



# Ocean County Board of Chosen Freeholders

101 Hooper Ave  
Toms River, New Jersey  
08754-2191  
Tel: 732-929-2005  
Fax: 732-505-1918

## Organization Meeting Agenda

Date: January 3, 2018 - 3:30 PM  
Location: Administration Building  
Room 119  
101 Hooper Ave  
Toms River, NJ 08754

- A. STATEMENT Compliance with the Open Public Meetings Act.
  - 1. Call to Order - Betty Vasil, Clerk of the Board
  - 2. The Pledge of Allegiance
  
- B. BLESSING
  - 1. By Father Richard Rossell, St. Peter's Roman Catholic Church
  
- C. INVOCATION
  - 1. By Reverend James Occhipinti, Chaplain for the Ocean County Prosecutor's Office and the Ocean County Sheriff's Department
  
- D. STATEMENT OF DETERMINATION
  - 1. Statement of Determination for the 2017 General Election held on November 7, 2017 from Ocean County Clerk, Scott M. Colabella and George R. Gilmore, Chairman of the Board of County Canvassers.
  
- E. OATH OF OFFICE
  - 1. As a Member of the Board of Chosen Freeholders, Administered to Joseph H. Vicari by Dina M. Vicari, Esquire.
  
- F. COMMENTS FROM FREEHOLDER VICARI

- G. CALL OF THE ROLL
- H. NOMINATIONS AND ELECTION OF DIRECTOR OF THE BOARD FOR 2018
- I. NOMINATIONS AND ELECTION OF DEPUTY DIRECTOR OF THE BOARD FOR 2018
- J. COMMENTS FROM THE FREEHOLDER DIRECTOR
- K. COMMENTS FROM THE FREEHOLDER DEPUTY DIRECTOR
- L. COMMENTS FROM THE MEMBERS OF THE BOARD OF CHOSEN FREEHOLDERS
- M. PRESENTATION OF RESOLUTIONS
  - 1. Appointing Freeholder Gerry P. Little as the Director of the Department of Roads.
  - 2. Appointing Freeholder John C. Bartlett, Jr. as the Director of the Departments of Finance and Parks and Recreation.
  - 3. Appointing Freeholder Virginia E. Haines as the Director of the Department of Human Services.
  - 4. Appointing Freeholder John P. Kelly as the Director of the Departments of Law and Public Safety and Engineering.
  - 5. Appointing Freeholder Joseph H. Vicari as the Director of the Departments of Senior Services and Public Works, County Operations and Energy.
  - 6. Appointing Freeholder Little and Freeholder Haines as Members and Freeholder Kelly as an Alternate Member of the Ocean County Planning Board.
  - 7. Appointing Freeholder Kelly as Representative and Freeholder Haines and County Administrator Carl W. Block as two (2) Alternate Representatives of the New Jersey Association of Counties.
  - 8. Appointing the following Members to the Boards of School Estimate: Freeholder Little, Freeholder Bartlett and Freeholder Haines to the Ocean County College Board of School Estimate; and Freeholder Little, Freeholder Kelly and Freeholder Vicari to the Ocean County Vocational-Technical Schools Board of School Estimate.
  - 9. Appointing Freeholder Haines as Representative and Freeholder Bartlett as an Alternate Representative of the Southern New Jersey Freeholders Association.
  - 10. Appointing Freeholder Haines and Freeholder Little as Members of the Ocean County Board of Social Services.
  - 11. Appointing Freeholder Haines as an Ex-Officio Member of the Ocean County Advisory Commission on the Status of Women.

12. Appointing Freeholder Haines as an Ex-Officio Member of the Ocean County Mental Health Board.
13. Appointing Freeholder Vicari as an Ex-Officio Member of the Ocean County PIC, Inc.

N. PRESENTATION OF APPOINTMENTS

1. Appointing John C. Sahradnik, Esquire as County Counsel for a term of three (3) years, commencing January 1, 2018, in accordance with N.J.S.A. 40A:9-43; and Appointing Laura M. Benson, Esquire and Michael H. Matthis, Esquire as Assistant County Counsel for the year 2018.
2. Appointing Massimo F. Yezzi, Jr. as County Architect for the year 2018.
3. Appointing Robert W. Allison, CPA, RMA, PSA, CGMA as County Auditor for the year 2018.
4. Appointing Freeholder Haines and Freeholder Kelly to the North Jersey Transportation Planning Authority, Inc. for the year 2018, and appointing John N. Ernst as Interim First Alternate Representative and William F. Braden as Interim Second Alternate Representative.
5. Appointing Freeholder Haines, John N. Ernst and David L. Fitzgerald as Members of the Transportation Advisory Board for the year 2018.
6. Appointing Michael J. Fiure as Public Agency Compliance Officer for the County of Ocean for the year 2018.
7. Appointing C. Roberts Mulloy, Charles E. Jobes, Jr. and Alan W. Avery, Jr. as Alternate Members of the Ocean County Planning Board for the year 2018.

- O. Authorizing the Payment of Bills contained in Bill Committee Report #1.

P. RESOLUTIONS

1. Authorizing the 2018 Temporary Capital Budget.
2. Authorizing the 2018 Temporary County Budget.
3. Authorizing the Ocean County Chief Financial Officer to Invest Available Funds.
4. Authorizing Depositories for the County of Ocean during the year 2018.
5. Authorizing the re-establishment of the Approved Petty Cash Funds for the year 2018.
6. Authorizing the implementation of the 2018 Cash Management Plan.
7. Authorizing the County Purchasing Agent to purchase materials, supplies and equipment for the County of Ocean through State Contracts and pursuant to Local Public Contracts Law and all New Jersey State Laws.

8. Authorizing Professional Services Contracts with Hall Realty Consultants, LLC, Henry J. Mancini & Associates and Taurus Allied Partners, Inc. DBA Integra Realty Resources for County Appraiser Services for the year 2018.

Q. INTRODUCTION OF DIGNITARIES

R. COMMENTS

1. Comments from Elected Officials and Members of the Audience

S. BENEDICTION

1. By Rabbi Yisroel Schenkolewski, Dean of Bais Kaila Torah Preparatory School

T. ADJOURNMENT

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## RESOLUTION

January 3, 2018

**BE IT RESOLVED** by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that during the year **2018**, the Directors of the Departments of County Government, as constituted below, shall be as follows:

**A. FREEHOLDER GERRY P. LITTLE – Director of the Department of Roads.**

The Director of said Department shall oversee and/or serve as liaison to the following: Ocean County Administrator, Division of Public Information, Roads, Bridges, Vehicle Maintenance, Solid Waste Department, Veterans Bureau, Board of Social Services and the Board of Health.

**B. FREEHOLDER JOHN C. BARTLETT, JR. – Director of the Departments of Finance and Parks and Recreation.**

The Director of said Departments shall oversee and/or serve as liaison to the following: Auditor, Ocean County Utilities Authority, County Parks and Recreation, Finance, Management and Budget, Ocean County College, Cattus Island Park Advisory Council, Cultural and Heritage Commission, Ocean County Shade Tree Advisory Committee, Ocean County Natural Lands Trust Fund Advisory Committee, Ocean County Tax Board, Southern New Jersey Freeholders Association and the Barnegat Branch Rail Trail.

**C. FREEHOLDER VIRGINIA E. HAINES – Director of the Department of Human Services.**

The Director of said Department shall oversee and/or serve as liaison to the following: Office of Information Technology, Ocean County Advisory Commission on the Status of Women, Office of the Clerk of the Board, Monmouth-Ocean Development Council, Mental Health Administrator, Human Services, Human Services Advisory Council, Local Advisory Council on Alcoholism and Drug Abuse, Department of Transportation, Ocean Ride, Office for the Disabled, Board of Social Services, OC Planning Department, Commission for Individuals with Disabilities, Transportation Advisory Board, Transportation Advisory Committee for Senior Citizens & Individuals w/ Disabilities, County Housing Advisory Committee (CHAC), New Jersey Association of Counties, Southern New Jersey Freeholders Association and the North Jersey Transportation Planning Authority, Inc.



