

Minutes of the Reorganization Meeting held on Saturday, January 3, 2015 at 11:00 A.M., by the Township Committee of the Township of Commercial at the Township Hall, 1768 Main Street, Port Norris, NJ

Those present:

Judson Moore	Committeeman
Fletcher Jamison	Committeeman
Ronald L. Sutton Sr.	Committeeman
Thomas Seeley	Solicitor
Hannah E. Nichols	Township Clerk
Edward Dennis	Engineer
Clint Miller	Public Works Supervisor
Heather Sparks	Deputy Clerk

Mr. Thomas Seeley, Solicitor, for the township called the meeting to order with the announcement that the meeting had been advertised, that it was being electronically recorded and being held in full compliance of the Open Public Meeting Act.

Mr. Seeley asked the public to stand and join him in the Flag Salute and Lord's Prayer.

Mr. Seeley said the township clerk has received notification from the Cumberland County Clerk's Office that Fletcher Jamison was duly elected by the people of Commercial Township for his fourth term in office as a Commercial Township Committeeman.

Mr. Seeley said major order of business at this time is to swear in Fletcher Jamison as a member of the Commercial Township Governing Body and that he has that honor. Mr. Jamison's wife Darlene held the family bible as Mr. Jamison stated the oath of office in front of many, many family members that were in attendance.

Mr. Seeley said at this time he is asking nominations for mayor.

Committeeman Jamison made motion to nominate Judson Moore, Committeeman Sutton seconded with a unanimous roll call vote.

Mr. Seeley presented the gavel to Mr. Moore who said this past year has been challenging, Ron was on the committee four months before I got here and Fletcher nine years and I've been involved in government before and we all have different concepts as though we're diamonds in the rough, I'll say a pearl since we're the worlds oyster center. A piece of dirt gets in the oyster shell and the pearls grows, well I feel we were like a piece dirt being some rough time but with the pearl getting smoother and smoother I think we will get to perfection and I really feel confident this year is going to be a great year for the township. We've got our things worked out and Ron & Fletcher we seem to be in agreement, we're not always going to agree we've all said when we walk out the door it is for the betterment of Commercial Township. Happy New Year, may GOD Bless this township and the people of Commercial Township.

Committeeman Jamison said he would like to thank his family for supporting him and being present, my wife, Darlene, my Mom, my Auntie, my Son Jason, my niece, Lisa and blanche and my Brother Teddy. I want to thank you all and especially my wife for putting up with me and that I Love Her. I want to thank the committee, it has been a lot of fun and I hope it continues. Thanks to Ed, Tom, Jud, Ron, Jud's wife, Clint, Heather and Hannah.

Mayor Moore said the next item is nomination of deputy mayor.

Committeeman Sutton made motion to nominate Committeeman Jamison, Mayor Moore seconded the motion with a unanimous roll call vote.

Mayor Moore said we have several resolutions and the first one is the Consent Resolution which allows the committee to adopt resolutions by title only.

RESOLUTION 2015-1

**A Resolution Permitting Reading/Passing Of Resolutions
By Title And Adopting Consent Agenda**

WHEREAS, the Township Committee of Commercial Township desires to expedite those portions of Township Committee meetings devoted to routine business and permit discussion of items of interest to the general public at an earlier hour, and

WHEREAS, the Township Committee has determined that the following procedure will be used when conducting the scheduled monthly meetings of the Township Committee of Commercial Township.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF COMMERCIAL TOWNSHIP as follows:

- 1) Resolutions shall be considered for adoption by the Township Committee by Number and Title setting forth a concise description of its purpose.**
- 2) Prior to its adoption, a copy of the Resolution shall be posted on the bulletin board or otherwise made available at the Township Hall for public inspection.**
- 3) Items of business, excluding ordinances as otherwise provided by law, which the Township Committee has determined to be routine and which do not require discussion shall be included under a single item of the agenda known as the "Consent Agenda". Such items may be adopted or approved as the case may be collectively, upon a single motion and roll call vote of a majority of the Township Committee voting affirmatively.**
- 4) Any member of the Township Committee may request that an item be removed from the Consent Agenda and considered separate.**

Mayor Moore asked for a motion on Resolution 2015-1 and Committeeman Sutton made motion and Committeeman Jamison seconded with a unanimous roll call vote.

Mayor Moore said the following are the resolutions which allows the township to operate and appoints our professionals for the year.

Mayor Moore said we'll read the following resolutions by title only:

**RESOLUTION 2015-2
Various Positions & Name of Employee Filling Position**

WHEREAS, the Township Committee of the Township of Commercial, County of Cumberland, has various municipal appointments which must be made from time to time to fill certain vacancies within the township.

