SHBP Premium	transfer	17,334.34
			<u>17,334.34</u>

SEWER WEST OPERATING

PAYROLL WEEKS ENDING 12/16/2016 and 12/30/2016

Township of Manchester Current Fund	Reimbursement Dec. SHBP Premium	transfer	11,204.09
			<u>11,204.09</u>

WATER WEST CAPITAL

Remington, Vernick, Vena Engineers	WSA Well 7 Repair/Replacement	Chk # 12	15,841.16
			<u>15,841.16</u>

SEWER WEST CAPITAL

Atlantic Coast Hotsy, LLC	WSA Hot Water Jetter	Chk # 4	27,759.00
			<u>27,759.00</u>

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Range of Checking Accts: 30 WATER WEST to 30 WATER WEST Range of Check Dates: 11/29/16 to 12/12/16
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
30 WATER WEST		Water West Account			
21585	12/01/16	MANCH130 TOWNSHIP OF MANCHESTER PAYROLL			2349
		16-02011 PAYROLL 25 WATER WEST	23,324.04		
21586	12/12/16	ALLIE005 ALLIED CONTROL SERVICES, INC			2358
		16-01162 WSA Scada Service 2016	1,171.50		
21587	12/12/16	CENTR010 CENTRAL JERSEY HEALTH INS.			2358
		V6-01704 DENTAL INS. DECEMBER 2016	984.50		
21588	12/12/16	COOPE005 COOPERATIVE COMMUNICATIONS			2358
		16-01291 WSA Well 11 Phone Line	87.79		
21589	12/12/16	ERUNY005 E. RUNYON			2358
		16-00944 WSA Total Coliform Sampling	500.00		
21590	12/12/16	HECHT005 HECHT TRAILERS, LLC			2358
		16-01942 WSA Dump Trailer	3,452.25		
21591	12/12/16	REEDP005 REED & PERRINE			2358
		16-01785 WSA High Calcium Hydrated Lime	1,777.50		
21592	12/12/16	USABL005 USA BLUEBOOK			2358
		16-01924 ESA General Supplies	409.95		
21593	12/12/16	WBMAS005 WB MASON CO INC			2358
		16-01595 OPS Office General Supplies	15.89		
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	9	0	31,723.42	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	9	0	31,723.42	0.00
Report Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	9	0	31,723.42	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	9	0	31,723.42	0.00

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MANCHESTER TOWNSHIP
Check Register By Check Date

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Range of Checking Accts: 32 SEWER WEST to 32 SEWER WEST Range of Check Dates: 11/29/16 to 12/12/16
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
32 SEWER WEST		Sewer West Account			
10904	12/01/16	MANCH130 TOWNSHIP OF MANCHESTER PAYROLL			2350
		16-02012 PAYROLL 25 SEWER WEST	13,962.51		
10905	12/12/16	CENTR010 CENTRAL JERSEY HEALTH INS.			2359
		V6-01704 DENTAL INS. DECEMBER 2016	667.00		
10906	12/12/16	COMCA010 COMCAST			2359
		V6-01698 CABLE SVC 8499 05 189 0322096	142.85		
10907	12/12/16	HECHT005 HECHT TRAILERS, LLC			2359
		16-01942 WSA Dump Trailer	3,452.26		
10908	12/12/16	SUBUR010 SUBURBAN PROPANE			2359
		16-00947 WSA Blanket PO for Propane (S)	265.70		
10909	12/12/16	VERIZ010 VERIZON			2359
		V6-01719 PHONE SVC 732 350-3636	47.67		
10910	12/12/16	WBMAS005 WB MASON CO INC			2359
		16-01595 OPS Office General Supplies	15.64		
Checking Account Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
		Checks:	7	0	18,553.63
		Direct Deposit:	0	0	0.00
		Total:	7	0	18,553.63
Report Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
		Checks:	7	0	18,553.63
		Direct Deposit:	0	0	0.00
		Total:	7	0	18,553.63

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MANCHESTER TOWNSHIP
Check Register By Check Date

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Range of Checking Accts: 31 WAT WEST CAP to 31 WAT WEST CAP Range of Check Dates: 11/29/16 to 12/12/16
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid		Contract

31 WAT WEST CAP	Water Capital West Account			
12 12/12/16	REMIN015 REMINGTON, VERNICK & VENA, ENG			2360
16-01851	WELL #7 WSA REPAIR OR REPLACE	15,841.16		

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	15,841.16	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	15,841.16	0.00

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	15,841.16	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	15,841.16	0.00

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MANCHESTER TOWNSHIP
Check Register By Check Date

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Range of Checking Accts: 33 SEW WEST CAP to 33 SEW WEST CAP Range of Check Dates: 11/29/16 to 12/12/16
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid		Contract
33 SEW WEST CAP	Sewer Capital West Account			
4	12/12/16 ATLAN010 ATLANTIC COAST HOTSY LLC			2361
16-01464	WSA Hot Water Jetter	27,759.00		
Checking Account Totals				
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
	Checks:	1	0	27,759.00
	Direct Deposit:	0	0	0.00
	Total:	1	0	27,759.00
Report Totals				
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>
	Checks:	1	0	27,759.00
	Direct Deposit:	0	0	0.00
	Total:	1	0	27,759.00

**AN ORDINANCE OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY AMENDING CHAPTER 245 OF THE CODE OF THE
TOWNSHIP OF MANCHESTER**

WHEREAS, the New Jersey Municipal Land Use Law, N.J.S.A. 40:55D-89 requires that Planning Boards review master plans and zoning regulations at least once a decade; and

WHEREAS, an Addendum was prepared to the Master Plan Reexamination Report adopted in March of 2015 to address comments made by the Township's Commercial Development Advisory Committee, which aims to promote commercial development in Manchester; and

WHEREAS, the Planning Board of the Township of Manchester adopted a the Master Plan Reexamination Report Addendum on March 7, 2016; and

WHEREAS, the Master Plan Reexamination listed 16 proposed changes to the Township's development regulations.

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

SECTION 1

PURPOSE: The purpose of this Ordinance is to amend sections of Chapter 245, Land Use and Development, of the Code of the Township of Manchester to:

- (1) Reflect the proposed land use changes to the Master Plan Reexamination Report Addendum adopted by the Manchester Township Planning Board on March 7th, 2016.
- (2) Repeal and replace the Schedule of Permitted Uses (Schedule E "CAFRA Area and Pinelands National Reserve Area Nonresidential Zoning Districts – Permitted and Conditional Uses" and Schedule G "Pinelands Area Nonresidential Zoning Districts – Permitted and Conditional Uses") codified in Chapter 245 Attachment 6:6 – 6:17 to utilize the 2012 NAICS code in lieu of the SIC code with the attached revised Schedule of Permitted Uses(Schedule E "CAFRA Area and Pinelands National Reserve Area Nonresidential Zoning Districts – Permitted and Conditional Uses" and Schedule G "Pinelands Area Nonresidential Zoning Districts – Permitted and Conditional Uses").
- (3) Create new Conditional Use standards for the following uses: Religious Use Organizations; public and private elementary, intermediate, and secondary schools; and child day care centers/nursery schools.
- (4) Eliminate the 100 foot height limitation for hospitals in the Conditional Use section, thereby subjecting future hospitals and nursing homes to a proposed height of three

stories or 40 feet.

- (5) Revert the zoning of Block 72.01, Lot 17 and Block 72, Lots 7, 8, and 16 along Ridgeway Boulevard to POR-LI from its current designation in the PRC-1 zone.
- (6) Create a new R-20 zone based on a minimum 20,000 square foot lot size and re-zone certain tracts near the intersection of County Route 571 and State Highway Route 70.
- (7) Enhance buffer regulations for the B-1 zone.
- (8) Increase the maximum building height to three stories and 40 feet in all Zoning Districts except for the FA-S, FA-R, PR-15, PR-40, BVR-40, WTR-40 and R-40, R-20, R-15, R-14, R-10, R-10A districts.
- (9) Permit townhouse developments on tracts of 10 acres or greater in all Zoning Districts except for FA-S, FA-R, PR-15, PR-40, BVR-40, WTR-40, R-40, R-20, R-15, R-14, R-10, R-10A, OR-LI, and B-1 Districts.
- (10) Permit garden apartments on tracts of 10 acres or greater in all Zoning Districts at a density of six units per acre except for FA-S, FA-R, PR-15, PR-40, BVR-40, WTR-40, R-40, R-20, R-15, R-14, R-10, R-10A, OR-LI, PRC, PRC-1, RC, RC-2 and B-1 Districts.
- (11) Delete the restriction on drive-up windows.
- (12) Permit planned uses such as Continuing Care Retirement Communities and multi-family residences as conditional uses in the RA zone.

SECTION 2

Article II, §245-8 Definitions; word usage is hereby amended as follows:

ADD THE FOLLOWING DEFINITION:

DEVELOPABLE ACRE: Land which is not designated as freshwater wetlands or floodplains, land areas with slopes of 15% or greater and lands which are restricted by deeds, easements, or other covenants which prohibit or restrict residential structures. This definition shall apply only to §245-31(S).

Article IV, §245-31 CAFRA Area and Pinelands National Reserve Area zoning districts and regulations, Subsection S MF-6 Multifamily-6, (2)(c) is hereby amended as follows:

Maximum density: six dwelling units per developable acre. ~~"Developable acre" shall mean land which is not designated as freshwater wetlands, floodplains, land areas with slopes of 15% or greater and lands which are restricted by deeds, easements or other covenants which prohibit or restrict residential structures.~~

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Article IV, §245-23 Zoning Districts, Paragraph B is amended as follows:

B. CAFRA Area and Pinelands National Reserve Area Zoning Districts

- R-20 – An R-20 zoning district permitting minimum lot sizes of 20,000 square feet is hereby created
- The MF-6 Overlay District is hereby deleted and existing MF-6 Districts are hereby zoned MF.

SECTION 4

Article IV, §245-24 Zoning map and zone boundaries, is hereby supplemented to reference the current ordinance numbers and adoption dates to the zone map as follows:

§245-24 Zoning map and zone boundaries

A. Zoning Map

Ordinance No.	Adoption Date
97-008	May 22, 1997
97-038	January 26, 1998
99-001	February 22, 1999
00-019	August 14, 2000
00-037	October 23, 2000
00-044	January 22, 2001
04-032	October 25, 2004
05-017	May 9, 2005
05-023	May 9, 2005
05-025	May 23, 2005
05-050	October 24, 2005
05-053	November 28, 2005
07-018	May 29, 2007
10-006	February 22, 2010
11-025	November 28, 2010
14-016	September 8, 2014
15-009	May 26, 2015
16-037	December 12, 2016

B. Zone Boundaries

The Manchester Township Zoning Map adopted May 22, 1997 (Ordinance 97-008) as last amended by Ordinance 15-009 on May 26, 2015 is hereby further amended as shown on maps entitled “Land Use Plan Revisions – PRC-1 to POR-LI – Block 72.01, Lot 17; Block 72, Lots 7, 16 and 18” and “Land Use Plan Revisions – Recommended R-40 to R-20, O-P to B-1, R-40 to B1/R-20 Overlay and HD-3/MF Overlay” as set forth in in the Reexamination Report Addendum

prepared by Maser Consulting and adopted by resolution of the Manchester Township Planning Board on March 7, 2016.

The following zoning districts on the Manchester Township Zoning Map are hereby revised where indicated on the Map as follows:

- 1) PRC-1 to POR-LI
- 2) R-40 to R-20
- 3) R-40 & HD-3 to B-1/R-20 Overlay
- 4) R-40 to B-1/R-20 Overlay
- 5) HD-3 to B-1/R-20 Overlay
- 6) HD-3 to HD-3/MF Overlay
- 7) O-P to B-1

SECTION 5

Article IV Zoning, Attachment 6, Zoning Schedule of Permitted Uses (Schedule E “CAFRA Area and Pinelands National Reserve Area Nonresidential Zoning Districts – Permitted and Conditional Uses”) is hereby revised to utilize the 2012 NAICS code as listed in the attached chart “Township of Manchester Schedule of Permitted Uses – Schedule E and G”) attached hereto.

SECTION 6

Article IV, Attachment 6, Zoning Schedule of Permitted Uses (Schedule G “Pinelands Area Nonresidential Zoning Districts – Permitted and Conditional Uses”) is hereby revised to utilize the 2012 NAICS as listed in the attached chart “Township of Manchester Schedule of Permitted Uses – Schedule E and G”) attached hereto.

SECTION 7

Article IV, §245-25R General Regulations, is hereby modified as follows:

R. Churches: four acres required. Notwithstanding any other provision, churches may be permitted on lots not less than four acres in size. The front yard setback shall be equal to the greater of the front setback of the zone where the site is located or 50 feet. The site shall be located on a state, county, or major collector road.

SECTION 8

Article IV, §245-29 Landscaping and Buffer Requirements, is hereby modified as follows:

Zone	Buffer Area Requirement (ft)
B-1	75 (3)

(3) The buffer area requirement for the B-1 zone is 75 feet when existing vegetation of sufficient density and viability, as determined by the Planning Board Engineer, can be supplemented with

new infill planting. The required buffer would increase to 100 feet when no existing natural vegetation exists or is determined to be of insufficient density and viability to be effective.

SECTION 9

Article IV, §245-31 CAFRA Area and Pinelands National Reserve Area Zoning Districts and Regulations, is hereby modified as follows:

C. RA Rural Agricultural Zone

(3) Conditional Uses

(g) Continuing care retirement communities pursuant to § 245-75 and multifamily residences pursuant to § 245-68 (Garden Apartments) or § 245-74 (Townhouse Developments), as applicable, provided that they are located along an arterial road as identified by the Master Plan.

S. MF Multifamily

(j) Maximum building height: three (3) stories and 40 feet

T. R-20 Residential 20,000 Square Feet

(1) Permitted uses.

