

READINGTON TOWNSHIP COMMITTEE
REORGANIZATION MEETING
JANUARY 4, 2010

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: Mrs. J. Allen, Mr. T. Auriemma, Mr. F. Gatti, Mrs. Muir, Mr. G. Shamey

ABSENT: None

ALSO PRESENT: Attorney Dragan, Administrator Mekovetz

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

Swearing in of Tom Auriemma and Beatrice Muir as members of the Township Committee for a three (3) year term by Sharon A. Dragan, Esq.

Sharon A. Dragan, Esq. swore in Tom Auriemma as a member of the Township Committee for a three (3) year term.

Sharon A. Dragan, Esq. swore in Beatrice Muir as a member of the Township Committee for a three (3) year term.

Attorney Dragan asked for nominations for Mayor for the year 2010.

A **MOTION** was made by Mr. Gatti to nominate Gerard Shamey for the position of Mayor for 2010. This motion was seconded by Mrs. Allen with a vote of ayes all, nays none recorded.

Sharon A. Dragan, Esq. administers Oath of Office to Mayor.

Sharon A. Dragan, Esq. administered the Mayor=s Oath of Office to Mr. Shamey.

2010 MAYOR'S COMMENTS:

Mayor Shamey made the following comments:

I would like to welcome all of our fellow committee members, Vita and Sharon, our Township Attorney and all of our family members and guests for coming out this evening for the 2010 Reorganization Meeting of the Readington Township Committee.

I would like to start by recognizing the service of Julia Allen to our Township. Julia just completed her 13th year as a member of this committee and her third term as mayor. Julia has served this township incredibly over the past numerous years and Readington Township looks the way it does in no small measure to Julia's efforts.

I would like to also briefly thank my fellow township committee members with whom I have served on this committee for quite some time now; Tom, Frank, Julia and Bunny, it's a pleasure to serve with all of you. Thanks to Vita Mekovetz, our Administrator and Municipal Clerk and her staff for all their hard work and support over the years, thanks to my daughter for holding the bible and thanks to my wife, Jane and stepsons, William and Andrew for their presence here tonight.

Looking back on 2009, Readington Township continued its highly successful farmland and open space preservation program and to date has preserved 8,765 acres of farmland and open space, including 71 farms which have been permanently preserved. Readington Township ranks second in Hunterdon County in preservation of land, preserving approximately 30% of the land area of the Township and ranks in the top (ten) 10 in the State of New Jersey. Litigation with Toll

Brothers has been settled, which resulted in the permanent preservation of 310 acres in the

southern portion of the Township near Three Bridges. Readington Township amended the land use element of its Master Plan in 2009 in order to bring the Township into compliance with the State Water Quality Management Act. In addition, the Township amended the land use element of the Master Plan to make the Township eligible for continued farmland preservation funding under the Municipal Planning Incentive Grant Program for 2010. Readington Township has worked very hard to comply with the monumental task of affordable housing; after addressing the Township's total affordable housing obligations for the period 1987, when COAH was first implemented, through 2018, the Council on Affordable Housing granted Readington Township third round substantive certification. This certification shall remain in effect through 2018.

The efforts of this Township to preserve the open space surrounding Solberg Airport and the developments for the airport itself is ongoing. The appellate process continues and the Superior Court ruling that the Township's acquisition was in fact consistent with state, county and local policies regarding airport and farmland and open space preservation were legitimate goals to be pursued and that is currently under appeal. Perhaps some day we will see an end to that saga; I was hopeful that we would have reached that goal by now but we will continue to move forward.

In the municipal building we restructured certain of our departments in an effort to continue to operate this municipality as efficiently and cost effectively as possible. In 2009, we saw the retirement of our Chief, James Paganessi and we are about to witness the swearing in of our new Chief, Sebastian Donaruma.

Much took place in the Township in the year 2009 with respect to the trail systems on our open space parcels. Collaborative efforts between the Open Space Advisory Committee, lead primarily by John Klotz, in conjunction with local boyscout troops saw major accomplishments in the area of trails this year.