**D. FREEHOLDER JOHN P. KELLY – Director of the Departments of Law and Public Safety and Engineering.**

The Director of said Departments shall oversee and/or serve as liaison to the following: Ocean County Superior Court, Ocean County Law and Public Safety Advisory Committee, Juvenile Detention, Prosecutor's Office, Probation, Insurance and Risk Management, Engineering, Printing and Graphic Arts, Ocean County Jail, Sheriff's Department, Fire and First Aid Training Center, Fire and First Aid Committee (Chairman), County Connection, County Clerk, Commission on Child Safety and Awareness, Youth Services Commission, Emergency Management Council, Department of Security, Board of Elections, Ocean County Mosquito Extermination Commission, New Jersey Association of Counties and the North Jersey Transportation Planning Authority, Inc.

**E. FREEHOLDER DIRECTOR JOSEPH H. VICARI – Director of the Departments of Senior Services and Public Works, County Operations and Energy.**

The Director of said Departments shall oversee and/or serve as liaison to the following: Buildings and Grounds, Employee Relations, Consumer Affairs, Weights and Measures, Air Park, County Counsel, Medical Examiner, Surrogate, Extension Service, Tourism Advisory Council, Agriculture Development Board, Superintendent of Schools, Ocean County Environmental Agency, Workforce Development Board, Ocean County Vocational-Technical Schools, Business Development and Tourism, Barnegat Bay Estuary Program/Pump Out Boats, Office of Senior Services, Construction Board of Appeals, Ocean County PIC, Inc., Library Commission, Office of the Adjuster and the Barnegat Branch Rail Trail (TOURISM).

**BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately and that a certified copy shall be made available to the County Administrator, Department of Employee Relations, Department of Public Affairs and to each member of the Board of Chosen Freeholders.

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**BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately and that a certified copy shall be made available to the County Administrator, Department of Employee Relations, Department of Public Affairs and to each member of the Board of Chosen Freeholders.

**RESOLUTION**

**January 3, 2018**

**BE IT RESOLVED** by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that **FREEHOLDER GERRY P. LITTLE** and **FREEHOLDER VIRGINIA E. HAINES**, members of this Board, are hereby appointed as members of the **OCEAN COUNTY PLANNING BOARD** for the year **2018**.

**BE IT FURTHER RESOLVED** that **FREEHOLDER JOHN P. KELLY**, a member of this Board, is hereby appointed as an alternate member of the **OCEAN COUNTY PLANNING BOARD** for the year **2018**.

**BE IT FURTHER RESOLVED** that certified copies of this resolution shall be made available to the Ocean County Planning Board, Ocean County Clerk and to each appointee.

## RESOLUTION

January 3, 2018

**BE IT RESOLVED** by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that:

1. For the year **2018**, **JOHN P. KELLY**, a member of this Board, is hereby elected and designated to serve as this Board's representative at all meetings and conventions of the **NEW JERSEY ASSOCIATION OF COUNTIES**.

2. For the year **2018**, **VIRGINIA E. HAINES**, a member of this Board, and **COUNTY ADMINISTRATOR CARL W. BLOCK** are hereby elected and designated to serve as this Board's alternate representatives at meetings and conventions of the **NEW JERSEY ASSOCIATION OF COUNTIES** when Freeholder Kelly is unable to attend.

3. The Clerk of this Board shall make a certified copy of this resolution available to the New Jersey Association of Counties, Ocean County Clerk and Freeholders Kelly and Haines, and County Administrator Carl W. Block.

## RESOLUTION

January 3, 2018

**BE IT RESOLVED** by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that it hereby appoints the following members to the Boards of School Estimate for the year **2018**, as follows:

1. **Ocean County College Board** – Freeholder Gerry P. Little, Freeholder John C. Bartlett, Jr. and Freeholder Virginia E. Haines.
2. **Ocean County Vocational-Technical Schools Board** - Freeholder Gerry P. Little, Freeholder Freeholder John P. Kelly and Freeholder Joseph H. Vicari.

**BE IT FURTHER RESOLVED** that certified copies of this resolution shall be made available to Freeholders Bartlett, Haines, Kelly, Little and Vicari, Ocean County Vocational-Technical Schools, Ocean County College Board of Trustees and the Ocean County Clerk.

**RESOLUTION**

**January 3, 2018**

**BE IT RESOLVED** by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY**, that **FREEHOLDER VIRGINIA E. HAINES** is hereby designated as the Ocean County representative to the **SOUTHERN NEW JERSEY FREEHOLDERS ASSOCIATION** for **2018**, with **FREEHOLDER JOHN C. BARTLETT, JR.** serving as an alternate representative.

**BE IT FURTHER RESOLVED** that certified copies of this resolution shall be made available to Freeholders Bartlett and Haines, Ocean County Clerk, and to the Southern New Jersey Freeholders Association.

**RESOLUTION**

**January 3, 2018**

**BE IT RESOLVED** by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that **FREEHOLDER VIRGINIA E. HAINES** and **FREEHOLDER GERRY P. LITTLE** are hereby appointed members of the **OCEAN COUNTY BOARD OF SOCIAL SERVICES** for the year **2018**.

**BE IT FURTHER RESOLVED** that certified copies of this resolution shall be made available to Freeholders Haines and Little, Ocean County Clerk and to the Board of Social Services.

**R E S O L U T I O N**

**January 3, 2018**

**BE IT RESOLVED** by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that **FREEHOLDER VIRGINIA E. HAINES** is hereby appointed to serve as an **EX-OFFICIO MEMBER** of the **OCEAN COUNTY ADVISORY COMMISSION ON THE STATUS OF WOMEN**, to serve without salary or other compensation, during the year **2018**.

**BE IT FURTHER RESOLVED** that certified copies of this resolution shall be made available to the Ocean County Advisory Commission on the Status of Women, Ocean County Clerk and to Freeholder Haines.

**R E S O L U T I O N**

**January 3, 2018**

**BE IT RESOLVED** by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that **FREEHOLDER VIRGINIA E. HAINES** is hereby appointed to serve as an **EX-OFFICIO MEMBER** of the **OCEAN COUNTY MENTAL HEALTH BOARD**, to serve without salary or other compensation, during the year **2018**.

**BE IT FURTHER RESOLVED** that certified copies of this resolution shall be made available to the Ocean County Mental Health Board, Ocean County Clerk and to Freeholder Haines.



**RESOLUTION**

**January 3, 2018**

**BE IT RESOLVED** by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that **FREEHOLDER JOSEPH H. VICARI** is hereby appointed as an **EX-OFFICIO MEMBER** of the **OCEAN COUNTY PIC, INC.** during the year **2018**.

**BE IT FURTHER RESOLVED** that certified copies of this resolution shall be made available to Freeholder Vicari, Ocean County Clerk and to the Ocean County PIC, Inc.