(a) Single-family houses.

(b) Public parks and playgrounds.

(c) Governmental buildings for administrative, protection and safety purposes such as Township offices, first aid or firehouses.

(2) Permitted accessory uses. As defined in Article II, Terminology, of this chapter.

(3) Yard, area, and building requirements. As specified for these zones in Schedule A, Zoning Districts Schedule, Subsection B of this section.

(4) Off-street parking, loading and vehicular access.

(a) As per § 245-28 of this chapter as defined for that particular use.

(b) Off-street parking space, together with appropriate access thereto, shall be provided on the same lot as the building it is intended to serve in accordance with the standards set forth in § 245-28 of this chapter.

(5) Signs. As per § 245-27 of this chapter.

(6) Lot Averaging

(a) Buildings on undersized lots of record in R-20 Zone will be considered conforming and new subdivisions with the R20 Zone may include lots that are less than 20,000

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square feet in area provided that lots that are larger than the minimum enable the average lot size of the entire subdivision to be 20,000 square feet or greater.

(b) Buildings on undersized lots of record in R-20 Zone shall meet all other requirements of the R-20 Zone.

SECTION 10

Article IV, §245-65 Eating places and eating places (with liquor license) is hereby amended as follows:

C. Freestanding eating places without liquor licenses
~~(4) No drive-up windows are permitted.~~

F. Drive-up windows shall be permitted for eating places located at the end of attached commercial structures such as shopping plazas, shopping centers, and neighborhood shopping centers. These eating places shall have vehicle access on at least three sides inclusive of the front entrance and rear loading.

SECTION 11

Article VIII, Conditional Use Permits, Procedures, and Requirements, §245-62 Hospitals and nursing homes, is hereby modified as follows:

C. Area, yard and height requirements.

~~(1) The maximum height of the hospital itself shall not exceed 100 feet. The maximum height of the structures provided for in Subsection B(1) or Subsection B(5) above, shall not exceed 50 feet.~~ The maximum height of the hospital or nursing home shall be limited to the height permitted by the zoning in which the facility will be built.

SECTION 12

Article II, Terminology §245-8 Definitions; word usage is hereby modified as follows:

Townhouse: An attached residential unit sharing at least one common wall with another unit consisting of no more than eight units per a single structure. Ownership of a townhouse development can be in the form of condominium, whereby ownership of common areas is through homeowner associations.

SECTION 13

Article VIII Conditional Use Permits, Procedures, and Requirements, §245-68 Garden Apartments is hereby amended as follows:

A. Permitted in all Zoning Districts except for FA-S, FA-R, PR-15, PR-40, BVR-40, WTR-40, R-40, R-20, R-15, R-14, R-10, R-10A, PRC, PRC-1, RC, RC-2, OR-LI, and B-1

Districts ~~HD Zone~~. Garden apartments may be permitted in the ~~HD Highway Development Zone~~ fronting along Route 37 in Manchester Township, subject to the conditions as specified below:

- (1) Minimum lot size: ~~25 acres~~ 10 acres
- (2) The maximum density for a garden apartment project shall be ~~eight units per gross acre~~ six units per gross acre
- (3) Minimum setback distance 75 feet from all ~~existing state and county roads~~ major collector roads or arterial roads identified in the Master Plan

SECTION 14

Article VIII Conditional Use Permits, Procedures, and Requirements, §245-74 Townhouse developments and Condominiums is hereby amended as follows:

- A. Permitted. Townhouses may be permitted in all Zoning Districts except for FA-S, FA-R, PR-15, PR-40, BVR-40, WTR-40, R-40, R-20, R-15, R-14, R-10, R-10A, OR-LI, and B-1 Districts subject to the conditions specified below:
 - (1) Minimum lot size: ~~50 acres~~ 10 acres.
 - (3) Minimum setback distance: 75 feet from all ~~existing state, county, or major collector roads~~ or arterial roads identified in the Master Plan
 - (a) Minimum side yard setback shall be 50 feet
 - (b) The minimum rear yard setback shall be 30 feet.
- I. Affordable Housing Requirement. The applicant shall provide for a twenty-percent inclusionary component or such other requirement that is in effect in accordance with a court-approved housing plan or a housing plan approved by the New Jersey Council on Affordable Housing (COAH) at the time of final site plan approval. The type, construction and distribution of affordable housing units shall conform to the regulations in effect by COAH, by the Department of Community Affairs or such other state agency designated as the regulatory agency for affordable housing and affordable housing construction in New Jersey at the time of the issuance of the first building permit for the development.

SECTION 15

Article VIII Conditional Use Permits, Procedures, and Requirements, §245-75 Continuing care facility for the elderly is hereby amended as follows:

- A. Permitted in RC, WTRC, and RA Zones. Recognizing the need for more comprehensive and continuing care of senior citizens through proper housing and supportive services, including medical assistance; treatment and total health and nursing care; recreational activities; community center; dining area; and related facilities and services; continuing care facilities for the elderly are permitted in any residential RC, WTRC, and RA zones,

subject to the following conditions.

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E. Design criteria

(21) ~~The primary or main entrance to the continuing care facility shall be located on a major state or county arterial road; however, a municipal road having a minimum 36 feet of paved surface and a minimum right-of-way of 60 feet may be substituted for the state or county road.~~ The continuing care facility shall be located on an arterial roadway as identified in the Master Plan.

SECTION 16

Article VIII Conditional Use Permits, Procedures, and Requirements, §245-78 Religious Use Organizations is hereby created pursuant to the following conditions:

- A. Permitted. Churches, places of worship, and structures housing religious use organizations shall be permitted in applicable zones subject to the conditions specified below:
- (1) Minimum lot size: 4 acres
 - (2) Maximum building coverage: 20%
 - (3) Maximum impervious coverage: 50%
 - (4) Setbacks
 - (a) Front: equal to greater of the front setback of the zone where the site is located or 50 feet, whichever is greater
 - (b) Side: 30 feet (minimum)
 - (c) Rear: 50 feet
 - (5) Location shall only be along a state, county, or major collector road
 - (6) Height: the height of the structure shall not exceed the maximum height permitted in the zone in which the structure will be built pursuant to §245-31.
 - (7) Buffer requirements
 - (a) Perimeter buffer. A landscaped buffer shall be required around the entire length of side and rear property lines, except where access drives or other accessory features must traverse this reserved strip.
 - (b) In a nonresidential use district the minimum buffer width shall be 25 feet.
 - (c) In a residential use district the minimum buffer width shall be 50 feet

SECTION 17

Article VIII Conditional Use Permits, Procedures, and Requirements, §245-79 Public and Private Schools is hereby created pursuant to the following conditions:

- A. Permitted. Public and private schools shall be permitted in applicable zones subject to the conditions specified below:
- (1) The school shall be licensed by the State of New Jersey
 - (2) The curriculum of the school shall be approved by the New Jersey Department of Education

- (3) Location. Schools shall only be located along an arterial or collector road as identified in the Master Plan.
- (4) Buffers shall be provided pursuant to §245-29.
- (5) Minimum lot size: 10 acres, plus one additional acre for each 100 pupils. The minimum lot area for an intermediate school or trade or vocational school shall be 20 acres, plus one additional acre for each 100 pupils. The minimum area for a high school shall be 30 acres, plus one additional acre for each 100 pupils. The minimum area for an institution of higher learning shall be 50 acres, plus one additional acre for each 100 students. No more than 10% of the site shall be covered by buildings.
- (6) Height: the height of the structure shall not exceed the maximum height permitted in the zone in which the structure will be built pursuant to §245-31.

SECTION 18

Article VIII Conditional Use Permits, Procedures, and Requirements, §245-80 Childcare Facilities is hereby created pursuant to the following conditions:

- A. Permitted. Childcare Facilities, nursery schools, and day nurseries shall be permitted in applicable zones subject to the conditions specified below:
 - (1) Minimum lot size: one acre
 - (2) Height and bulk requirements shall be subject to the requirements of the district in which the facility is located.
 - (3) The facility shall be licensed by the Division of Youth and Family Services of the New Jersey Department of Human Services.
 - (4) A minimum of 100 square feet per rated building capacity shall be provided for outdoor space provided the area is entirely fenced and protected from hazards such as driveways and cars.
 - (5) All loading and unload of children shall take place on-site and not in a public right-of-way.

SECTION 19

Article IV, Attachment 6, Zoning Schedule of Permitted Uses (Schedule E “CAFRA Area and Pinelands National Reserve Area Nonresidential Zoning Districts – Permitted and Conditional Uses”) is hereby amended per the amendments described in Sections 3 through 18 herein.

SECTION 20

Articles IX through XI, §245-78 through §245-99 shall be renumbered by the addition of three (3) to each section number reflecting the addition of §245-78 Religious Use Organizations, §245-79 Public and Private Schools, and §245-80 Childcare Facilities in Article IX. §245-78, §245-79, and §245-80 are hereby created and reserved until such time standards are developed.

SECTION 21

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All Ordinances and parts of Ordinances inconsistent herewith are hereby repealed.

SECTION 22

If any section, subparagraph, sentence, clause or phrase of this Ordinance shall be held to be invalid, such decision shall not invalidate any remaining portion of this Ordinance.

SECTION 23

Pursuant to the provisions of N.J.S.A. 40:69A-18l(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 and in accordance with any other laws which may be applicable.

SECTION 24

Copies of this Ordinance shall be filed with the Ocean County Planning Board; the Pinelands Commission; the Joint Base McGuire-Dix-Lakehurst (JB-MDL); the Municipal Clerks of Lakehurst Borough, Toms River Township, Berkeley Township, Jackson Township, Lacey Township and Plumsted Township in Ocean County and Pemberton Township and Woodland Township in Burlington County; and with the Manchester Township Tax Assessor, Zoning Officer, Construction Official, Planning Board, Board of Adjustment, Environmental Commission, Utilities Department, Planner and Engineer.

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 14th day of November 2016 and was then read for the first time. The said ordinance will be further considered for final passage by the Township Council in the Manchester Township Town Hall at 6:00 PM on the 12th day of December 2016. At such time and place or any time or place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said ordinance.

Sabina T Skibo RMC
Township Clerk

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Manchester Township CAFRA-Pinelands Area Zoning Map Amendments

Block	Lot(s)	Location	Tax Sheet	From Zone	To Zone
72	6,7,18	2590 Ridgeway Blvd	5	PRC-1	POR-LI
72.01	17	2582 Ridgeway Blvd	5	PRC-1	POR-LI
21	1	3086 Ridgeway Road	1.01	R-40	R-20
21	2	3066 Ridgeway Road	1.01	R-40	R-20
21	2.01	3054 Ridgeway Road	1.01	R-40	R-20
21	1670.02	3109 Wilbur Ave	1.01	R-40	R-20
21	1670.03	3085 Wilbur Ave	1.01	R-40	R-20
21	1670.04	3075 Wilbur Ave	1.01	R-40	R-20
21	1670.05	3105 Wilbur Ave	1.01	R-40	R-20
21	1670.06	3101 Wilbur Ave	1.01	R-40	R-20
21	1692	3065 Wilbur Ave	1.01	R-40	R-20
21	1698	3061 Wilbur Ave	1.01	R-40	R-20
21	1701.01	1 Shorin Way	1.01	R-40	R-20
21	1701.02	3 Shorin Way	1.01	R-40	R-20
21	1701.03	5 Shorin Way	1.01	R-40	R-20
21	1701.04	6 Shorin Way	1.01	R-40	R-20
21	1701.05	4 Shorin Way	1.01	R-40	R-20
21	1701.06	2 Shorin Way	1.01	R-40	R-20
21	1703	3045 Wilbur Ave	1.01	R-40	R-20
21	620	3042 Ridgeway Road	1.01	R-40 & HD-3	B-1/R-20 Overlay
21	621	3028 Highway 571	1.01	R-40 & HD-3	B-1/R-20 Overlay
21	622	3003 Wilbur Ave	1.01	R-40	B-1/R-20 Overlay
21	622.01	3010 Ridgeway Road	1.01	HD-3	B-1/R-20 Overlay
21	1707	2993 Wilbur Ave	1.01	R-40	B-1/R-20 Overlay
21	1712	3100 Brentwood Ave	1.01	R-40 & HD-3	B-1/R-20 Overlay
21	1747	3000 Highway 571	1.01	HD-3	B-1/R-20 Overlay
20	1793	3110 Brentwood Ave	1.01	HD-3	HD-3/MF Overlay
20	1791	3106 Brentwood Ave	1.01	HD-3	HD-3/MF Overlay
20	1789	3104 Brentwood Ave	1.01	HD-3	HD-3/MF Overlay
20	1787	3100 Brentwood Ave	1.01	HD-3	HD-3/MF Overlay
17	1917	3121 Blanche Ave	1.01	HD-3	HD-3/MF Overlay
17	1929	2163 Highway 70	1.01	HD-3	HD-3/MF Overlay
17	1914	2959 Wilbur Ave	1.01	HD-3	HD-3/MF Overlay
17	1887	2969 Wilbur Ave	1.01	HD-3	HD-3/MF Overlay
16	1996	2173 Highway 70	1.01	HD-3	HD-3/MF Overlay
16	2003	2175 Highway 70	1.01	HD-3	HD-3/MF Overlay
16	2005	2185 Highway 70	1.01	HD-3	HD-3/MF Overlay
16	2009	2949 Wilbur Ave	1.01	HD-3	HD-3/MF Overlay
16	2012	2937 Wilbur Ave	1.01	HD-3	HD-3/MF Overlay
5	2059	2920 Highway 571	1.01	O-P	B-1

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Township of Manchester
Appendix 6
Schedule B

Pinelands Area Zoning Districts Schedule

[Amended 2-22-1999 by Ord. No. 99-001; 6-14-2010 by Ord. No. 02-004; 9-27-2004 by Ord. No. 10-012; 12-12-2011 by Ord. No. 11-025; 9-8-2014 by Ord. No. 14-016; 7-13-2015 by Ord. 15-009]