THEREFORE BE IT RESOLVED, that the following persons are hereby designated to fill these positions:

Township Clerk, Administrative Secretary Alcoholic Beverage Licensing Agent Amusement Licensing Agent, Election Official, Assessment Search Clerk, Registrar of Vital Statistics, Dog Registrar, Licensed Fish and Game Agent	Hannah Nichols
Deputy Clerk, Deputy Dog Registrar, Deputy Registrar, Deputy Municipal Search Clerk, Attendance Clerk	Heather Sparks
Chief Financial Officer	Pamela Humphries
Part Time Secretary	Mary Myers
Solicitor & In Rem Foreclosure	Thomas Seeley
Tax Collector	Leslie Kraus
Secretary/Receptionist	Heather Whitaker
Tax Assessor	Ruth Benz
Senior Center Coordinator	Cindy Tawes
Librarian	Cindy Tawes
Land Use Board Solicitor	Frank DiDomenico
Construction/Building Code Official Housing/Zoning Officer/	David Dean
Secretary Construction Official Building Subcode/Housing/Zoning	Kathi Burno
Fire Subcode Official	Thomas Mahoney
Electrical Inspector	Municipal Code Inspections
Plumbing SubCode Official	Wayne Shelton
Elevator Inspector	State of New Jersey
Court Administrator	Maryann Sheppard

Deputy Court Administrator	Megan Swain
Judge	John Casarow
Prosecutor	Edward Duffy
Public Defender	William Reilly
Court Recorder Operator	Brittney Adams Harper Ewing
Court Attendees	William Sutton Shawn Ronan Kevin Brown
Public Works Manager	Edward Dennis
Public Works Supervisor	Clinton Miller
Public Works Forman	Vacant
Laborer A Heavy Equipment Operator	Shawn Ronan
Labor A/Equipment Operator/Mechanic	Christopher Drummond
Laborer B Truck Driver	Josh Hoffman
Laborer C Road Department	Kevin Brown
Township Physicians	Cumberland Family Medicine

**RESOLUTION 2015-3
Authorizing The Award Of A Non-Fair and Open Contract
For Solicitor, Mr. Thomas Seeley**

WHEREAS, the Township of Commercial has a need to acquire "Professional Services", as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5 as appropriate; and

WHEREAS, the chief financial officer has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, THOMAS SEELEY, SEELEY LAW OFFICE, LLC has submitted a proposal December 15, 2014 indicating they will provide the Professional Services for Commercial Township Solicitor.

WHEREAS, SEELEY LAW OFFICE, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that SEELEY LAW OFFICE, LLC has not made any reportable contributions to a political or candidate committee in the Township of Commercial in the previous one year, and that the contract with SEELEY LAW OFFICE, LLC will prohibit from making any reportable contributions through the term of the contract, and

WHEREAS, the chief financial officer of the Township of Commercial hereby certifies that funding will be available according to N.J.A.C. 5:30-5.4

NOW, THEREFORE, BE IT RESOLVED that the township Committee of the Township of Commercial authorizes THOMAS SEELEY, SEELEY LAW

OFFICE, LLC to enter into a contract with the Township of Commercial as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution And

BE IT FURTHER RESOLVED that the resolution shall be published in the local newspaper within ten days of adoption.

RESOLUTION 2015-4

Authorizing The Award Of A Non-Fair And Open Contract For Municipal Engineer, Mr. Edward Dennis

WHEREAS, the Township of Commercial has a need to acquire "Professional Services", as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the chief financial officer has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, Remington, Vernick and Walberg Engineers has submitted a proposal December 29, 2014 indicating they will provide the Professional Services for the Commercial Township Municipal Engineer; and

WHEREAS, Remington, Vernick and Walberg Engineers has completed and submitted a Business Entity Disclosure Certification which certifies that Remington, Vernick and Walberg Engineers, has not made any reportable contributions to a political or candidate committee in the Township of Commercial in the previous one year, and that the contract Remington, Vernick & Walberg Engineers will prohibit from making any reportable contribution through the term of the contract; and

WHEREAS, the chief financial officer of the Township of Commercial hereby certifies that funding will be available according to N.J.A.C. 5:30-5.4.

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Commercial authorizes Edward Dennis, Municipal Engineer of Remington, Vernick and Walberg Engineers to enter into a contract with the Township of Commercial as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that the resolution shall be published in the local newspaper within ten days of adoption.

RESOLUTION 2015-5

Authorizing The Award Of A Non-Fair and Open Contract For Municipal Planner, Edward Dennis, Jr.