**No Associated  
Documents**

**RESOLUTION**  
**January 3, 2018**

**WHEREAS**, the Ocean County Board of Chosen Freeholders requires the services of a County Counsel and Assistant County Counsel; and

**WHEREAS**, the County of Ocean has publicly solicited Requests for Qualifications for the provision of legal services in accordance with N.J.S.A. 19:44A-20.4 et. seq.; and

**WHEREAS**, the responses received by the County of Ocean were reviewed by the Ocean County Consultant Selection Review Committee in accordance with the criteria approved by the Ocean County Board of Chosen Freeholders for the evaluation of the same; and

**WHEREAS**, in accordance with the recommendation of the Ocean County Consultant Selection Review Committee, the Ocean County Board of Chosen Freeholders wish to appoint:

John C. Sahradnik, Esquire as County Counsel for a term of three (3) years, commencing January 1, 2018; and

Laura M. Benson, Esquire as Assistant County Counsel for General Counsel Services for a term of one (1) year, commencing January 1, 2018; and

Michael H. Mathis, Esquire as Assistant County Counsel for Adjuster Office Legal Services for a term of one (1) year, commencing January 1, 2018; and

**WHEREAS**, partial funds for these services will be made available upon the adoption of the 2018 Temporary County Budget with the balance to be available contingent upon adoption of the 2018 County Budget, at which time the Department of Finance will notify the appropriate County official when funds have become available; and

**WHEREAS**, the retainer costs for General Ocean County Counsel and Assistant County Counsel services are in an amount not to exceed \$ 152,000.00 per year; and

**WHEREAS**, for all other legal services to be rendered, amount shall not exceed: \$60,000.00 for Adjuster Office Legal Services; \$750,000.00 for General Counsel Services; \$175,000.00 for Capital Projects; and \$150,000.00 for Natural Lands Acquisitions; and

**WHEREAS**, the Local Public Contracts Law requires that the Resolution authorizing the award of a contract for professional services and the contract itself must be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED** by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY**, as follows:

1. **John C. Sahradnik**, 212 Hooper Avenue, Toms River, New Jersey 08754 is hereby appointed County Counsel, effective January 1, 2018, for a term of three (3) years in accordance with the terms and conditions set forth in the Professional Service Agreement on file in the office of the Clerk of the Board.

2. **Laura M. Benson**, 212 Hooper Avenue, Toms River, New Jersey 08754 and **Michael H. Mathis**, 131 East Main Street, PO Box 26, Tuckerton, New Jersey 08087 are hereby appointed Assistant County Counsel, effective January 1, 2018, for a term of one (1) year in accordance with the terms and conditions set forth in the Professional Service Agreement on file in the Office of the Clerk of the Board.

3. The Freeholder-Director and Clerk of the Board are hereby authorized and directed to enter into and execute Professional Service Agreements with **John C. Sahradnik, Esq.**, **Laura M. Benson, Esq.** and **Michael H. Mathis, Esq.**, copies of which are on file with the Clerk of the Board.

4. This Agreement is awarded in accordance with N.J.S.A. 40A:11-5, because legal services are professional in nature and because **John C. Sahradnik**, **Laura M. Benson** and **Michael H. Mathis** are licensed attorneys, authorized to practice law in the State of New Jersey.

5. This Agreement is also awarded in compliance with the provisions of N.J.S.A. 19:44A-20.4 et seq.

6. A certified copy of this Resolution, together with a copy of each of the Professional Service Agreements executed by the parties, shall be placed and kept on file at the Office of the Clerk of the Board of Chosen Freeholders.

7. A notice of this action shall be printed in a local newspaper.

8. Certified copies of this Resolution shall be forwarded to Ocean County Counsel; Ocean County Comptroller and Assistant Ocean County Counsel(s).

**RESOLUTION**  
**January 3, 2018**

**WHEREAS**, there exists a need for the appointment of an Architect for the County of Ocean; and

**WHEREAS**, the County of Ocean has publicly solicited a Request for Qualifications for the provision of architectural services in accordance with N.J.S.A. 19:44A-20.4 et. seq.; and

**WHEREAS**, the responses received by the County of Ocean were reviewed by the Ocean County Consultant Selection Review Committee in accordance with the criteria approved by the Ocean County Board of Chosen Freeholders for the evaluation of the same; and

**WHEREAS**, the Ocean County Consultant Selection Review Committee has recommended the award of a Professional Services Agreement for architectural services to Massimo F. Yezzi, Jr. for calendar year 2018; and

**WHEREAS**, the costs for such services rendered shall not exceed \$650,000.00; and

**WHEREAS**, funds for these services shall be available within the following funding sources:

1. 2018 Temporary and 2018 Adopted County Budget – Administrator O.E., Management & Budget O.E., Parks O.E. and Special Projects O.E.
2. Capital Ordinances

**WHEREAS**, This Agreement is awarded as a professional service in accordance with N.J.S.A. 40A:11-5, as the services to be performed are specialized and qualitative in nature and require expertise, extensive training and a proven reputation in this field of endeavor.

**WHEREAS**, this Agreement is awarded in compliance with the provisions of N.J.S.A. 19:44A-20.4 et seq., the New Jersey “Pay-to-Play” law;

**NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF OCEAN, STATE OF NEW JERSEY, as follows:**

1. The Freeholder-Director and Clerk of the Board are hereby authorized and directed to enter into and execute an Agreement with **Massimo F. Yezzi, Jr., A.I.A., T/A Yezzi Associates, LLC**, 18 Washington Street, P. O. Box 1638, Toms River, New Jersey 08754, effective January 1, 2018, for a term of one (1) year in accordance with the terms and conditions set forth in the Professional Service Agreement attached hereto.

2. This Agreement is awarded in accordance with the provisions of N.J.S.A. 40A:11-5 of the Local Public Contracts Law which recognizes that architectural services, such as those required in connection with this Agreement, constitute professional services as defined therein.

3. This Agreement is awarded in compliance with the provisions of N.J.S.A. 19:44A-20.4 et seq.

4. A notice of this action shall be published once as required by law.

5. The contract number must be placed on all documents pertaining to this Agreement.

6. A certified copy of this Resolution, together with a copy of the Agreement executed by the parties, shall remain on file and be available for public inspection at the office of the Clerk of the Board of Chosen Freeholders.

7. A certified copy of this resolution shall be forwarded to:

Ocean County Comptroller;  
Ocean County Auditor;  
Ocean County Counsel, and  
Massimo F. Yezzi, Jr., Architect.

CONTRACT NO. MUST BE ON ALL  
PAPERS, DOCUMENTS, INVOICES, VOUCHERS  
NO. PP2018-3

**RESOLUTION**

January 3, 2018

**WHEREAS**, there exists a need for a County Auditor to complete the County Audit for 2017 and to audit the records for the County of Ocean in accordance with N.J.S.A. 40A:5-4; and

**WHEREAS**, such audit services can be provided only by a Licensed Registered Municipal Auditor; and

**WHEREAS**, the County of Ocean has publicly solicited Request for Qualifications for the provision of audit services for the County of Ocean in accordance with N.J.S.A. 19:44A-20.4 et seq.; and

**WHEREAS**, the qualifications were received and reviewed by the Ocean County Department of Finance in accordance with the criteria set forth in the Request for Qualifications; and

**WHEREAS**, the Ocean County Consultant Selection Review Committee has recommended the award of a Professional Services Agreement for auditing services to Robert W. Allison, CPA, RMA, PSA, CGMA on the basis of his qualifications; and

**WHEREAS**, this contract is awarded as a professional service in accordance with N.J.S.A. 40A:11-5, as the services to be performed are specialized and qualitative in nature and will be performed under the supervision of a licensed accountant; and

**WHEREAS**, this contract is awarded in compliance with the provisions of N.J.S.A. 19:44A-20.4 et seq., the New Jersey "Pay-to-Play" Law; and

**WHEREAS**, funds will be made available upon adoption of the County Budget under the following appropriations: Department of Finance O.E., Audit, O.E., Single Audit O.E. and Departmental Operating Expenses as indicated in the contract; and

**WHEREAS**, the amount of the contract is not to exceed \$235,000.00.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF OCEAN, STATE OF NEW JERSEY**, as follows:

1. The Freeholder Director and Clerk of the Board are hereby authorized and directed to execute a Professional Services Agreement for auditing services with Robert W. Allison, CPA, RMA, PSA, CGMA.

2. A copy of this Agreement shall be kept on file and available for public inspection at the Office of the Clerk of the Board of Chosen Freeholders, Ocean County Administration Building, 101 Hooper Avenue, Toms River, New Jersey.
3. This contract is awarded as a "Professional Services" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), as the services required in connection with this Agreement shall be provided by licensed accountants and constitute professional services as defined therein.
4. A notice of this action shall be published once as required by law.
5. The contractor shall include the contract number on all papers, documents, invoices and vouchers pertaining to said contract.
6. Certified copies of this resolution shall be made available to Ocean County Department of Finance and the County Auditor.