Zone	Schedule B-Pinelands Area Zoning Districts Schedule													
	Minimum Lot Requirements					Minimum Yard Requirements					Minimum Floor Area (square feet)			
	Area (square feet)	Lot Frontage (feet)(L)	Lot Width (feet)	Lot Area (square feet)	Improvable Lot Area (square feet)	Principal Building	Accessory Building (A)	Maximum Side Improvement Ratio	Maximum Building Coverage (%)	Maximum Lot Coverage (%)				
PPA	4.6	200	200	100	100	Front (feet)	Rear (feet)	Each Side (feet)	Rear (feet)	Side (feet)	Maximum Building Coverage (%)	Maximum Lot Coverage (%)	Maximum Building Height (feet)(H)	Minimum Floor Area (square feet)
PEA-R	6.8	200	200	100	100	50	50	40	40	20	10%	N/A	35	3
PEA-S	6.7	200	300	100	100	50	50	40	40	20	10%	N/A	35	3
PPA	4	150	150	50	27,000	50	30	25	10	15	25%	N/A	35	3
BMP														
PRC														
PED-1														
PED-9														
PRC/RCL														
PR-40	40,000	200	200	18,700	50	50	25	25	25	25	25%	N/A	35	3
PR-15	15,000	100	100	9,600	30	15	12	10	10	6	25%	N/A	35	3
PB-1	20,000	125	125	13,500	50	25	20	10	10	10	20%	65%	35	1,500
POR-LI	3 acres	200	200	40,000	75	50	50	20	20	20	0.2	20%	40.35	4,000
MI														

- NOTES:
- See definition of "lot frontage" for allowable reductions.
 - In all zones, barns, animal shelters and animal pens shall maintain a minimum fifty-foot setback from all property lines.
 - The minimum floor area for single-family detached residential structures shall be as follows: one bedroom: 1,150 square feet; two bedrooms: 1,250 square feet; three bedrooms: 1,350 square feet; four bedrooms: 1,450 square feet; for each additional bedroom, add 100 square feet. Number of rooms exclusive of main living room, enclosed porch, kitchen, bathrooms, closets and storage space. The minimum first floor area in any two-story house shall not be less than 900 square feet. Accessory uses and other structures shall not exceed 1,000 square feet.
 - Minimum lot area in PPA is 3.2 acres in accordance with § 245-32A(4) and one acre in accordance with § 245-32A(6).
 - Minimum lot area for a residence with an on-site conventional septic system shall be 3.2 acres and with an alternative or innovative system may be one acre in accordance with § 245-32A(9).
 - In accordance with § 245-32M, Seaside, Subsection M(2), a two-hundred-foot setback to be measured from centerline of the street.
 - The lot size area requirement for existing lots of record in the PPA-S Zone: Minimum lot area may be reduced to 3.2 acres in accordance with § 245-32A(6). Developments of two or more units in the PPA-S Zone must be clustered on one-acre lots in accordance with § 245-33C(1)(b) and meet the lot width, yard and coverage requirements of the PPA Zone.
 - The lot area requirements for existing lots of record in the PPA-R Zone: Minimum lot area may be reduced to 3.2 acres in accordance with § 245-32A(4) and to one acre in accordance with § 245-32A(6) or 245-32A(4). Developments of two or more units in the PPA-R Zone must be clustered on 40,000 square foot lots in accordance with § 245-33D(1)(b) and meet the lot width, yard and coverage requirements of the PPA Zone.
 - Maximum building height for an accessory garage shall be 16 feet. All other accessory buildings shall have a maximum height of 12 feet.

Revised August 22, 2016

Township of Manchester
Appendix 6
Schedule A

CAFRA Area and Pinelands National Reserve Area Zoning Districts Schedule

[Amended 11-27-2000 by Ord. No. 00-041; 3-25-2002 by Ord. No. 02-004; 9-27-2004 by Ord. No. 04-025; 11-28-2005 by Ord. No. 05-053; 2-27-2006 by Ord. No. 06-002; 6/24/2013 by Ord. 13-005]

Zone	Notes	Minimum Lot Requirements				Minimum Yard Requirements				Maximum Site Improvement Ratio	Maximum Building Coverage (%)	Maximum Lot Coverage (%)	Maximum Building Height (stories)	Maximum Building Height (feet)(7)	Minimum Floor Area (square feet)
		Area (square feet)	Lot Frontage (feet) (1)	Lot Width (feet)	Improvable Lot Area (square feet)	Principal Building			Accessory Building (2)						
						Front (feet)	Rear (feet)	Each Side (feet)	Rear (feet)						
RA		1 acre	150	150	27,000	50	30	25	10	15	N/A	25%	2.5	35	
R-40		40,000	200	200	18,700	50	50	25	25	25	N/A	25%	2.5	35	
R-20	(12)	20,000	100	100	11,000	30	30	15	15	10	N/A	25%	2.5	35	
R-15	(9)	15,000	100	100	9,600	30	26	12	10	6	N/A	25%	2.5	35	
R-15AF	(9)	15,000	100	100	9,600	30	30	12	10	6	N/A	25%	2.5	35	
R-14	(9)	14,000	100	100	8,800	30	26	12	10	6	N/A	25%	2.5	35	
R-14AF	(9)	14,000	100	100	8,800	30	30	12	10	6	N/A	25%	2.5	35	
R-10	(9)(10)	10,000	100	100	5,800	30	26	10	5	5	N/A	25%	2.5	35	
R-10A	(9)	10,000	75	75	6,300	30	26	10	5	5	N/A	25%	2.5	35	
RC		Same as R-40 (Also see Section 245-67, Planned retirement communities; Section 245-73 Senior citizen light care; and Section 245-75 Continuing care for the elderly)													
RC-2		See Section 245-31H, RC-2 Planned Retirement Community-2													
RCAF		Same as R-40 (Also see Section 245-67, Planned retirement communities; Section 245-73, Senior citizen light care; and Section 245-75 Continuing care for the elderly)													
MF		Same as R-40 (Also see Section 245-74, Townhouse developments)													
MF-6	(11)	See Section 245-31 S.													
MF-AF		See Section 245-31 I, MF-AF Multifamily-Affordable Housing													
MP		Same as R-40 (Also see Chapter 267, Mobile Homes and Trailers)													
OR-LI		3 acres	200	200	40,000	75	50	50	20	20	0.20	20%	N/A	35	4,000
O-P	(4)	40,000	200	200	18,750	50 (4)	50 (4)	50	50	50	0.20	20%	N/A	38	2,000
B-1		1 acre	150	150	20,000	50	25	20	10	10	0.20	20%	N/A	35	1,500
HD-3	(4)(11)	3 acres	300	300	40,000	100	50 (4)	50 (4)	50	50	0.18	18%	N/A 3.0	40 35	15,000
HD-3A	(5)	3 acres	300	300	40,000	100	100	(5)	100	(5)	0.18	18%	N/A 3.0	40 35	15,000
HD-10	(6)	10 acres	500	500	200,000	400	75	75	50	50	0.15	15%	N/A 3.0	40 38	60,000
TC		10 acres	500	500	200,000	100	75	75	50	50	0.15	15%	N/A	35	60,000
LI		3 acres	250	250	107,400	100	50	50	50	50	0.20	20%	N/A	35	15,000
FA-RAF		20 acres	200	200	1 acre	50	50	40	20	20	N/A	10%	N/A	35	15,000
FA-S		20 acres	300	300	1 acre	100	50	40	20	20	N/A	10%	N/A	35	15,000

NOTES:

- See definition of "lot frontage" for allowable reductions.
- In all zones, barns, animal shelters and animal pens shall maintain a minimum fifty-foot setback from all property lines.
- Reserved
- Minimum rear and / or side yard shall be 60 feet when yard is adjacent to residential zoning districts.
- Minimum side yard setbacks of HD-3A District are 100 feet along western and northern property lines and 15 feet along eastern property line.
- Planned commercial development option permitted on a minimum forty-acre tract area. Planned commercial lots must comply with the HD-3 Zoning District regulations.
- Maximum building height for an accessory garage shall be 16 feet. All other accessory buildings shall have a maximum height of 12 feet.
- Maximum building height for a single-family residence shall be 35 feet measured from average grade plane.
- The first floor elevation shall not be less than 24 inches, nor more than 48 inches above the average elevation of the crown of the road in front of the property in question in the R-10, R-10A, R-15, R-15AF, R-14 and R-14AF Zones.
- Undersized lots shall be subject to building height limitations set forth in §245-31E(6)(b).
- The HD-3/MF-6 Overlay shall be subject to the regulations of §245-31 I.
- For developments of 10 lots or greater, bulk requirement is average of 20,000 sq ft.

Revised: December 4, 2014

**Township of Manchester
Appendix 6
Schedule B**

Pinelands Area Zoning Districts Schedule

[Amended 2-22-1999 by Ord. No. 99-001; 6-14-2010 by Ord. No. 02-004; 9-27-2004 by Ord. No. 10-012; 12-12-2011 by Ord. No. 11-025; 9-8-2014 by Ord. No. 14-016; 7-13-2015 by Ord. 15-009]

Zone	Notes	Minimum Lot Requirements				Minimum Yard Requirements				Maximum Improvement Ratio	Maximum Building Coverage (%)	Maximum Lot Coverage (%)	Maximum Building Height (feet)(9)	Minimum Floor Area (square feet)	
		Area (square feet)	Lot Frontage (feet) (1)	Lot Width (feet)	Lot Area (square feet)	Principal Building		Accessory Building (2)							
						Front (feet)	Rear (feet)	Each Side (feet)	Rear (feet)						Side (feet)
PFA	4.6	3.2 acres	200	200	1 acre	100	50	40	20	20	N/A	10%	N/A	35	3
PFA-R	6.8	20 acres	200	200	1 acre	50	50	40	20	20	N/A	10%	N/A	35	3
PFA-S	6.7	20 acres	300	300	1 acre	100	50	40	20	20	N/A	10%	N/A	35	3
PRA	4	1 acre	150	150	27,000	50	30	25	10	15	N/A	25%	N/A	35	3
PMP															
PRC															
PRC-1															
PE-D-1															
PE-D-9															
PRC/RCL															
PR-40		40,000	200	200	18,700	50	50	25	25	25	N/A	25%	N/A	35	3
PR-15	5	15,000	100	100	9,600	30	15	12	10	6	N/A	25%	N/A	35	3
PB-1		20,000	125	125	13,500	50	25	20	10	10	0.20	20%	65%	35	1,500
POR-LI		3 acres	200	200	40,000	75	50	50	20	20	0.2	20%	65%	40 35	4,000
MI															

NOTES:

- See definition of "lot frontage" for allowable reductions.
- In all zones, barns, animal shelters and animal pens shall maintain a minimum fifty-foot setback from all property lines.
- The minimum floor area for single-family detached residential structures shall be as follows: one bedroom: 1,150 square feet; two bedrooms: 1,250 square feet; three bedrooms: 1,350 square feet; four bedrooms: 1,450 square feet; for each additional bedroom, add 100 square feet. Number of rooms exclusive of main living room, enclosed porch, kitchen, bathrooms, closets and storage space. The minimum first floor area in any two-story house shall not be less than 900 square feet. Accessory uses and other structures shall not exceed 1,000 square feet.
- Minimum lot area in PPA is 3.2 acres in accordance with § 245-32A(4) and one acre in accordance with § 245-32A(6).
- Minimum lot area for a residence with an on-site conventional septic system shall be 3.2 acres and with an alternative or innovative system may be one acre in accordance with § 245-32A(9).
- In accordance with § 245-32M, Scenic, Subsection M(2), a two-hundred-foot setback to be measured from centerline of the street.
- The lot size area requirement for existing lots of record in the PFA-S Zone: Minimum lot area may be reduced to 3.2 acres in accordance with § 245-32A(4) and to one acre in accordance with § 245-32A(6). Developments of two or more units in the PFA-S Zone must be clustered on one-acre lots in accordance with § 245-33C(1)(b) and meet the lot width, yard and coverage requirements of the PRA Zone.
- The lot area requirements for existing lots of record in the PFA-R Zone: Minimum lot area may be reduced to 3.2 acres in accordance with § 245-32A(4) and to one acre in accordance with § 245-32A(6) or 245-32A(4). Developments of two or more units in the PFA-R Zone must be clustered on 40,000 square foot lots in accordance with § 245-33D(1)(b) and meet the lot width, yard and coverage requirements of the PRA Zone.
- Maximum building height for an accessory garage shall be 16 feet. All other accessory buildings shall have a maximum height of 12 feet.

