

**READINGTON TOWNSHIP COMMITTEE**  
**VIRTUAL ONLINE REORGANIZATION MEETING**  
**JANUARY 4, 2021**

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

**PRESENT:** Mr. John Albanese, Ms. Betty Ann Fort, Mr. Jonathan Heller, Mr. Juergen Huelsebusch and Mr. Benjamin Smith

**ABSENT:** None

**ALSO PRESENT:** Attorney Sharon Dragan, Administrator Richard Sheola, Municipal Clerk Karin Parker

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

*Swearing in of John Albanese* as a member of the Township Committee for a three (3) year term.

Attorney Dragan swore in John Albanese as a member of the Township Committee for a three (3) year term.

*Swearing in of Jonathan Heller* as a member of the Township Committee for a three (3) year term.

Attorney Dragan swore in Jonathan Heller as a member of the Township Committee for a three (3) year term.

Attorney Dragan asked for nominations for Mayor for the year 2021.

A **MOTION** was made by Mrs. Fort to nominate *John Albanese* for the position of Mayor for 2021, seconded by Mr. Heller and on Roll Call vote the following was recorded:

Mrs. Fort	- Aye
Mr. Heller	- Aye
Mr. Huelsebusch	- Aye
Mr. Smith	- Aye
Mayor Albanese	- Aye

Attorney Dragan swore in John Albanese as Mayor for the year 2021.

A **MOTION** was made by Mrs. Fort to nominate *Jonathan Heller* as Deputy Mayor, seconded by Mr. Smith and on Roll Call vote the following was recorded:

Mrs. Fort	- Aye
Mr. Heller	- Aye
Mr. Huelsebusch	- Aye
Mr. Smith	- Aye
Mayor Albanese	- Aye

Attorney Dragan swore in Jonathan Heller as Deputy Mayor for the year 2021.

**2021 MAYOR'S COMMENTS:**

Former Mayor Heller reflected on his term as Mayor in 2020. He thanked the Committee, professionals, Township staff and volunteers for their hard work and support through such a challenging year.

Mayor Albanese read the following overview:

*I want to start by thanking Jonathan Heller and Juergen Huelsebusch for their hard work and dedication to the Township for what was a particularly challenging year in 2020. No one could have prepared for what was to come early in 2020 but you both led us through a difficult time successfully.*

*I, too, want to take a moment to thank all of those who make Readington go throughout the year. Our Police Department, Fire Departments, our Rescue Squad, our CERT team, Emergency Management, the Department of Public Works, our Recreation Department and ALL of our municipal employees who work so hard for our community every day. In addition, all our volunteer board, committee and commission members, our attorneys, planners, engineers, and advisors who help all of us make Readington the place we call home. All these folks have navigated, shifted and altered what they previously knew as normal to deal with the unprecedented times we saw in 2020.*

*I have been asked if I have a specific agenda for 2021 a few times. My agenda is to work with everyone I just mentioned to make decisions in the best interests of our residents and businesses, to work to solve old problems and to start work on new ones as they arise. I often say, the role of the Township Committee, very often, is to be problem solvers for Township issues. I am happy to report that we have a great team to do just that. I view my role as the chairperson of the Township Committee with each member bringing their unique talents to the table. It is my job to leverage those talents into results for our community. Our Administrator, Rich Sheola, has suggested convening a goal setting meeting for the Township Committee for 2021. I am in favor of this idea and have requested that he schedule such a meeting for January. Many issues carry over into 2021, of course. We continue inching closer to an agreement with the ownership of the Gables and old Whitehouse diner ownership on Route 22 to improve that area, we are engaged in the stormwater management issues on the Farm and Regency properties, our property tax revaluation is pending completion, we are studying our zoning in the business districts on Route 22 that will bring improvements there and provide more of a sense-of-place. We will continue to provide quality services that taxpayers expect to receive for their property tax dollar; maintenance of our roadways, a safe community, beautiful parks and open spaces, a healthy environment, a stable business climate, a government that works for the community and much more.*

*We will continue our arduous work to meet our State mandated Affordable Housing obligations. Readington has worked hard to come up with the least impactful solutions for the most recent rounds while providing quality housing opportunities that blend into the community. This body recently sent a resolution to our State representatives imploring them to do their jobs and take back ownership of this process and to provide municipalities with workable solutions for the next round which begins in 2025.*