## RESOLUTION

January 3, 2018

WHEREAS, the County of Ocean is a voting member of the North Jersey Transportation Planning Authority, Inc., which acts as a decision-making forum for major transportation investments and planning activities in the northern New Jersey region.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF CHOSEN FREEHOLDERS of the COUNTY OF OCEAN, STATE OF NEW JERSEY that it hereby appoints the following individuals to represent Ocean County on the NORTH JERSEY TRANSPORTATION PLANNING AUTHORITY for the calendar year 2018:

- |     |                    |   |  |
|-----|--------------------|---|--|
| 1.  | Virginia E. Haines | - | Toms River, first voting member.                     |
| 2.  | John P. Kelly      | - | Eagleswood, first alternate member.                  |
| 2a. | John N. Ernst      | - | Beachwood, Interim first alternate representative.   |
| 2b. | William F. Braden  | - | Toms River, Interim second alternate representative. |

BE IT FURTHER RESOLVED that certified copies of this resolution shall be made available to the North Jersey Transportation Planning Authority, Ocean County Clerk and to each appointee.

**RESOLUTION**

**January 3, 2018**

**BE IT RESOLVED** by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that the following individuals are hereby appointed as members of the **OCEAN COUNTY TRANSPORTATION ADVISORY BOARD** for a term of one (1) year, effective January 1, 2018 and expiring on December 31, 2018:

**FREEHOLDER VIRGINIA E. HAINES**

**JOHN N. ERNST, COUNTY ENGINEER**

**DAVID L. FITZGERALD, DIRECTOR OF TRANSPORTATION**

**BE IT FURTHER RESOLVED** that certified copies of this resolution shall be made available to the Ocean County Transportation Advisory Board, Ocean County Clerk and to each appointee.

**RESOLUTION**

January 3, 2018

**WHEREAS**, in accordance with the State of New Jersey P.L. 1975, C. 127 (NJAC 17:27) each County shall forward the State Affirmative Action Office, the name, title, business, address, telephone and fax numbers of the County Public Agency Compliance Officer by January 10<sup>th</sup> of every year.

**NOW, THEREFORE, BE IT RESOLVED** by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY**, that it hereby designates and appoints **MICHAEL J. FIURE** as the **OCEAN COUNTY PUBLIC AGENCY COMPLIANCE OFFICER** for the year 2018.

**BE IT FURTHER RESOLVED**, that certified copies of this Resolution shall be made available to the State of New Jersey Affirmative Action Office, the Ocean County Employee Relations Director and to the appointee.

**RESOLUTION**

**January 3, 2018**

**BE IT RESOLVED** by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY**, that the following individuals are hereby appointed to the **OCEAN COUNTY PLANNING BOARD** for a term of one (1) year, term to expire December 31, 2018:

<b>C. ROBERTS MULLOY, Toms River</b>	<b>Engineer Alternate</b>
<b>CHARLES E. JOBES, JR., Little Egg Harbor</b>	<b>Alternate Member No. 1</b>
<b>ALAN W. AVERY, JR., Toms River</b>	<b>Alternate Member No. 2</b>

**BE IT FURTHER RESOLVED** that certified copies of this resolution shall be made available to the Ocean County Planning Board, Ocean County Clerk and to the appointees.

**No Associated  
Documents**

**No Associated  
Documents**

**TEMPORARY CAPITAL BUDGET**

**COUNTY OF OCEAN**

WHEREAS, the Division of Local Government Services requires the adoption of a Local Capital Budget, and

WHEREAS, the Local Capital Budget for the year 2018 has not been adopted, and

WHEREAS, it is desired to adopt a Temporary Capital Budget for the year 2018.

NOW, THEREFORE, BE IT RESOLVED, by the BOARD OF CHOSEN FREEHOLDERS, County of Ocean,  
that the following capital appropriations be made:

RECORDED VOTE	(	(	(
	(	(	(
AYES	(	NAYS	(
	(	(	(
	(		(
		ABSTAIN	(
		(	(
		ABSENT	(
		(	(

**COUNTY OF OCEAN  
2018 TEMPORARY CAPITAL BUDGET (CURRENT YEAR ACTION)**

1 PROJECT TITLE	2 PROJECT NUMBER	3 ESTIMATED TOTAL COST	4 AMOUNTS RESERVED IN PRIOR YEARS	PLANNED FUNDING SERVICES FOR CURRENT YEAR-2018					6 TO BE FUNDED IN FUTURE YEARS
				5a 2018 Budget Appropriation	5b Capital Improvement Fund	5c Capital Surplus	5d Grants-in-Aid and Other Funds	5e Debt Authorized	
<b>ENGINEERS:</b>									
Bridge Rehabilitation and Management	2018-5	2,000,000			100,000			1,900,000	
Engineering, Road, Bridge and Drainage Improvements	2018-6	4,000,000			200,000			3,800,000	
Reconstruction and Resurfacing of Certain County Roads - Design	2018-7	500,000			50,000			450,000	
<b>Totals</b>		<b>\$6,500,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$350,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,150,000</b>	<b>\$0</b>



BE IT FURTHER RESOLVED, that the above items will be provided for in the 2018 Capital Budget, and

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

It is hereby certified that this is a true copy of a resolution adopting a Temporary Capital Budget by the governing body on the 3rd day of January 2018.

Certified by:

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Betty Vasil, Clerk of the Board of Chosen Freeholders

TRENTON, NEW JERSEY

APPROVED \_\_\_\_\_, 2018

\_\_\_\_\_  
DIRECTOR OF LOCAL GOVERNMENT SERVICES

# Resolution

January 3, 2018

**WHEREAS**, N.J.S. 40A:4-19 provides that where any contract commitment or payments are to be made prior to the final adoption of the 2018 budget, temporary appropriations should be made for the purpose and amounts required in the manner and the time therein provided; and

**WHEREAS**, the date of this Resolution is within the first thirty days of January 2018; and

**WHEREAS**, the total appropriations in the 2017 budget, exclusive of any appropriations made for interest and debt assistance in said 2017 budget, is the sum of \$85,860,074. This sum, including the required appropriations for the above mentioned line items may not exceed \$111,004,094 for the total 2018 Temporary Budget.

**NOW, THEREFORE, BE IT RESOLVED** by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN**, that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records:

<u>APPROPRIATIONS</u>	<u>AMOUNT</u>
4002 Board of Chosen Freeholders	
Salaries & Wages	\$ 150,000
Other Expenses	1,400
4004 County Administrator	
Salaries & Wages	370,000
Other Expenses	34,000
4005 Management & Budget	
Salaries & Wages	200,000
Other Expenses	27,400
4006 Wireless Technologies Division	
Other Expenses	210,000
4010 County Counsel	
Other Expenses	212,500
4012 County Adjusters Office	
Salaries & Wages	75,000
Other Expenses	40,000
4013 Department of Finance	
Salaries & Wages	460,000
Other Expenses	62,400
4014 Clerk of the Board	
Salaries & Wages	300,000
Other Expenses	13,000
4015 Tourism & Economic Development	
Other Expenses	164,481
4016 Employee Relations	
Salaries & Wages	370,000
Other Expenses	2,900
4017 Personnel Training Program	17,500
4018 Labor Relations Consultant	52,500
4019 County Connection	
Other Expenses	4,200
4020 Public Information/Outreach	
Other Expenses	43,750
4022 County Clerk	
Salaries & Wages	660,000
Other Expenses	100,000
4023 Prosecutor's Programs	
Other Expenses	25,000
4024 Prosecutor's Office	
Salaries & Wages	4,500,000
Other Expenses	162,000
4026 Purchasing Department	
Salaries & Wages	160,000
Other Expenses	2,200
4029 Warehouse	
Salaries & Wages	90,000
Other Expenses	900