Revised: August 22, 2016

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ATTACHMENT 6

**TOWNSHIP OF MANCHESTER
SCHEDULE OF PERMITTED USES - SCHEDULE E and G**

P = Permitted Use; C = Conditional Use

NAICS CODE	2012 NAICS TITLE (1)	CAFRA Area and Pinelands National Reserve										Pinelands			Whiting Town				
		OR-LI	O-P	B-1	HD-3	HD-3A	HD-10	TC	LI	PB-1	POR-LI	WTHD	WTB-1	WTO-P					
11	Agriculture, Forestry, Fishing and Hunting																		
111	Crop Production	P	P									P	P	P	P	P	P	P	P
113	Forestry and Logging	P	P				P					P	P	P	P	P	P	P	P
23	Construction																		
236	Construction of Buildings	P										P							
237	Heavy and Civil Engineering Construction	P										P							
238	Specialty Trade Contractors																		
238110	Poured Concrete Foundation and Structure Contractors	P										P							
238120	Structural Steel and Precast Concrete Contractors	P										P							
238130	Framing Contractors	P	P	P	P							P	P	P	P				
238140	Masonry Contractors	P	P	P	P							P	P	P	P				
238150	Glass and Glazing Contractors	P										P							
238160	Roofing Contractors	P	P	P	P							P	P	P	P				
238170	Siding Contractors	P	P	P	P							P	P	P	P				
238190	Other Foundation, Structure, and Building Exterior Contractors	P										P							
238210	Electrical Contractors	P	P	P	P							P	P	P	P				
238220	Plumbing, Heating, and Air-Conditioning Contractors	P	P	P	P							P	P	P	P				
238290	Other Building Equipment Contractors																		
238310	Drywall and Insulation Contractors	P	P	P	P							P	P	P	P				
238320	Paint and Wall Covering Contractors	P	P	P	P							P	P	P	P				
238330	Flooring Contractors	P	P	P	P							P	P	P	P				
238340	Tile and Terrazzo Contractors	P	P	P	P							P	P	P	P				
238350	Finish Carpentry Contractors	P	P	P	P							P	P	P	P				
238390	Other Building Finishing Contractors	P	P	P	P							P	P	P	P				
238910	Site Preparation Contractors	P	P	P	P							P	P	P	P				
238990	All Other Specialty Trade Contractors	P	P	P	P							P	P	P	P				
31-33	Manufacturing																		
311	Food Manufacturing																		
311330	Confectionery Manufacturing from Purchased Chocolate											P						P	P
311340	Nonchocolate Confectionery Manufacturing											P						P	P
311811	Retail Bakeries											P						P	P
311812	Commercial Bakeries	P																P	P
311813	Frozen Cakes, Pies, and Other Pastries Manufacturing	P																P	P

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		OR-LI	O-P	B-1	HD-3	HD-3A	HD-10	TC	LI	PB-1	POR-LI	WTHD	WTB-1	WTO-P					
311821	Cookie and Cracker Manufacturing	P																	
311919	Other Snack Food Manufacturing	P																	
313-314	Textile and Products Mills																		
313222	Schiffli Machine Embroidery	P																	
313311	Broadwoven Fabric Finishing Mills	P				P													
313312	Textile and Fabric Finishing (except Broadwoven Fabric) Mills	P				P													
314121	Curtain and Drapery Mills	P	P	P	P	P								P	P				
314129	Other Household Textile Product Mills	P	P	P	P	P								P	P				
314911	Textile Bag Mills	P																	
314912	Canvas and Related Product Mills	P																	
314999	All Other Miscellaneous Textile Product Mills	P	P	P	P	P								P	P			P	
315-316	Apparel Manufacturing																		
315211	Mens and Boys Cut and Sew Apparel Contractors		P	P	P									P				P	
315222	Men's and Boys' Cut and Sew Suit, Coat, and Overcoat Manufacturing		P	P	P	P								P				P	
315223	Mens and Boys Cut and Sew Shirt (except Work Shirt) Manufacturing		P	P	P	P								P				P	
315233	Womens and Girls Cut and Sew Dress Manufacturing		P	P	P	P								P				P	
321	Wood Product Manufacturing	P												P					
322	Paper Manufacturing (except 3221 - Pulp, Paper and Paperboard Mills)	P												P					
323	Printing and Related Support Activities (Except 323111 - Commercial Printing)	P												P					
323114	Commercial Printing	P	P	P	P	P								P	P			P	P
325992	Photographic Film, Paper, Plate, and Chemical Manufacturing	P												P					
325998	All Other Miscellaneous Chemical Product and Preparation Manufacturing	P												P					
326111	Plastics Bag Manufacturing	P												P					
326112	Plastics Packaging Film and Sheet (including Laminated) Manufacturing	P												P					
326199	All Other Plastics Product Manufacturing	P												P					
327112	Vitreous China, Fine Earthenware, and Other Pottery Product Manufacturing		P	P	P	P								P				P	P
332	Fabricated Metal Product Manufacturing	P												P					
333	Machinery Manufacturing	P												P					
334	Computer and Electronic Product Manufacturing Except 334611 Software Reproducing	P												P					
3346	Manufacturing and Reproducing Magnetic and Optical Media	P	P	P	P	P								P	P			P	P

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		OR-LI	O-P	B-1	HD-3	HD-3A	HD-10	TC	LI	PB-1	POR-LI	WTHD	WTB-1	WTO-P			
335 Electrical Equipment, Appliance, and Component Manufacturing																	
335110	Electric Lamp Bulb and Part Manufacturing	P												P			
335121	Residential Electric Lighting Fixture Manufacturing	P												P			
335211	Electric Housewares and Household Fan Manufacturing	P												P			
335312	Motor and Generator Manufacturing			P										P			
336	Transportation Equipment Manufacturing	P												P			
337	Furniture and Related Product Manufacturing (except as otherwise specified)	P												P			
337121	Upholstered Household Furniture Manufacturing	P			P	P	P	P	P	P	P	P	P	P			
337122	Nonupholstered Wood Household Furniture Manufacturing	P			P	P	P	P	P	P	P	P	P	P			
339	Miscellaneous Manufacturing (except as otherwise specified)	P												P			
339113	Surgical Appliance and Supplies Manufacturing	P			P	P	P	P	P	P	P	P	P	P			
339115	Ophthalmic Goods Manufacturing				P	P	P	P	P	P	P	P	P	P			
339116	Dental Laboratories	P		P	P	P	P	P	P	P	P	P	P	P			
42 Wholesale Trade																	
423 Merchant Wholesalers, Durable Goods																	
423	Merchant Wholesalers, Durable Goods	P								P				P			
424	Merchant Wholesalers, Non-Durable Goods (except as otherwise specified)	P								P				P			
424310	Piece Goods, Notions, and Other Dry Goods Merchant Wholesalers			P						P				P			
424340	Footwear Merchant Wholesalers			P						P				P			
424610	Plastics Materials and Basic Forms and Shapes Merchant Wholesalers			P						P				P			
424940	Tobacco and Tobacco Product Merchant Wholesalers			P						P				P			
424990	Other Miscellaneous Nondurable Goods Merchant Wholesalers	P								P				P			
425 Wholesale Electronic Markets and Agents and Brokers																	
425110 Business to Business Electronic Markets																	
425110	Business to Business Electronic Markets	P								P				P			
425120	Wholesale Trade Agents and Brokers	P		P	P	P	P	P	P	P	P	P	P	P			
424320	Mens and Boys Clothing and Furnishings Merchant Wholesalers	P								P				P			
424330	Womens, Childrens, and Infants Clothing and Accessories Merchant Wholesalers	P								P				P			
44-45 Retail Trade																	
(2) Shopping Plaza																	
(2)	Shopping Plaza			P	P	P	P	P	P	P	P	P	P	P			
(2)	Shopping Center			P	P	P	P	P	P	P	P	P	P	P			
(2)	Neighborhood Shopping Center			P	P	P	P	P	P	P	P	P	P	P			
441	Motor Vehicle and Parts Dealers																
441110	New Car Dealers			P	P	P	P	P	P	P	P	P	P	P			

TOWNSHIP OF MANCHESTER
SCHEDULE OF PERMITTED USES - SCHEDULE E and G

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		OR-LI	O-P	B-1	HD-3	HD-3A	HD-10	TC	LI	PB-1	POR-LI	WTHD	WTB-1	WTO-P			
441120	Used Car Dealers																
441210	Recreational Vehicle Dealers				P	P											P
441221	Motorcycle, ATV, and Personal Watercraft Dealers				P	P											P
441222	Boat Dealers				P	P											P
441229	All Other Motor Vehicle Dealers																
441310	Automotive Parts and Accessories Stores			P	P	P				P							P
441320	Tire Dealers			P	P	P				P							P
442	Furniture and Home Furnishings Stores																
442110	Furniture Stores	P		P	P	P				P							P
442210	Floor Covering Stores	P		P	P	P				P							P
442291	Window Treatment Stores	P		P	P	P				P							P
442299	All Other Home Furnishings Stores	P		P	P	P				P							P
443	Electronics and Appliance Stores																
443111	Household Appliance Stores	P		P	P	P				P							P
443112	Radio, Television, and Other Electronics Stores			P	P	P				P							P
443120	Computer and Software Stores	P	P	P	P	P				P							P
443130	Camera and Photographic Supplies Stores			P	P	P				P							P
444	Building Material and Garden Equipment and Supplies Dealers																
444110	Home Centers	P			P	P				P							P
444120	Paint and Wallpaper Stores	P			P	P				P							P
444130	Hardware Stores			P	P	P				P							P
444190	Other Building Material Dealers	P			P	P				P							P
444210	Outdoor Power Equipment Stores			P	P	P				P							P
444220	Nurseries, Garden Centers, and Farm Supply Stores			P	P	P				P							P
445	Food and Beverage Stores																
445110	Supermarkets and Other Grocery (except Convenience) Stores			P	P	P				P							P
445120	Convenience Stores			P	P	P				P							P
445210	Meat Markets			P	P	P				P							P
445220	Fish and Seafood Markets			P	P	P				P							P
445230	Fruit and Vegetable Markets			P	P	P				P							P
445291	Baked Goods Stores			P	P	P				P							P
445292	Confectionery and Nut Stores			P	P	P				P							P
445299	All Other Specialty Food Stores			P	P	P				P							P
445310	Beer, Wine, and Liquor Stores			P	P	P				P							P

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		OR-LI	O-P	B-1	HD-3	HD-3A	HD-10	TC	LI	PB-1	POR-LI	WTHD	WTB-1	WTO-P		
452210	Office Supplies and Stationery Stores			P	P	P	P						P	P		
452220	Gift, Novelty, and Souvenir Stores			P	P	P	P						P	P		
4533	Used Merchandise Stores			P	P	P	P						P	P		
4539	Other Miscellaneous Store Retailers															
453910	Pet and Pet Supplies Stores			P	P	P	P									
453920	Art Dealers			P	P	P	P									
453930	Manufactured (Mobile) Home Dealers	P		P	P	P	P	P					P	P		
453991	Tobacco Stores	P														
453998	All Other Miscellaneous Store Retailers (except Tobacco Stores)			P	P	P	P						P	P		
4541	Electronic Shopping and Mail-Order Houses			P	P	P	P						P	P		
4542	Vending Machine Operators															
454390	Other Direct Selling Establishments			P	P	P	P	P					P	P		

48-49 Transportation and Warehousing

484110	General Freight Trucking, Local															
484220	Specialized Freight (except Used Goods) Trucking, Local															
484210	Used Household and Office Goods Moving															
485310	Taxi Service															
487110	Scenic and Sightseeing Transportation, Land									P						
488210	Support Activities for Rail Transportation															
488390	Other Support Activities for Water Transportation	P														
488490	Other Support Activities for Road Transportation	P														
488510	Freight Transportation Arrangement															
488991	Packing and Crating															
488999	All Other Support Activities for Transportation															
491110	Postal Service															
493110	General Warehousing and Storage															
493120	Refrigerated Warehousing and Storage															

51 Information

511110	Newspaper Publishers	P														
511120	Periodical Publishers	P														
511130	Book Publishers															
511140	Directory and Mailing List Publishers	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
511210	Software Publishers	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P

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		OR-LI	O-P	B-1	HD-3	HD-3A	HD-10	TC	LI	PB-1	POR-LI	WTHD	WTB-1	WTO-P	
512131	Motion Picture Theaters (except Drive-Ins)														
512191	Teleproduction and Other Postproduction Services	P	P	P	P	P	P	P	P	P	P	P	P	P	
515111	Radio Networks	P	P	P	P	P	P	P	P	P	P	P	P	P	
515112	Radio Stations	P	P	P	P	P	P	P	P	P	P	P	P	P	
515120	Television Broadcasting	P	P	P	P	P	P	P	P	P	P	P	P	P	
515210	Cable and Other Subscription Programming	P	P	P	P	P	P	P	P	P	P	P	P	P	
517110	Wired Telecommunications Carriers	P	P	P	P	P	P	P	P	P	P	P	P	P	
517210	Wireless Telecommunications Carriers (except Satellite)							C		C					
517211	Paging	P	P	P	P	P	P	P	P	P	P	P	P	P	
517212	Cellular and Other Wireless Telecommunications							C		C					
517310	Telecommunications Resellers	P	P	P	P	P	P	P	P	P	P	P	P	P	
517410	Satellite Telecommunications	P	P	P	P	P	P	P	P	P	P	P	P	P	
517510	Cable and Other Program Distribution														
517910	Other Telecommunications														
518111	Internet Service Providers	P	P	P	P	P	P	P	P	P	P	P	P	P	
518210	Data Processing, Hosting, and Related Services														
519110	News Syndicates	P	P	P	P	P	P	P	P	P	P	P	P	P	
519120	Libraries and Archives														
519130	Internet Publishing and Broadcasting and Web Search Portals														
519190	All Other Information Services														
52	Finance and Insurance	P	P	P	P	P	P	P	P	P	P	P	P	P	
53	Real Estate and Rental and Leasing														
531	Real Estate														
5311	Lessors of Real Estate														
532	Rental and Leasing Services														
533	Lessors of Nonfin. Intangible Assets (except Copyrighted Works)														
531110	Lessors of Residential Buildings and Dwellings	P	P	P	P	P	P	P	P	P	P	P	P	P	
531120	Lessors of Nonresidential Buildings (except Miniwarehouses)	P	P	P	P	P	P	P	P	P	P	P	P	P	
531130	Lessors of Miniwarehouses and Self-Storage Units	P							P	P					
531190	Lessors of Other Real Estate Property	P	P	P	P	P	P	P	P	P	P	P	P	P	
531210	Offices of Real Estate Agents and Brokers	P	P	P	P	P	P	P	P	P	P	P	P	P	
531311	Residential Property Managers	P	P	P	P	P	P	P	P	P	P	P	P	P	
531312	Nonresidential Property Managers	P	P	P	P	P	P	P	P	P	P	P	P	P	
531320	Offices of Real Estate Appraisers	P	P	P	P	P	P	P	P	P	P	P	P	P	

