

READINGTON TOWNSHIP COMMITTEE

REORGANIZATION MEETING

JANUARY 5, 2015

Sharon A. Dragan, Esq., *called the meeting to order at 6:30 p.m.* announcing that all laws governing the Open Public Meetings Act have been met and that this meeting has been duly advertised.

PRESENT: Mr. Thomas Auriemma, Mr. John Broten, Mrs. M. Elizabeth Duffy,
Mrs. Betty Ann Fort, Mr. Samuel Tropello

ABSENT: None

ALSO PRESENT: Attorney Sharon Dragan, Administrator Vita Mekovetz

Sharon A. Dragan, Esq. led those present in the *Salute to the Flag*.

Swearing in of John Broten and Samuel Tropello as members of the Township Committee for a three (3) year term.

Erik Peterson swore in Mr. John Broten as a member of the Township Committee for a three (3) year term.

Erik Peterson swore in Mr. Samuel Tropello as a member of the Township Committee for a three (3) year term.

Attorney Dragan asked for nominations for Mayor for the year 2015.

A MOTION was made by Mrs. Duffy to nominate Betty Ann Fort for the position of Mayor for 2015. This motion was seconded by Mr. Auriemma and on Roll Call vote the following was recorded:

Mr. Auriemma- Aye
Mr. Broten - Nay
Mrs. Duffy -Aye
Mrs. Fort -Aye
Mr. Tropello - Nay

A MOTION was made by Mr. Tropello to nominate John Broten for the position of Mayor for 2015. This motion was seconded by Mr. Broten and on Roll Call vote the following was recorded:

Mr. Auriemma- Nay
Mr. Broten - Aye
Mrs. Duffy -Nay
Mrs. Fort -Nay
Mr. Tropello - Aye

Administrator Mekovetz administers Oath of Office to Mayor.

Administrator Mekovetz swore in Mrs. Betty Ann Fort as Mayor for the year 2015.

2015 MAYOR'S COMMENTS:

Mayor Fort made the following comments:

Every year, at the Reorganization Meeting, we take a moment to look back on the year just

passed, and then look forward to the year ahead of us.

Before we do that that, though, I would like to congratulate our two new Committeepersons, John Broten and Sam Tropello. We are looking forward to working with you. Roll up your sleeves and let's get to work!

Also, I need to take to moment to thank Julia Allen, Frank Gatti and Beatrice Muir for all of their tireless efforts for Readington Township. Readington would be a very different place if it had not been for them. Enjoy your leisure, but be available to us when we need you.

The year 2014 in Readington was perhaps most notable for what didn't happen. We did not have a storm like Sandy – thank goodness. We did not resolve the Solberg Airport question and Merck did not change their minds about leaving Whitehouse Station.

But many good things did happen in 2014.....

Our Recreation Committee oversaw the resurfacing and re-fencing of the tennis courts at Pickell Park.

Our Police Department acquired a second dog, as the current do, Ronin, is reaching the end of his work life. The dogs have been a great addition, as they are both drug sniffing and people finding dogs. Ronin has found lost children and aging Alzheimer's patients as well as tracked down fleeing criminals and he has more than paid for himself through drug money recovery.

The first residents moved into the new Toll Brothers Active Adult community on Route 22 East. If you haven't had the opportunity to go visit the model homes, you should go take a look --- they are lovely.

A new Walgreens Pharmacy is rising on the corner of Route 22 West and 523 and Mark Hartman's mixed use development is coming along on Route 22 East, just before Coddington Road.

But my personal favorite is the application coming before the Board of Adjustment to demolish the eyesore diner - which has been closed for the entire twenty-six years that I have lived here - and replace it with a small retail development with apartments upstairs.

The last employees have vacated the Merck Benzene ring building, sad to say. The Township has been working closely with Merck, their real estate broker, Cushman Wakefield, and the State to find a suitable new tenant(s). We are told there are interested parties and we are just at the beginning of the process so we will continue to keep communications open.

Looking forward to 2015, the biggest thing looming over the horizon is the Transco Natural Gas Pipeline coming through Readington, just south of Pleasant Run Road. Construction should begin this spring and be done by the end of the year. I have asked John Broten and Sam Tropello to take on the ad hoc Committee to monitor this project as it goes through town and act as liaisons between residents, Transco and the Township Committee. We will get them matching hard hats to wear!

The Solberg court case will conclude in 2015, we continue to hope for a mediated settlement.

I would like to initiate a quarterly or so newsletter which would go to every home in town just informing people what is happening in town and especially in the Municipal Building. I will periodically ask other Committee persons or employees to contribute. I will be receptive to suggestions as to what you would like to hear about. And there will be a Frequently Asked Questions section, so maybe you can learn why the tennis court lights are on at 9:30 on a rainy Thursday night!

The Committee's most important job for 2015 is, as always, to deliver the best services to our

residents in the most cost effective way possible. We have a wonderful workforce in Readington Township - talented, committed and professional which we rely on to get this work done.

Readington Township is also very fortunate to have a virtual army of dedicated volunteers who, working together, make Readington the special place to live that it is. We want to thank them for all their efforts.

And so we look forward to a great 2015!