In 2009 we saw the creation of a community garden at the Dobzynski Farm which was spearheaded by residents Dan Allen and Chip Shepard. The old Ann Reno Barn previously located on Cole Road has been erected at the Cushetunk Nature Preserve. A new roof is being installed at the Readington Library at the Whitehouse train station. Improvements were completed at the Bank Street parking lot which provides for better parking and access to our downtown businesses. Also, finally the speed limit on Main Street has been reduced to 25 miles per hour.

The Township in 2009 established a Green Team Advisory Committee whose purpose is to reach out to the community to educate residents and develop strategies for sustainable green initiatives in municipal operations. The Green Team Advisory Committee held a solar seminar to educate residents on renewable energy sources.

This year we saw the first full season of the newly formed Readington Community Theatre under the leadership of resident Rob Nonni. Readington Community Theatre started in September 2008 with its production and has since put on five plays and five music events.

A volunteer night took place in 2009 to provide residents with information as to how they can get involved with various opportunities in the township for volunteerism. In addition, we also recognized our volunteers for their efforts at an Annual Volunteer Dinner.

Committeeman Tom Auriemma and his parade committee with assistance from many others, pulled off another successful parade.

Looking forward to 2010, I would like to see this Township, through sound planning, continue our efforts that we have been exerting over the last years to maintain the charter and heritage of this Township and the quality of life that we enjoy here. I would like us to continue to take the long view in our planning in terms of our policies so that our policies will benefit not only current residents but future generations of residents.

We will continue to have to weather difficult economic times in 2010 and find a ways to do more with less. Our budget will be tight and we will need to take a hard look at our budget once again, as we do every year, and continue to find areas for savings where possible.

I would like to see this Township continue to seek to improve our level of communication with the Board of Education and to ensure that they too are spending our tax dollars wisely. I feel that with the declining school population, must come a leveling off or decrease in school spending. We have told our residents time and again that open space pays and that preservation of the thousand of acres that this Township has preserved, which has arguably prevented the construction of the at least one or more likely two new schools, serves to stabilize taxes. I call up on the Board of Education to work with us to fulfill that promise.

I would like to see this Township find ways to improve community awareness of exactly what it is we have to offer here in Readington, in terms of our programs and the natural beauty of our township, along with the trails and museums and many other things that make Readington such a wonderful place to live. We will need to find ways to attract more volunteers to assist in our efforts. I would like to thank all of our volunteers that serve on our boards, commissions, and committees. This is an amazing group of people and we need more help in filling some vacancies. There are certain projects in the township I would like to see us move forward on towards their completion, most notably the Cushetunk Nature Preserve and guest house at the Bouman Stickney farmstead. Readington is a beautiful township and it doesn't look that way by accident, it is because of its people. This is our town, I love this town and I am honored to serve as your mayor this year.

John Klotz gave a slide presentation of photographs of Readington Township.

Swearing in of Sebastian Donaruma as Chief of Police

Mayor Shamey gave a brief summary of Sebastian Donaruma's accomplishments throughout his career with the Readington Township Police Department.

Administrator Mekovetz swore in Sebastian Donaruma as Chief of Police.

Chief Donaruma stated that with the support of the members Readington Police Department and the Township Committee he will continue to make Readington Township a great place to live.

REORGANIZATION:

1. ***2010 Appointments*** – resolution

The following resolution was offered for consideration:

#R-2010-01

**TOWNSHIP OF READINGTON
 RESOLUTION**

BE IT RESOLVED, that the following appointments are made for the year 2010:

2010

APPOINTMENTS

<u>POSITION</u>	<u>APPOINTMENT</u>	<u>TERM/YEARS</u>
DEPUTY MAYOR.....	FRANK GATTI.....	ONE YEAR
TOWNSHIP ATTORNEY.....	SHARON DRAGAN.....	ONE YEAR
TOWNSHIP ENGINEER.....	ROBERT O’BRIEN.....	ONE YEAR
TOWNSHIP AUDITOR.....	SUPPLEE, CLOONEY & CO.....	ONE YEAR
TOWNSHIP PROSECUTOR.....	ROBERT BALLARD.....	ONE YEAR
PUBLIC DEFENDER.....	SCOTT MITZNER.....	ONE YEAR
DEPUTY TWP. CLERK.....	KARIN PARKER.....	ONE YEAR
ASSESSMENT SEARCH OFFICER.....	VITA MEKOVETZ.....	ONE YEAR
BOARD OF ADJUSTMENT.....	RICHARD THOMPSON.....	THREE YEARS
	DIANA HENDRY.....	TWO YEARS
	MEREDITH GOODWIN (2 ND ALT).....	TWO YEARS
BOARD OF HEALTH:.....	JANE BUTULA.....	THREE YEARS
	BEATRICE MUIR.....	ONE YEAR
	CHRISTINA ALBRECHT.....	THREE YEARS
	WENDY SHEA (ALT).....	TWO YEARS
	VACANCY	THREE YEARS
DOG LICENSING OFFICIAL.....	MARGARET DeBELLA.....	ONE YEAR
DOG WARDEN.....	ANIMAL CONTROL SOLUTIONS..	ONE YEAR
ENVIRONMENTAL COMM. CHAIR.....	CHERYL FILLER.....	ONE YEAR
ENVIRONMENTAL COMMISSION.....	ANDREW BUTULA.....	ONE YEAR
	VACANCY	THREE YEARS
	VACANCY (ALT)	TWO YEARS
	VACANCY (ALT)	ONE YEAR
FIRE OFFICIAL.....	JOHN BARCZYK.....	TWO YEARS
FIRE INSPECTOR.....	PETER COUGHLIN.....	ONE YEAR
FLOOD VERIFICATION OFFICIAL.....	ROBERTA HOUSEL.....	ONE YEAR

Resolution #2010-01 cont'd:

<u>POSITION</u>	<u>APPOINTMENT</u>	<u>TERM/YEARS</u>
HUNT. CTY. AG. DEV. BD. LIAISON	KEN JAGEL	ONE YEAR
	JULIA ALLEN.....	ONE YEAR
HISTORIC PRESERV. COMM.	HERBERT FISCHER.....	THREE YEARS
	ROBERT CLAPP (ALT).....	ONE YEAR
	VACANCY.....	THREE YEARS
LIBRARY ADVISOR.....	RONALD MONACO	ONE YEAR
MUNICIPAL CO-ORD. (office on aging)....	LORRAINE KRIZENAWSKI.....	ONE YEAR
PAIC FUND COMMISSIONER	VITA MEKOVETZ	ONE YEAR
PERS/PFRS CERTIFYING OFFICER.....	VITA MEKOVETZ	ONE YEAR
PLANNING BOARD.....	GERARD SHAMEY.....(CLASS I)..	ONE YEAR
	JULIA ALLEN(CLASS III).....	ONE YEAR
	RONALD MONACO....(CLASS II)..	ONE YEAR
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
	ROBERT QUINLAN..(CLASS II) ...	ONE YEAR
	JAMES PAGANESSI....(CLASS II).ONE YEAR	
	KEVIN CAMPBELL....(CLASSII)..	ONE YEAR
PROPERTY CERTI. OFFICIAL.....	JOHN BARCZYK.....	ONE YEAR
SOCIAL SERVICES COMMITTEE.....	REV. C. GUMPERT.....	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
	BILL KEEFE.....	ONE YEAR
	LINDA BUSH.....	ONE YEAR
	JOHN HUNT.....	ONE YEAR
	MARK TOMAN.....	ONE YEAR
	MELISSA ADAM.....	ONE YEAR

MUNICIPAL RECYC CO-ORD.....SCOTT JESSEMAN..... ONE YEAR

Resolution #R-2010-01 cont'd:

<u>POSITION</u>	<u>APPOINTMENT</u>	<u>TERM/YEARS</u>
SCHOOL CROSSING GUARDS.....	JILL KREIDER.....	ONE YEAR
	KATHERINE HALENAR.....	ONE YEAR
	MARGARET FARRELL	ONE YEAR
	LORRAINE HERZOG	ONE YEAR
SEWER ADVISORY COMMITTEE.....	JULIA ALLEN.....	ONE YEAR
	RONALD MONACO	ONE YEAR
	WILLIAM MEGLAUGHLIN.....	ONE YEAR
	VACANCY	ONE YEAR
	VACANCY	ONE YEAR
SOLID WASTE ADVISORY COUNCIL.....	KEN STAATS	ONE YEAR
SOLID WASTE ADV. COUNCIL ALT	ROBERT SOHL	ONE YEAR
STREET NAMING COMMITTEE.....	STEPHANIE STEVENS	ONE YEAR
	CAROL MAGNATTA	ONE YEAR
TAX SEARCH OFFICER	BONNIE HOLBOROW.....	ONE YEAR
ASSISTANT TAX SEARCH OFFICER.....	OMAYRA ROSA	ONE YEAR
AGRI. LAND ADVISORY COMM.	JULIA ALLEN.....	ONE YEAR
	KENNETH JAGEL.....	ONE YEAR
	RONALD MONACO	ONE YEAR
MUSEUM COMMITTEE.....	JAMES HORVATH.....	THREE YEARS
	NANCY O'MALLEY.....	THREE YEARS
OPEN SPACE ADVISORY BOARD.....	JULIA ALLEN	ONE YEAR
	KENNETH JAGEL.....	THREE YEARS
	JOHN KLOTZ	TWO YEARS
	SANDRA MADON.....	THREE YEARS
	IRENE SABIN.....	TWO YEARS
	ROBERT BECKER (1 ST Alt).....	TWO YEARS
	AL VILLANI.....(2 ND Alt).....	ONE YEAR
CHIEF OF CHIEFS.....	ED FAVRE.....	ONE YEAR

EMERGENCY MANAGEMENT:

EMERGENCY COORDINATOR...	JOEL KERWIN.....	THREE YEARS
DEPUTY COORDINATOR.....	CHIEF DONARUMA.....	ONE YEAR
MAYOR.....	GERARD SHAMEY	ONE YEAR

TWP. ADMINISTRATORVITA MEKOVETZ ONE YEAR
 CONSTRUCTION OFF.MICHAEL KOVONUK ONE YEAR

Resolution #R-2010-01 cont'd:

<u>POSITION</u>	<u>APPOINTMENT</u>	<u>TERM/YEARS</u>
S. TITLE III FACILITY.....	VACANCY	ONE YEAR
BOARD OF HEALTH MEMBER	WILLIAM NUGENT.....	ONE YEAR
TOWNSHIP SOCIAL SERVICES....	DIANE CLAPP.....	ONE YEAR
TOWNSHIP PLANNING BOARD...	JULIA ALLEN.....	ONE YEAR
POLICE.....	CHIEF DONARUMA.....	ONE YEAR
FIRE CHIEF.....	ED FAVRE	ONE YEAR
WHITEHOUSE ST. FIRST AID	BOB RAINER.....	ONE YEAR
DIRECTOR OF PUBLIC WORKS ...	SCOTT JESSEMAN.....	ONE YEAR
TOWNSHIP ATTORNEY	SHARON A. DRAGAN, ESQ.....	ONE YEAR
ENGINEER.....	ROBERT O'BRIEN.....	ONE YEAR
READINGTON TWP. SCHOOLS....	DON THORTON.....	ONE YEAR
BUILDINGS & GROUNDS	SCOTT JESSEMAN.....	ONE YEAR
PUBLIC REPRESENTATIVE	DON GORDON.....	ONE YEAR

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

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

2. 2010 Committee Appointments Resolution by the Mayor

Mayor Shamey offered the following Resolution for consideration:

**TOWNSHIP OF READINGTON
 RESOLUTION
 #R-2010-02**

BE IT RESOLVED, by the Mayor of Readington Township, that the following Committee assignments be made for the year 2010:

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
 Animal Control

Resolution #R-2010-02 cont'd:

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

Frank Gatti:
Finance Department
Police Department
Historic Preservation/Museums

Gerry Shamey:
Planning Board
Engineering, Roads, Maintenance & Recycling
Senior Services
School Crossing Guards
Municipal Court

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

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

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

CONSENT AGENDA:

Mayor Shamey made the following statement:

All items listed with an asterisk “**p**” 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.

- p 1. **Resolution Authorizing the Adoption of the Cash Management Plan for the Year 2010**

The following resolution was offered for consideration:

#R-2010-03

RESOLUTION AUTHORIZING THE ADOPTION OF THE CASH MANAGEMENT PLAN FOR THE YEAR 2010

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-2010-03 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 2010.

