

READINGTON TOWNSHIP COMMITTEE
REORGANIZATION MEETING
JANUARY 3, 2011

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: Mayor F. Gatti, Deputy Mayor T. Auriemma, Mrs. J. Allen, Mrs. B. Muir, Mrs. D. Simon

ABSENT: None

ALSO PRESENT: Attorney Dragan, Administrator Mekovetz, Engineer R. O'Brien

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

Swearing in of Donna Simon as member of the Township Committee for a three (3) year term by Congressman Leonard Lance.

Attorney Dragan asked for nominations for Mayor for the year 2011.

A **MOTION** was made by Mrs. Allen to nominate Frank Gatti for the position of Mayor for 2011. This motion was seconded by Mr. Auriemma with a vote of ayes all, nays none recorded.

Congressman Leonard Lance administers Oath of Office to Mayor.

Congressman Leonard Lance administered the Mayor=s Oath of Office to Mr. Gatti.

2010 MAYOR'S COMMENTS:

Mayor Gatti made the following comments:

On behalf of the Township Committee I would like to wish everyone a Happy and Healthy New Year. I would like to thank all of you for coming here tonight. I would especially like to welcome my wife, Terri, and my daughter, Kristin, without their support I would not be here. At this time I would like to recognize and give a warm welcome to Congressman Lance for swearing me in; thank you for coming, Assemblyman Erik Petersen, former Senator Marcia Karrow, Freeholder Robert Walton, Freeholder Ron Sworen, Mayor Tom Antosiewicz of Raritan Township, Mayor Christine Schaumberg of Clinton Township, Committeeman John King of Raritan Township and former Governor DiFrancesco. What an honor it is to serve Readington Township and I would like to thank the Committee for appointing me to set the agenda for 2011.

This year I have my work cut out for me, in that the outgoing Mayor Gerard Shamey is a very tough act to follow and although 2010 was a quiet year under his leadership, a lot was accomplished. The Readington Community Garden located at the Dobozyński Farm Park hosted its second successful year with a bountiful harvest. Readington Community Theatre continued its successful run of excellent shows, a local Woodstock event and several community coffee houses. Readington Museums hosted two square dances, one in the spring and one in the fall, at the Wade Wyckoff Barn at the Stickney Farm. Since its formation, the Museum Committee and its volunteers have done a wonderful job opening our museums to the public, and through the monthly open houses and demonstrations, they have done a great job educating our residents about Readington's history. The fifth Annual Memorial Day Parade was bigger and better than ever and many enjoyed it, in conjunction with the parade which ended here at the Municipal Building, we also celebrated Community Day where many businesses and non-profit organizations participated. A couple weeks ago, on a very cold night, Readington celebrated its sixth Annual Tree Lighting Ceremony with caroling and a visit from Santa, what a great time it was for the kids and the parents! The common theme for all of these events is community and that is something that is difficult to achieve in a large township like Readington. Some other

Readington Township Committee

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accomplishments include our Open Space Committee partnering with the Hunterdon County

Parks Department on a completion of the Cushetunk Mountain Trail System, which connects Pickell Park to the County and State's Open Space. On any given day you can walk this trail to the two lookout posts to get great views of the mountain top. We have several trails here in Readington Township, thanks to hardworking volunteers; last year several of them teamed up with local eagle scouts to develop the Pleasant Run Greenway Trail System. Thanks to John Klotz for doing such a great job! Maps of both of these trails are posted on the Township's website, which as time goes on is becoming a great resource. Readington's monthly Open Space Walks have become more popular than ever and routinely attract forty or more hikers of all ages from active senior to toddlers, of course pets. In 2010, Readington was the recipient of New Jersey Historic Preservation Award for the preservation of the Ann Reno barn which was relocated to the Cushetunk Nature Preserve.

With regard to Open Space and Farmland Preservation, in March we auctioned off three preserved farms for approximately \$1.4 million and recently we received word that we would be getting grants from Green Acres and Farmland Preservation Programs which will total in excess of \$4.6 million and these monies will be received over the next two years. Overall, 78% of the cost of this 310 acre tract purchase from Toll Bros. will be covered. In addition, Readington preserved 23 acres of forested parkland in the village of Three Brides located on Forest Hill Drive, utilizing 100% of funding from the State Green Acres Program and Hunterdon County Open Space Trust.