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		OR-LI	O-P	B-1	HD-3	HD-3A	HD-10	TC	LI	PB-1	POR-LI	WTHD	WTB-1	WTO-P					
541870	Advertising Material Distribution Services																		
541890	Other Services Related to Advertising																		
541910	Marketing Research and Public Opinion Polling	P	P	P	P													P	
541921	Photography Studios, Portrait		P	P	P	P												P	
541922	Commercial Photography																		
541930	Translation and Interpretation Services																		
541940	Veterinary Services			P	P	P	P											P	
541213	Tax Preparation Services			P	P	P	P											P	
541990	All Other Professional, Scientific, and Technical Services			P	P	P	P											P	
541110	Offices of Lawyers		P	P	P	P	P											P	
541380	Testing Laboratories	P	P	P	P	P												P	
541710	Research and Development in the Physical, Engineering, and Life Sciences	P	P	P	P	P												P	
541720	Research and Development in the Social Sciences and Humanities	P	P	P	P	P												P	
541211	Offices of Certified Public Accountants	P	P	P	P	P	P											P	
541214	Payroll Services	P	P	P	P	P	P											P	
541219	Other Accounting Services	P	P	P	P	P	P											P	
541310	Architectural Services	P	P	P	P	P	P											P	
541320	Landscape Architectural Services	P	P	P	P	P	P											P	
541330	Engineering Services	P	P	P	P	P	P											P	
541360	Geophysical Surveying and Mapping Services	P	P	P	P	P	P											P	
541370	Surveying and Mapping (except Geophysical) Services	P	P	P	P	P	P											P	
541380	Testing Laboratories	P	P	P	P	P	P											P	
541611	Administrative Management and General Management Consulting Services	P	P	P	P	P	P											P	
541612	Human Resources and Executive Search Consulting Services	P	P	P	P	P	P											P	
541613	Marketing Consulting Services	P	P	P	P	P	P											P	
541614	Process, Physical Distribution, and Logistics Consulting Services	P	P	P	P	P	P											P	
541618	Other Management Consulting Services	P	P	P	P	P	P											P	
55	Management of Companies and Enterprises																		
551111	Offices of Bank Holding Companies	P	P	P	P	P	P											P	
551112	Offices of Other Holding Companies	P	P	P	P	P	P											P	
561	Administrative and Support Services																		

ATTACHMENT 6

**TOWNSHIP OF MANCHESTER
SCHEDULE OF PERMITTED USES - SCHEDULE E and G**

P = Permitted Use; C = Conditional Use

NAICS CODE	2012 NAICS TITLE (1)	CAFRA Area and Pinelands National Reserve								Pinelands			Whiting Town		
		OR-LI	O-P	B-1	HD-3	HD-3A	HD-10	TC	LI	PB-1	POR-LI	WTHD	WTB-1	WTO-P	
562	Waste Management and Remediation Services														
561110	Office Administrative Services														
561210	Facilities Support Services														
561310	Employment Placement Agencies			P	P	P	P						P		
561311	Employment Placement Agencies														
561312	Executive Search Services														
561320	Temporary Help Services														
561330	Professional Employer Organizations														
561410	Document Preparation Services														
561421	Telephone Answering Services														
561422	Telemarketing Bureaus and Other Contact Centers														
561431	Private Mail Centers	P		P	P	P	P		P	P	P		P		
561439	Other Business Service Centers (including Copy Shops)														
561440	Collection Agencies														
561450	Credit Bureaus														
561491	Repossession Services														
561492	Court Reporting and Stenotype Services	P	P	P	P	P	P		P	P	P		P		P
561499	All Other Business Support Services														
561510	Travel Agencies	P	P	P	P	P	P		P	P	P		P		P
561591	Convention and Visitors Bureaus														
561599	All Other Travel Arrangement and Reservation Services			P	P	P	P								
561611	Investigation Services														
561612	Security Guards and Patrol Services														
561613	Armored Car Services														
561621	Security Systems Services (except Locksmiths)	P	P	P	P	P	P		P	P	P		P		P
561622	Locksmiths			P	P	P	P								
561710	Exterminating and Pest Control Services	P													
561720	Janitorial Services	P													
561730	Landscaping Services														
561740	Carpet and Upholstery Cleaning Services	P		P	P	P	P		P	P	P		P		P
561790	Other Services to Buildings and Dwellings	P		P	P	P	P		P	P	P		P		P
561910	Packaging and Labeling Services	P		P	P	P	P		P	P	P		P		P
561920	Convention and Trade Show Organizers														
561990	All Other Support Services			P	P	P	P		P	P	P		P		P
562111	Solid Waste Collection														

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ATTACHMENT 6

**TOWNSHIP OF MANCHESTER
SCHEDULE OF PERMITTED USES - SCHEDULE E and G**

P = Permitted Use; C = Conditional Use

NAICS CODE	2012 NAICS TITLE (1)	CAFRA Area and Pinelands National Reserve										Pinelands			Whiting Town						
		OR-LI	O-P	B-1	HD-3	HD-3A	HD-10	TC	LI	PB-1	POR-LI	WTHD	WTB-1	WTO-P							
562112	Hazardous Waste Collection																				
562119	Other Waste Collection																				
562211	Hazardous Waste Treatment and Disposal																				
562219	Other Nonhazardous Waste Treatment and Disposal																				
562910	Remediation Services																				
562920	Materials Recovery Facilities	P																			
562991	Septic Tank and Related Services	P																			
562998	All Other Miscellaneous Waste Management Services																				
61	Educational Services																				
611	Educational Services																				
611310	Colleges, Universities, and Professional Schools																				
611410	Business and Secretarial Schools	P	P	P	P	P															
611420	Computer Training	P	P	P	P	P															
611430	Professional and Management Development Training	P	P	P	P	P															
611511	Cosmetology and Barber Schools																				
611513	Apprenticeship Training	P	P	P	P	P															
611519	Other Technical and Trade Schools	P	P	P	P	P															
611610	Fine Arts Schools	P	P	P	P	P															
611620	Sports and Recreation Instruction	P	P	P	P	P															
611630	Language Schools	P	P	P	P	P															
611691	Exam Preparation and Tutoring	P	P	P	P	P															
611692	Automobile Driving Schools	P	P	P	P	P															
611699	All Other Miscellaneous Schools and Instruction	P	P	P	P	P															
611710	Educational Support Services	P	P	P	P	P															

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62 Health Care and Social Assistance

621	Ambulatory Health Care Services																				
621111	Offices of Physicians (except Mental Health Specialists)																				
621112	Offices of Physicians, Mental Health Specialists	P	P	P	P	P															
621210	Offices of Dentists	P	P	P	P	P															
621310	Offices of Chiropractors	P	P	P	P	P															
621320	Offices of Optometrists	P	P	P	P	P															
621330	Offices of Mental Health Practitioners (except Physicians)	P	P	P	P	P															
621340	Offices of Physical, Occupational and Speech Therapists, and Audiologists	P	P	P	P	P															

ATTACHMENT 6

**TOWNSHIP OF MANCHESTER
SCHEDULE OF PERMITTED USES - SCHEDULE E and G**

P = Permitted Use; C = Conditional Use

NAICS CODE	CAFRA Area and Pinelands National Reserve										Pinelands			Whiting Town	
	OR-LI	O-P	B-1	HD-3	HD-3A	HD-10	TC	LI	PB-1	POR-LI	WTHD	WTB-1	WTO-P		
2012 NAICS TITLE (1)															
711510			P	P	P						P	P			
712110		P	P	P	P				P		P	P	P		
713120															
713940	P	P	P	P	P	P	P	P	P	P	P	P	P		
713950			P	P	P	P	P	P	P	P	P	P			
713990		X	P	P	P	P	P	P	P	P	P	P			
713910	P	P	P	P	P	P	P	P	P	P	P	P	P		

72 Accommodation and Food Services

N/A (2)														
721110		P		P	P	P(3)	P(3)						P	
721110				P	P	P(4)	P(4)						P	
721191				P	P	P(4)	P(4)						P	
721199				P	P	P(4)	P(4)						P	
721211														
722511											C			
722513		P	P	P	P	P	P	P	P	P	P	P	P	
722514		P	P	P	P	P	P	P	P	P	P	P	P	
722515		P	P	P	P	P	P	P	P	P	P	P	P	
722310		P	P	P	P	P	P	P	P	P	P	P	P	
722320		P	P	P	P	P	P	P	P	P	P	P	P	
722410		P	P	P	P	P	P	P	P	P	P	P	P	

81 Other Services (except Public Administration)

811111		C		C	C						C	C	C	C
811112		C		C	C						C	C	C	C
811113		C		C	C						C	C	C	C
811118		C		C	C						C	C	C	C
811121		C		C	C						C	C	C	C
811122		C		C	C						C	C	C	C
811191		C		C	C						C	C	C	C
811192		C		C	C						C	C	C	C
811198		C		C	C						C	C	C	C
812199				P	P	P	P	P	P	P		P	P	P

TOWNSHIP OF MANCHESTER
SCHEDULE OF PERMITTED USES - SCHEDULE E and G

P = Permitted Use; C = Conditional Use

NAICS CODE	2012 NAICS TITLE (1)	CAFRA Area and Pinelands National Reserve										Pinelands			Whiting Town		
		OR-LI	O-P	B-1	HD-3	HD-3A	HD-10	TC	LI	PB-1	POR-LI	WTHD	WTB-1	WTO-P			
811211	Consumer Electronics Repair and Maintenance			P	P	P								P			
811212	Computer and Office Machine Repair and Maintenance			P	P	P								P			
811213	Communication Equipment Repair and Maintenance			P	P	P								P			
811219	Other Electronic and Precision Equipment Repair and Maintenance																
811310	Commercial and Industrial Machinery and Equipment (except Automotive and Electronic) Repair and Maintenance																
811411	Home and Garden Equipment Repair and Maintenance																
811412	Appliance Repair and Maintenance	P													P		
811420	Reupholstery and Furniture Repair	P													P		
811430	Footwear and Leather Goods Repair			P	P	P	P							P			
811490	Other Personal and Household Goods Repair and Maintenance			P	P	P	P	P						P			
812111	Barber Shops			P	P	P	P	P						P			
812112	Beauty Salons			P	P	P	P	P						P			
812113	Nail Salons			P	P	P	P	P						P			
812191	Diet and Weight Reducing Centers			P	P	P	P	P						P			
812199	Other Personal Care Services			P	P	P	P	P						P			
812210	Funeral Homes and Funeral Services	P	P	P	P	P	P	P	P					P	P		
812220	Cemeteries and Crematories			P	P	P	P	P						P	P		
812310	Coin-Operated Laundries and Drycleaners			P	P	P	P	P						P	P		
812320	Dry Cleaning and Laundry Services (except Coin-Operated)			P	P	P	P	P						P	P		
812331	Linen Supply			P	P	P	P	P						P	P		
812332	Industrial Launderers																
812910	Pet Care (except Veterinary) Services			P	P	P	P	P						P	P		
812910	Pet Care (except Veterinary) Services Limited to Dog Grooming			P	P	P	P	P						P	P		
812921	Photo finishing Laboratories (except One-Hour)																
812922	One-Hour Photofinishing	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
812930	Parking Lots and Garages			P	P	P	P	P	P	P	P	P	P	P	P	P	P
812990	All Other Personal Services			P	P	P	P	P	P	P	P	P	P	P	P	P	P
813110	Religious Organizations			C	C	C	C	C	C	C	C	C	C	C	C	C	C
813211	Grantmaking Foundations	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
813212	Voluntary Health Organizations			P	P	P	P	P						P	P		
813219	Other Grantmaking and Giving Services																
813311	Human Rights Organizations																
813312	Environment, Conservation and Wildlife Organizations																
813319	Other Social Advocacy Organizations			X	X	X	X	X	X	X	X	X	X	X	X	X	X

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ATTACHMENT 6

**TOWNSHIP OF MANCHESTER
SCHEDULE OF PERMITTED USES - SCHEDULE E and G**

P = Permitted Use; C = Conditional Use

NAICS CODE	2012 NAICS TITLE (1)	CAPRA Area and Pinelands National Reserve										Pinelands			Whiting Town	
		OR-LI	O-P	B-1	HD-3	HD-3A	HD-10	TC	LI	PB-1	POR-LI	WTHD	WTB-1	WTO-P		
813410	Civic and Social Organizations			P	P	P	P						P	P		
813910	Business Associations			P	P	P	P						P	P		
813920	Professional Organizations			P	P	P	P						P	P		
813930	Labor Unions and Similar Labor Organizations			P	P	P	P						P	P		
813940	Political Organizations			P	P	P	P						P	P		
813990	Other Similar Organizations (except Business, Professional, Labor, and Political Organizations)															

92	Public Administration																
922150	Except 922150 Parole Offices and Probation Offices	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
(2)	Parole Offices and Probation Offices			P	P	P	P	P	P	P	P	P	P	P	P	P	P
(2)	Public Utilities	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C

(1) The 2012 NAICS Code is used by business and government to classify business establishments according to type of economic activity.

The NAICS numbering system employs six-digit code at the most detailed industry level. The first five digits are generally (although not always strictly) the same in all three countries. The last digit designates national industries. The first two digits designate the largest business sector, the third digit designates the subsector, the fourth digit designates the industry group, and the fifth digit designates particular industries.

(2) Uses not classified by the NAICS code. Permitted uses within shopping plazas, shopping centers and neighborhood shopping centers shall include uses permitted within the zoning district in which the shopping plaza, shopping center or neighborhood shopping center is located.

(3) Hotel-Convention Centers shall contain a minimum of 100 hotel rooms as defined in §245-8.

(4) Hotels and Motels shall contain a minimum of 25 hotel or motel rooms as defined in §245-8.