<u>APPROPRIATIONS</u>	<u>AMOUNT</u>
4030 Buildings & Grounds	
Salaries & Wages	2,100,000
Other Expenses	737,000
4031 Gang Violence Initiative	
Salaries & Wages	150,000
4033 Security	
Salaries & Wages	1,350,000
Other Expenses	19,100
4034 Group Insurance Plans for Employees	14,500,000
4035 Employee Physicals & Policy	
Other Expenses	20,125
4036 Health Benefits Waiver	19,200
4038 Insurance	1,400,000
4040 Insurance Consultant	13,700
4042 Stationery, Printing & Advertising	
Other Expenses	5,225
4044 Postage	
Other Expenses	125,000
4046 Office of Information Technology	
Salaries & Wages	900,000
Other Expenses	640,000
4054 Printing & Graphic Arts	
Salaries & Wages	170,000
Other Expenses	101,800
4061 Self Ins. Adm. of Claims	
Other Expenses	70,000
4205 Indigent Cost	
Other Expenses	6,250
4210 Uniform Interstate Family Support Act	
Other Expenses	45,000
4218 Surrogate	
Salaries & Wages	320,000
Other Expenses	11,900
4224 Sheriff-Judicial Function	
Other Expenses	18,360
4402 Office of the Sheriff	
Salaries & Wages	5,700,000
Other Expenses	160,000
4403 Sheriff's - 911 System	
Salaries & Wages	1,300,000
Other Expenses	135,000
4404 Sheriff-Communications & Operations Division	
Other Expenses	49,421
4405 Sheriff-Criminal Division	
Other Expenses	88,000
4406 Police Academy	
Other Expenses	10,200
4409 Office of Fire Marshall	
Salaries & Wages	270,000
4410 Board of Taxation	
Salaries & Wages	150,000
Other Expenses	4,350
4414 Medical Examiner	
Salaries & Wages	200,000
Other Expenses	300,000
4415 Burial Exp./Indigent Dependent	
Other Expenses	2,500
4416 Shade Tree Commission	
Salaries & Wages	30,000
Other Expenses	9,000
4420 Election Expense	
Salaries & Wages	50,000
Other Expenses	210,000
4421 Election Board	
Salaries & Wages	800,000
4422 Rent of Polling Places	
Other Expenses	24,125

<u>APPROPRIATIONS</u>	<u>AMOUNT</u>
4424 District Election Board Members	
Other Expenses	40,000
4426 Other Election Expenses-County Clerk's Office	
Other Expenses	83,675
4433 Sheriff's Emergency Services Division	
Other Expenses	18,208
4436 County Planning Board (RS40:27-3)	
Salaries & Wages	300,000
Other Expenses	13,290
4438 Consumer Affairs	
Salaries & Wages	230,000
Other Expenses	1,200
4446 Construction Board of Appeals	
Other Expenses	125
4449 Clean Vessel Act	
Other Expenses	45,000
4604 County Funds - Roads	
Salaries & Wages	3,500,000
Other Expenses	1,370,000
4605 Vehicle Services	
Salaries & Wages	900,000
Other Expenses	70,500
4614 Engineering Department	
Salaries & Wages	1,550,000
Other Expenses	127,594
4615 Engineering/Hazard Tree Removal	
Other Expenses	25,000
4618 Beach Erosion	150,000
4620 Transportation Services	
Salaries & Wages	920,000
Other Expenses	69,000
4634 Maintenance of Pumping Facility	
Other Expenses	39,733
4635 Schedule "C" Vehicle Services	
Other Expenses	70,000
4802 Department of Corrections	
Salaries & Wages	7,450,000
Other Expenses	193,000
4803 Corrections - Healthcare Services	
Other Expenses	1,255,013
4804 Law Enforcement/Crime Prevention	
Other Expenses	25,000
4806 Corrections - Food	
Other Expenses	480,000
5011 Aid/Visiting Homemakers Service	
Other Expenses	22,149
5016 Department of Human Services	
Salaries & Wages	250,000
Other Expenses	54,200
5018 Mental Health Programs	
Other Expenses	511,135
5023 Fire & First Aid Training Center	
Salaries & Wages	150,000
Other Expenses	20,000
5026 Mosquito Extermination Commission	
Other Expenses	1,127,815
5033 Maint. of Patients in Other Than State Institutions	
Other Expenses	30,000
<hr/>	
<u>County Board of Social Services</u>	
5040 Administration	
Other Expenses	7,500,000
5041 Services Account	
Other Expenses	1,750,000
5046 Supplemental Security Income	
Other Expenses	800,000
5048 B.O.S.S./Emergency Shelter Aid	
Other Expenses	50,000

<u>APPROPRIATIONS</u>	<u>AMOUNT</u>
5051 School Nutrition Program Expense	
Other Expenses	40,000
5052 Juvenile Services - Educational Program	
Other Expenses	157,481
5053 Juvenile Gang Initiative	
Other Expenses	15,000
5055 Juvenile Services - State Housing	
Other Expenses	7,160
5056 Juvenile Services	
Salaries & Wages	1,200,000
Other Expenses	50,300
5057 Juvenile Services/Non-Secure Program	
Other Expenses	91,480
5058 Office of Senior Services	
Salaries & Wages	220,000
Other Expenses	737,984
5062 War Veterans Burial & Grave Decoration	
Other Expenses	15,000
5064 Ocean County Environmental Agency	
Other Expenses	460
5070 Workforce Investment Board	
Other Expenses	12,500
5087 Hazardous Household Waste	
Other Expenses	107,428
5088 Solid Waste Management	
Salaries & Wages	730,000
Other Expenses	176,000
5089 Disability Awareness Education	
Other Expenses	22,500
5093 Handicapped Commission	
Other Expenses	300
5096 Aid/St. Francis Community Center	
Other Expenses	15,573
5097 Division on Aging - S.D.C. Reimbursement	
Other Expenses	55,000
5202 Superintendent of Schools	
Salaries & Wages	110,000
Other Expenses	4,400
5208 County Extension Service	
Salaries & Wages	110,000
Other Expenses	7,445
5209 Rutgers Co-op Extension	
Other Expenses	45,000
5212 Reimbursement for Out of County Students	
Other Expenses	97,750
5216 Cultural & Heritage Commission	
Other Expenses	9,252
5221 Aid to Museums	
Other Expenses	15,000
5402 County Parks & Recreation	
Salaries & Wages	1,700,000
Other Expenses	140,000
5404 County Parks/Non-Profit	
Other Expenses	39,500
5406 Forge Pond Recreation Complex	
Other Expenses	24,000
5408 Atlantis Complex	
Other Expenses	44,000
5410 Rental/Lease Equipment	
Other Expenses	110,000
5412 Atlantis/Pro-Shop	
Other Expenses	10,250
5414 Forge Pond/Pro-Shop	
Other Expenses	6,375
5608 County Air Park	
Salaries & Wages	20,000
Other Expenses	2,600
5625 Repair & Maintenance of County Vehicles	
Other Expenses	1,070,300