The safety of our residents is paramount and with the cooperation of the County, the speed limit on Main Street to Whitehouse Station was reduced to 25 mph and digital speed signs were installed to inform drivers how fast they were traveling. This has been very effective in reducing speed on that road without the need to have an officer on duty at that location. Recently several of our officers were acknowledged for their quick and professional response which saved the life of a man who suffered a heart attack. When these officers arrived at the scene this gentleman had no pulse or heartbeat; thanks to these officers he is alive today. Last year the Township promoted Sebastian Donaruma to Chief of Police and he has done a great job with our department, working with the Township Committee to contain and minimize costs while keeping the morale of the department very high. Looking ahead we will continue to support our police and fire and rescue services and we are very proud of the first rate work that they do.

Late this summer we recommenced negotiations with the principles of Solberg Aviation, owners of the 726 acre Solberg Airport, in the hopes of settling this long standing litigation. I, as well as the rest of the Township Committee, remain optimistic about settling this issue to the benefit of all parties involved.

We look forward to continuing our good working relationship with the local and regional school boards as well as the Recreation Department to get the best use out of all of the Township's facilities.

I would like to see us continue making improvements of Main Street and work with our Planner to capitalize in any grants that may be available from the State in the form of a cityscapes or transit village grant, with the hopes that these improvements may attract businesses to the area.

Although the municipal portion of property represents the smallest portion of your tax bill, we are committed to providing the highest level of service with a more cost effective local government. In 2008 we began to shrink the size of our budget and today our overall budget is at the same level it was in 2007 and it is our hope that we will do the same in 2011. At this time we are faced with a 2% cap on the property taxes as mandated by our governor, and I am sure we will be faced with some serious decisions where we will need to possibly make budget cuts. It is my hope that the services that the Township provides to our residents will not be reduced but during these tough times, everyone will need to make a sacrifice. We will continue to look at shared services with the surrounding townships and have the newest member of our Committee work with Vita Mekovetz, our Administrator, to work on opportunities to save tax dollars. To

this end, I have made Shared Services a Committee assignment and Donna Simon has been given the responsibility. Donna has a lot of energy and I look forward to working with her. These days shared services seems to be a buzz word but this can only mean loss of control for local government. As elected officials we need to see where this makes sense and where it doesn't make sense. Recently Somerset County has undertaken steps to regionalize local police departments and this may make sense for Hunterdon to do the same but the County needs to head this project to study merging these types of departments - emergency services. Let me say at budget time there is no sacred cow here and everything is up for discussion, within reason. I will be speaking with various leaders within our community to get their ideas for making our government more efficient. Communication is important and I hope that I will effectively communicate a basic understanding of our budget and taxes. To this end, I will be preparing a letter to our residents which I hope to have completed later this month. As part of effectively communicating with the people of Readington, I encourage any resident who has any questions to contact me either by phone or email, in addition, I will be more than happy to meet with any resident to discuss any issue other than litigation or personnel. At the end of this year, all of our collective bargaining agreements will come to an end and we hope that the legislature will give us the tools necessary to negotiate these contracts fairly. I look forward to working with all of you this year and serving the people of Readington Township as Mayor. Thank you very much!

REORGANIZATION:

1. **2011 Appointments**

The following resolution was offered for consideration:

#R-2011-01

**TOWNSHIP OF READINGTON
 RESOLUTION**

BE IT RESOLVED, that the following appointments are made for the year 2011:

2011

APPOINTMENTS

<u>POSITION</u>	<u>APPOINTMENT</u>	<u>TERM/YEARS</u>
DEPUTY MAYOR.....	TOM S. AURIEMMA	ONE YEAR
TOWNSHIP ATTORNEY.....	SHARON A. DRAGAN	ONE YEAR
TOWNSHIP ENGINEER.....	ROBERT O'BRIEN.....	ONE YEAR
TOWNSHIP AUDITOR.....	SUPPLEE, CLOONEY & CO.	ONE YEAR
MUNICIPAL JUDGE.....	GERARD J. SHAMEY.....	THREE YEARS
TOWNSHIP PROSECUTOR.....	ROBERT BALLARD.....	ONE YEAR
PUBLIC DEFENDER	SCOTT MITZNER	ONE YEAR
ALTERNATE PUBLIC DEFENDER.....	BRITT SIMON	ONE YEAR
ALTERNATE PUBLIC DEFENDER.....	ANTHONY ROTTUNO.....	ONE YEAR
DEPUTY TWP. CLERK.....	KARIN M. PARKER.....	ONE YEAR
ASSESSMENT SEARCH OFFICER.....	VITA MEKOVETZ.....	ONE YEAR
BOARD OF ADJUSTMENT:.....	BETTY ANN FORT.....	FOUR YEARS
	MICHAEL DENNING.....	FOUR YEARS
	KEITH HENDRICKSON (1 ST ALT).....	TWO YEARS
BOARD OF HEALTH:.....	WILLIAM C. NUGENT.....	THREE YEARS