**Cash Management Plan
2010**

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- I. Statement of Purpose
- II. Identification of Funds and Accounts to be covered by the Plan
- 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
- VIII. Safekeeping, Custody payment and Acknowledgment of Receipt of Plan
- IX. Disbursement of Funds
- X. Petty Cash Funds
- XI. Change Funds
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- 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.

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
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/Deputy 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:

BANK OF AMERICA
TD BANK NORTH

NJ CASH MANAGEMENT
WACHOVIA BANK
PNC BANK
INVESTORS SAVINGS

UNITY BANK
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;
 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.XC. 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 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:

- 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 surety bonds; said surety bonds to be examined by the independent auditor to insure their proper execution:

Chief Financial Officer
Treasurer
Tax Collector
Deputy Treasurer/ Deputy 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, 2010 to December 31, 2010. 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.

- ρ 2. ***Resolution authorizing check signing of Current/Municipal account checks for Readington Township for 2010***

The following resolution was offered for consideration:

#R-2010-04

***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 2010:

- Treasurer
- Mayor
- Clerk
- Deputy Mayor
- Chief Financial Officer
- Administrator
- Deputy Clerk

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

The following resolution was offered for consideration:

#R-2010-05

**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 Mayor & Committee	\$80,975.00 9,550.00	\$36,810.00
Elections		4,875.00
Financial Administration	48,300.00	5,952.00
Audit Services		7,875.00
Assessment of Taxes	27,600.00	3,392.00
Revision of Tax Map		4,800.00
Collection of Taxes	25,875.00	6,720.00
Legal Services		87,500.00
Prosecutor		11,000.00
Engineering		37,500.00
Buildings and Grounds	43,675.00	27,926.00
Planning Board	9,612.00	2,375.00
Board of Adjustment	16,475.00	2,050.00
Environmental Commission	1,365.00	1,625.00
Consultants		37,500.00
General Liability Insurance		91,725.00
Surety Bonds		1,625.00
Employee Group Health		369,000.00
Workers Compensation		53,400.00
Waste Collection/Recycling	10,850.00	187,925.00
Fire Companies/Rescue Squad		86,950.00
Supplemental Fire Service		2,500.00
Police	660,575.00	52,800.00
School Crossing Guards	9,625.00	
Streets and Roads	314,000.00	79,565.00

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Snow Removal		45,000.00
Street Lighting		12,500.00
Board of Health	8,975.00	12,120.00
Emergency Management	3,075.00	1,400.00
Animal Control	1,525.00	2,000.00
Public Assistance	24,025.00	875.00
Recreation	28,875.00	10,225.00
Free County Library	28,625.00	3,462.00
Senior Transportation		2,125.00
Museum Committee	9,675.00	4,500.00
Historic Preservation Commission		750.00
Construction Code Official	75,025.00	10,875.00
Celebration of Public Events		2,000.00
Fire Hydrant Service		20,200.00
Electricity		51,125.00
Telephone		23,800.00
Fuel Oil		2,125.00
Gasoline		52,500.00
Contingent		750.00
Social Security		117,000.00
Pension Plans		150,331.00
LOSAP		15,000.00
Municipal Court	34,900.00	6,625.00
Uniform Fire Safety	18,775.00	1,125.00
Public Defender		<u>3,575.00</u>
TOTALS	\$1,491,952.00	\$1,755,378.00

SEWER UTILITY

<u>ITEM</u>	<u>SALARIES & WAGES</u>	<u>OTHER EXPENSES</u>
Salaries and Wages	\$3,125.00	
Other Expenses		\$12,889.00
Service Fees		343,825.00
Statutory Expenditures		<u>411.00</u>
TOTALS	<u>\$3,125.00</u>	<u>\$357,125.00</u>

ρ 4. ***Resolution to set delinquent tax interest rate for 2010***

The following resolution was offered for consideration:

#R-2010-06

***TOWNSHIP OF READINGTON
RESOLUTION FIXING INTEREST RATES ON DELINQUENT TAXES
FOR CALENDAR YEAR 2010***

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 2010 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.

ρ 5. ***Resolution designating official newspapers for 2010***

The following resolution was offered for consideration:

#R-2010-07

***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 2010:

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

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

The following resolution was offered for consideration:

#R-2010-08

**TOWNSHIP OF READINGTON
RESOLUTION**

Resolution #R-2010-08 cont'd:

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:11-5(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, 2010.