REORGANIZATION:

1. **2015 Appointments**

Mr. Broten stated that in past years there may have been a process that was followed in naming the appointments for the various boards and committees; however, the current draft resolution that is being proposed, is without the input of 40% of the now sitting Township Committee. Mr. Broten continued that since the voters requested change and these proposed appointments do not include either Mr. Tropello or himself for a single position on any of the boards, he opined that this does not reflect what the citizens of Readington are expecting. Mr. Broten added that the Committee should be mindful of the need for fresh views and represent the level of change that the voters are expecting. Mr. Broten requested that the Committee consider some alternative names for certain 2015 appointments.

Mr. Tropello requested to replace Julia Allen on the Open Space Advisory Committee. Mr. Tropello maintained that this is a key position and he would like to see some issues resolved with his appointment.

The following resolution was offered for consideration:

#R-2015-01

**TOWNSHIP OF READINGTON
RESOLUTION**

BE IT RESOLVED, that the following appointments are made for the year 2015:

2015 APPOINTMENTS

<u>POSITION</u>	<u>APPOINTMENT</u>	<u>TERM/YEARS</u>
DEPUTY MAYOR.....	THOMAS AURIEMMA.....	ONE YEAR
TOWNSHIP ATTORNEY.....	SHARON A. DRAGAN.....	ONE YEAR
TOWNSHIP ENGINEER.....	ROBERT O'BRIEN.....	ONE YEAR
	(HATCH, MOTT MacDONALD)	
TOWNSHIP AUDITOR.....	LERCH, VINCI & HIGGINS, LLP.....	ONE YEAR
TOWNSHIP PROSECUTOR.....	ROBERT BALLARD.....	ONE YEAR
PUBLIC DEFENDER.....	SCOTT MITZNER.....	ONE YEAR
ALTERNATE PUBLIC DEFENDER.....	ANTHONY ROTTUNO.....	ONE YEAR
DEPUTY TOWNSHIP CLERK.....	KARIN M. PARKER.....	ONE YEAR
ASSESSMENT SEARCH OFFICER.....	VITA MEKOVETZ.....	ONE YEAR

Resolution #R-2015-01 cont'd:

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<u>POSITION</u>	<u>APPOINTMENT</u>	<u>TERM/YEARS</u>
BOARD OF ADJUSTMENT.....	MICHAEL DENNING.....	FOUR YEARS
	MEREDITH GOODWIN.....	FOUR YEARS
	KEITH HENDRICKSON (1 ST ALT).....	TWO YEARS
BOARD OF HEALTH:.....	ROBERT COLBURN.....	THREE YEARS
	BEATRICE MUIR.....	THREE YEARS
	TANYA ROHRBACH.....	THREE YEARS
	JOHN KALINICH.....	TWO YEARS
DOG LICENSING OFFICIAL.....	MEG SLUTTER.....	ONE YEAR
DOG WARDEN	ANIMAL CONTROL SOLUTIONS.....	ONE YEAR
ENVIRONMENTAL COMMISSION CHAIR	STEPHEN FOSTER	ONE YEAR
ENVIRONMENTAL COMMISSION	CHRISTINA ALBRECHT	THREE YEARS
	JAY KELLY.....	THREE YEARS
	KIM YOUSEY.....	THREE YEARS
FLOOD VERIFICATION OFFICIAL.....	MARY MASTRO	ONE YEAR
HUNT. CTY. AG. DEVEL. BOARD LIAISON.....	JULIA C. ALLEN	ONE YEAR
LIBRARY ADVISOR.....	RONALD P. MONACO	ONE YEAR
MUNICIPAL COORDINATOR (office on aging)	LORRAINE KRIZENAWSKI	ONE YEAR
PAIC FUND COMMISSIONER.....	VITA MEKOVETZ	ONE YEAR
PERS/PFRS CERTIFYING OFFICER.....	VITA MEKOVETZ	ONE YEAR
PLANNING BOARD.....	BETTY ANN FORT..... (CLASS I).....	ONE YEAR
	RONALD P. MONACO.....(CLASS II).....	ONE YEAR
	M. ELIZABETH DUFFY....(CLASS III).....	ONE YEAR
	CHRISTOPHER JOHN .. (CLASS IV)....	FOUR YEARS
	BEN SMITH.....(CLASS IV)....	FOUR YEARS
	JULIA C. ALLEN.....(CLASS IV)....	TWO YEARS
TOWNSHIP PHYSICIAN.....	CENTER FOR FAMILY HEALTH	ONE YEAR
ALTERNATE TWP. PHYSICIAN	THE DOCTOR IS IN	ONE YEAR
POLICE OFFICER (SPECIAL).....	ROBERT MARELLI..... (CLASS II).....	ONE YEAR
	JAMES IZZO.....(CLASS II)	ONE YEAR
	ANTHONY ADAMS.....(CLASS I).....	ONE YEAR
PROPERTY CERTIFICATION OFFICIAL.....	JOHN BARCZYK.....	ONE YEAR
SOCIAL SERVICES COMMITTEE.....	ANN SAUERLAND.....	FOUR YEARS
SOCIAL SERVICE CASE WORKER.....	BONNIE LIDDANE	ONE YEAR
SOCIAL SERVICE DIRECTOR	DIANE CLAPP	ONE YEAR
RECREATION COMMITTEE:	SHARON BOBNAR-BECKER.....	ONE YEAR
	BILL QUINN	ONE YEAR
	KEN GROEL	ONE YEAR
	MARK TOMAN	ONE YEAR
	MELISSA ADAMS.....	ONE YEAR