BEATRICE MUIR..... ONE YEAR

<u>POSITION</u>	<u>APPOINTMENT</u>	<u>TERM/YEARS</u>
DOG LICENSING OFFICIAL	MARGARET DeBELLA.....	ONE YEAR
DOG WARDEN	ANIMAL CONTROL SOLUTIONS.....	ONE YEAR
ENVIRONMENTAL COMMISSION CHAIR	STEPHEN FOSTER.....	ONE YEAR
ENVIRONMENTAL COMMISSION	JUDITH TUTELA.....	THREE YEARS
	STEPHEN FOSTER.....	THREE YEARS
	FRANK ACE.....	THREE YEARS
	ANDREW BUTULA... (ALT).....	TWO YEARS
FIRE INSPECTOR.....	JOHN BARCZYK	ONE YEAR
FLOOD VERIFICATION OFFICIAL	ROBERTA HOUSEL	ONE YEAR
HUNT. CTY. AG. DEVEL. BOARD LIAISON.....	KEN JAGEL	ONE YEAR
	JULIA C. ALLEN.....	ONE YEAR
HISTORIC PRESERVATION COMM.	JAMES HORVATH	FOUR YEARS
	PAT FISHER OLSEN.....	FOUR YEARS
	TERRI ILLES.....	FOUR YEARS
	ROBERT CLAPP... (ALT).....	ONE YEAR
	ANNE HERCEK.....	TWO YEARS
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.....	FRANK L. GATTI.....(CLASS I)	ONE YEAR
	JULIA C. ALLEN(CLASS III).....	ONE YEAR
	RONALD P. MONACO....(CLASS II).....	ONE YEAR
	BENJAMIN SMITH ... (CLASS IV).....	FOUR YEARS
	JOHN KLOTZ...(CLASS IV).....	FOUR YEARS
TOWNSHIP PHYSICIAN.....	CENTER FOR FAMILY HEALTH	ONE YEAR
ALTERNATE TWP. PHYSICIAN	THE DOCTOR IS IN	ONE YEAR
POLICE OFFICER (SPECIAL).....	HANS SALOPEK... (CLASS I).....	ONE YEAR
	JAMES IZZO.....(CLASS II)	ONE YEAR
	JAMES PAGANESSI... (CLASS II).....	ONE YEAR
PROPERTY CERTIFICATION OFFICIAL.....	JOHN BARCZYK	ONE YEAR
SOCIAL SERVICES COMMITTEE.....	ANNE 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
	JEFF KANE.....	ONE YEAR
	LINDA BUSCH.....	ONE YEAR

JOHN HUNT..... ONE YEAR
 MARK TOMAN..... ONE YEAR

<u>POSITION</u>	<u>APPOINTMENT</u>	<u>TERM/YEARS</u>
RECREATION COMMITTEE.....	MELISSA ADAMS.... (1 ST ALT).....	ONE YEAR
	ROSE DIX.....(2 ND ALT).....	ONE YEAR
MUNICIPAL RECYCLING COORDINATOR.....	SCOTT JESSEMAN.....	ONE YEAR
SCHOOL CROSSING GUARDS.....	JILL KREIDER	ONE YEAR
	KATHERINE HALENAR.....	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
REPRESENTATIVE TO RLSA (2/1/11).....	TANYA ROHRBACH.....	FIVE YEARS
SOLID WASTE ADVISORY COUNCIL.....	ROBERT SOHL	ONE YEAR
STREET NAMING COMMITTEE	STEPHANIE B. STEVENS.....	ONE YEAR
	CAROL MAGNATTA	ONE YEAR
TAX SEARCH OFFICER	MICHAEL BALOGH.....	ONE YEAR
ASSISTANT TAX SEARCH OFFICER.....	OMAYRA ROSA	ONE YEAR
AGRICULTURAL LAND ADVISORY COMM.	JULIA C. ALLEN.....	ONE YEAR
	KENNETH JAGEL	ONE YEAR
	RONALD MONACO	ONE YEAR
MUSEUM COMMITTEE.....	ERIN BRENNAN	THREE YEARS
OPEN SPACE ADVISORY BOARD.....	JULIA C. ALLEN.....	ONE YEAR
	ROLF HUELSEBUSCH.....	THREE YEARS
	JAY KELLY.....	TWO YEARS
	LINDA CODY (2 ND ALT).....	ONE YEAR
CHIEF OF CHIEFS.....	HENRY LEE.....	ONE YEAR