*We have lowered the debt significantly by paying more for capital improvements up-front, thereby, requiring less bonding. We have removed the Solberg Airport debt from our obligations. Readington will continue to defend its decisions and protect its residents from unwarranted development interests. And, of course, we will find our way back to the normal life that we all enjoyed prior to COVID.*

*Hopefully, before the end of the year, our country and our Township are in a position to allow for us to return to the Municipal Building for in-person public meetings. But, for now, we will need to continue in a safety-first manner until guidance from doctors, scientists and other experts tell us otherwise.*

*Many of our businesses that rely on public congregation such as restaurants, retail and entertainment venues have been severely impacted by COVID and the restrictions that have been required to reduce the spread and protect the public. Our schools are not able to conduct in-person learning in the normal manner. Many have lost loved ones, have known someone who has contracted the virus or have contracted it themselves. We have all felt the impacts. I urge everyone to continue to follow the defined safety guidelines and protocols until further treatments and guidance are available for everyone.*

*Personally, I am truly honored and humbled to serve as Mayor in the town in which I grew up. My parents moved our family from Middlesex County to Readington over 40 years ago. Three generations of Albanese now live in this town. I am quite certain that my parents had no idea that the shy kid they were bringing to town would one day wind up in this position. I think I can speak for everyone I previously mentioned that we do this FOR the Readington community and that has never more evident to me than it is today.*

*The dawn of a New Year, the changing of the calendar, is thought of as a fresh start with new beginnings. That has never rung truer to me, and I'm sure, for most of you, than this year. My hope is that our residents and businesses and life in general for all Americans can return to normal this year. Until that time, Readington Township will continue to assist, guide and be nimble enough to help everyone get through this difficult time to the best of our collective abilities. Better days are ahead, and I look forward to sharing them with all of you.*

**REORGANIZATION:**

1. **2021 Appointments**

The following resolution was offered for consideration:

**#R-2021-01**

**TOWNSHIP OF READINGTON  
 RESOLUTION**

**BE IT RESOLVED**, that the following appointments are made for the year 2021:

**2021 APPOINTMENTS**

<b><u>POSITION</u></b>	<b><u>APPOINTMENT</u></b>	<b><u>TERM/YEARS</u></b>
DEPUTY MAYOR.....	JONATHAN HELLER.....	ONE YEAR
TOWNSHIP ATTORNEY.....	SHARON A. DRAGAN.....	ONE YEAR
TOWNSHIP LABOR ATTORNEY.....	DAVID STRAND (FISHER PHILIPS) .....	ONE YEAR
TOWNSHIP ENGINEER.....	ROBERT CLERICO .....	ONE YEAR
TOWNSHIP AUDITOR.....	LERCH, VINCI & HIGGINS, LLP.....	ONE YEAR
TOWNSHIP PROSECUTOR.....	STEPHEN DAVIS.....	ONE YEAR
ALTERNATE TWP PROSECUTOR.....	BRIAN DAVIS.....	ONE YEAR
ALTERNATE TWP PROSECUTOR.....	CHRISTOPHER BATEMAN.....	ONE YEAR
PUBLIC DEFENDER .....	SCOTT MITZNER .....	ONE YEAR
ALTERNATE PUBLIC DEFENDER.....	ANTHONY ROTUNNO .....	ONE YEAR
ALTERNATE PUBLIC DEFENDER.....	JENNIFER TOTH .....	ONE YEAR
DEPUTY TOWNSHIP CLERK.....	ANN MARIE LEHBERGER .....	ONE YEAR
FIRE OFFICIAL.....	SEAN SMITH .....	TWO YEARS