Resolution #R-2015-01 cont'd:

<u>POSITION</u>	<u>APPOINTMENT</u>	<u>TERM/YEARS</u>
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	JOHN HUNT.....	ONE YEAR
	MATTHEW MILLER.....	ONE YEAR
MUNICIPAL RECYCLING COORDINATOR.....	SCOTT JESSEMAN.....	ONE YEAR
SCHOOL CROSSING GUARDS.....	JILL KREIDER.....	ONE YEAR
	MARGARET FARRELL.....	ONE YEAR
	LORRAINE HERZOG.....	ONE YEAR
SEWER ADVISORY COMMITTEE.....	JULIA C. ALLEN.....	ONE YEAR
	RONALD P. MONACO.....	ONE YEAR
	WILLIAM MEGLAUGHLIN.....	ONE YEAR
RLSA REPRESENTATIVE.....	CHARLES WESTFIELD.....	FIVE YEARS
STREET NAMING COMMITTEE.....	STEPHANIE B. STEVENS.....	ONE YEAR
	CAROL MAGNATTA.....	ONE YEAR
TAX SEARCH OFFICER.....	MICHAEL BALOGH.....	ONE YEAR
AGRICULTURAL LAND ADVISORY COMM.	JULIA C. ALLEN.....	ONE YEAR
	MARCY ZWEERINK.....	ONE YEAR
	RONALD MONACO.....	ONE YEAR
MUSEUM COMMITTEE.....	BETTY ANN FORT.....	THREE YEARS
	HELEN MARIE FARRANT.....	THREE YEARS
	JOYCE LYKES.....	THREE YEARS
	FRANK GATTI.....	THREE YEARS
HISTORIC PRESERVATION.....	PAT FISHER OLSEN.....	FOUR YEARS
	JAMES HORVATH.....	FOUR YEARS
	CHUCK WATERS.....	FOUR YEARS
	JOHN WOODWARD (1 ST ALT).....	TWO YEARS
	DEREK DANDURAND (2 ND ALT).....	TWO YEARS
OPEN SPACE ADVISORY BOARD.....	M. ELIZABETH DUFFY.....	ONE YEAR
	CHRISTOPHER JOHN (2 ND ALT).....	TWO YEARS
	JULIA C. ALLEN.....	THREE YEARS
OPEN SPACE ADVISORY CHAIR.....	JUERGEN HUELSEBUSCH.....	ONE YEAR
OPEN SPACE ADVISORY VICE-CHAIR.....	JULIA C. ALLEN.....	ONE YEAR
CHIEF OF CHIEFS.....	PAUL HOORETZ.....	ONE YEAR

EMERGENCY MANAGEMENT:

DEPUTY COORDINATOR.....	CHIEF SEBASTIAN DONARUMA.....	ONE YEAR
DEPUTY COORDINATOR.....	BJ APGAR.....	ONE YEAR
CERT COORDINATOR.....	PAUL GRASSIE.....	ONE YEAR
LEFC COORDINATOR.....	IRENE NOVAK.....	ONE YEAR
MAYOR.....	BETTY ANN FORT.....	ONE YEAR
TWP. ADMINISTRATOR.....	VITA MEKOVETZ.....	ONE YEAR
CONSTRUCTION OFFICIAL.....	MICHAEL KOVONUK.....	ONE YEAR
BOARD OF HEALTH MEMBER.....	WILLIAM C. NUGENT.....	ONE YEAR
TOWNSHIP SOCIAL SERVICES.....	DIANE CLAPP.....	ONE YEAR
TOWNSHIP PLANNING BOARD.....	M. ELIZABETH DUFFY.....	ONE YEAR

Resolution #R-2015-01 cont'd:

<u>POSITION</u>	<u>APPOINTMENT</u>	<u>TERM/YEARS</u>
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FIRE CHIEF.....	PAUL HOORETZ.....	ONE YEAR
WHITEHOUSE STATION FIRST AID.....	WHITEHOUSE STATION FIRST AID.....	ONE YEAR
DIRECTOR OF PUBLIC WORKS	SCOTT JESSEMAN	ONE YEAR
TOWNSHIP ATTORNEY.....	SHARON A. DRAGAN.....	ONE YEAR
TOWNSHIP ENGINEER... ..	ROBERT O’BRIEN	ONE YEAR
READINGTON TOWNSHIP SCHOOLS....	DON RACE.....	ONE YEAR
BUILDINGS & GROUNDS	SCOTT JESSEMAN	ONE YEAR
PUBLIC REPRESENTATIVE	DON GORDON	ONE YEAR

A MOTION was made by Mrs. Duffy to adopt this Resolution, seconded by Mr. Auriemma and on Roll Call vote the following was recorded:

Mr. Auriemma- Aye
Mr. Broten - Nay
Mrs. Duffy -Aye
Mr. Tropello - Nay
Mayor Fort - Aye

2. *2015 Committee Appointments Resolution by the Mayor*

The following resolution for consideration:

#R-2015-02

**TOWNSHIP OF READINGTON
RESOLUTION**

BE IT RESOLVED, by the Mayor of Readington Township, that the following Committee assignments be made for the year 2015:

Thomas Auriemma:
Recreation Department
Police Department
Library Services

John Broten:
Engineering, Roads, Maintenance & Recycling
Finance Department

M. Elizabeth Duffy:
Planning Board
Farmland/Open Space Preservation\Land Projects Liaison
Board of Health

Resolution #R-2015-02 cont’d:

Betty Ann Fort:
Planning Board
Zoning

Sewer Advisory Committee
Historic Preservation/Museums
Social Services
Code Enforcement Department\Construction Code Department

Samuel Tropello:
Liaison to Fire Companies and Rescue Squad
School Crossing Guards
Municipal Court

Entire Township Committee
Township Clerk
Board of Adjustment
Non-Profit Housing

A MOTION was made by Mrs. Duffy to adopt this Resolution, seconded by Mr. Auriemma and on Roll Call vote the following was recorded:

Mr. Auriemma- Aye
Mr. Broten - Aye
Mrs. Duffy -Aye
Mr. Tropello - Nay
Mayor Fort - Aye

CONSENT AGENDA:

Mayor Fort made the following statement:

All items listed with an asterisk “*” are considered to be routine by the Township Committee and will be enacted by one motion. There will be no separate discussion of these items unless a committee member or citizen requests, in which event the item will be removed from the General Order of Business and considered in its normal sequence on the agenda.

- * 1. ***Resolution Authorizing the Adoption of the Cash Management Plan for the Year 2015***

The following resolution was offered for consideration:

#R-2015-03

RESOLUTION AUTHORIZING THE ADOPTION OF THE CASH MANAGEMENT PLAN FOR THE YEAR 2015

WHEREAS, the State of New Jersey Local Fiscal Affairs Law, N.J.S.A. 40A:5, et seq. requires that municipalities adopt a Cash Management Plan which is designed to assure, to the extent practical, investment of local funds in interest bearing accounts and other permitted investments; and

Resolution #R-2015-03 cont'd:

WHEREAS, the Cash Management Plan must include:

1. The designation of a public depository or depositories
2. The authorization for investments as permitted by various applicable laws

3. The annual submission of the Cash Management Plan to the governing body, which must be approved by a majority vote
4. An annual audit of the Cash Management Plan.
5. That when an investment is in bonds which mature in more than one year, a determination that the maturity approximates the prospective time when such funds are needed

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Readington that the attached Cash Management Plan is hereby adopted for the year 2015.

Cash Management Plan 2015

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- VII. Investment Instruments and Procedure
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- IX. Disbursement of Funds
- X. Petty Cash Funds
- XI. Change Funds
- XII. Bonding
- XIII. Compliance
- XIV. Reporting Requirements
- XV. Term of Plan

I. STATEMENT OF PURPOSE

This Cash Management Plan (the “Plan”) is prepared pursuant to the provisions of N.J.S. A.40A: 5-14 in order to set forth the basis for the deposits and investment of certain public funds of the Township of Readington, pending the use of such funds for the intended purposes. The plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN.

Resolution #R-2015-03 cont'd:

- A. The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the Township of Readington:
 1. Current Fund
 - a. Current
 - b. Claims

- c. Payroll
2. Treasurer's Trust
 - a. Developers Escrow
 - b. Government Grant
 - c. Recreation
 - d. Driveway Apron
 - e. Public Library
 - f. Losap
 - g. Maintenance Guarantee
 - h. Museum
 - i. Rent Security
 - j. Unemployment
 - k. General Trust
 - l. Payroll Agency
 - m. Housing
 - n. POAA
 - o. Board of Health Escrow
 - p. Open Space
 - q. Forfeited Property
3. Dog License
4. General Capital
5. Public Assistance
6. Sewer Operating & Expansion

- B. It is understood that this Plan is not intended to cover certain funds and accounts of the Township of Readington, Specifically:
1. Deferred Compensation
 2. Municipal Court
 - a. Fines Account
 - b. Bail Accounts

III. DESIGNATION OF OFFICIALS OF THE TOWNSHIP OF READINGTON AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN.

The Chief Financial Officer of the Township of Readington and the Treasurer are hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Township of Readington are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such officials.

IV. DESIGNATION OF DEPOSITORIES

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

Resolution #R-2015-03 cont'd:

TD BANK
NJ CASH MANAGEMENT FUND
WELLS FARGO BANK
PNC BANK
INVESTORS SAVINGS
PEAPACK GLADSTONE BANK

All depositories must conform to the Government Unit Deposit Protection Act (GUDPA), and shall provide a Notification of Eligibility from the State of New Jersey, Department of Banking, on a semi-annual basis. In addition, designated depositories shall maintain maximum FDIC or FSLIC coverage of all Township funds on deposit.

V. DEPOSIT OF FUNDS

All funds shall be deposited within forty-eight (48) hours of receipt, in accordance with N.J.S.A. 40A: 5-15, into appropriate fund operating accounts. Non-interest bearing operating and capital accounts shall be regularly monitored for the availability of funds for investment. Debt Service

and Trust accounts shall be maintained in accordance with Federal and State statutes, regulating such funds. Payroll, Developers' Escrow, Professional Fees Escrow, Performance Bond deposits and other agency funds, which represent funds of individuals and other organizations held by the Township shall be deposited in regular interest bearing checking accounts, unless applicable State statutes direct otherwise. Grant funds shall be deposited in accordance with the regulations of the granting government or agency.