EMERGENCY MANAGEMENT:

DEPUTY COORDINATOR.....	CHIEF SEBASTIAN DONARUMA.....	ONE YEAR
DEPUTY COORDINATOR.....	BJ APGAR.....	ONE YEAR
MAYOR.....	FRANK L. GATTI.....	ONE YEAR
TWP. ADMINISTRATOR	VITA MEKOVETZ.....	ONE YEAR
CONSTRUCTION OFFICIAL	MICHAEL KOVONUK	ONE YEAR
S. TITLE III FACILITY	RICARDO ALDANA.....	ONE YEAR
BOARD OF HEALTH MEMBER.....	WILLIAM C. NUGENT.....	ONE YEAR
TOWNSHIP SOCIAL SERVICES	DIANE CLAPP.....	ONE YEAR
TOWNSHIP PLANNING BOARD.....	JULIA C. ALLEN.....	ONE YEAR
FIRE CHIEF.....	HENRY LEE	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
ENGINEER.....	ROBERT O'BRIEN.....	ONE YEAR
READINGTON TOWNSHIP SCHOOLS	DON THORTON.....	ONE YEAR

BUILDINGS & GROUNDSSCOTT JESSEMAN..... ONE YEAR
PUBLIC REPRESENTATIVEDON GORDON..... ONE YEAR

A **MOTION** was made by Mr. Auriemma to adopt this Resolution, seconded by Mrs. Allen. Mrs. Simon stated that Mr. Shamey had campaigned with her and she felt that to avoid any sense of impropriety she would recuse herself from the vote for the position of Municipal Judge. On Roll Call vote the following was recorded:

Mrs. Allen - Aye
Mr. Auriemma - Aye
Mrs. Muir - Aye
Mrs. Simon - Aye (recused for Municipal Judge appointment)
Mayor Gatti - Aye (Nay for the Municipal Judge appointment)

2. **2011 Committee Appointments Resolution by the Mayor**

The following resolution for consideration:

#R-2011-02

**TOWNSHIP OF READINGTON
RESOLUTION**

BE IT RESOLVED, by the Mayor of Readington Township, that the following Committee assignments be made for the year 2011:

Julia Allen:

Planning Board
County Ag. Develop. Board Liaison
Farmland\Open Space Preservation\Land Projects Liaison
Sewer Advisory Committee

Beatrice Muir:

Board of Health
Code Enforcement Department\Construction Code Department
Senior Services
Animal Control

Thomas Auriemma:

Liaison to Fire Companies and Rescue Squad
Recreation Department
Zoning
Library Services

Frank Gatti:

Planning Board
Finance Department
Police Department
Historic Preservation/Museums

Donna Simon:

Board of Health
Engineering, Roads, Maintenance & Recycling
School Crossing Guards
Municipal Court
Shared Services Task Force

Resolution #R-2011-02 cont'd:

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

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

Mrs. Allen - Aye
Mr. Auriemma - Aye
Mrs. Muir - Aye
Mrs. Simon - Aye
Mayor Gatti - Aye

CONSENT AGENDA:

Mayor Gatti 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 2011***

The following resolution was offered for consideration:

#R-2011-03

RESOLUTION AUTHORIZING THE ADOPTION OF THE CASH MANAGEMENT PLAN FOR THE YEAR 2011

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

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 2011.

Cash Management Plan 2011

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- III. Designation of Officials Authorized to Make Deposits and Investments
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- V. Deposit of Funds
- VI. Designation of Brokerage Firms and Dealers with whom Designated Officials may deal.
- VII. Investment Instruments and Procedure
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- IX. Disbursement of Funds
- X. Petty Cash Funds
- XI. Change Funds
- XII. Bonding
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- 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.

- 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:

TD BANK
NJ CASH MANAGEMENT FUND
WACHOVIA/WELLS FARGO BANK
PNC BANK
INVESTORS SAVINGS
PEAPACK GLADSTONE BANK
UNITY 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;
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 pursuant to section 1 of P.L. 1977,c.281 (C.52: 18A-90.4); or
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;
- 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 section9 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.

