
HOLMDEL TOWNSHIP

OFFICE OF THE TOWNSHIP CLERK

TO: Mayor and Township Committee

FROM: Maureen Doloughty, RMC, Township Clerk

DATE: May 12, 2016

RE: Agenda Items for the Meeting of May 17, 2016

PLEASE NOTE: There will be a Closed Session beginning at 7:00 PM

Consent

1. The list of Bills Payable has been forwarded to you for review. The Resolution of Approval has been prepared.

2. The List of Purchases over \$3,500 is enclosed for your review.

3. The request to appoint Wendy Patrovich as Deputy Clerk is due to the transfer of the former Deputy Clerk. The position is unclassified pending approval through the NJ Civil Service Commission procedure which includes a ninety-day working test period.

4. In addition to the duties of the Deputy Clerk Ms. Patrovich will be the Alternate Registrar.

5. Bob Ward, Recreation Director has recommended the Township Committee approve the attached as Swim Club employees for the 2016 season.

6. The Resolution for the issuance of Bond Anticipation Notes in the amount of \$9,800,000 dated May 13, 2016 and payable on May 12, 2017 and designated as a 'qualified tax-exempt obligation' has been prepared. The Internal Revenue Code of 1986 contains provisions with respect to the exclusion from gross income for Federal income tax purposes of interest on obligations including issuers of tax exempt obligations to account for and rebate certain arbitrage earnings to the US Treasury.

7. The Township is requesting the Director of the Division of Local Government Services approve the insertion of items of revenue in the budget of the year 2016 in the sum of \$5,000, which is now available from the Click It or Ticket Program.

HOLMDEL TOWNSHIP

OFFICE OF THE TOWNSHIP CLERK

8. James Panella was granted tax exempt status as a 100% Disabled Veteran in 2014. The State of NJ issued a listing of credits to be applied to 2016 tax accounts for the 2013 Homestead Credit. Mr. Panella was among the recipients and received a credit to his tax account in the amount of \$958.40. Application of this credit an overpayment of taxes which he has requested to be refunded.

9. The Police Department utilizes Two (2) Special II Officers to work Municipal Court. It was recently brought to our attention that these Officers, because of their part-time status have to be reappointed each year. Nothing has changed with their status.

10. The appointment of Seasonal Laborers is being requested to assist the Public Works Department with general maintenance duties for the summer.

11. The appointment of seasonal clerk is being requested for summer help to assist the Township Administrator and Mayor's Office with clerical tasks as well as special projects within other offices as needed.

12. Requests have been submitted for the return of Recreation Refund payments. A Resolution has been prepared.

13. Bids were received for On-Call Electrical Services. PLV Electric, LLC was the low bidder. There has been no increase in the rates from last year. A Resolution has been prepared.

14. Bids were received for On-Call Plumbing Services. There was one bidder and the bid received was over budget. Therefore, the bid is being rejected. A Resolution has been prepared.

Water Assessment Public Hearing

15. At the last meeting the Township Committee adopted a Resolution Approving and Adopting the Assessment Report Prepared by Sockler Realty Services Group, Inc. which results in a charge of \$12,740.29 for each property to be made in 10 annual installments of \$1,274.03 plus legal interest. All affected property owners have been notified of the public hearing.

Attorney

16. Toll Bros., Inc., obtained development approvals for the Project by virtue of Resolution dated August 12, 2014, of the Township Planning Board granting Toll Holmdel, LLC, preliminary and final major site plan approval with variances and design waivers for development of the Project, inclusive of customary site improvements such as roadways, drainage improvements, lighting, landscaping, and the like. The

HOLMDEL TOWNSHIP

OFFICE OF THE TOWNSHIP CLERK

authorization is to approve the designation of Toll Bros., Inc., to serve as redeveloper of the Property be and hereby is transferred to Toll Holmdel Urban Renewal, LLC.

17. The Redeveloper of Block 11, Lots 38.04 and 38.06 has made a written application to the Mayor and Committee for a long term tax exemption pursuant to the Long Term Tax Exemption Law, N.J.S.A. 40A:20-1 et seq. for the improvements to be constructed at the Subject Property. The Mayor and Township Committee have reviewed the application and recommend its approval.

Introduction of Ordinances

18. A Financial Agreement has been negotiated between the Township and Redeveloper in accordance with the Exemption Law.

Hearings on Ordinances

19. Chapter II Section 2-29, Fire Department, has been deleted in its entirety and replaced with Proposed Ordinance 2016-08 which addresses Holmdel Fire Company #1 and Holmdel Fire and Rescue Company #2

Business from the Committee

20. With the resignation of former Committeeman Joseph Ponisi the Class III Member Seat on the Planning Board also became vacant. It is in order to appoint a Committeeman to that seat.

As always, if you have questions or cannot attend the meeting please call me at 732-946-2820.