3. Copies of this Professional Service Contract are on file with the Municipal Clerk and are available there for public inspection.

4. This Resolution shall take effect immediately.

ρ 7. **Resolution setting 2010 meeting dates for Township Committee**

The following resolution was offered for consideration:

#R-2010-09

**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., at which time an Executive Session will be held, at the Municipal Building, unless said day should fall on a legal holiday, in which case the meeting will be held on the following day.

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

<i>January 4, 2010</i>	<i>July 6, 2010</i>
<i>January 19, 2010</i>	<i>July 19, 2010</i>
<i>February 1, 2010</i>	<i>August 2, 2010</i>
<i>February 16, 2010</i>	<i>September 7, 2010</i>
<i>March 1, 2010</i>	<i>September 20, 2010</i>

<i>March 15, 2010</i>	<i>October 4, 2010</i>
<i>April 5, 2010</i>	<i>October 18, 2010</i>
<i>April 19, 2010</i>	<i>November 3, 2010</i>
<i>May 3, 2010</i>	<i>November 15, 2010</i>
<i>May 17, 2010</i>	<i>December 6, 2010</i>
<i>June 9, 2010</i>	<i>December 20, 2010</i>
<i>June 21, 2010</i>	<i>December 28, 2010</i>

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

The following resolution was offered for consideration:

#R-2010-10

***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.

ρ 9. ***Resolution - Authorization for Assessor to File Correction of Tax Assessment for 2010***

The following resolution was offered for consideration:

#R-2010-11

***RESOLUTION
AUTHORIZATION FOR ASSESSOR TO FILE CORRECTION OF
TAX ASSESSMENT FOR 2010***

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

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.

Resolution #R-2010-11 cont'd:

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 2010 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.

- ρ 10. **Resolution – Authorization for Martin Allen, Esq., Readington Township Tax Attorney to File Correction of Tax Assessment for 2010**

The following resolution was offered for consideration:

#R-2010-12

AUTHORIZATION FOR MARTIN ALLEN, ESQ., READINGTON TOWNSHIP TAX ATTORNEY, TO FILE CORRECTION OF TAX ASSESSMENT FOR 2010

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

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 2010 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

- ρ 11. **Approval of Minutes** of Meetings of December 21, 2009
- ρ 12. **Tax Lien Redemption** – Block 70, Lot 29

The following resolution was offered for consideration:

RESOLUTION

READINGTON TOWNSHIP, HUNTERDON COUNTY

WHEREAS, an interested party has paid to the Tax Collector the amount necessary to redeem the lien on Block 70, Lot 29, known as Tax Sale Certificate #594 and,

WHEREAS, it is the desire of the Tax Collector to refund to the lien holder the redemption amount,

NOW THEREFORE BE IT RESOLVED by the Township Committee that the Treasurer be authorized to refund the redemption amount of \$16,414.16 to the lien holder, Rainbow Associates, LLC.

- ρ 13. **Tax Lien Redemption** – Block 23, Lot 5

The following resolution was offered for consideration:

RESOLUTION

READINGTON TOWNSHIP, HUNTERDON COUNTY

WHEREAS, an interested party has paid to the Tax Collector the amount necessary to redeem the lien on Block 23, Lot 5, known as Tax Sale Certificate #583 and,

WHEREAS, it is the desire of the Tax Collector to refund to the lien holder the redemption amount,

NOW THEREFORE BE IT RESOLVED by the Township Committee that the Treasurer be authorized to refund the redemption amount of \$10,620.95 to the lien holder, Frank Gallagher.

A MOTION was made by Mr. Gatti to approve the consent agenda, seconded by Mrs. Allen with a vote of ayes all, nays none recorded.

Mrs. Allen stated there is an application for the 2011 funding round for the Municipal Planning Incentive Grant Program under the farmland preservation program and requested the Committee to support of this application.

A MOTION was made by Mrs. Allen to approve the application, seconded by Mr. Gatti and on Roll Call vote the following was recorded:

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

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A MOTION was made by Mr. Shamey to adjourn at 7:15 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