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.

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, 2011 to December 31, 2011. 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 2011***

The following resolution was offered for consideration:

#R-2011-04

***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 2011:

- 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-2011-05

***TOWNSHIP OF READINGTON
RESOLUTION
TEMPORARY BUDGET & SEWER UTILITY TEMPORARY BUDGET RESOLUTION***

<u>ACCOUNT</u>	<u>SALARIES& WAGES</u>	<u>OTHER EXPENSES</u>
CURRENT FUND:		
Administrative & Executive	\$ 83,812.50	\$ 36,810.00
Mayor & Committee	9,900.00	-
Elections	-	4,875.00
Financial Administration	49,175.00	4,700.00
Audit Services	-	8,625.00
Assessment of Taxes	28,775.00	3,392.50

<u>ACCOUNT</u>	<u>SALARIES& WAGES</u>	<u>OTHER EXPENSES</u>
Revision of Tax Map	-	4,800.00
Collection of Taxes	24,775.00	6,720.00
Legal Services	-	87,500.00
Prosecutor	-	11,000.00
Engineering	-	37,500.00
Buildings and Grounds	47,612.50	27,926.00
Planning Board	9,950.00	2,375.00
Board of Adjustment	17,050.00	2,050.00
Environmental Commission	1,412.50	1,625.00
Consultants	-	31,250.00
General Liability Insurance	-	102,150.00
Employee Group Health	-	427,325.00
Workers Compensation	-	55,936.50
Waste Collection/Recycling	11,225.00	174,675.00
Fire Companies/Rescue Squad	-	84,450.00
Supplemental Fire Service	-	2,500.00
Police	590,875.00	52,800.00
School Crossing Guards	9,975.00	-
Streets and Roads	319,000.00	79,565.00
Snow Removal	-	29,075.00
Street Lighting	-	12,500.00
Board of Health	9,300.00	8,625.00
Emergency Management	3,175.00	1,400.00
Animal Control	1,575.00	2,500.00
Public Assistance	24,475.00	875.00
Recreation	29,725.00	10,225.00
Free County Library	31,050.00	3,462.50
Senior Transportation	-	2,125.00
Museum Committee	9,650.00	4,500.00
Historic Preservation Commission	-	750.00
Construction Code Official	65,550.00	10,875.00
Celebration of Public Events	-	2,000.00
Fire Hydrant Service	-	20,200.00
Electricity	-	42,375.00
Telephone	-	19,475.00
Fuel Oil	-	2,125.00

Gasoline	-	37,400.00
Contingent	-	750.00
Social Security	-	110,750.00
Pension Plans	-	172,393.00
SUI	-	2,500.00
LOSAP	-	16,250.00
Municipal Court	30,125.00	6,625.00
Uniform Fire Safety	15,350.00	1,125.00
Public Defender	-	<u>1,250.00</u>
TOTALS	<u>\$1,423,512.50</u>	<u>\$1,772,680.50</u>

SEWER UTILITY

<u>ITEM</u>		
Salaries and Wages	\$ 12,500.00	\$ -
Other Expenses	-	12,500.00
Service Fees	-	343,400.00
Statutory Expenditures	-	<u>1,643.75</u>
TOTALS	\$ 12,500.00	\$ 357,543.75

* 4. ***Resolution to set delinquent tax interest rate for 2011***

The following resolution was offered for consideration:

#R-2011-06

***TOWNSHIP OF READINGTON
 RESOLUTION FIXING INTEREST RATES ON DELINQUENT TAXES
 FOR CALENDAR YEAR 2011***

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 2011**

The following resolution was offered for consideration:

#R-2011-07

**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 2011:

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

* 6. **Professional Services Resolution**

The following resolution was offered for consideration:

#R-2011-08

**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

□ Suplee, Clooney & Company for Municipal Auditor Services

2. Said contracts shall expire on December 31, 2011.
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 2011 meeting dates for Township Committee***

The following resolution was offered for consideration:

#R-2011-09

***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:

Resolution #R-2011-09 cont'd:

***January 18, 2011
February 7, 2011
February 22, 2011
March 7, 2011
March 21, 2011
April 4, 2011
April 18, 2011
May 2, 2011
May 16, 2011
June 6, 2011
June 20, 2011***

***July 5, 2011
July 18, 2011
August 1, 2011
September 6, 2011
September 19, 2011
October 3, 2011
October 17, 2011
November 7, 2011
November 21, 2011
December 5, 2011
December 19, 2011
December 27, 2011***

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

The following resolution was offered for consideration:

#R-2011-10

***TOWNSHIP OF READINGTON
RESOLUTION
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

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 2011***

The following resolution was offered for consideration:

#R-2011-11

RESOLUTION

***AUTHORIZATION FOR ASSESSOR TO FILE CORRECTION OF
TAX ASSESSMENT FOR 2011***

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

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.