Prepared by: THOMAS PLANNING ASSOCIATES - June 5, 2012; Revised September 5, 2014; Revised November 10, 2014; Revised December 3, 2014 Revised 11/2016

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#16-421

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
CANCELLING UNEXPENDED SEWER EAST CAPITAL IMPROVEMENT
AUTHORIZATIONS**

WHEREAS, SEWER East Capital Improvement Authorization balances remain dedicated to projects now complete; and

WHEREAS, it is necessary to formally cancel said balances so that the unexpended balances may be returned to the SEWER East Capital Improvement Fund;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey, that it hereby authorizes the cancelling of the following unexpended balances of the SEWER East Capital Improvement Authorizations:

<u>Ordinance Number</u>	<u>Date Authorized</u>	<u>Project Description</u>	<u>Amount Cancelled</u>	
			<u>Funded</u>	<u>Unfunded</u>
15-020	11/09/2015	BACKHOE PURCHASE	\$16,810.63	

BE IT FURTHER RESOLVED that the Township Clerk is hereby directed to provide a certified copy of this Resolution to:

- A. Mayor
- B. Business Administrator
- C. Director of Public Works
- D. Township Auditor
- E. Chief Financial Officer

CERTIFICATION

I, Sabina T. Skibo, Township Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council at a meeting held on the 12th day of December, 2016.

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

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#16-422

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

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

1. Block 15.01 lot 10 for refund of homestead benefit in the amount of \$1,375.85 made payable to Joseph Berdin, 6 Craig Ct. Manchester, NJ 08759.
2. Block 99.210 lot 9 for refund of an overpayment in the amount of \$1,583.39 made payable to Corelogic Bank.
3. Block 52.09 lot 14 for refund of an overpayment in the amount of \$645.16 made payable to Corelogic Bank.
4. Block 75.04 lot 7 for refund of an overpayment in the amount of \$1,247.09 made payable to Corelogic Bank.
5. Block 62 lot 28.05 for refund of an overpayment in the amount of \$3,606.35 made payable to Corelogic Bank.
6. Block 52.09 lot 7 for refund of an overpayment in the amount of \$209.10 made payable to Corelogic Bank.

Total Amount Due \$ 8,666.94

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

BE IT FURTHER RESOLVED that a certified copy of this resolution be sent to the following:

1. Chief Financial Officer
2. Tax Collector

CERTIFICATION

I, **SABINA T. SKIBO**, RMC 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 12th day of December 2016.

Sabina T. Skibo, RMC
Township Clerk

#16-423

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING CANCELLATION OF CERTAIN
UNEXPENDED BALANCES OF CY 2016
UTILITY BUDGET APPROPRIATIONS**

WHEREAS, R.S. 40A:4-60 provides for cancellation of part or all of the unexpended balances for the CY 2016 utility budget appropriations;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey, in accordance with the Revised Statutes 40A:4-60, that the following appropriations in the following utility budgets for CY 2016 are cancelled:

*EASTERN SERVICE AREA WATER UTILITY BUDGET SALARY AND WAGE EXPENSE
\$50,000.00
EASTERN SERVICE AREA SEWER UTILITY BUDGET SALARY AND WAGE EXPENSE
\$200,000.00
EASTERN SERVICE AREA SEWER UTILITY BUDGET OPERATING EXPENSE
\$400,000.00
WESTERN SERVICE AREA WATER UTILITY BUDGET OPERATING EXPENSE
\$400,000
WESTERN SERVICE AREA SEWER UTILITY BUDGET OPERATING EXPENSE
\$200,000*

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

- A. Director of Division of Local Government Services
- B. Township Auditor
- C. Chief Financial Officer

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council at a meeting on the **12th** day of **December, 2016**.

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

#16-424

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
APPROVING THE CORRECTIVE ACTION PLAN FOR CALENDAR YEAR
AUDIT 2015**

WHEREAS, the New Jersey Department of Community Affairs, Division of Local Government Services Notice #92-15 requires that a Corrective Action Plan for the 2015 Municipal Audit be completed and filed with the Clerk of the local unit 60 days from the date the audit is received by the Governing Body; and

WHEREAS, the Chief Financial Officer has completed and submitted a Corrective Action Plan with the assistance with other Municipal officials affected by the audit recommendations. The Corrective Action Plan is therefore being submitted to the Township Council for their review and approval.

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

- A. Director of Division of Local Government Services
- B. Township Auditor
- C. Chief Financial Officer

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council at a meeting on the **12th** day of **December, 2016**.

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

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**CORRECTIVE ACTION PLAN
CY2015 AUDIT**

SUBMITTED BY

DIANE LAPP, CPA, CMFO, CTC

DIRECTOR OF FINANCE/CHIEF FINANCIAL OFFICER

[Type here]

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SECTION I

SUMMARY OF CY2014 CORRECTIVE ACTION PLAN

The prior year, CY2014 audit contained four comments and recommendations. The comments and recommendations were addressed with the appropriate departments and were not repeated in the CY2015 audit.

SECTION II
CY 2015 AUDIT
CORRECTIVE ACTION PLAN

1. FINANCE DEPARTMENT

DIANE LAPP, CHIEF FINANCIAL OFFICER/DIRECTOR OF FINANCE

FINDING/COMMENT # 1

The Township has three (3) old improvements in which cash has been expended, but the Township has not provided the cash. The projects were properly authorized, but no funding was ever obtained, thus creating a cash unfunded balance.

RECOMMENDATION

It is recommended that the Township include in the next note sale or be raised in subsequent budgets the unfunded cash balances in the General Capital Fund.

EXPLANATION AND CORRECTIVE ACTION-

The plan is to pay off the unfunded cash balances through the budget process over the next several years. The ordinances are very old and funding was to be provided by grant monies. Grant money was received but did not to cover the entire ordinances.

IMPLEMENTATION DATE:

Budget 2017 – Budget 2019

2. ZONING DEPARTMENT

GARY SYLVESTER, DIRECTOR OF INSPECTION, LAND USE and PLANNING

FINDING/COMMENT # 2

NJS 40A:5-15 provides that “all moneys, including moneys collected by taxation, received from any source by or on behalf of any local unit or any board or department thereof shall, within 48 hours after receipt thereof either:

- a. Be paid to the officer charged with the custody of the General Funds of the local unit, who shall deposit all such funds within 48 hours after the receipt thereof to the credit of the local unit in its designated legal depository . or
- b. Be deposited to the credit of the local unit in its designated legal depository

In tracing recorded receipts for conformity with the provision of this statute, it was noted that deposits or turnovers of monies were not made within 48 hours after receipt for the following department: ZONING and HOUSING

RECOMMENDATION

It is recommended that the Zoning and Housing deposit funds within 48 hours of collection in accordance with NJS 40A:5-15

EXPLANATION AND CORRECTIVE ACTION

The Zoning Office has been notified to make deposits on a timely basis, recommending every Monday, Wednesday and Friday to ensure conformity with the statute.

IMPLEMENTATION DATE:

November 2016

3. **RECREATION DEPARTMENT**

Tracey Lynch, Director of Recreation

FINDING/COMMENT # 3

There was a shortage of \$140.00 between the amount collected for beach badge sales and what should have been collected based on the number sold.

RECOMMENDATION

It is recommended that greater care be utilized for the sale and accounting of beach badges.

EXPLANATION AND CORRECTIVE ACTION-

Extensive training has been placed with new employees and experienced employees sit with the new employees with on the job training.

IMPLEMENTATION DATE:

Calendar Year 2016

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4. POLICE DEPARTMENT

RONALD RHEIN, SUPERVISOR

FINDING/COMMENT # 3

The duplicate cash receipts book from January 2015 to October 2015 were not made available for audit.

RECOMMENDATION

It is recommended that all duplicate receipt books be made available for audit..

EXPLANATION AND CORRECTIVE ACTION-

Receipts books were archived by an employee who has since left the Township. The box was unmarked. The receipt books were found after audit was completed. All duplicate receipt books will not be archived until after completion of audit.

IMPLEMENTATION DATE:

Calendar Year 2016

5. FINANCE DEPARTMENT

DIANE LAPP, CHIEF FINANCIAL OFFICER/DIRECTOR OF FINANCE

FINDING/COMMENT #5

It was noted that the Lakehurst DCA fee for the months of May and June of 2015, which the Township pays on behalf of Lakehurst through an Interlocal Agreement, in the amount of \$604.00 was not remitted to the State until September 2016.

RECOMMENDATION

It is recommended that the Lakehurst DCA Fees, which the Township pays on behalf of The Borough of Lakehurst be remitted to the State in a timely manner.

EXPLANATION AND CORRECTIVE ACTION-

The Township of Manchester and the Borough of Lakehurst entered into a Shared Services Agreement for Construction Code during 2015. The first payment to DCA was not made as the comptroller believed the payment had been made by Lakehurst. When the auditor discovered the error, the payment was made immediately. All other payments made on behalf of Lakehurst have been made on time.

IMPLEMENTATION DATE:

September 2016

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
PROVIDING FOR THE INSERTION OF SPECIAL ITEM
OF REVENUE FOR A STATE OF NEW JERSEY DIVISION OF CRIMINAL
JUSTICE COPS IN SHOPS**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and

WHEREAS, the Township of Manchester received \$1,600.00 from the State of New Jersey Division of Criminal Justice and wishes to amend its CY2016 Budget to include this amount as revenue.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Manchester, County of Ocean, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the increase of an item of revenue in the budget of CY2016 in the sum of \$1,600.00 which is now available as a revenue from:

Miscellaneous Revenues – State of NJ-Cops in Shops Special Items of General Revenue Anticipated with Prior Written Consent of the Director of Local Government Services

BE IT FURTHER RESOLVED that the like sum of \$1,600.00 be and the same is hereby appropriated under the caption of:

General Appropriations – Operations Excluded from Caps:
State of NJ- Cops in Shops

BE IT FURTHER RESOLVED that the Township Clerk and the Chief Financial Officer will send certification to the Division of Local Government Services

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council on the 12th day of December, 2016.

Sabina T. Skibo, RMC
Township Clerk

DRAFT

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
PROVIDING FOR THE INSERTION OF SPECIAL ITEM
OF REVENUE FOR A DDEF GRANT THROUGH
STATE OF NEW JERSEY**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and

WHEREAS, the Township of Manchester received \$18,877.52 from the State of New Jersey Division of Motor Vehicles DDEF Fund and wishes to amend its CY 2016 Budget to include this amount as revenue.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Manchester, County of Ocean, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the increase of an item of revenue in the budget of CY2016 in the sum of \$18,877.52 which is now available as a revenue from:

- Miscellaneous Revenues – DDEF Grant
 - Special Items of General Revenue Anticipated with Prior Written Consent of the Director of Local Government Services:
 - State and Federal Revenues Off-Set with Appropriations:
 - DDEF Grant

BE IT FURTHER RESOLVED that the like sum of \$18,877.52 be and the same is hereby appropriated under the caption of:

- General Appropriations – DDEF Grant
 - (a) Operations Excluded from Caps
 - Public and Private Revenues Offset with Appropriations
 - DDEF Grant

BE IT FURTHER RESOLVED that the Township Clerk forward two copies of this resolution to the Director of Local Government Services.

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council on the 12th day of December, 2016.

Sabina T. Skibo, RMC
Township Clerk

#16-427

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
PROVIDING FOR THE INSERTION OF SPECIAL ITEM
OF REVENUE FOR A STATE OF NEW JERSEY OC966 GRANT**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and

WHEREAS, the Township of Manchester received \$8,393.00 from the State of New Jersey and wishes to amend its CY2016 Budget to include this amount as revenue.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Manchester, County of Ocean, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the increase of an item of revenue in the budget of CY2016 in the sum of \$8,393.00 which is now available as a revenue from:

Miscellaneous Revenues – State of NJ-OC966 GRANT Special Items of General Revenue Anticipated with Prior Written Consent of the Director of Local Government Services

BE IT FURTHER RESOLVED that the like sum of \$8,393.00 be and the same is hereby appropriated under the caption of:

General Appropriations – Operations Excluded from Caps:
State of NJ- OC966 GRANT

BE IT FURTHER RESOLVED that the Township Clerk and the Chief Financial Officer will send certification to the Division of Local Government Services

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council on the **12th** day of **December, 2016**.

Sabina T. Skibo, RMC
Township Clerk

#16-428

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
PROVIDING FOR THE INSERTION OF SPECIAL ITEM
OF REVENUE FOR A STATE OF NEW JERSEY DIVISION OF TRAFFIC
SAFETY CLICK IT OR TICKET**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and

WHEREAS, the Township of Manchester received \$4,800.00 from the State of New Jersey Division of Traffic Safety and wishes to amend its CY2016 Budget to include this amount as revenue.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Manchester, County of Ocean, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the increase of an item of revenue in the budget of CY2016 in the sum of \$4,800.00 which is now available as a revenue from:

Miscellaneous Revenues – State of NJ-Click It or Ticket Special Items of General Revenue Anticipated with Prior Written Consent of the Director of Local Government Services

BE IT FURTHER RESOLVED that the like sum of \$4,800.00 be and the same is hereby appropriated under the caption of:

General Appropriations – Operations Excluded from Caps:
State of NJ-Click It or Ticket

BE IT FURTHER RESOLVED that the Township Clerk and the Chief Financial Officer will send certification to the Division of Local Government Services

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council on the **12th** day of **December, 2016.**

Sabina T. Skibo, RMC
Township Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
PROVIDING FOR THE INSERTION OF SPECIAL ITEM
OF REVENUE FOR A DIVISION OF TRAFFIC HIGHWAY SAFETY GRANT
THROUGH THE STATE OF NEW JERSEY**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and

WHEREAS, the Township of Manchester will receive \$5,400.00 from the State of New Jersey Division of Highway Safety and wishes to amend its CY2016 Budget to include this amount as revenue.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Manchester, County of Ocean, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the increase of an item of revenue in the budget of CY2016 in the sum of \$5,400.00 which is now available as a revenue from:

Miscellaneous Revenues – Drive Sober or Get Pulled Over Grant
Special Items of General Revenue Anticipated with Prior Written
Consent of the Director of Local Government Services

BE IT FURTHER RESOLVED that the like sum of \$5,400.00 be and the same is hereby appropriated under the caption of:

General Appropriations – Operations Excluded from Caps:
Drive Sober or Get Pulled Over Grant

BE IT FURTHER RESOLVED that the Township Clerk forward two copies of this resolution to the Director of Local Government Services.