<u>APPROPRIATIONS</u>	<u>AMOUNT</u>
5626 Environmental	
Other Expenses	136,000
5627 Physical Damage Vehicle	25,000
5628 Rental/Lease Office Premises	
Other Expenses	425,000
5638 Ocean County Public Transportation Program	
Other Expenses	375
5646 Purchase, Replacement, Repairs & Rentals of Equipment	
Other Expenses	92,500
5653 Aid: Vet Works	
Other Expenses	51,750
5654 Veterans' Service Bureau	
Salaries & Wages	90,000
Other Expenses	4,000
5665 Association of Counties	
Other Expenses	5,250
<u>Utilities</u>	
5667 Gasoline	900,000
5669 Telephone/Data Transmission	1,100,000
5670 Natural Gas	503,000
5671 Heating Oil	15,000
5673 Water	103,375
5675 Sewer	175,000
5676 Trash Disposal	77,500
5677 Electricity	1,000,000
5678 Street Lighting	15,000
5679 Special Projects	425,000
<u>Capital Improvements</u>	
6002 Capital Improvement Fund	2,000,000
6010 Timekeeping Software & Equipment	100,000
6018 Traffic Signals	50,000
6026 Road Overlay & Construction-Roads	750,000
6027 Road Overlay & Construction-Engineering	205,000
6028 Purchase of Communications Equipment	125,000
6036 Purchase of Office Equipment & Furniture	650,000
6038 Purchase of Trucks	500,000
6040 Building Repairs	900,000
6042 Data Processing Equipment	625,000
6050 Engineering Projects - Design	50,000
6055 Roof upgrades and alterations	62,500
6057 Energy Savings Program	919,740
6060 Purchase of Land	2,000,000
<u>County Debt Service</u>	
6650 Interest on Bonds	5,950,769
6652 Int: College Bonds State Aid	43,605
6655 NJEIT - Fund Loan	40,637
6657 NJEIT Trust Loan	21,769
<u>Statutory Expenditures - Contributions To:</u>	
6830 Contribution -PERS/PFRS	100,000
6840 Social Security System (O.A.S.I.)	3,000,000
6843 NJ-DOL-Catastrophic Illness Fund Right to Know	3,000
6844 New Jersey Temporary Disability Insurance	353,180
<u>State and Federal Grants</u>	
7044 Aid to Families with Dependent Children	100,000
P021 US Marshall Service Fy17/18	30,000
R000 Area Plan III E State Fy18	89,459
R001 Safe Housing & Transport Fy18	86,399
R003 Adult Protective Svc Fy18	374,556
R004 Ocean Area Plan Grant Fy18	2,140,702
R005 Ocean Area Comprehensive Fy18	208,035
R006 Ocean Area Plan State Fy18	110,136
R007 DCA: Home Delivered Meals Fy18	73,068
R009 Care Coordination Fy18	23,810
R010 Personal Asst Svcs Program Fy18	94,369
R017 Sr Citizen/ Persons w/ Disab Fy18	1,328,260
R023 Council of the Arts Fy18	80,145
R028 Social Svc Block Grant Fy18	227,542

<u>APPROPRIATIONS</u>	<u>AMOUNT</u>
R029 Area Plan III-E Admin Fy18	29,819
R031 Family Court Services Fy18	338,792
R036 State Cola Senior Svcs Fy18	398,594
R038 Medicaid Match Fy18	40,909
R051 DHS Emerg Food & Shelter Fy18	764,364
R053 Spec Initiative/Transp Fy18	71,630
R065 NJ Co History Partnership Fy18	75,100
R070 Insurance Fraud Program Fy18	250,000
R084 Program Service Fund Fy18	324,867
R085 Program Management Fund Fy18	55,550
R094 Juvenile Detention Alt Init.	124,000
R096 USDA Fy18	201,640
S007 Local: DCA Home Delv Meal Fy18	18,267
S028 Local: Social Svcs Block Fy18	56,886
<b>Total 2018 Temporary Budget</b>	<b>\$ <u>110,448,911</u></b>

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## RESOLUTION

January 3, 2018

**WHEREAS**, it is deemed necessary to designate a County employee authorization to invest County idle funds; and

**WHEREAS**, the Board of Chosen Freeholders have appointed a Chief Financial Officer in accordance with P.L. 1993, c 87 et. seq. (C 40A:9-28 et. Seq.).

**NOW, THEREFORE, BE IT RESOLVED, by the BOARD OF CHOSEN FREEHOLDERS of the COUNTY OF OCEAN, STATE OF NEW JERSEY, that:**

1. The County Chief Financial Officer and/or her designee are hereby authorized to invest available funds during the calendar year 2018, said funds only being invested in permitted securities/investments approved by New Jersey State Law. Funds may also be invested with financial institutions listed as authorized designated depositories.

2. The Chief Financial Officer and/or her designees will report to this Board on a monthly basis.

3. Any securities purchased must be maintained by said depositories in safekeeping.

4. A certified copy of this resolution shall be made available to the County Auditor and the Department of Finance.



## RESOLUTION

January 3, 2018

**WHEREAS**, N.J.S.A. 40A:5-14 requires that a local unit designate depository(ies) for County funds; and

**WHEREAS**, it is the desire of the County of Ocean to comply with such statute.

**NOW, THEREFORE, BE IT RESOLVED**, by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that the following financial institutions are designated as the Depositories of the County of Ocean for the year 2018:

Amboy Bank, Old Bridge, New Jersey  
Bank of America, Toms River, New Jersey  
Bank of New York Mellon  
Bogota Savings Bank, Teaneck, New Jersey  
Capital One, N.A., Fairfield, New Jersey  
Cenlar Federal Savings Bank, Trenton, New Jersey  
Century Savings Bank, Vineland, New Jersey  
Citibank, N.A., Toms River, New Jersey  
Crest Savings Bank, Wildwood, New Jersey  
Crown Bank National, Brick, New Jersey  
First Bank, Hamilton, New Jersey  
First Commerce Bank, Lakewood, New Jersey  
First National Bank of Absecon, Absecon, New Jersey  
Freedom Bank, Oradell, New Jersey  
Freehold Savings and Loan Association, Freehold, New Jersey  
Garden State Community Bank, Toms River, New Jersey  
Gibraltar Savings Bank, Oak Ridge, New Jersey  
Grand Bank, N.A., Hamilton, New Jersey  
Haddon Savings Bank, Haddon Heights, New Jersey  
Investors Bank, Toms River, New Jersey  
J P Morgan Chase Bank, Toms River, New Jersey  
Lakeland Bank, Jackson, New Jersey  
Liberty Bell Bank, Marlton, New Jersey  
Manasquan Savings Bank, Manasquan, New Jersey  
Mariner's Bank, Edgewater, New Jersey  
Millville Savings and Loan Association, Millville, New Jersey  
M&T Bank, Toms River, New Jersey  
New Jersey Asset & Rebate Management Program (NJ/ARM)  
New Jersey Community Bank, Freehold, New Jersey  
New Millennium Bank, New Brunswick, New Jersey  
New York Community Bank, Toms River, New Jersey  
Ocean First Bank, Toms River, New Jersey  
Provident Bank, Howell, New Jersey  
PNC Bank, Toms River, New Jersey  
Shore Community Bank, Toms River, New Jersey  
Santander Bank, Toms River, New Jersey  
State of New Jersey Cash Management Fund  
Sturdy Savings Bank, Cape May Court House, New Jersey  
Sun National Bank, Toms River, New Jersey  
TD Bank, Whiting, New Jersey  
The Bank of Princeton, Princeton, New Jersey  
The Depository Trust Company  
Two River Community Bank, Middletown, New Jersey  
Unity Bank, Highland Park, New Jersey

Valley National Bank, Wayne, New Jersey  
Wells Fargo, N.A., Toms River, New Jersey

**BE IT FURTHER RESOLVED** that the authorized County Officials are hereby directed and approved to execute any necessary related documents required by said depositories in order to perform their fiduciary responsibility.

**BE IT FURTHER RESOLVED** that certified copies of this resolution shall be made available to each institution named above, Conner Strong Company, Inc., County Auditor and the Department of Finance.

**RESOLUTION**

January 3, 2018

**WHEREAS**, the County of Ocean previously received approval from the State of New Jersey Division of Local Government Services, for various petty cash funds; and

**WHEREAS**, N.J.S.A. 40A:5-21 requires each petty cash fund be re-authorized annually; and

**WHEREAS**, the following County departments have a State approved petty cash fund:

Clerk of the Board  
Parks and Recreation  
Prosecutor's Office -- Emergencies  
Prosecutor -- Confidential Investigations  
Sheriff's Department  
Solid Waste Management Department  
Transportation Services Department  
Vehicle Services Department

**NOW THEREFORE, BE IT RESOLVED** that the Ocean County Board of Chosen Freeholders, State of New Jersey, that the petty cash funds approved by the State of New Jersey are hereby re-authorized for the year 2018.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be made available to the Finance Department and to the County Auditor.

## RESOLUTION

January 3, 2018

**WHEREAS**, N.J.S.A. 40A:5-14 requires that a local unit annually adopt a Cash Management Plan; and

**WHEREAS**, it is the desire of the County of Ocean to comply with such statute.

**NOW, THEREFORE, BE IT RESOLVED**, by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that the attached Cash Management Plan of the County of Ocean shall serve as the 2018 Cash Management Plan.