***Resolution #R-2021-01 cont'd:***

<b><u>POSITION</u></b>	<b><u>APPOINTMENT</u></b>	<b><u>TERM/YEARS</u></b>
TAX COLLECTOR.....	MIKE BALOGH.....	FOUR YEARS
ASSESSMENT SEARCH OFFICER.....	RICHARD SHEOLA.....	ONE YEAR
PUBLIC AGENCY COMPLIANCE OFFICER.. ..	RICHARD SHEOLA.....	ONE YEAR
HOUSING MUNICIPAL LIAISON & ..... ADMINISTRATIVE AGENT	CHRISTINE DEY.....	ONE YEAR
BOARD OF ADJUSTMENT.....	TRACY KIRK .....	THREE YEARS
	STEVE NEES .....	THREE YEARS
	CHAD MAURER (1 <sup>ST</sup> ALT).....	TWO YEARS
	EMANUEL BOLA (2 <sup>ND</sup> ALT).....	ONE YEAR
BOARD OF HEALTH:.....	ROBERT COLBURN .....	THREE YEARS
	THERESA BROWN BIONDO.....	THREE YEARS
	JODI BETTERMAN .....	TWO YEARS
	WENDY SHEAY (1 <sup>ST</sup> ALT).....	TWO YEARS
DOG LICENSING OFFICIAL.....	MEG SLUTTER .....	ONE YEAR
DOG WARDEN .....	ANIMAL CONTROL SOLUTIONS.....	ONE YEAR
ENVIRONMENTAL COMMISSION CHAIR .....	NEIL HENDRICKSON .....	ONE YEAR
ENVIRONMENTAL COMMISSION .....	JERRY COOK .....	THREE YEARS
	NEIL HENDRICKSON .....	THREE YEARS
	SUSAN MASINDA.....	THREE YEARS
	JEFF CHARNEY (1 <sup>ST</sup> ALT) .....	TWO YEARS
WATERWATCH ADVISORY BOARD.....	MARIO ORLANDI.....	THREE YEARS
	ROBERT BECKER.....	THREE YEARS
	STEVEN FOSTER.....	THREE YEARS
	RENE RAO .....	TWO YEARS
	TRISH MCGUIRE.....	TWO YEARS
	AGOSTINO PIETRANGELO.....	ONE YEAR
	DAVID OWEN .....	ONE YEAR
	JONATHAN HELLER (1 <sup>ST</sup> ALT) .....	ONE YEAR
	SUSAN MASINDA (2 <sup>ND</sup> ALT).....	ONE YEAR
FLOOD VERIFICATION OFFICIAL .....	LAURA WHITAKER.....	ONE YEAR
HISTORIC PRESERVATION.....	ALAN HARWICK .....	TWO YEARS
	ERIN BRENNAN .....	TWO YEARS
	DANA MAURER.....	TWO YEARS
	HERB FISCHER (1 <sup>ST</sup> ALTERNATE).....	TWO YEARS
LIBRARY ADVISOR.....	RONALD P. MONACO.....	ONE YEAR