Where compensating balances are required by any designated depository to offset the cost of services provided an agreement between the Township and the depository shall be executed, specifying the charge for each service and the balance required to offset each charge. Said agreement shall be reviewed on an annual basis.

VI. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL.

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Officials of the Township, referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Officials referred to in Section III above.

FNC - FINANCIAL NORTHEASTERN COMPANIES
GIBRALTAR SECURITIES CO.

VII. INVESTMENT INSTRUMENTS AND PROCEDURE

A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
2. Government money market mutual funds;

Resolution #R-2015-03 cont'd:

3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
4. Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the School district is located;
5. Bonds or other obligations, having a maturity date not more than 397 days from

- the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
6. Local government investment pools;
 7. Deposits with the State of New Jersey Cash Management Fund established
 8. Agreements for the repurchase of fully collateralized securities if:
 - a. The underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
 - b. The custody of collateral is transferred to a third party;
 - c. The maturity of the agreement is not more than 30 days;
 - d. The underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17:9-41); ND
 - e. A master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms “government money market mutual fund” and Local government investment pool” shall have the following definitions:

Government Money Market Mutual Fund. An Investment Company or investment trusts:

- a. Which is registered with the Securities and Exchange Commission under the “Investment Company Act of 1940,” 15 U.S.C. sec. 80a-1, et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7.
- b. The portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities: and
- c. Which has:
- d. Attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
- e. Retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the “Investment Advisors Act of 1940,” 15 U.S.C. sec.80 b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 Months and with assets under management in excess of \$500 million.

Local Government Investment Pool. An investment pool:

- a. Which is managed in accordance with 17 C.F.R. sec. 270.2a.7;
- b. Which is rated in the highest category by a nationally recognized statistical rating organization; which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by U.S. Government securities;

Resolution #R-2015-03 cont’d:

- c. Which is in compliance with rules adopted pursuant to the “Administrative Procedure Act,” P.L. 1968, c.410 (c.52: 14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- d. Which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonable be

expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and

- e. Which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank, located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

B: Notwithstanding the above authorization, the monies on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

VIII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN.

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Township, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Township to assure that there is no unauthorized use of the funds or the Permitted Investments that involve securities shall be executed by a “delivery versus payment” method to insure that such Permitted Investments are either received by the Township or by a third party custodian prior to or upon the release of the Township’s funds.

To assure that all parties with whom the Township deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official(s).

IX. DISBURSEMENT OF FUNDS

All funds shall be disbursed as authorized and directed by the Township Committee. The Chief Financial Officer shall, at the beginning of the year, present to the Township Committee a schedule of debt service principal and interest payments and when available, a schedule of School Tax payments for the upcoming year. Upon approval of the schedules of payments by the Township Committee, the Chief Financial Officer shall then have the authority to make the following disbursements:

Resolution #R-2015-03 cont’d:

- School Taxes
- County Taxes
- Open Space Taxes
- Interfunds
- Purchase of Investments
- Debt Service
- Payroll - Salaries and Wages
- Health Benefits for Employees & Retirees
- Pension payments
- Postage

Petty Cash Reimbursements
Utility bills

X. PETTY CASH FUND

Reimbursements for expenditures through the Petty Cash Fund shall be made within the limits approved by the Director of the Division of Local Government Services. The Petty Cash Fund shall be maintained in accordance with N.J.S.A. 40A: 5-21. Petty Cash Funds shall be maintained in the following amounts:

Finance Dept	\$ 200
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XI. CHANGE FUNDS

Change funds have been established by past resolutions of the governing body to provide change to taxpayers making payments to the following departments:

Tax Office	\$ 150.00
Municipal Court	\$ 200.00
Police Department	\$ 100.00

XII. BONDING

The following officials shall be covered by individual or blanket surety bonds; said surety bonds to be examined by the independent auditor to insure their proper execution:

Chief Financial Officer
Treasurer
Tax Collector
Assistant Tax Collector
Municipal Magistrate
Court Administrator
Deputy Court Administrator

Staff members of the Department of Finance and Tax Collection not covered by separate surety bonds shall be covered by a Public Employee's Faithful Performance Bond.

XIII. COMPLIANCE

The Cash Management Plan of the Township of Readington shall be subject to the approval of the Township Attorney, and shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A: 5-4.

Resolution #R-2015-03 cont'd:

As stated in N.J.S.A. 40A:5-14, the official(s) charged with the custody of Township funds shall deposit them as instructed by this Cash Management Plan, and shall thereafter be relieved of any liability or loss due to the insolvency or closing of any designated depository.

If at any time, this Cash Management Plan conflicts with any regulation of the State of New Jersey, or and department thereof, the applicable State regulations shall apply.

XIV. REPORTING REQUIREMENTS.

By the tenth day of each month during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Township a

written report of any permitted investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The Name of any institution holding funds of the Township as a permitted investment.
- B. The amount of investments purchased or sold during the immediately preceding month.
- C. The class or type of investment purchased.
- D. The book value of such investments
- E. The earned income on such permitted investment. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such permitted investments.
- G. The market value of all permitted investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the Township.