WHEREAS, the Township of Commercial has a need to acquire "Professional Services", as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the chief financial officer has determined and certified in writing that the value of the acquisition will not exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, Remington, Vernick and Walberg Engineers has submitted a proposal December 29, 2014 indicating they will provide the Professional Services for Commercial Township Municipal Planner; and

WHEREAS, Remington, Vernick and Walberg Engineers has completed and submitted a Business Entity Disclosure Certification which certifies that Remington Vernick and Walberg Engineers, has not made any reportable contributions to a political or candidate committee in the Township of Commercial in the previous one year, and that the contractor Remington, Vernick & Walberg Engineers will prohibit from making any reportable contributions through the term of the contract; and

WHEREAS, the chief financial officer of the Township of Commercial hereby certifies that funding will be available according to N.J.A.C. 5:30-5.4

NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Commercial authorizes Edward Dennis, Municipal Planner of Remington, Vernick and Walberg Engineers to enter into a contract with the Township of Commercial as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution and

BE IT FURTHER RESOLVED that the resolution shall be published in the local newspaper within ten days of adoption.

RESOLUTION 2015-6

Authorizing The Award Of A Non-Fair And Open Contract For Land Use Board Solicitor, Mr. Frank DiDomenico

WHEREAS, the Township of Commercial has a need to acquire "Professional Services", as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A 20.5; and

WHEREAS, the chief financial officer has determined and certified in writing that the value of the acquisition will not exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, FRANK DIDOMENICO, Attorney at Law of Vineland, NJ has submitted a proposal December 10, 2014 indicating they will provide the Professional Services for Commercial Township as Commercial Township Land Use Board Solicitor.

WHEREAS, FRANK DIDOMENICO, Attorney has completed and submitted a Business Entity Disclosure Certification which certifies that Frank DiDomenico, has not made any reportable contributions to a political or candidate committee in the Township of Commercial in the previous one year, and that the contract with Frank Didomenico will prohibit from making any reportable contributions through the term of the contract; and

WHEREAS, the chief financial officer of the Township of Commercial hereby certifies that funding will be available according to N.J.A.C. 5:30-5.4,

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Commercial authorizes Frank DiDomenico, Attorney to enter in a

contract with the Township of Commercial as described herein Commercial Township Land Use Board Solicitor.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution, and

BE IT FURTHER RESOLVED that the resolution shall be published in the local newspaper within ten days of adoption.

RESOLUTION 2015-7

Authorizing The Award of a Non-Fair And Open Contract For Commercial Township Land Use Board Engineering Firm of Fralinger Engineering, PA

WHEREAS, the Township of Commercial has a need to acquire "Professional Services", as a non-fair and open contract pursuant to the provision of N.J.S.A. 19:44A-20.5; and

WHEREAS, the chief financial officer has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, Fralinger Engineering, PA of Bridgeton, NJ has submitted a proposal December 10, 2014 indicating they will provide the Professional Services for Commercial Township Land Use Board's Engineering Firm

WHEREAS, FRALINGER ENGINEERING PA has completed and submitted a Business Entity Disclosure Certification which certifies that Fralinger Engineering PA has not made any reportable contributions to a political or candidate committee in the Township of Commercial in the previous one year, and that the contract with Fralinger Engineering PA will prohibit from making any reportable contributions through the term of the contract, and

WHEREAS, the chief financial officer of the Township of Commercial hereby certifies that funding will be available according to N.J.A.C. 5:30-5.4.

THEREFORE BE IT RESOLVED, that the township Committee of the township of Commercial authorizes John Nardelli of Fralinger Engineering PA to enter into a contract with the Township of Commercial as described herein as Commercial Township Land Use Board Engineering Firm.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that the resolution shall be published in the local newspaper within ten days of adoption.

RESOLUTION 2015-8

Authorizing The Award Of A Non-Fair And Open Contract For Prosecutor, Mr. Edward F. Duffy

WHEREAS, the Township of Commercial has a need to acquire "Professional Services", as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the chief financial officer has determined and certified in writing that the value of the acquisition will not exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, EDWARD F. DUFFY, ATTORNEY AT LAW, has submitted a proposal December 10, 2014, indicating he will provide the Professional Services for the Commercial Township as PROSECUTOR.

WHEREAS, EDWARD F. DUFFY, has completed and submitted a Business Entity disclosure Certificate which certifies that Edward F. Duffy has not made any reportable contributions to a political or candidate committee in the Township of Commercial in the previous one year, and that the contract with Edward F. Duffy will prohibit from making any reportable contributions through the term of the contract; and

WHEREAS, the chief financial officer of the Township of Commercial hereby certifies that funding will be available according to N.J.A.C. 5:30-5.4.