***Resolution #R-2021-01 cont'd:***

<u>POSITION</u>	<u>APPOINTMENT</u>	<u>TERM/YEARS</u>
FUND COMMISSIONER.....	RICHARD SHEOLA.....	ONE YEAR
	KARIN PARKER (ALTERNATE).....	ONE YEAR
PERS/PFRS CERTIFYING OFFICER .....	DARLENE MITCHELL.....	ONE YEAR
PLANNING BOARD.....	JOHN ALBANESE ..... (CLASS I).....	ONE YEAR
	M. ELIZABETH DUFFY ..(CLASS II)...	THREE YEARS
	BETTY ANN FORT.....(CLASS III)....	ONE YEAR
	JULIA ALLEN ..... (CLASS IV)...	FOUR YEARS
	RON MONACO..... (CLASS IV).....	FOUR YEARS
	JACQUELINE HINDLE (2 <sup>ND</sup> ALT).....	ONE YEAR
TOWNSHIP PHYSICIAN.....	THE DOCTOR IS IN.....	ONE YEAR
ALTERNATE TWP. PHYSICIAN .....	THE DOCTOR IS IN.....	ONE YEAR
POLICE OFFICER (SPECIAL).....	MATTHEW BULLMAN... (CLASS II).....	ONE YEAR
	JOHN HARRIS..... (CLASS II)...	ONE YEAR
	BRIAN GILMURRAY..... (CLASS III)....	ONE YEAR
	ANTHONY ADAMS..... (CLASS I)....	ONE YEAR
PROPERTY CERTIFICATION OFFICIAL.....	CHRISTINA SCHWARTZ .....	ONE YEAR
RECREATION COMMITTEE: .....	SHARON BOBNAR-BECKER .....	ONE YEAR
	BILL QUINN.....	ONE YEAR
	KEN GROEL.....	ONE YEAR
	MARK TOMAN.....	ONE YEAR
	MELISSA ADAMS.....	ONE YEAR
	JOHN HUNT.....	ONE YEAR
	ALLISON QUINTARD .....	ONE YEAR
MUNICIPAL RECYCLING COORDINATOR .....	SCOTT JESSEMAN.....	ONE YEAR
RLSA REPRESENTATIVE .....	JONATHAN HELLER .....	FIVE YEARS
SOLID WASTER ADVISORY COUNCIL.....	ROBERT BECKER.....	ONE YEAR
SEWER ADVISORY COMMITTEE .....	CRAIG VILLA .....	ONE YEAR
	RONALD P. MONACO.....	ONE YEAR
	DAVID OLSEN.....	ONE YEAR
STREET NAMING COMMITTEE .....	STEPHANIE B. STEVENS.....	ONE YEAR
TAX SEARCH OFFICER.....	MICHAEL BALOGH.....	ONE YEAR
AGRICULTURAL LAND ADVISORY COMM. ....	RON MONACO ... ..	THREE YEARS
MUSEUM COMMITTEE.....	MARIO ORLANDI.....	THREE YEARS
	HELEN MARIE FARRANT.....	THREE YEARS
	JOYCE LYKES .....	THREE YEARS
OPEN SPACE ADVISORY BOARD.....	JULIA ALLEN .....	THREE YEARS
	JOHN KLOTZ (2 <sup>ND</sup> ALT).....	TWO YEARS
OPEN SPACE ADVISORY CHAIR.....	JUERGEN HUELSEBUSCH.....	ONE YEAR
OPEN SPACE ADVISORY VICE-CHAIR.....	JULIA C. ALLEN.....	ONE YEAR
CHIEF OF CHIEFS.....	DENNIS CONCANNON.....	ONE YEAR

**Resolution #R-2021-01 cont'd:**

<u>POSITION</u>	<u>APPOINTMENT</u>	<u>TERM/YEARS</u>
<b><u>EMERGENCY MANAGEMENT</u></b>		
COORDINATOR.....	FRANK VENEZIALE.....	TERM EXP. 12/31/21
DEPUTY COORDINATOR.....	CHIEF JOE GRECO.....	ONE YEAR
DEPUTY COORDINATOR.....	BJ APGAR.....	ONE YEAR
VOLUNTEER DEPUTY.....	LILY SCHEIER.....	ONE YEAR
CERT COORDINATOR.....	PAUL GRASSIE.....	ONE YEAR
SECRETARY.....	IRENE NOVAK.....	ONE YEAR
MAYOR.....	JOHN ALBANESE.....	ONE YEAR
TWP. ADMINISTRATOR.....	RICHARD SHEOLA.....	ONE YEAR
CONSTRUCTION OFFICIAL.....	ANGELA DEVOE.....	ONE YEAR
BOARD OF HEALTH MEMBER.....	ROBERT COLBURN.....	ONE YEAR
TOWNSHIP SOCIAL SERVICES.....	CHRISTINE DEY.....	ONE YEAR
TOWNSHIP PLANNING BOARD.....	BETTY ANN FORT.....	ONE YEAR
FIRE CHIEF.....	DENNIS CONCANNON.....	ONE YEAR
WHITEHOUSE STATION FIRST AID	WHITEHOUSE STATION FIRST AID.....	ONE YEAR
DIRECTOR OF PUBLIC WORKS.....	SCOTT JESSEMAN.....	ONE YEAR
TOWNSHIP ATTORNEY.....	SHARON A. DRAGAN.....	ONE YEAR
TOWNSHIP ENGINEER... ..	ROBERT CLERICO.....	ONE YEAR
READINGTON TOWNSHIP SCHOOLS ....	DON RACE.....	ONE YEAR
READINGTON TOWNSHIP SCHOOLS ....	JONATHAN HART.....	ONE YEAR
BUILDINGS & GROUNDS.....	SCOTT JESSEMAN.....	ONE YEAR