XV. TERM OF PLAN.

This Plan shall be in effect from January 1, 2015 to December 31, 2015. Attached to this Plan is a resolution of the governing body of the Township of Readington approving this Plan for such a time period. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Committee, the Designated Official (s) is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan. The amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

- * 2. ***Resolution authorizing check signing of Current/Municipal account checks for Readington Township for 2015***

The following resolution was offered for consideration:

#R-2015-04

***TOWNSHIP OF READINGTON
CHECK SIGNATURE RESOLUTION***

BE IT RESOLVED, that the following officials be authorized to sign our Current/
Municipal Account checks for the Township of Readington for the year 2015:

- ◆ Treasurer
- ◆ Mayor
- ◆ Municipal Clerk
- ◆ Deputy Mayor

- ◆ Chief Financial Officer
- ◆ Administrator
- ◆ Deputy Clerk

* 3. ***Temporary Budget & Sewer Utility Temporary Budget Resolution***

The following resolution was offered for consideration:

#R-2015-05

TOWNSHIP OF READINGTON

TEMPORARY BUDGET & SEWER UTILITY TEMPORARY BUDGET RESOLUTION

<u>ACCOUNT</u>	<u>SALARIES& WAGES</u>	<u>OTHER EXPENSES</u>
CURRENT FUND:		
Administrative & Executive	\$ 82,100.00	\$ 26,750.00
Mayor & Committee	10,712.00	
Elections		3,000.00
Financial Administration	48,525.00	3,000.00
Audit Services		9,500.00
Assessment of Taxes	17,600.00	1,875.00
Revision of Tax Map		3,250.00
Collection of Taxes	19,100.00	6,000.00
Legal Services		100,000.00
Prosecutor		9,250.00
Engineering		37,500.00
Buildings and Grounds	53,175.00	26,675.00
Planning Board	8,000.00	875.00
Board of Adjustment	17,025.00	875.00
Environmental Commission	1,071.00	1,000.00
Consultants		37,500.00
General Liability Insurance		112,700.00

***Resolution #R-2015-05
 cont'd:***

Employee Group Health		475,000.00
Workers Compensation		58,100.00
Waste Collection/Recycling	5,450.00	176,750.00
Fire Companies/Rescue Squad Police		81,938.00

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	675,000.00	59,050.00
School Crossing Guards	8,900.00	
Streets and Roads	357,050.00	87,500.00
Snow Removal		43,750.00
Street Lighting		12,500.00
Board of Health	10,225.00	5,500.00
Emergency Management	3,425.00	875.00
Animal Control		6,250.00
Public Assistance	27,150.00	625.00
Recreation	21,400.00	8,750.00
Free County Library	35,500.00	2,500.00
Senior Transportation		2,250.00
Museum Committee	3,200.00	4,500.00
Historic Preservation Commission		625.00
Construction Code Official	75,650.00	15,400.00
Celebration of Public Events		2,000.00
Fire Hydrant Service		22,500.00
Electricity		37,500.00
Telephone		19,750.00
Fuel Oil		2,125.00
Gasoline		52,500.00
Contingent		750.00
Social Security		118,750.00
Pension Plans		196,722.00
SUI		1,250.00
LOSAP		18,750.00
Municipal Court	32,825.00	4,000.00
Uniform Fire Safety	13,500.00	1,000.00
Public Defender		<u>3,500.00</u>

TOTALS **\$1,526,583.00** **\$1,902,710.00**

SEWER UTILITY

<u>ITEM</u>	<u>SALARIES & WAGES</u>	<u>OTHER EXPENSES</u>
Salaries and Wages	\$ 18,750.00	
Other Expenses		\$ 12,500.00
Service Fees		352,487.00

**Resolution #R-2015-05
cont'd:**

Statutory Expenditures		<u>2,653.00</u>
TOTALS	<u>18,750.00</u>	<u>367,640.00</u>

* 4. **Resolution to set delinquent tax interest rate for 2015**

The following resolution was offered for consideration:

#R-2015-06

**TOWNSHIP OF READINGTON
RESOLUTION FIXING INTEREST RATES ON DELINQUENT TAXES
FOR CALENDAR YEAR 2015**

BE IT RESOLVED, that pursuant to R.S. 54:4-67, the Township Committee of the Township of Readington, County of Hunterdon and State of New Jersey hereby fixes the rate of interest to be charged on delinquent taxes for calendar year 2011 at the rate of eight percent (8%) per annum on the first \$1,500.00 of delinquency and eighteen percent (18%) per annum on any amount in excess of \$1,500.00 of delinquency.

BE IT FURTHER RESOLVED, that notwithstanding the above provision, no interest shall be charged if payment of any installment is made within ten (10) days after the date upon which the same became payable according to the laws in such cases made and provided. If such payment is not made within the ten (10) day grace period, the above rate of interest shall run and accrue from the original due date of such taxes.

BE IT FURTHER RESOLVED, that the same interest calculations for delinquent tax collections be applied to sewer utility accounts with the exception that the grace period be thirty (30) days.

BE IT FURTHER RESOLVED, that any taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year shall be so charged an additional rate of interest of six percent (6%) against the delinquency.