NOW, THEREFORE be it resolved THAT THE Township Committee of the Township of Commercial authorizes Edward F. Duffy, Attorney, to enter into a contract with the Township of Commercial as described herein as Prosecutor.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be place on file with this resolution, and

BE IT FURTHER RESOLVED that the resolution shall be published in the local newspaper within ten days of adoption.

RESOLUTION 2015-9

Authorizing The Award of A Non-Fair and Open Contract For Public Defender, Mr. William Reilly Jr.

WHEREAS, the Township of Commercial has a need to acquire "Professional Services", as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A 20.5, and

WHEREAS, the chief financial officer has determined and certified in writing that the value of the acquisition will not exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, WILLIAM F. REILLY, JR. has submitted a proposal December 29, 2014, indicating they will provide the Professional Services for Commercial Township as PUBLIC DEFENDER.

WHEREAS, WILLIAM F. REILLY, JR. has completed and submitted a Business Entity Disclosure Certification which certifies that William F. Reilly, Jr. has not made any reportable contributions to a political or candidate committee in the Township of Commercial in the previous one year, and that the contract with William F. Reilly, Jr. will prohibit from making any reportable contributions through the term of the contract, and

WHEREAS, the chief financial officer of the Township of Commercial hereby certifies that funding will be available according to N.J.A.C. 5:30-5.4.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Commercial authorizes William F. Reilly, Jr. to enter into a contract with the Township of commercial as described herein as Public Defender.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that the resolution shall be published in the local newspaper within ten days of adoption.

RESOLUTION 2015-10
Appointing Bowman & Company
Commercial Township Municipal Auditor

WHEREAS. There exists the need for the “Professional Services” of a Township Auditor, to be retained by the Township for performance of legal services and related duties associated therewith as directed by the authorized representatives of the Township of Commercial and as more specifically set forth in the Professional Services Agreement; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq. requires that the Resolution authorizing the award of contracts for “Professional Services” without competitive bids must be publicly advertised: and

WHEREAS, Carol McAllister of the firm of Bowman & Company LLP, has completed and submitted a Business Entity Disclosure Certification which certifies that Carol McAllister and Bowman & Company LLP will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 commencing January 1, 2015 to any political committee or candidate through the term of this contract:

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Commercial, County of Cumberland and State of New Jersey, as follows:

1. That the allegations of the preamble hereto are incorporated herein as if fully set forth.
2. That Carol McAllister, C.P.A., of Bowman and Company, 601 White Horse Road, Voorhees, New Jersey, be appointed Registered Municipal Accountant of Commercial Township for the year 2015 to perform the professional services ordinarily provided by a Registered Municipal Accountant of the State of New Jersey and to receive such compensation as may be reasonable for such services. Said Carol McAllister, C.P.A., is a person authorized by law to practice a recognized profession in the State of New Jersey, which practice is regulated by the laws of the State, to wit; The profession of Registered Municipal Accountant. These professional services are necessary and are regulated by this Municipality.
3. That the aforesaid contract is awarded without competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law because N.J.S.A. 40A:11-55 states that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids all of which classification the aforesaid contract falls within.
4. The Business Entity Disclosure Certification shall be placed on file with this Resolution.
5. That a copy of the specific items pertaining to the award of this contract shall be published in a Notice of Award in the South Jersey Times as required by law within ten (10) days of the Resolution authorizing same.

**RESOLUTION 2015-11
Newspapers**

BE IT RESOLVED that the following daily newspapers:

**The South Jersey Times
The Atlantic City Press
The Daily Journal**

be designated as the official newspapers for the publication of all required notices for the Township of Commercial in the County of Cumberland for the year 2015.

**RESOLUTION 2015-12
Court Hours First and Second Thursdays of Each Month at Hour
Designated by Judge**

BE IT RESOLVED by the Township Committee of the Township of Commercial that the designated court hours of the Commercial Township Municipal Court will be the first and second Thursday of each month for the year 2015 at 5:00 P.M. at 1768 Main Street, Port Norris, NJ

BE IT FURTHER RESOLVED, that at the request of the Municipal Judge or the Court Administrator that special court hours, court sessions and alternate sites can be designated if a need occurs.