A **MOTION** was made by Mr. Heller to adopt this resolution, seconded by Mrs. Fort and on Roll Call vote the following was recorded:

- Mrs. Fort - Aye
- Mr. Heller - Aye
- Mr. Huelsebusch - Aye
- Mr. Smith - Aye
- Mayor Albanese - Aye

2. **2021 Committee Appointments Resolution by the Mayor**

The following resolution for consideration:

**#R-2021-02**

**TOWNSHIP OF READINGTON  
 RESOLUTION**

**BE IT RESOLVED**, by the Mayor of Readington Township, that the following Committee assignments be made for the year 2021:

- John Albanese:**  
 Planning Board / Affordable Housing  
 Recreation  
 Social Services

***Resolution #R-2021-02 cont'd:***

**Betty Ann Fort:**

Historic Preservation / Museums  
Zoning  
Emergency Services / Fire Official  
Library Services

**Jonathan Heller**

Construction & Code Enforcement  
Environmental Commission  
Engineering / Roads / Buildings & Grounds / Recycling

**Ben Smith:**

Finance  
Board of Health  
Sewer Advisory  
Municipal Court

**Juergen Huelsebusch:**

Farmland / Open Space Advisory Board / Agricultural Advisory Committee  
Police Department

**Entire Township Committee**

Township Clerk  
Township Administrator

A ***MOTION*** was made by Mr. Heller to adopt this resolution, seconded by Mr. Huelsebusch and on Roll Call vote the following was recorded:

Mrs. Fort	- Aye
Mr. Heller	- Aye
Mr. Huelsebusch	- Aye
Mr. Smith	- Aye
Mayor Albanese	- Aye

***CONSENT AGENDA:***

Mayor Albanese 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 2021***

The following resolution was offered for consideration:

**#R-2021-03**

***RESOLUTION AUTHORIZING THE ADOPTION OF THE CASH MANAGEMENT PLAN  
FOR THE YEAR 2021***

**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 2021.

***Cash Management Plan  
2021***

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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
- XII. Bonding
- XIII. Compliance
- XIV. Reporting Requirements
- XV. Term of Plan



***Resolution #R-2021-03 cont'd:***

**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

***Resolution #R-2021-03 cont'd:***

**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  
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.

***Resolution #R-2021-03 cont'd:***

**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.

***Resolution #R-2021-03 cont'd:***

- 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. 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. 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:

***Resolution #R-2021-03 cont'd:***

**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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***Resolution #R-2021-03 cont'd:***

**I. 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
Department of Public Works	\$ 100.00
Township Clerk/ Animal Control License Official	\$ 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.

***Resolution #R-2021-03 cont'd:***

- 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, 2021 to December 31, 2021. 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 2021***

The following resolution was offered for consideration:

***#R-2021-04***

***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 2021:

- ◆ 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-2021-05**

***TOWNSHIP OF READINGTON RESOLUTION  
 TEMPORARY BUDGET 2021***

<u>ACCOUNT</u>	<u>SALARIES &amp; WAGES</u>	<u>OTHER EXPENSES</u>
<b>CURRENT FUND:</b>		
Administrative & Executive	\$ 96,800.00	\$ 27,000.00
Mayor & Committee	8,614.00	
Elections		6,000.00
Financial Administration	57,037.00	2,250.00
Audit Services		10,583.00
Assessment of Taxes	23,253.00	1,625.00
Revision of Tax Map		7,500.00
Collection of Taxes	22,100.00	6,250.00
Legal Services		162,500.00
Prosecutor		13,000.00
Engineering		48,750.00
Buildings and Grounds	68,660.00	36,250.00
Planning Board	8,257.00	1,500.00
Board of Adjustment	24,925.00	2,750.00
Environmental Commission	314.00	3,625.00
Consultants		25,000.00
General Liability Insurance		123,234.00
Employee Group Health		534,780.00
Workers Compensation		56,140.00
Waste Collection/Recycling	6,250.00	175,000.00
Fire Companies/Rescue Squad		88,575.00
Police	769,100.00	75,000.00
Streets and Roads	378,850.00	104,000.00
Snow Removal		32,500.00
Tree Care		10,000.00
Street Lighting		9,750.00
Board of Health	12,175.00	8,000.00
Emergency Management	2,950.00	1,375.00
Animal Control		1,250.00
Public Assistance/Housing	18,725.00	1,750.00