* 5. **Resolution designating official newspapers for 2015**

The following resolution was offered for consideration:

#R-2015-07

**TOWNSHIP OF READINGTON
RESOLUTION**

BE IT RESOLVED, that the Readington Township Committee does hereby designate the following newspapers as its official newspapers for the year 2015:

Resolution #R-2015-07 cont'd:

- ◆ **Courier News**
- ◆ **Hunterdon County Democrat**
- ◆ **Hunterdon Review**
- ◆ **Star Ledger**
- ◆ **Express Times**

* 6. ***Professional Services Resolution***

The following resolution was offered for consideration:

#R-2015-08

***TOWNSHIP OF READINGTON
RESOLUTION***

WHEREAS, there exists a need in the Township of Readington for Professional Services;
and

WHEREAS, the Local Public Contract Law (*N.J.S.A. 40A:11-1 et seq.*) requires that the Resolution hiring a professional for professional services without competitive bids must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Readington as follows:

1. That the following contracts have been awarded without competitive bidding as a "Professional Service" in accordance with *N.J.S.A. 40A:11-6(1) (a)* of the Local Public Contract Law because the services rendered or to be performed are by persons authorized by law to practice their profession:
 - ◆ Sharon A. Dragan as Township Attorney
 - ◆ Martin Allen, Esq. of Bivona, Cohen, Kunzman, Coley, Yospin, Bernstein & DiFrancesco as Tax Attorney
 - ◆ Lerch, Vinci & Higgins, LLP for Municipal Auditor Services
2. Said contracts shall expire on December 31, 2015.
3. Copies of these Professional Service Contracts are on file with the Municipal Clerk and are available there for public inspection.
4. This Resolution shall take effect immediately.

* 7. ***Resolution setting 2015 meeting dates for Township Committee***

The following resolution was offered for consideration:

#R-2015-09

**TOWNSHIP OF READINGTON
RESOLUTION**

BE IT RESOLVED, that the Readington Township Committee hold its regular meetings on the First and Third Monday of each month starting at 6:30 p.m., (except where the date falls on a Holiday upon which the meeting will take place on the Tuesday) after at which time an Executive Session will be held, at the Municipal Building in the Court Room.

BE IT FURTHER RESOLVED, that the following meeting dates be confirmed for publication:

**January 20, 2015
February 2, 2015
February 17, 2015
March 2, 2015
March 16, 2015
April 6, 2015
April 20, 2015
May 4, 2015
May 18, 2015
June 1, 2015
June 15, 2015
July 6, 2015
July 20, 2015
August 3, 2015
September 8, 2015
September 21, 2015
October 5, 2015
October 19, 2015
November 2, 2015
November 16, 2015
December 7, 2015
December 21, 2015
December 28, 2015**

* 8. **Resolution - Added and Omitted Assessments**

The following resolution was offered for consideration:

#R-2015-10

**TOWNSHIP OF READINGTON
ADDED AND OMITTED ASSESSMENTS**

WHEREAS, the Township Committee of the Township of Readington, County of Hunterdon, State of New Jersey, recognizes that *N.J.S.A. 54-5-63.12 et seq*, popularly known as the "Originally Method", allows the Collector of Taxes upon written complaint to the County Tax Board to notify such Board of any property alleged to have been omitted and the particular year of the assessment to be assessed; and

Resolution #R-2015-10 cont'd:

WHEREAS, the Tax Assessor of the Township of Readington, County of Hunterdon, State of New Jersey, has requested the Township Committee to authorize her to notify the

County Tax Board upon written complaint of any property alleged to have been omitted and the particular year of the assessment to be assessed pursuant to and in compliance with *N.J.S.A.* 54:5-63.12; and

WHEREAS, the Tax Assessor of the Township of Readington, County of Hunterdon, State of New Jersey, is called upon with the knowledge of omitted and rollback taxes prior to the Tax Collector.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Readington, County of Hunterdon, State of New Jersey, that the Tax Assessor of the Township of Readington be and is hereby authorized to notify upon written complaint to the Hunterdon County Board of Taxation of any property alleged to have been omitted and the particular year of the assessment to be assessed.

* 9. ***Resolution - Authorization for Assessor to File Correction of Tax Assessment for 2015***

The following resolution was offered for consideration:

#R-2015-11

AUTHORIZATION FOR ASSESSOR TO FILE CORRECTION OF TAX ASSESSMENT FOR 2015

WHEREAS, the Township Committee of the Township of Readington, Hunterdon County, New Jersey, has been informed by the Tax Assessor of the Township of Readington, that from time to time errors are made in computing the tax assessments covering certain property locations within the Township of Readington; and

WHEREAS, the Tax Assessor of the Township of Readington has requested the Township Committee to authorize her to file corrections of such errors with the Hunterdon County Board of Taxation; and

WHEREAS, the filing of these corrections by the Tax Assessor of the Township of Readington will relieve the Taxpayer for said property from filing an appeal with the Hunterdon County Board of Taxation.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Readington, Hunterdon County, New Jersey, that the Tax Assessor of the Township of Readington is hereby authorized after having previously notified the governing body by an appropriate list of properties setting forth the manner and mode of adjustment to file corrective appeals for 2011 with the Hunterdon County Board of Taxation concerning those properties wherein errors were made; and

BE IT FURTHER RESOLVED, that any negotiations to be done on behalf of the Municipality will be handled by the Tax Assessor, including Resolution of Appeals filed directly by property owners.