**RESOLUTION 2015-13
Banking Institution Facilities**

BE IT RESOLVED that all banking institutions or saving and loan institutions insured with the Federal Deposit Insurance Corporation and all organized under the laws of the State of New Jersey of the United States of America, and all having their principal places of business in this State, be and hereby are respectively designated as the depositories for all municipal funds of the Township of Commercial, in the County of Cumberland for the year 2015 these specifically being:

**Susquehanna Bank
PNC Bank
Colonial Bank
Bank of America
Sun National Bank
Newfield National Bank
TD Bank**

**RESOLUTION 2015-14
Interest-Taxes**

BE IT RESOLVED by the Township Committee of the Township of Commercial that in accordance with the provisions of Revised Statute 54:5-67, and effective upon passage of this resolution, the rate of interest to be charged for the nonpayment of taxes or assessments on or before the date when they would become due, shall be (8%) eight percent annum on the first One Thousand Five Hundred (\$1,500.00) Dollars of delinquency, and (18%) eighteen percent annum on any amount in excess of One Thousand Five Hundred (\$1,500.00) and

BE IT RESOLVED, by the Township Committee of the Township of Commercial that in accordance with the provision of the amended Statute

N.J.S.A. 54:5-67 that Commercial Township Tax Collector is authorized to charge an additional (6%) six percent penalty to be collected against delinquency in excess of \$10,000 on properties that fail to pay prior to end of Calendar year.

BE IT RESOLVED, that the policy of the Tax Collector's office is to extend a period of ten days grace on each quarter of taxes.

**RESOLUTION 2015-15
Township Committee Meetings Will Be Held On Third Thursdays
Of Each Month During Year 2015**

BE IT RESOLVED by the Township Committee of the Township of Commercial, that the Regular business meetings of the committee will be held on the third Thursday of each month at the Municipal Building, 1768 Main Street, Port Norris, NJ, at 6:00 P.M., the then prevailing time; and

BE IT FURTHER RESOLVED, by the Township Committee that alternate sites may be selected if particular situations arise that warrant an alternate site; and

BE IT FURTHER RESOLVED, that the following dates are the meetings of the Township Committee of the Township of Commercial for the year 2015.

Month		Regular
January	Thursday	15
February	Thursday	19
March	Thursday	19
April	Thursday	16
May	Thursday	21
June	Thursday	18
July	Thursday	16
August	Thursday	20
September	Thursday	17
October	Thursday	15
November	Thursday	19
December	Thursday	17

**RESOLUTION 2015-16
Cash Management Plan**

WHEREAS, It is the desire of the governing body to adopt a cash management plan to comply with the requirements of N.J.S.A. 40A:5-14 and to provide a guide to municipal officials and employees in carrying out their duties concerning the receipt and disbursement of all funds of the municipality.

WHEREAS, The following requirements shall be adhered to:

AUTHORIZED DEPOSITORIES

1. The Municipality shall annually at its reorganization meeting designate the legal depositories, funds in certificates of deposits and other time deposits in banks by resolution in accordance with N.J.S.A. 40A:5-15.1, that must be covered by the Governmental Unit Depository Protection Act, N.J.S.A. 17:9-14 et seq. (GUDPA). The municipality is also authorized to invest its assets in the New Jersey Cash Management Fund. This resolution may be amended or supplemented from time to time, as the Municipality deems necessary. Such resolution shall be deemed a part of the Cash Management Plan.

AUTHORIZED SIGNATURES

2. The municipality shall annually establish by resolution and adopt at its annual reorganization meeting the required signatories to all bank accounts.

CASH MANAGEMENT

3. All monies received by any municipal official or employee shall be deposited within forty-eight (48) hours in accordance with N.J.S.A. 40A:5-15. Municipal officials responsible for accepting and making deposits shall minimize the possibility of idle cash accumulating in accounts by assuring that all amounts in excess of negotiated compensation balances are kept in interest bearing accounts of legal depositories and are promptly swept into the investment portfolio.

The following funds shall not be required to be maintained in interest bearing accounts.

- a. Change funds
- b. Petty cash funds
- c. Payroll funds
- d. Trust funds to the extent that the deposit of such funds to an interest bearing account would require by law the payment of interest to the provider of funds.
- e. Checking accounts established for the express purpose of paying bills approved by the governing body. The balances in these funds shall be kept at the minimum amount required for the orderly operation of the account.
- f. Compensating balances maintained for the purpose of obtaining specific services from financial institutions. Such accounts shall be established only under terms of written agreements approved by the governing body.

No municipal funds shall be disbursed by any municipal official prior to approval of the governing body except for:

- a. Debt service payments
- b. Investments
- c. Payroll turnovers to agencies
- d. Discount vouchers

Debt service payments and discount vouchers must be ratified after payment.

MONTHLY REPORTS

4. The Chief Financial Officer will provide the governing body with a monthly report that summarizes
 - a. All investments made or redeemed over the past month.
 - b. Each organization holding local unit funds.