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Recreation	37,725.00	11,250.00
Free County Library	34,200.00	2,125.00
Senior Transportation		1,500.00
Museum Committee	8,363.00	4,500.00
Historic Preservation Commission		200.00
Construction Code Official	78,350.00	25,000.00
Celebration of Public Events		2,250.00
Fire Hydrant Service		23,750.00
Electricity		33,250.00
Telephone		17,038.00
Fuel Oil		2,125.00
Gasoline		35,000.00
Contingent		750.00
Social Security		130,005.00
Pension Plans		283,210.00
SUI		1,250.00
DCRP		3,000.00
LOSAP		20,250.00
Municipal Court	30,525.00	6,750.00
Uniform Fire Safety	16,050.00	7,500.00
Public Defender		<u>2,500.00</u>
<b>TOTALS</b>	<b><u>\$1,703,223.00</u></b>	<b><u>\$2,189,140.00</u></b>

**SEWER UTILITY**

<b><u>ITEM</u></b>	<b><u>OTHER EXPENSES</u></b>
Other Expenses	\$ 56,250.00
Service Fees	364,348.00
Surplus General Budget	<u>31,250.00</u>
<b>TOTALS</b>	<b><u>\$ 451,848.00</u></b>

\* 4. ***Resolution to set delinquent tax interest rate for 2021***

The following resolution was offered for consideration:

***#R-2021-06***

***TOWNSHIP OF READINGTON  
RESOLUTION FIXING INTEREST RATES ON DELINQUENT TAXES  
FOR CALENDAR YEAR 2021***

***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 2021***

The following resolution was offered for consideration:

***#R-2021-07***

***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 2021:

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

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

The following resolution was offered for consideration:

***#R-2021-08***

***TOWNSHIP OF READINGTON  
RESOLUTION***

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

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

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

1. That the following contracts have been awarded without competitive bidding as a "Professional Service" in accordance with *N.J.S.A. 40A:11-6(1) (a)* of the Local Public Contract Law because the services rendered or to be performed are by persons authorized by law to practice their profession:
  - ◆ *Sharon A. Dragan as Township Attorney*
  - ◆ *Martin Allen, Esq. of Bivona, Cohen, Kunzman, Coley, Yospin, Bernstein & DiFrancesco as Tax Attorney*
  - ◆ *Lerch, Vinci & Higgins, LLP for Municipal Auditor Services*
2. Said contracts shall expire on December 31, 2021.
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 2021 meeting dates for Township Committee***

The following resolution was offered for consideration:

***#R-2021-09***

***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.

**Resolution #R-2021-09 cont'd:**

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

**January 19, 2021**  
**February 1, 2021**  
**February 16, 2021**  
**March 1, 2021**  
**March 15, 2021**  
**April 5, 2021**  
**April 19, 2021**  
**May 3, 2021**  
**May 17, 2021**  
**June 7, 2021**  
**June 21, 2021**  
**July 6, 2021**  
**July 19, 2021**  
**August 2, 2021**  
**September 7, 2021**  
**September 20, 2021**  
**October 4, 2021**  
**October 18, 2021**  
**November 1, 2021**  
**November 15, 2021**  
**December 6, 2021**  
**December 20, 2021**

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

The following resolution was offered for consideration:

**#R-2021-10**

**TOWNSHIP OF READINGTON**  
**ADDED AND OMITTED ASSESSMENTS**

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

**HEREAS**, 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 2021***

The following resolution was offered for consideration:

***#R-2021-11***

***AUTHORIZATION FOR ASSESSOR TO FILE CORRECTION OF  
TAX ASSESSMENT FOR 2021***

***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 2021 with the Hunterdon County Board of Taxation concerning those properties wherein errors were made; and

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

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

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

- \* 10. ***Resolution – Authorization for Martin Allen, Esq., Readington Township Tax Attorney to File Correction of Tax Assessment for 2021***

The following resolution was offered for consideration:

***#R-2021-12***

***AUTHORIZATION FOR MARTIN ALLEN, ESQ.,  
READINGTON TOWNSHIP TAX ATTORNEY,  
TO FILE CORRECTION OF TAX ASSESSMENT FOR 2021***