Holmdel Township

4 CRAWFORDS CORNER ROAD
HOLMDEL, NEW JERSEY 07733-0410

Tel: 732-946-2820

Fax: 732-946-0116

HOLMDEL TOWNSHIP COMMITTEE REGULAR MEETING

May 17, 2016

7:00 PM Executive Session

7:30 PM Open Session

Date

Time

Call meeting to order.

Statement to be read by Mayor:

I hereby announce that pursuant to Section 5 of the Open Public Meetings Act that adequate notice of this meeting has been provided in the notice which was sent to the Asbury Park Press, the Independent, and the Two River Times and posted on the bulletin board in Township Hall and filed in the Township Clerk's Office on January 9, 2016.

Roll Call:

	Present	Absent
Eric Hinds, Mayor	_____	_____
Gregory Buontempo, Deputy Mayor	_____	_____
Patrick Imprevuto, Committeeman	_____	_____
Thomas Critelli, Committeeman	_____	_____
Michael Nikolis, Committeeman	_____	_____

Also Present:

E.G. Broberg, Engineer	_____	_____
Robert F. Munoz, Attorney	_____	_____
Donna Vieiro, Township Administrator	_____	_____
Jeanette Larrison, Chief Financial Officer	_____	_____
Maureen Doloughty, Township Clerk	_____	_____

Pledge of Allegiance and Moment of Silent Prayer

The Township Committee may adjust the order of the Agenda Items at their discretion

Township Committee Meeting – May 17, 2016

Resolution to Close Meeting – Action May be Taken in Public After
Adjournment

Chief Financial Officer

Clerk

Consent Agenda

1. Approve Bills Payable
2. Approve Purchases over \$3,500
3. Adopt Resolution Appointing Wendy Patrovich Deputy Municipal Clerk
4. Adopt Resolution Appointing Wendy Patrovich Alternate Registrar
5. Approve List is Swim Club Employees for 2016
6. Adopt Resolution of the Township Committee of the Township of Holmdel in the County of Monmouth, New Jersey, covenanting to Comply with the Provision of the Internal Revenue Code of 1986, as Amended, Applicable to the Exclusion from Gross Income for Federal Income Tax Purposes of Interest on Obligations Issued by the Township of Holmdel, Authorizing the Mayor, Township Clerk, Chief Financial Officer, and Other Township Officials to Take Such Action as they may Deem Necessary or Advisable to Effect Such Compliance and Designating a \$9,800,000 Bond Anticipation Note Dated May 13, 2016 and Payable on May 12, 2017, as "Qualified Tax-Exempt Obligation" Pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as Amended
7. Adopt Resolution Requesting Insertion of Special Item of Revenue \$5,000 for Click It or Ticket
8. Adopt Resolution Refunding Overpayment of Taxes in the Amount of \$958.40
9. Approve Reappointment of Special II Officers, Leonard Sasso and Charles Hancock
10. Approve Appointment of Stephen Kovelesky and Patrick Goodman as Seasonal Laborers at a Salary of \$10.50 per hour effective May 18, 2016

Township Committee Meeting – May 17, 2016

11. Approve Appointment of Carly Larrison as a Seasonal Clerk at a Salary of \$10 per hour in the Administration Department Effective May 23, 2016
12. Adopt Resolution Refunding Recreation Fees
13. Adopt Resolution Awarding On-Call Electrical Services to PLV Electric LLC for an hourly rate of \$60 for Licensed Journeyman and \$30.00 for an Electrical Assistant
14. Adopt Resolution Rejecting bids for the On-Call Plumbing Services
15. **Water Assessment Public Hearing**

Professionals

Attorney

16. Adopt Resolution Extending Designation of Toll Holmdel Urban Renewal LLC as Redeveloper of the Real Property Designated as Block 11 Lots 38.04 and 38.04 Pursuant to the Local Redevelopment and Housing Law (N.J.S.A. 40A:12A-1 ET SEQ.)
17. Adopt Resolution Approving a Financial Agreement for a Long Term Tax Exemption with the Redeveloper of Block 11, Lots 38.04 and 38.06 pursuant to the Long Term Tax Exemption Law (N.J.S.A. 40A:20-1 ET SEQ.)

Engineer

Introduction of Ordinances

18. AN ORDINANCE OF THE TOWNSHIP OF HOLMDEL APPROVING A FINANCIAL AGREEMENT FOR A LONG TERM TAX EXEMPTION WITH THE REDEVELOPER OF BLOCK 11, LOTS 38.04 AND 38.06, PURSUANT TO THE LONG TERM TAX EXEMPTION LAW (N.J.S.A. 40A:20-1 ET SEQ.) 2016-09

Motion to adopt on first reading, publish in the Asbury Park Press and set public hearing for June 9, 2016

Township Committee Meeting – May 17, 2016

Hearings on Ordinances

19. ORDINANCE AMENDING CHAPTER II (ADMINISTRATION), SECTION 2-29 (FIRE DEPARTMENT) OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF HOLMDEL, COUNTY OF MONMOUTH, STATE OF NEW JERSEY 2016-08

Clerk's Statement

Public Hearing

Motion to adopt on final reading and publish in the Asbury Park Press according to law.