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council on the **12th** day of **December, 2016**.

Sabina T. Skibo, RMC
Township Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
PROVIDING FOR THE INSERTION OF SPECIAL ITEM
OF REVENUE FOR A STATE OF NEW JERSEY DIVISION OF TRAFFIC
SAFETY CHILD PASSENGER SAFETY**

DRAFT

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and

WHEREAS, the Township of Manchester received \$7,000.00 from the State of New Jersey Division of Traffic Safety and wishes to amend its CY2016 Budget to include this amount as revenue.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Manchester, County of Ocean, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the increase of an item of revenue in the budget of CY2016 in the sum of \$7,000.00 which is now available as a revenue from:

Miscellaneous Revenues – State of NJ-Click It or Ticket Special Items of General Revenue Anticipated with Prior Written Consent of the Director of Local Government Services

BE IT FURTHER RESOLVED that the like sum of \$7,000.00 be and the same is hereby appropriated under the caption of:

General Appropriations – Operations Excluded from Caps:
State of NJ-Click It or Ticket

BE IT FURTHER RESOLVED that the Township Clerk and the Chief Financial Officer will send certification to the Division of Local Government Services

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council on the **12th** day of **December, 2016**.

Sabina T. Skibo, RMC
Township Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
PROVIDING FOR THE INSERTION OF SPECIAL ITEM
OF REVENUE FOR A STATE OF NEW JERSEY DIVISION OF CRIMINAL
JUSTICE COPS IN SHOPS**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and

WHEREAS, the Township of Manchester received \$1,600.00 from the State of New Jersey Division of Criminal Justice and wishes to amend its CY2016 Budget to include this amount as revenue.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Manchester, County of Ocean, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the increase of an item of revenue in the budget of CY2016 in the sum of \$1,600.00 which is now available as a revenue from:

Miscellaneous Revenues – State of NJ-Cops in Shops Special Items of General Revenue Anticipated with Prior Written Consent of the Director of Local Government Services

BE IT FURTHER RESOLVED that the like sum of \$1,600.00 be and the same is hereby appropriated under the caption of:

General Appropriations – Operations Excluded from Caps:
State of NJ- Cops in Shops

BE IT FURTHER RESOLVED that the Township Clerk and the Chief Financial Officer will send certification to the Division of Local Government Services

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council on the **12th** day of **December, 2016**.

Sabina T. Skibo, RMC
Township Clerk

#16-432

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
PROVIDING FOR THE INSERTION OF SPECIAL ITEM
OF REVENUE FOR A STATE OF NEW JERSEY DIVISION OF CRIMINAL
JUSTICE BODY ARMOR REPLACEMENT FUND**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and

WHEREAS, the Township of Manchester received \$5,953.51 from the State of New Jersey Division of Criminal Justice and wishes to amend its CY2016 Budget to include this amount as revenue.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Manchester, County of Ocean, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the increase of an item of revenue in the budget of CY2016 in the sum of \$5,953.51, which is now available as a revenue from:

Miscellaneous Revenues – State of NJ-Bulletproof Armor Replacement Fund Special Items of General Revenue Anticipated with Prior Written Consent of the Director of Local Government Services

BE IT FURTHER RESOLVED that the like sum of \$5953.51 be and the same is hereby appropriated under the caption of:

General Appropriations – Operations Excluded from Caps:
State of NJ-Bulletproof Armor Replacement Fund

BE IT FURTHER RESOLVED that the Township Clerk and the Chief Financial Officer will send certification to the Division of Local Government Services

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council on the 12th day of December, 2016.

Sabina T. Skibo, RMC
Township Clerk

#16-433

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
GRANTING THE DONATION OF A USED POLICE VEHICLE
TO THE BRADLEY BEACH POLICE**

WHEREAS, the Manchester Township Police Department wishes to donate a used 2009 Ford Crown Victoria Police Vehicle to the Bradley Beach Police Department; and,

WHEREAS, the Manchester Township Police wishes to help support the Bradley Beach Police Department with the development of their Police Canine Unit and the Manchester Township Police have no need for the old police vehicle as it has been replaced; and,

WHEREAS, the Township Council of the Township of Manchester is committed to keep costs down and help meet the needs of the Bradley Beach Police Department with minimal impact to their taxpayers and our own and thank Bradley Beach Police Department for their past assistance with the development of the Manchester Township Police Canine Unit.

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 a 2009 Ford Crown Victoria Police vehicle bearing VIN #2FAHP71V39X128755 with 109,683 miles to the Bradley Beach Police Department.
2. That the Township Clerk shall forward a certified copy of this resolution to all parties in interest.
 - a. Mayor
 - b. Chief Financial Officer
 - c. Lisa Parker, Chief of Police
 - d. Lt. Robert Dolan
 - e. Chief Leonard Guida, Bradley Beach Police Department

CERTIFICATION

I, Sabina Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council of said Township at a meeting held on the 12th day of December, 2016.

Sabina T. Skibo, RMC
Township Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING RESOLUTION #15-269
AUTHORIZING A CONTRACT FOR THE PURCHASE OF SPILLMAN TECHNOLOGIES
COMPUTER AIDED DISPATCH SOFTWARE
FROM SHI UNDER NEW JERSEY STATE CONTACT**

WHEREAS, the Township of Manchester wishes to amend resolution #15-269 that authorized purchase from Spillman Technologies Software from SHI, an authorized vendor under NJ State Contract, Identifier # 77560 and,

WHEREAS, the purchase of goods and services by local contracting units was authorized by Local Public contracts, **N.J.S.A. 40A:11-12**; and,

WHEREAS, the Township Council is satisfied with the recommendation offered by the Chief of Police, Lisa Parker, that the host agency in this agreement be amended to name the Township of Toms River as the host agency.

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 the execution of the amended contract aforesaid shall be executed by the Mayor.
2. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Business Administrator;
 - B. Purchasing Agent;
 - C. Chief Financial Officer;
 - D. Chief of Police;
 - E. Lt. Robert Dolan
 - F. SHI
290 Davidson Avenue, Somerset, NJ 08873
Att: Kevin Buskirk

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be true and correct copy of a Resolution adopted by the Township Council of said Township at a meeting held on the 12th day of December, 2016.

Sabina T. Skibo, RMC
Township Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN SHARED SERVICE AGREEMENT
BETWEEN THE TOWNSHIP OF MANCHESTER AND THE TOWNSHIP OF TOMS RIVER FOR THE
SPILLMAN PUBLIC SAFETY SYSTEM COMPUTER AIDED DISPATCH AND RECORDS
MANAGEMENT SYSTEM**

WHEREAS, N.J.S.A. 40:8A-1 authorizes municipalities to enter into an agreement, among other things, for the sharing of services; and

WHEREAS, the Township of Manchester is desirous of entering into an interlocal services agreement with the Township of Toms River for participation in the Spillman Public Safety System (SPSS), for the purposes of cost savings and information sharing of critical police systems and,

WHEREAS, Manchester Township equipped its police department with the SPSS to modernize, expand, and improve the department's data input, storage, and retrieval capabilities; and the Toms River Police Department also uses the SPSS; and

WHEREAS, Manchester Township Police requested to link its system with Toms River's, an arrangement whereby Toms River would host, maintain, and archive on its servers and databases law enforcement data collected and transmitted by Manchester Township Police; and

WHEREAS, Toms River has consented to this shared use of the SPSS, which the parties anticipate will lead to greater efficiency and cost savings; and

WHEREAS, both parties agree that this arrangement should be memorialized in a written agreement establishing the parties' rights and responsibilities respecting their shared use of the SPSS and the information stored thereon; and

WHEREAS, the execution of this agreement is contingent upon the execution of the 2016 amended Spillman agreement naming the Township of Toms River as the host agency; and,

WHEREAS, the Township of Manchester shall pay Toms River Township an annual sum of \$375.00 per Manchester Township Spillman User to defray their costs of hosting and maintaining the hardware required to run the Spillman System.

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 hereby authorized to execute and the clerk to attest to an interlocal service agreement between the Township of Manchester and the Township of Toms River.
2. That the term of this agreement shall be from February 27, 2017 through February 28, 2018.
3. The Township Clerk shall forward a copy of this Resolution to the following:
 - A. Chief Financial Officer
 - B. Chief of Police
 - C. Lt. Robert Dolan
 - D. Municipal Clerk, Township of Toms River
 - E. Chief Mitch Little, Toms River Police Department

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council of said Township at a meeting held on the 12th day of December, 2016.

Sabina T. Skibo, RMC
Municipal Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
DESIGNATING REMINGTON, VERNICK, & VENA ENGINEERS AS
THE PERMITTED DESIGN PROFESSIONAL FOR THE TOWNSHIP'S APPLICATIONS
FOR NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE LOANS FOR
EASTERN WATER UTILITY CAPITAL IMPROVEMENT PROJECTS**

WHEREAS, the Township of Manchester intends to file an application with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust (NJEIT) for financing to repaint and repair the One Million Gallon Elevated Storage Facility located on New Jersey State Highway Route 37 West (NJEIT Project No. 1518005-002); and,

WHEREAS, the Township of Manchester intends to file an application with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust (NJEIT) for financing for the installation of an automated water meter reading system and the replacement of selected water meters for the Township's Eastern Water Utility (NJEIT Project No. 1518005-003); and,

WHEREAS, the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust require the Township to designate a Permitted Design Professional to represent the Township in all matters relating to the New Jersey Environmental Infrastructure Trust financing for the aforementioned projects; and,

WHEREAS, the Township Council now desires to designate Alan Dittenhofer, PE, PP, of Remington, Vernick, & Vena Engineers, as the Township's Permitted Design Professional for those purposes.

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, PE, PP of Remington, Vernick, & Vena Engineers to act as the Permitted Design Professional to represent the Township in all matters relating to the projects undertaken pursuant to the aforementioned New Jersey Environmental Infrastructure loans to be executed with the New Jersey Department of Environmental Protection and the New Jersey Environmental Infrastructure Trust.
2. That the Permitted Design Professional may be contacted at the following address: Remington Vernick, & Vena, 9 Allen Street, Toms River, NJ 08753 and phone number: 732-286-9220,
3. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Business Administrator
 - B. Director, Division of Utilities
 - C. Alan Dittenhofer, PE, PP, RV&V

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council on the 12th day of December, 2016.

Sabina T. Skibo, RMC
Township Clerk

#16-437

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING THE EXECUTION OF AN AGREEMENT
WITH THE COUNTY OF OCEAN FOR MUNICIPAL
ALLIANCE FUNDS PURSUANT TO AND IN ACCORDANCE
WITH THE DRUG ENFORCEMENT DEMAND REDUCTION ACT OF 1987**

WHEREAS, the Township of Manchester is eligible for Municipal Alliance funds pursuant to the Drug Enforcement Demand Reduction Act of 1987; and,

WHEREAS, the Township Council of the Township of Manchester has established a Municipal Alliance Committee in accordance with the aforementioned law; and,

WHEREAS, the Ocean County Board of Health has completed its review of the municipal applications for FY 2017 funding and found the Township of Manchester is eligible for such funding and has met its matching fund requirements for 2017; and,

WHEREAS, the Alcoholism and Drug Abuse Council has notified the Township of Manchester that it is eligible to receive a total of \$26,270.00; and,

WHEREAS, the Township of Manchester desires to enter into such an Agreement with the Ocean County Board of Health and the terms of this agreement shall be **retroactive** from July 1, 2016 through June 30, 2017.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Manchester, County of Ocean, State of New Jersey, that the Mayor and Township Clerk be and hereby are authorized to sign any and all documents necessary for Municipal Alliance Funds.

BE IT FURTHER RESOLVED that the Township Clerk shall forward a certified copy of this resolution to all parties in interest.

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council of said Township at a meeting held on the 12th day of December 2016.

Sabina T. Skibo, RMC
Township Clerk

DRAFT

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AWARDING A CONTRACT TO AND AUTHORIZING THE
APPOINTMENT OF JAMES GLUCK, ESQ. AS
A HEARING OFFICER FOR A TOWNSHIP DISCIPLINARY MATTER**

WHEREAS, the Business Administrator of the Township of Manchester has advised that an independent hearing officer is needed for a confidential disciplinary hearing; and,

WHEREAS, James Gluck will be paid at a rate of \$150.00 per hour to serve as the hearing officer in the above matter; 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 James Gluck is hereby appointed as Hearing Officer at the rate of \$150.00 per hour not to exceed the total of \$2,500.00.
2. That the Mayor is hereby authorized to execute and the Township Clerk to attest to an agreement with James Gluck.
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 immediately.
6. That the Township Clerk shall forward a certified copy of this Resolution to all parties in interest.

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council on the 12th day of December, 2016.

Sabina T. Skibo, RMC
Township Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
AUTHORIZING APPLICATION FOR A SFY 2018
MUNICIPAL ALLIANCE GRANT**

WHEREAS, the Township of Manchester desires to apply for funding through the Municipal Alliance Grant Program as overseen by the County of Ocean; and,

WHEREAS, the Township of Manchester desires to apply for \$26,270.00 in DEDR Funds, providing a cash match by the Township of \$6,567.00, with an in-kind match of \$19,703.00 for a total program of \$52,540.00; and,

WHEREAS, the Township Council concurs with the recommendations of the Municipal Alliance Chairperson and Alliance Coordinator for the above mentioned program.