***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

**Resolution #R-2021-12 cont'd:**

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

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

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Readington, Hunterdon County, New Jersey, that the Tax Attorney of the Township of Readington is hereby authorized after having previously notified the governing body by an appropriate list of properties setting forth the manner and mode of adjustment to file corrective appeals for 2021 with the Hunterdon County Board of Taxation concerning those properties wherein errors were made; and

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

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

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

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

Mrs. Fort	- Aye
Mr. Heller	- Aye
Mr. Huelsebusch	- Aye
Mr. Smith	- Aye
Mayor Albanese	- Aye

**NEW BUSINESS**

1. **Public Alliance Insurance Coverage Fund Resolution for Renewal**

The following resolution was offered for consideration:

**#R-2021-13**

**PUBLIC ALLIANCE INSURANCE COVERAGE FUND RESOLUTION FOR RENEWAL MEMBERSHIP**

**WHEREAS**, the Township of Readington, hereafter referred to as “**Public Entity**,” is a member of the Public Alliance Insurance Coverage Fund, hereinafter referred to as “**Fund**”; and

**WHEREAS**, said renewal membership terminates as of January 1, 2021 at 12:01 a.m. standard time, unless earlier renewed by agreement between the **Public Entity** and the **Fund**; and

**Resolution #R-2021-13 cont'd:**

**WHEREAS**, the **Public Entity** is afforded the following types of coverages:

- Workers' Compensation
- Package (property, boiler & machinery, crime, auto & general liability; including Police Professional)
- Public Officials Liability
- Excess Liability: Auto & General Liability (including Police Professional)  
Public Officials Liability
- Environmental Impairment Liability

**WHEREAS**, the **Public Entity** desires to renew said membership.

**NOW THEREFORE, BE IT RESOLVED**, as follows:

1. The **Public Entity** agrees to renew its membership in the **Fund** for a period of three (3) years beginning January 1, 2021 and ending January 1, 2024 at 12:01 a.m. eastern standard time and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the **Fund** presently existing or as from time to time amended by the **Fund** and/or the Department of Banking and Insurance.
2. The **Public Entity** agrees that as a member of the Public Alliance Insurance Coverage Fund the **Public Entity** must purchase all types of coverages offered by the Fund that are applicable to the **Public Entity**.
3. The **Public Entity** hereby appoints Richard Sheola, Administrator, as the **Public Entity's** Fund Commissioner and Karin Parker, as the Alternate Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver the same to the **Fund the Public Entity's** renewal of its membership .

**A MOTION** was made by Mrs. Fort to adopt this resolution, seconded by Mr. Heller and on Roll Call vote the following was recorded:

Mrs. Fort	- Aye
Mr. Heller	- Aye
Mr. Huelsebusch	- Aye
Mr. Smith	- Aye
Mayor Albanese	- Aye

2. **Risk Management Consultant Resolution**

The following resolution was offered for consideration:

**#R-2021-14**

**RISK MANAGEMENT CONSULTANT RESOLUTION**

**WHEREAS**, the Township of Readington has resolved to join the Public Alliance Insurance Coverage 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 Committee of the Township of Readington does hereby appoint *Lisa Pfenninger* as its Risk Management Consultant in accordance with the Fund’s Bylaws.

**A MOTION** was made by Mr. Heller to adopt this resolution, seconded by Mrs. Fort and on Roll Call vote the following was recorded:

Mrs. Fort	- Aye
Mr. Heller	- Aye
Mr. Huelsebusch	- Aye
Mr. Smith	- Aye
Mayor Albanese	- Aye

**COMMENTS FROM THE PUBLIC**

There were none.

**COMMENTS FROM THE GOVERNING BODY**

Mr. Heller inquired about the list of investments under the cash management plan in the consent agenda and requested that a quarterly update be provided by the Chief Financial Officer.

Mayor Albanese announced that due to the holiday, the next Committee Meeting will be held on Tuesday January 19<sup>th</sup>.

**A MOTION** was made by Mrs. Fort to adjourn at 6:55 p.m., seconded by Mr. Heller with a vote of ayes all, nays none recorded.

Respectfully Submitted:

Karin M Parker, *RMC*  
Municipal Clerk