- c. Summary of financial balances for revenues and appropriations.
- d. The amount of securities purchased or sold, class or type of securities purchased, book value, earned income, fees incurred, and market value of all investments as of the report date and;
- e. Other information that the governing body may request.

LIABILITY

- 5. Provided that local unit funds are deposited or invested as designated or authorized by this cash management plan, the Chief Financial Officer is relieved of any liability for any loss of such moneys due to the insolvency or closing of any depository designated by, or for the decrease in value of any investment authorized by, the cash management plan.

AUDIT

- 6. This plan, and all matters pertaining to the implementation of it, shall be subject to the Municipality's annual audit.
- 7. **NOW, THEREFORE BE IT RESOLVED**, that the above cash management plan be adopted by the governing body of the Township of Commercial effective for the calendar year 2014.

**RESOLUTION 2015-17
Temporary Budget 2015**

WHEREAS, NJSA 40A:4-19 provides that where any contract commitment or payments are to be made prior to the final adoption of the 2015 budget temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January 2015; and

WHEREAS, the total appropriations in the 2014 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of \$2,296,331.00; and

WHEREAS, twenty six and one quarter percent of the total appropriations in the 2014 budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund in said 2015 budget is the sum of \$649,462.69.

NOW, THEREFORE, BE IT RESOLVED that the following appropriations be made and that a certified copy of this resolution be transmitted to the township Chief Financial Officer for his records.

Temporary Appropriations 2015

GENERAL GOVERNMENT

General Administrative	
Salaries & Wages	
Other Expenses	7,936.43
Mayor and Committee	
Salaries and Wages	7,953.75
Other Expenses	1,312.50
Municipal Clerk	
Salaries and Wages	27,746.25
Other Expenses	5,775.00

Data Processing

Other Expenses	10,000.00
Financial Administration	
Salaries and Wages	9,541.88
Other Expenses	5,381.25
Audit Services	7,284.38
Assessment of Taxes	
Salaries and Wages	6,667.50
Other Expenses	6,378.75
Collection of Taxes	
Salaries and Wages	17,535.00
Other Expenses	10,000.00
Legal Services	
Other Expenses	11,812.50
Tax Title Lien Manager	
Other Expenses	11,812.50
Prosecutor	
Salary and Wages	2,756.25
Engineering Services and Costs	
Other Expenses	3,937.50
Public Buildings and Grounds	
Salaries and Wages	
Other Expenses	24,937.50
Land Use Board	
Salaries and Wages	1,286.25
Other Expenses	1,575.00
PUBLIC SAFETY	
Emergency Management Services	
Other Expenses	1,312.50
STREETS AND ROADS	
Road Repairs and Maintenance	
Salaries and Wages	61,162.50
Other Expenses	21,000.00
SANITATION	
Solid Waste Collection	
Other Expenses	67,200.00
Sanitary Landfill	
Other Expenses	42,787.50
Sanitary Sluice and Ditch	
Other Expenses	1,312.50
HEALTH AND WELFARE	

Animal Control Services	
Other Expenses	8,400.00
Senior Center	
Salaries and Wages	2,982.00
Other Expenses	892.50

RECREATION AND EDUCATION

Parks and Playgrounds	
Other Expenses	918.75
Celebration of Events	876.23
Maintenance of Parks	
Other Expenses	656.25
Library Operations	
Salaries and Wages	1,260.00
Other Expenses	813.75
Accumulated Leave Compensation	2,625.00
Environmental Commission	262.50

STATE UNIFORM CONSTRUCTION CODE

Housing Officer	
Salaries & Wages	12,600.00
Other Expenses	1,522.50
Construction Code Official	
Salaries & Wages	16,012.50
Other Expenses	840.00
Street Lighting	18,375.00
Utilities	
Gasoline and Diesel	7,612.50
Electric	9,187.50
Telephone	5,775.00
Natural Gas	3,937.50
Contribution to:	
Social Security (O.A.S.I.)	14,437.50
Unemployment Compensation Insurance	393.75
Pension PERS	54,660.00
Municipal Court	
Salaries and Wages	18,821.25
Other Expenses	2,554.13
Public Defender	
Salaries and Wages	1,050.00
Insurance	
Group Insurance Plans for Employees	68,053.91
Workers Compensation Insurance	9,187.50
Liability Insurance	5,775.00
Recycling Tax	1,575.00

Total

\$649,462.69

RESOLUTION 2015-18

Appointing Wm. R. Mints Insurance As Risk Management Consultant

WHEREAS, the Township of Commercial is a member of the Atlantic County Municipal Joint Insurance Fund, a self insurance pooling fund, and;

WHEREAS, the Bylaws of said Fund require that each municipality appoint a Risk Management Consultant to perform various professional services as detailed in the Bylaws and;

WHEREAS, the Bylaws indicate a fee not to exceed Six Percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body and;

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical;

NOW, THEREFORE, BE IT REOLVED, that the governing body of the Township of Commercial does hereby appoints Wm. R. Mints Insurance as its Risk Management Consultant in accordance with 40A:11-5 and;

BE IT FURTHER RESOLVED that the governing body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1), (a), (i).