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 apply for such funding for the Manchester Township Municipal Alliance Program as mentioned above.
2. That the cash match amount of \$6,568.00 be provided for in the 2017 municipal budget.
3. The Chief Financial Officer certifies that funding is available for the contracts up to and including December 30, 2016, but cannot certify funding will be available in the next fiscal year budget; and
4. That the Mayor be authorized to execute and the Clerk to attest to any and all documents associated with such a grant application and award.
5. That the Clerk shall forward a certified copy of this resolution to the following:
 - A. Administrator;
 - B. Chief Financial Officer;
 - C. Municipal Alliance Chairperson
 - D. Municipal Alliance Coordinator
 - E. County of Ocean

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council at a meeting held on the 12th day of December, 2016.

Sabina T. Skibo, RMC
Municipal Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, AMENDING RESOLUTION #16-398 AWARDING A CONTRACT TO
ELECTRICAL DESIGN & CONSTRUCTION CORP. FUNDED THROUGH CDBG GRANT**

WHEREAS, it has come to the attention of the Purchasing Agent that Resolution #16-398 previously adopted by the Manchester Township Council at a meeting held on November 14, 2016 needs to be amended as follows; and,

WHEREAS, the Purchasing Agent based on recommendation of the Township Engineer has advised the Township Council that Electrical Design & Construction Corp. has submitted a proposal for an HVAC system in the Cheer Barn located at the Manchester Football and Cheer Complex on Route 571, in the amount of \$33,300.00; and,

WHEREAS, the township has been awarded a Community Development Block Grant in the amount of \$33,000.00 for this purpose of funding this project, and \$300.00 funded through the general fund; and,

WHEREAS, the Township Council is satisfied with the recommendation offered by the Purchasing Agent.

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 Resolution #16-398 be amended as follows; a contract for work described in attached proposal for the HVAC system in the Cheer Barn located at the Manchester Football and Cheer Complex on Route 571 be awarded to Electrical Design and Construction Corp. in an amount not to exceed \$33,300.00,
- 2 That the Mayor is authorized to execute and the Clerk to attest to the proposed form of contract aforesaid.
- 3 That the award of the contract aforesaid shall be conditioned upon the certification of availability of funds by the Chief Financial Officer.
- 4 That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Business Administrator;
 - B. Chief Financial Officer;
 - C. Director of Public Works,
 - D. Purchasing Agent;
 - E. Electrical Design & Construction Corp.
 - F. Scott Cadigan, CDBG Program Manager, Ocean County Planning Dept.

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council at a meeting on the **12th** day of **December, 2016**.

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

RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN, STATE OF NEW JERSEY SUPPORTING SENATE BILL S981 AND ASSEMBLY BILL A2375

WHEREAS, counties and municipalities are burdened with the expense and environmental impact of the New Jersey “Electronic Waste Management Act”; and,

WHEREAS, manufacturing of Covered Electronic (CED) are not meeting their legal obligation to provide a free and convenient collection opportunity in each county; and,

WHEREAS, CED manufacturers are not fully supporting government programs by covering the full cost to collect and dispose of CED’s generated by consumers in accordance with the New Jersey “Electronic Waste Management Act”; and,

WHEREAS, the lack of support by CED manufacturers, has resulted in negative economic impacts to local government budgets and the elimination of longstanding successful collection programs; and,

WHEREAS, existing manufacturer supported private collection opportunities are insufficient and incapable of handling the overwhelming volume of material should government collection processes cease to operate; and,

WHEREAS, the elimination of government collection programs has serious potential to cause an increase in illegal dumping activities and the release of environmentally harmful materials contained in the CEDs, due to the lack of drop off opportunities provided by CED manufacturers; now, therefore,

BE IT RESOLVED that the Township of Manchester, County of Ocean, calls upon the members of the Senate, General Assembly and specifically the Governor of New Jersey, to support Senate bill S981 and Assembly Bill A2375 that would enable the continuation of government sponsored collection programs, free of charge to consumers and taxpayers, therefore, fulfilling the intent of the original law.

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be sent to the following:

1. Governor Chris Christie
2. Senator Bob Smith, District 17
3. Senator Kip Bateman, District 16
4. Assemblyman John McKeon, District 27
5. New Jersey League Of Municipalities
6. Association of New Jersey Recyclers

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Township Council on the 12th day of December 2016.

Sabina T. Skibo, RMC
Municipal Clerk

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY, REFUNDING A PERMIT FEE
TO AIR EXPRESS, INC.**

WHEREAS, a permit fee for a furnace was heretofore posted with the Township by Air Express, Inc. in conjunction with 31 Arcadia Dr.; and,

WHEREAS, under the date of November 18, 2016, Marianne Borthwick, Office Manager for the Manchester Township Bureau of Inspections, did recommend the refund of permit fee for a furnace to Air Express, Inc. as they listed the wrong address for the project on the application and the work was never done; and,

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

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

1. That the permit fee for a furnace the amount of \$152.00 minus the required plan review fee of \$75.00 for a total of \$77.00 be and hereby is authorized to be refunded.
2. That the Township Clerk shall forward a certified copy of this Resolution to the following:
 - A. Marianne Borthwick
 - B. Air Express, Inc.
727C 17th Ave.
Lake Como, NJ 07719
 - C. Chief Financial Officer

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted on the 12th day of December 2016.

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

#16-443

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING
THE DISPOSITION OR SALVAGE OF POLICE AUDIO AND RECORDING
EQUIPMENT IN THE POSSESSION OF THE TOWNSHIP AT AUCTION ON
GOVDEALS.COM**

WHEREAS, the Police Department has requested that the Township Council authorize the disposition of police audio and recording equipment currently in the possession of Manchester Township and also request to salvage the equipment should the asking price and second offer be rejected; and,

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

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

WHEREAS, the item to be sold is

SEE ATTACHED SCHEDULE A
EQUIPMENT TO BE SOLD TO LAW ENFORCEMENT ONLY

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

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

CERTIFICATION

I, Sabina T. Skibo, 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 12th day of December, 2016.

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

DRAFT

SCHEDULE A

AUDIO INTELLIGENCE DEVICE RECORDER

Model/ RX-905

Serial #/1172

PANASONIC AUDIO PLAYER

Model/ RQ-2736

Serial #/CL6-47474

Grey Hard Case

AUDIO SERVEILLANCE SYSTEM (Black Hard Case)

MMR-4G MINIMATE AUDIO RECEIVER & RECORDER

With SONY MZ-RH10 Minidisc PORTABLE MD RECORDER/PLAYER

Serial #/ A515-0181

(Black Hard Case)

MARANTZ PORTABLE CASSETTE RECORDER

Model/PMD221

Serial # A1040431000609

DTC COMMUNICATIONS, INC. USER PROGRAMMABLE 6 CHANNEL RX & TX TACTICAL REPEATER

Model/TAC/COM 2002

Serial # BG-101

DTC COMMUNICATIONS, INC. DERRINGER AUDIO TRANSMITTER

Model/T-207 1-M

Serial # C0545-K019

DTC COMMUNICATIONS, INC. PROJECT 25 DIGITAL & ANALOG TRANSMITTER/RECORDER

Model/T-2300/2350 Series

Serial # not visible

EQUIPMENT FOR SALE TO LAW ENFORCEMENT AGENCIES ONLY

ALL EQUIPMENT IS IN WORKING ORDER

#16-444

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING
THE DISPOSITION OR SALVAGE OF MISCELLANEOUS POLICE
EQUIPMENT IN THE POSSESSION OF THE TOWNSHIP AT AUCTION ON
GOVDEALS.COM**

WHEREAS, the Police Department has requested that the Township Council authorize the disposition of miscellaneous police equipment currently in the possession of Manchester Township and also request to salvage the equipment should the asking price and second offer be rejected; and,

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

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

WHEREAS, the item to be sold is a

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

CERTIFICATION

I, Sabina T. Skibo, 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 12th of December, 2016.

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

SCHEDULE A

DRAFT

Black DYNEX 15" LCD TV
Model DX-L15-10A
Serial # / 2398LC15KT46H02695
With remote

Demagnetizer

Sony CD Mavica
Model/ MVC-CD500
Serial # /382791
AC Adaptor
Model/ AC-L15B
Serial # / 55944726

Sony CD Mavica
Model/ MVC-CD500
Serial # / 402000
AC Adapter
Model / AC-L15B
Serial # 52584249
Extra Lithium Battery (Model/NP-F550)
Black Leather Case

Sanyo 40H Real Time Cassette Recorder
Model/ SRT-8040
Serial # 61510346 E3

Sony DVD/VHS Player
Model/ SLV-D380P
Serial # / 0236060
With remote

HP Office Jet Pro 8500 Premier Copier/Fax/Scan Machine
Model/ SNPRC-0703-02
Serial # CN07T7R1FH
With HP Inkjet Print Cartridge (45-Black)

ALL EQUIPMENT IS IN WORKING ORDER

#16-445

**A RESOLUTION AFFIRMING THE TOWNSHIP'S CIVIL RIGHTS POLICY
WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES,
PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT CONTRACTORS,
AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT
WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS**

WHEREAS, it is the policy of Township to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Genetic Information Nondiscrimination Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the Fair Credit Reporting Act, the Americans with Disabilities Act, the Vocational Rehabilitation Act, the Family and Medical Leave Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA), the New Jersey Law Against Discrimination, the New Jersey Family Leave Act, the New Jersey SAFE Act, the New Jersey Public Employer-Employee Relations Act (as applicable), the New Jersey Public Employee Occupational Safety and Health Act, the New Jersey Equal Pay Act, the Conscientious Employee Protection Act, New Jersey Wage and Hour laws, the Public Employee Occupational Safety and Health Act, the New Jersey Civil Service Act, the New Jersey Attorney General's guidelines with respect to Police Department personnel matters, the New Jersey Workers Compensation Act, the Open Public Meeting Act, free speech, due process or other applicable constitutional rights; and

WHEREAS, the governing body of Township has determined that certain procedures need to be established to accomplish this policy.

NOW, THEREFORE BE IT ADOPTED by the Commissioners of the Township of Manchester that:

Section 1: No official, employee, appointee or volunteer of the Township by whatever title known, or any entity that is in any way a part of the Township shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment, denial of a legally required reasonable accommodation or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Township's business or using the facilities or property of the Township.

Section 2: The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Township to provide services that otherwise could be performed by the Township.

Section 3: Discrimination, harassment, denial of a legally required reasonable accommodation and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning those issues.

Section 4: The Township shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment, denial of a legally required reasonable accommodation or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Township shall establish written procedures that require all officials, employees, appointees and volunteers of the Township as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7: The Business Administrator shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8: At least annually, the Business Administrator shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the Township. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Township's web site.

Section 9: This resolution shall take effect immediately.

Section 10: A copy of this resolution shall be published in the official newspaper of the Township in order for the public to be made aware of this policy and the Township's commitment to the implementation and enforcement of this policy.

CERTIFICATION

I, Sabina T. Skibo, Municipal Clerk for the Township of Manchester do hereby certify that the foregoing resolution was duly adopted by the Township Council at a regular meeting held the 12th day of December, 2016.

Sabina T. Skibo, RMC
Municipal Clerk

DRAFT

#16- 446

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER, COUNTY OF OCEAN,
STATE OF NEW JERSEY, APPROVING THE ADOPTION OF THE REVISED
EMPLOYEE HANDBOOK FOR THE TOWNSHIP OF MANCHESTER**

WHEREAS, the Employee Handbook of the Township of Manchester serves as a governing document of all employees, volunteers, appointed officials and independent contractors for the Township of Manchester; and,

WHEREAS, the Employee Handbook requires updates every two years or when there is a significant change in policy or procedure; and,

WHEREAS, certain revisions to the Handbook are necessary in order to comply with Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund plan of risk management and regulations and to better accommodate the actualities of the Manchester Township workplace; and

WHEREAS, all revisions have been reviewed and approved of by the Township Business Administrator.

NOW THEREFORE BE IT RESOLVED that the Township of Manchester hereby agrees to adopt the revised version of the Employee Handbook for the Township of Manchester; and

BE IT FURTHER RESOLVED that the policies revised in the Employee Handbook shall be effective immediately from the adoption of this Resolution; and

BE IT FURTHER RESOLVED that copies of the revised Handbook will be produced and distributed to all current and future employees of the Township of Manchester.

CERTIFICATION

I, Sabina T. Skibo, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council on the 12th day of December, 2016.

Sabina T. Skibo, RMC
Township Clerk

DRAFT

#16-447

**RESOLUTION OF THE TOWNSHIP OF MANCHESTER,
COUNTY OF OCEAN, STATE OF NEW JERSEY,
DECLARING THE GYPSY MOTH TO BE A PUBLIC NUISANCE**

WHEREAS, the gypsy moth *Lymantria dispar*, has been found heavily defoliating tree and plant growth in the Township of Manchester; and,

WHEREAS, continued destruction of foliage may result in loss of valuable forest lands and trees; and,

WHEREAS, the Township Council of the Township of Manchester has determined that a gypsy moth control program should be instituted with the State of New Jersey Department of Agriculture and the application for any Federal or State funds available be authorized.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Manchester that the gypsy moth is declared to be a public nuisance and the protection of vegetation or plant life therefrom is deemed to be a subject matter of public welfare, and that all measures deemed necessary, in compliance with the State of New Jersey Department of Agriculture recommendations, is hereby authorized to suppress this forest and shade tree pest.

CERTIFICATION

I, SABINA T. SKIBO, Clerk of the Township of Manchester, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council of said Township at a meeting held on the 12nd day of **December**, **2016**.

I also certify that the Township of Manchester has, or will, comply with the notice provisions required by N.J.S.A. 4:7-39.

Sabina T. Skibo, RMC
Township Clerk