**BE IT FURTHER RESOLVED** that the authorized County Officials are hereby directed and approved to execute any necessary related documents required to implement the 2018 Cash Management Plan.

**BE IT FURTHER RESOLVED** that certified copies of this resolution shall be made available to the County Auditor and the Department of Finance.

# **CASH MANAGEMENT PLAN**

## **POLICY**

FIN 2018



**BOARD OF CHOSEN FREEHOLDERS**

**OCEAN COUNTY, NEW JERSEY**

# **RESOLUTION**

**FEBRUARY 4, 1998**

**WHEREAS**, N.J.S.A. 40A:5-14 of the Local Fiscal Affairs Law as amended by P.L. 1997, c. 148 on June 30, 1997 requires that every local unit shall adopt a "Cash Management Plan"; and

**WHEREAS**, The Cash Management Plan is required to list the GUDPA approved depository banks, any broker/dealers, and the approved investment instruments selected by the local unit's governing body; and

**WHEREAS**, The Local unit is required to adopt by resolution its Cash Management Plan on an annual basis.

**NOW, THEREFORE, BE IT RESOLVED** by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY**, that the attached Cash Management Plan, known as Form FIN 1-98 be adopted as the Cash Management Plan for the County of Ocean in compliance to N.J.S.A. 40A:5-14 as modified by P.L. 1997, c.148.

**BE IT FUTHER RESOLVED** that certified copies of this resolution shall be forwarded to the Clerk of the Board, the Department of Finance and the County Auditor.



# COUNTY OF OCEAN

## POLICY

		FORM FIN 2018
SUBJECT: CASH MANAGEMENT PLAN	EFFECTIVE DATE 1/01/18	APPROVAL

### INTRODUCTION

The New Jersey "Local Fiscal Affairs Law", specifically N.J.S.A. 40A:5-14, as amended by P.L. 1997, c.148 on June 30, 1997, requires that every local unit shall adopt a "Cash Management Plan." This plan lists the GUDPA approved depository banks, any broker/dealers, and the approved investment instruments selected by the local unit's governing body.

In addition, the cash management plan is to be adopted by resolution, usually at the reorganization meeting, or the first meeting of the year and will guide the investment of a local unit's idle cash during periods that it is not needed to meet obligations.

The County of Ocean has a formal Cash Management Plan which was initially adopted on July 6, 1983 and revised on February 4, 1998.

The purpose of the current revision is to modify the procedures currently followed under the current Cash Management Plan to comply with the provisions of P.L. 1997, c.148 as enacted on June 30, 1997.

This new act revises and expands the responsibility of the governing body and the role of the Chief Financial Officer in cash management as well as expanding the range of the allowed investment vehicles used by a local unit to invest its idle cash.

**County of Ocean**

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# POLICY

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## I. GENERAL AUTHORITY

The Board of Chosen Freeholders for the County of Ocean authorizes the Chief Financial Officer of the County of Ocean to administer the Cash Management Plan in order to deposit and invest the County of Ocean's idle cash pursuant to the stipulations contained in the Cash Management Plan.

## II. ELIGIBLE DEPOSITORIES FOR PUBLIC FUNDS

Eligible depositories for County funds are New Jersey banks or savings and loans specifically approved by the New Jersey Department of Banking and Insurance under the Government Unit Depository Protection Act (GUDPA) and maintain a banking presence in the County of Ocean. Deposits of County funds in institutions other than those covered by GUDPA are prohibited by law.

As part of the County's Cash Management Plan, annually The Board of Chosen Freeholders shall adopt a list of the approved depositories for the County (ATTACHMENT A).

### **RFP – Request for Proposal**

While P.L. 1997, c.148 formally exempts banking services and investment purchases from the bidding provisions of the Local Public Contracts Law N.J.S.A. 40A:11, all investment and banking services for the County of Ocean will be selected through a Request For Proposal (RFP) process.

When the need for banking and investment services exists, the County Chief Financial Officer may solicit RFP's from the eligible banking and investment institutions.

Upon receipt of the RFP's, the County Chief Financial Officer will then review each proposal. After the review, the County Chief Financial Officer will make recommendations to the Board of Chosen Freeholders. If necessary, the County Auditor may be asked to aid in the review process.

Once an investment or banking institution has been selected, the County's Cash Management Plan will be revised and adopted by resolution by the Board of Chosen Freeholders for the County of Ocean.

# POLICY

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### III. CASH MANAGEMENT POLICY

It shall be the policy of the Board of Chosen Freeholders for the County of Ocean to adopt the Cash Management Plan by resolution at the annual reorganization meeting or during the year as deemed necessary to reflect changes in laws, depositories, investments or funds.

The Chief Financial Officer for the County of Ocean is directed to invest and deposit funds pursuant to the cash management plan as adopted by resolution of The Board of Chosen Freeholders of the County of Ocean.

It is the objective of the Cash Management Policy to maximize the investment and interest income earned on idle County funds while providing adequate liquidity to meet the obligations of the County.

#### **Timely Deposit of all County Funds:**

As required by N.J.S.A. 40A:5-15, all monies collected or received from any source by or on behalf of the County or any board or Department thereof shall be paid to the "Treasurer, County of Ocean", who shall deposit all such funds within 48 hours after receipt, to the credit of the County of Ocean in one of the designated legal depositories.

All deposits forwarded to the Chief Financial Officer of the County of Ocean shall be accompanied by a revenue transmittal form listing cash and individual checks and will include a revenue account to which funds will be credited upon deposit.

#### **Deposits to Interest Bearing Accounts:**

It is the explicit policy of the County of Ocean that all funds be deposited into interest bearing accounts except as noted below.

All Departments and/or agencies of the County who collect monies for the County in the normal course of its activities must deposit said monies in an interest bearing account until such time as these monies are turned over to the County Treasurer or designee.

# POLICY

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## **Exceptions to Interest Bearing Account Requirements:**

The following types of funds are not required to be placed in Interest Bearing Accounts:

1. Petty Cash and Change Funds under \$5,000.00
2. Cash drawn from a Federal agency under a letter of credit, which cash is to be paid out within 5 working days to a vendor.
3. Amounts derived from the sale of bonds or notes, only to the extent that a specific written opinion of counsel states that the earning of (full) interest would result in the bonds or notes being classified as an arbitrage (not federally tax-exempt) issue pursuant to Federal regulations. To the extent that some interest is allowable, it shall be deposited at such a rate if such a rate is obtainable.

## **Treasurer's Report:**

It shall be the responsibility of the County Treasurer to provide to the Board of Chosen Freeholders a Treasurer's Report on a monthly basis which shall detail the following information as required by N.J.S.A. 40A:5-14.e. as amended by P.L. 1997, c.148 on June 30, 1997:

1. All investments made or redeemed over the past month;
2. Each financial institution holding local unit funds;
3. 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;
4. Other information that may be required by the Board of Chosen Freeholders or deemed appropriate by the Chief Financial Officer.

# POLICY

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## **Cash Flow Analysis:**

An important part of establishing the County investment program includes detailed study of "cash flow" – when money comes in, when it goes out, and how much cash lies available for how long. Such an analysis provides the information needed to plan a viable investment procedure, including the projected length of time that funds can be invested in order to take full advantage of maturity periods with the highest yields.

Analysis of cash flow will alert the Treasurer to possible rescheduling of payments that will result in extending the life of short term investments. The Treasurer's calendar, compiled by the Division of Local Government Services and the Division of Taxation is an excellent source of specific dates regarding the above information. <sup>(1)</sup>

## **Reconciliation of Cash Deposits:**

On a monthly basis, the Chief Financial Officer or designee shall forward revenue reports to all departments and agencies of the County of Ocean who collect monies for the County detailing cash deposits made to their revenue accounts.

The individual departments and agencies are required to then reconcile the County's reports to the records maintained by the departments.