RESOLUTION 2015-19

**Appointing McManimon, Scotland & Baumann As
Special Counsel For Commercial Township Bond Services**

BE IT RESOLVED by the Township Committee of the Township of Commercial that the firm of McManimon, Scotland & Baumann, of Roseland, New Jersey is hereby appointed as Special Counsel for Bond Services for the year 2015.

RESOLUTION 2015-20

**Awarding Contract To R & G Janitorial Services For Cleaning
Of Municipal Hall, Senior Center and Library For 2015 & 2016**

BE IT RESOLVED by the Township Committee of the Township of Commercial that a two year contract be awarded to R&G Janitorial Services of Vineland, NJ, for cleaning of municipal building, senior center and Robbinstown Library in an amount of \$27,720.00.

RESOLUTION 2015-21

**Approving The Appointments To Various Boards,
Committees and Commissions By Township Committee**

**A LIST OF THE VOLUNTEERS THAT MAKEUP THE FULL MEMBERSHIP
OF THE BOARDS THAT SERVE COMMERCIAL TOWNSHIP AND ITS
RESIDENTS**

**2015 LIST OF APPOINTMENTS AND MEMBERS OF BOARDS,
COMMISSIONS, COMMITTEES WITH EXPIRATION DATES**

LAND USE BOARD

Class I	1 yr	Mayor	December 31, 2015
Class II	1 yr	Kenneth McGill	December 31, 2015
Class III	1 yr	Committee Member	December 31, 2015
Class IV	4 yrs	Doris Tomlinson	December 31, 2015
Class IV	4 yrs	Russell Stormes	December 31, 2016
Class IV	4 yrs	Debbie Karp	December 31, 2016
Class IV	4 yrs	Dean Berry	December 31, 2017
Class IV	4 yrs	Larae Smith	December 31, 2017
Class IV	4 yrs	Deborah Hollinger	December 31, 2018
Alt. I	2 yrs	Walter Eckert	December 31, 2016
Alt. II	2 yr	Chris Cannon	December 31, 2015
Alt. III	1 yr		December 31, 2015

RECREATION COMMITTEE

Sharon Porter	Regular Member	December 31, 2015
Rita Hoffman	Regular Member	December 31, 2015
Larae Smith	Regular Member	December 31, 2015
Julie Baum-Abbott	Regular Member	December 31, 2015
Clint Miller	Regular Member	December 31, 2015
Donald Tribbett	Regular Member	December 31, 2015
Matt Hoffman	Regular Member	December 31, 2015
Wendy Smith	Regular Member	December 31, 2015
Wayne Weiser	Regular Member	December 31, 2015
Luis Rodriguez	Regular Member	December 31, 2015
Josh Hoffman	Regular Member	December 31, 2015

ENVIRONMENT COMMISSION

One Year Appointment	Kenneth McGill	December 31, 2015
Three year appointment	James D'Ambrosio	December 31, 2015
Three year appointment	Walt Bierback	December 31, 2016
Three year appointment	Patricia Smith	December 31, 2016
Three year appointment	Julie Gandy	December 31, 2017
Three year appointment	John Nardone	December 31, 2017
One year appointment	Alternate	December 31, 2015

COMMERCIAL FISHERY

One year appointment	William Riffin	December 31, 2015
One year appointment	Iris Burt	December 31, 2015
One year appointment	Warren L. Hollinger	December 31, 2015

COURT ATTENDEES

One year appointment	William Sutton	December 31, 2015
One year appointment	Shawn Ronan	December 31, 2015
One year appointment	Kevin Brown	December 31, 2015

EMERGENCY MANAGEMENT

Coordinator	Frederick Hundt	December 31, 2015
Deputy	Michael Rodgers	December 31, 2015
Deputy	James Crunetti	December 31, 2015
Deputy	James D'Ambrosio	December 31, 2015

WHEREAS, there is a dire need for volunteers to serve on the various boards, committees and commissions that provide services to the Township of Commercial; and

WHEREAS, the Governing Body of the Township of Commercial is appreciative of the individual that have agreed to volunteer and serve;

THEREFORE BE IT RESOLVED by the Township Committee of the Township of Commercial that the fore mentioned individuals are approved.