- * 10. **Resolution – Authorization for Martin Allen, Esq., Readington Township Tax Attorney to File Correction of Tax Assessment for 2011**

The following resolution was offered for consideration:

#R-2011-12

**AUTHORIZATION FOR MARTIN ALLEN, ESQ.,
READINGTON TOWNSHIP TAX ATTORNEY,
TO FILE CORRECTION OF TAX ASSESSMENT FOR 2011**

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 ATax Attorney@) has requested the Township Committee to authorize him to file corrections of such errors with the Hunterdon County Board of Taxation; and

Resolution #R-2011 cont'd:

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 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 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.

- * 11. **Designating Risk Management Consultant (PAIC)**

The following resolution was offered for consideration:

#R-2011-13

**TOWNSHIP OF READINGTON
RESOLUTION
RISK MANAGEMENT CONSULTANT**

WHEREAS, the Township of Readington has resolved to join the Public Alliance Insurance Convergence Fund (“PAIC”) following a detailed analysis; and

WHEREAS, the Bylaws of PAIC require that each entity designate a Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

WHEREAS, the Bylaws indicate that PAIC shall pay each Risk Management Consultant a fee to be established annually by the Executive Committee;

NOW THEREFORE, BE IT RESOLVED that the Township of Readington dos hereby appoint Lisa A. Pfenninger Insurance Agency, LLC as its Risk Management Consultant in accordance with the Fund’s Bylaws.

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

Mrs. Allen	- Aye
Mr. Auriemma	- Aye
Mrs. Muir	- Aye
Mrs. Simon	- Aye
Mayor Gatti	- Aye

CORRESPONDENCE

There was none.

OLD BUSINESS

There was none.

NEW BUSINESS

1. ***Resolution Recognizing Cheryl Filler’s Service on the Environmental Commission***

The following resolution was offered for consideration:

#R-2011-14

**TOWNSHIP OF READINGTON
RESOLUTION**

WHEREAS, the Readington Township Committee appointed Cheryl Filler as Environmental Commission Chairwoman for a total of seven (7) years.

WHEREAS, during that tenure she facilitated the promotion of high-quality environmental land use protection within our community. Her participation was critical to the township's planning process which has resulted in a Township Master Plan that is currently serving to protect the rural character and natural resources of the township for future residents to enjoy; and planning of the Township of Readington, and

WHEREAS, her abilities as a dedicated volunteer to our township, her willingness to perform her duties competently and her dedication to the Township of Readington have resulted in a better community.

NOW, THEREFORE, BE IT RESOLVED, that the Readington Township Committee, having recognized Cheryl Filler for her abilities, dedication, and hard work, does hereby acknowledge that the township's citizens, have benefited greatly from her service; and

BE IT FURTHER RESOLVED, that the Readington Township Committee, on behalf of the citizens and the staff of the Township or Readington, do hereby extend their deepest appreciation to Cheryl Filler for her many years of exemplary service.

A MOTION was made by Mrs. Allen to adopt this resolution, seconded by Mr. Auriemma with a vote of ayes all, nays none recorded.

COMMENTS FROM THE PUBLIC

Congressman Leonard Lance thanked Donna Simon for asking him to swear her in and congratulated Mayor Gatti. Congressman Lance stated that it is the goal of Congress to bring fiscal responsibility back to the United States Government. Congressman Lance offered his support to Readington Township and wished everyone a Happy, Blessed New Year filled with good health and he hoped a restoration of prosperity to the American nation.

COMMENTS FROM THE GOVERNING BODY

There were none.

A MOTION was made by Mr. Auriemma to adjourn at 7:20 p.m., seconded by Mrs. Muir with a vote of ayes all, nays none recorded.

Respectfully Submitted:

Vita Mekovetz, RMC\MMC\RPPO
Administrator\ Municipal Clerk