A form provided by the Chief Financial Officer will be returned by the department or agency either agreeing with the County's records, or listing any discrepancies to be researched by the Chief Financial Officer or designee.

## **Bank Reconciliations:**

It is the policy of the County of Ocean that all bank statements be reconciled to the County's records when received or within a reasonable time thereafter.

<sup>(1)</sup>Adapted from Municipal Finance Administration in New Jersey (New Brunswick; Rutgers University Bureau of Government Research, 1975, pg. 132).

# POLICY

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## IV. INVESTMENT POLICY

The investment objectives of the County of Ocean, listed in order of importance from greatest to least, are as follows:

1. The ability of the investment instrument to provide for the security and safety of County funds.
2. Liquidity of the investment instrument necessary to provide for County operations and obligations.
3. Yield or return on the investment instrument (only after the first two considerations are met).
4. Investments requiring the payment of a premium should not be purchased without the written consent of the Chief Financial Officer.

Therefore, with these objectives in mind and in compliance with the allowable investments detailed in N.J.S.A. 40A:5-14 as modified by P.L. 1997, c.148, the County Chief Financial Officer will decide on the investment vehicles to be included as approved in the County's Cash Management Plan adopted by resolution by the Board of Chosen Freeholders for the County of Ocean and reflected in ATTACHMENT B.

Additionally, the County Chief Financial Officer will select approved investment vehicles to achieve the maximum rate of return while minimizing costs and fees and providing for investment portfolio diversification by spreading idle County funds among a number of these approved investments as listed in ATTACHMENT B.

# POLICY

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## ATTACHMENT A

### APPROVED COUNTY DEPOSITORIES

See Attachment A - Resolution dated January 3, 2018

# POLICY

FORM  
FIN 2018

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## ATTACHMENT B

### Approved Investment Vehicles

Any investment instruments in which the security is not physically held by the County of Ocean shall be covered by a third party custodial agreement which shall provide for the designation of such investment in the name of the County of Ocean and prevent unauthorized use of such investments.

Any investment not purchased and redeemed directly from the issuer, government money market mutual fund, local government investment fund, or the State of New Jersey Cash Management Fund, shall be purchased and redeemed through the use of a national or State bank located within the State of New Jersey or through a broker dealer, which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967, c.93 (C.49:3-5) 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.

Securities which may be purchased by the County include:

1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America. This includes instruments such as Treasury bills, notes and bonds.
2. Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
3. Bonds or other obligations of the County or school districts of which the County is a part.
4. Any other bonds or obligations with maturities not exceeding 397 days, as permitted by the Division of Investments. This includes Certificates of Deposit.
5. Local government investment pools, such as New Jersey CLASS, and the New Jersey Asset and Rebate Management Program.

# POLICY

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6. State of New Jersey Cash Management Fund
7. Government money market mutual funds in compliance with the following conditions:
  - A. Registered as a mutual fund with the Securities and Exchange Commission (SEC) and operated in accordance with 17 CFR sec. 270.2a7 (2a7).
  - B. Be rated by a nationally recognized statistical rating organization, i.e. Standards & Poors.
  - C. Have their portfolio limited to U.S. government securities as defined in 17 CFR sec. 270.2a7 and repurchase agreements collateralized by such U.S. securities
8. Repurchase agreements (repos) of fully collateralized securities, subject to conditions discussed in detail below:
  - A. Repurchase Agreements collateralized by U.S. Government Obligations, as described in Sections 1 and 2 above.
  - B. Custody of the collateral is transferred to a third party. This means the bank must contract with a trusted third party to hold the collateral to insure that it is not pledged against other investments.
  - C. The maturity of the agreement is not more than 30 days.
  - D. Underlying securities are purchased through a GUDPA bank.
  - E. A master repurchase agreement providing for the custody and security of collateral is executed.

**Note:** At no time shall investments contrary to the intent of N.J.S.A. 40A:5-15, et sequential be allowed.



## RESOLUTION

January 3, 2018

**WHEREAS**, Jennifer L. Bowens has been appointed Purchasing Agent; and

**WHEREAS**, N.J.S.A.40A:11-9 authorizes the Purchasing Agent to award contracts and administer competitive contracts and institutes a 15 percent of the bid limit quotation threshold.

**NOW, THEREFORE, BE IT RESOLVED**, by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY**, as follows:

1. Jennifer L. Bowens as the appointed Purchasing Agent is authorized to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-2(30), with specified relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit.
2. The County Purchasing Agent is hereby authorized to purchase materials, supplies and equipment for the County of Ocean through Bids, Contracts, Quotations, State Contracts and Proprietary Goods and Services in accordance with State Law.
3. The County Purchasing Agent is authorized to administer competitive contracting, (40A:11-4.1 et seq).
4. The County Purchasing Agent is authorized to award contracts that are in the aggregate less than 15 percent of the bid threshold without soliciting competitive quotations (40A:11-6.1).
5. Such purchases shall be made in accordance with the approved, annual budget of this Board.
6. Copies of this Resolution shall be forwarded to the County Management & Budget Department, Department of Finance and Auditor.

**RESOLUTION**  
**January 3, 2018**

**WHEREAS**, there exists a need for professional appraisers to testify as expert witnesses in County condemnation matters and perform all other County appraisal work as needed; and

**WHEREAS**, the County of Ocean has publicly solicited Request for Qualifications for the provision of professional appraisal services in accordance with N.J.S.A. 19:44A-20.4 et. seq.; and

**WHEREAS**, the responses received by the County of Ocean were reviewed by the Ocean County Consultant Selection Review Committee in accordance with the criteria approved by the Ocean County Board of Chosen Freeholders for the evaluation of the same; and

**WHEREAS**, the Ocean County Consultant Selection Review Committee has recommended the award of a Professional Services Agreement for professional appraisal services to the individuals set forth below for calendar year 2018; and

**WHEREAS**, costs for all appraisal services rendered are not to exceed \$600,000.00; and

**WHEREAS**, funds for these services shall be available within the following funding sources:

1. Natural Lands Trust Fund Account
2. Capital Ordinances
3. 2018 Temporary and 2018 Adopted County Budget – Administrator O.E., Management & Budget O.E., and Special Projects O.E.; and

**WHEREAS**, the Local Public Contracts Law requires that the Resolution authorizing the award of contracts for Professional Services and the contract itself must be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF OCEAN, STATE OF NEW JERSEY as follows:**

1. The Freeholder-Director and Clerk of the Board are hereby authorized and directed to enter into and execute Agreements with:

**RICHARD E. HALL**, Hall Realty Consultants, LLC  
13 Colts Neck Road, Manahawkin, New Jersey 08050;

**ANTHONY S. GRAZIANO**,  
Taurus Allied Partners, Inc., D.B.A. Integra Realty Resource  
1415 Hooper Avenue, Toms River, NJ 08753;

**HENRY MANCINI**, Henry J. Mancini & Associates  
691 Mill Creek Road, Unit 11, Manahawkin, NJ 08050; and

2. These Agreements are awarded as professional services in accordance with N.J.S.A. 40A:11-5, as the services to be performed are specialized and qualitative in nature and require expertise, extensive training and a proven reputation in this field of endeavor.

3. These Agreements are awarded in compliance with the provisions of N.J.S.A. 19:44A-20.4 et seq.

4. A notice of this action shall be published once as required by law.

5. The contract number must be placed on all documents pertaining to this Agreement.

6. A certified copy of this Resolution, together with a copy of the Agreement executed by the parties, shall remain on file and be available for public inspection at the office of the Clerk of the Board of Chosen Freeholders.

7. A certified copy of this resolution shall be forwarded to:

Ocean County Comptroller;  
Ocean County Auditor,  
Ocean County Counsel,  
Richard E. Hall,  
Anthony S. Graziano, and  
Henry J. Mancini.

**No Associated  
Documents**

**No Associated  
Documents**

**No Associated  
Documents**

**No Associated  
Documents**

**No Associated  
Documents**



**No Associated  
Documents**