RESOLUTION 2015-22

Designating Township Committee To Oversee Various Municipal Offices

BE IT RESOLVED by the Township Committee of the Township of Commercial that the following municipal offices will have the following committee members as their department heads.

Judson Moore	Fletcher Jamison	Ronald Sutton Sr.
Finance CFO	Clerk's Office	Building & Grounds
Tax Collection	Municipal Court	Construction Office
Animal Control	Public Works	Housing/Zoning
	Tax Assessor	Property Maintenance
		Emergency Management

RESOLUTION 2015-23

Budget Line Item Transfers In 2014 Municipal Budget

BE IT RESOLVED by the Township Committee of the Township of Commercial that the following budgetary transfers be made to avoid over expenditures in the 2014 Municipal Budget as requested by the Chief Financial Officer.

Line Item	Amount
From:	
Municipal Clerk SW	8,000
Tax Title Lien Service	3,000
Public Works	4,000

Total	\$15,000
Line Item	
To:	
Tax Collection SW	2,000
Legal Services	7,000
Construction OE	1,000
Animal Control OE	5,000

Total	\$15,000

RESOLUTION 2015-24

Resolution To Amend 2014 Capital Budget

WHEREAS, the Township of Commercial of the County of Cumberland desires to amend the 2014 Capital Budget by inserting thereon or correcting the items therein as shown in such budget for the following reasons:

Adding a new project which was not anticipated at the time of adoption of the capital budget.

NOW, THEREFORE, BE IT RESOLVED, by the Township of Commercial of the County of Cumberland that the following changes be made to the Capital Budget of the year 2014.

**AMENDMENT TO
CAPITAL BUDET OF THE
TOWNSHIP OF COMMERCIAL
COUNTY OF CUMBERLAND, NEW JERSEY
Project Schedule For 2014
Method of Financing**

PROJECT	ESTIMATED COST	CAPITAL IMP.FUND	FUND BALANCE AUTHORIZE
Mold Remediation & repairs To Police Barracks Building	\$121,946.00	\$74,029.85	

NOTE: Difference of \$47,916.15 for this project is being reimbursed through the Atlantic County Joint Insurance Fund.

BE IT FURTHER RESOLVED, that two certified copies of this resolution be filed forthwith in the office of the Director of the Division of Local Government Services.

It is hereby certified that this is a true copy of a resolution amending the capital budget adopted by the governing body on the 3rd day of January, 2015.

RESOLUTION 2015-25

Reappointing Pamela Humphries As Chief Financial Officer

BE IT RESOLVED by the Township Committee of the Township of Commercial that Pamela Humphries of Cape May Court House, NJ is hereby reappointed to the position of Chief Financial Officer for two year term to run concurrent upon expiration date of current contract.

Mayor Moore said I make a motion that we adopt Resolution 2015-2 through 2015-25.

Committeeman Sutton said I'll second that. Roll call vote was as follows:

Committeeman Jamison	Yes
Committeeman Sutton	Yes
Mayor Moore	Yes

Mayor Moore asked if there were additional comments from the officials and Mayor Moore said he wanted to thank everyone for being here today. He said at this time we will open the meeting to the public.

Mrs. Darlene Jamison said thank God for another new year, that you have been able to be here again, I want to congratulate my husband and I'm praying for the best for the whole team and the whole township committee and in your endeavor to do the job to lead the town and the community and I hope and pray that each and every one of you that has input in it, that is taking part in trying to run things, does it at their best and that there will be peace.

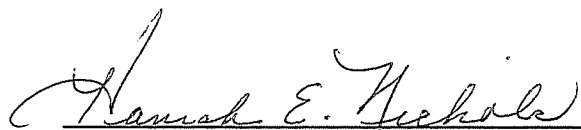
Mr. Teddy Jamison said I am proud of my brother and what he has accomplished, I didn't think he had it in him but apparently he does.

Mrs. Eddie Selby, Aunt to Mr. Jamison, said I am very proud of my nephew, he's a good boy, just keep on doing good things and God Bless You.

Mrs. Darlene Jamison said I just wanted to say on behalf of members of my family, we had a death in our family and the services are being held today and they are attending the services and paying their respects and we certainly understand,

Mrs. Nancy Moore said I just wanted to say congratulations to all of you and you know that I'm a prayer warrior that is involved in the township and I am so thankful for all of the things that you bring to the table and I'm praying for the township and for each one of you, may God be with you.

Mayor Moore asked for additional comments, or additional considerations and being none made a motion to adjourn the meeting which was so moved.



Hannah E. Nichols, Township Clerk