BE IT FURTHER RESOLVED, that the Tax Assessor send copies of such corrected assessments to the individuals involved.

BE IT FURTHER RESOLVED, that a copy of this resolution is forwarded to the Hunterdon County Board of Taxation.

* 10. ***Resolution – Authorization for Martin Allen, Esq., Readington Township Tax Attorney to File Correction of Tax Assessment for 2015***

The following resolution was offered for consideration:

#R-2015-12

***AUTHORIZATION FOR MARTIN ALLEN, ESQ.,
READINGTON TOWNSHIP TAX ATTORNEY,
TO FILE CORRECTION OF TAX ASSESSMENT FOR 2015***

WHEREAS, the Township Committee of the Township of Readington, Hunterdon County, New Jersey, has been informed by the Tax Assessor of the Township of Readington, that from time to time errors are made in computing the tax assessments covering certain property locations within the Township of Readington; and

WHEREAS, Martin Allen, Esq., Readington Township Tax Attorney (hereinafter “Tax Attorney”) has requested the Township Committee to authorize him to file corrections of such errors with the Hunterdon County Board of Taxation; and

WHEREAS, the filing of these corrections by the Tax Attorney of the Township of Readington will relieve the Taxpayer for said property from filing an appeal with the Hunterdon County Board of Taxation.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Readington, Hunterdon County, New Jersey, that the Tax Attorney of the Township of Readington is hereby authorized after having previously notified the governing body by an appropriate list of properties setting forth the manner and mode of adjustment to file corrective appeals for 2012 with the Hunterdon County Board of Taxation concerning those properties wherein errors were made; and

BE IT FURTHER RESOLVED, that any negotiations to be done on behalf of the Municipality will be handled by the Tax Attorney, including Resolution of Appeals filed directly by property owners.

BE IT FURTHER RESOLVED, that the Tax Assessor send copies of such corrected assessments to the individuals involved.

BE IT FURTHER RESOLVED, that a copy of this resolution is forwarded to the Hunterdon County Board of Taxation.

A MOTION was made by Mr. Auriemma to approve the Consent Agenda, seconded by Mr. Broten and on Roll Call vote the following was recorded:

Mr. Auriemma- Aye
Mr. Broten - Aye
Mrs. Duffy -Aye
Mr. Tropello - Aye
Mayor Fort - Aye

CORRESPONDENCE

There was none.

OLD BUSINESS

There was none.

NEW BUSINESS

There was none.

COMMENTS FROM THE PUBLIC

Paula Tropello, Pinebank Rd, commented that she was disappointed in the way in which Robert's Rules were handled and disagreed with how the nominations for certain committees are named.

Mary Grace Flynn, Wheatfield Road, commented that she welcomed new faces on the board but would not like to see the future Committee meetings become a political forum for people. Mrs. Flynn further commented that the Township has a lot business that needs to be accomplished and would like to see the positive energy and experiences that the three new members bring to the Committee reflect that.

Paul Sauerland, Stanton Mountain Road, congratulated the new Committee members, Liz Duffy, John Broten and Sam Tropello and reiterated the sentiments of Mrs. Flynn's comments urging the entire Committee to work together in the interest and wellbeing of the Township.

Bill McGrath, Fairway Drive, commented that the appointments should have been done with the inclusion of the new two (2) Committee members.

Bob Schoenfeld, Oldwick Road, expressed disappointment in the way the appointments were made.

Donald Baldwin, Morning Star Road, congratulated the Mayor and the three (3) new Committee members. Mr. Baldwin questioned whether the open communication on the Solberg litigation will be reinstated as originally ascertained by former Committee members.

Paula Baldwin, Morning Star Road, congratulated the new Committee members and made a suggestion to engage the new Committee members when considering the appointments of the boards and committees. Mrs. Baldwin suggested that the proposed quarterly newsletter be posted on the website rather than a bulk mailing.

Nancy Grossweiler, Oakland Drive, expressed disappointment that the two officials that she voted into office were not given an opportunity on the appointment list.

Bob Schoenfeld, opined that it would be more important with someone of more experience from the Open Space to be on the pipeline issue rather than two people with no known background.

Geoffrey Gwizdz, Old Readington Road, congratulated the new members of the Committee. Mr. Gwizdz also reiterated the sentiments of not allowing the two new Committee members an opportunity on the boards. Mr. Gwizdz also commented on the bidding process of the tennis court at Pickell Park.

Marcia Zweerink, Pleasant Run Road, commented that there has been much discussion over the past several months on how to approach what needs to be done with Readington Township; however, on both sides she has heard that the residents that like their town, the green open space along with the way it is taken care of and hopes that all members of the Committee will abide by those wishes and expectations of residents to work toward those goals.

Jim Russell, Whitehouse Avenue, commented he welcomed the diversity of the two (2) new members on the Township Committee.

Bob Fasinki, Winding Way, congratulated the Mayor and the new members of the Committee and commented that based on the voter turnout in the last election, residents are encouraging change and hopes the Committee will recognize that.

COMMENTS FROM THE GOVERNING BODY

A MOTION was made by Mr. Auriemma to adjourn at 7:25 p.m., seconded by Mrs. Duffy with a

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vote of ayes all, nays none recorded.

Respectfully Submitted:

Vita Mekovetz, RMC\MMC\QPA
Municipal Clerk