Departments

Administrator

Boards/Committees

Business From the Committee

20. Planning Board Appointment

Public Portion – Agenda and Non-Agenda Items

Adjournment

BILLS PAYABLE RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the claims listed below on the Schedule of Bills Payable on May 9, 2016 be and the same hereby are approved and the Chief Financial Officer is authorized to pay said claims.

FUND DISTRIBUTION	6-01	CURRENT	\$	6,990.25
		Total Of All Funds:	\$	6,990.25

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on May 17, 2016.

Maureen Doloughy, RMC
Township Clerk

May 9, 2016
12:23 PM

TOWNSHIP OF HOLMDEL
Check Register By Check Id

New

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	6-01	6,990.25	0.00	0.00	6,990.25
Total of All Funds:		<u>6,990.25</u>	<u>0.00</u>	<u>0.00</u>	<u>6,990.25</u>

May 9, 2016
12:23 PM

TOWNSHIP OF HOLMDEL
Check Register By Check Id

Page No: 1

Range of Checking Accts: CASH CLEARING to CASH CLEARING Range of Check Ids: 33087 to 33087
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void	Ref Num
PO #	Item	Description				Contract	Ref Seq Acct
33087	05/09/16	WEXB0005 Wex Bank					2366
16-01445	1	APR 30 Bill:a/c# 369-666-630-8	6,990.25	6-01-31-460-460-401	Budget		1 1
				GAS/OIL: TOWNSHIP & FACILITIES			

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	6,990.25	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>1</u>	<u>0</u>	<u>6,990.25</u>	<u>0.00</u>

BILLS PAYABLE RESOLUTION

BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the claims listed below on the Schedule of Bills Payable on May 11, 2016 be and the same hereby are approved and the Chief Financial Officer is authorized to pay said claims.

FUND DISTRIBUTION	5-01	CURRENT FUND	\$ 150.78
FUND DISTRIBUTION	6-01	CURRENT FUND	\$ 175,192.95
FUND DISTRIBUTION	6-07	SWR	\$ 13,227.13
FUND DISTRIBUTION	6-12		\$ 3,749.73
FUND DISTRIBUTION	6-26	SWM	\$ 1,807.56
		Year Total:	\$ 193,977.37
FUND DISTRIBUTION	C-04	ORD	\$ 49,810.53
FUND DISTRIBUTION	D-02	DOG TRUST	\$ 158.00
FUND DISTRIBUTION	G-02	ST/FED GRANT	\$ 3,199.60
FUND DISTRIBUTION	T-12	OTHER TRUSTS	\$ 1,387.54
FUND DISTRIBUTION	T-24	FAIR HOUSING	\$ 2,945.11
		Year Total:	\$ 4,332.65
		Total Of All Funds:	\$ 251,628.93
		Total of all Projects:	\$ 69,370.20

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on May 17, 2016.

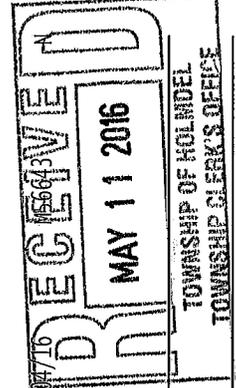
Maureen Doloughy, RMC
Township Clerk

Totals by Year-Fund									
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total	Total
CURRENT FUND	5-01	150.78	0.00	150.78	0.00	0.00	0.00	150.78	
CURRENT FUND	6-01	175,192.95	0.00	175,192.95	0.00	0.00	0.00	175,192.95	
SEWER OPERATING	6-07	13,227.13	0.00	13,227.13	0.00	0.00	0.00	13,227.13	
	6-12	3,749.73	0.00	3,749.73	1,480.00	0.00	69,370.20	74,599.93	
POOL OPERATING ACCOUNT	6-26	1,807.56	0.00	1,807.56	0.00	0.00	0.00	1,807.56	
Year Total:		193,977.37	0.00	193,977.37	1,480.00	0.00	69,370.20	264,827.57	
GENERAL CAPITAL	C-04	49,810.53	0.00	49,810.53	0.00	0.00	0.00	49,810.53	
Dog Trust	D-02	158.00	0.00	158.00	0.00	0.00	0.00	158.00	
STATE/FEDERAL GRANT FUND:	G-02	3,199.60	0.00	3,199.60	0.00	0.00	0.00	3,199.60	
OTHER TRUSTS	T-12	1,387.54	0.00	1,387.54	0.00	0.00	0.00	1,387.54	
FAIR HOUSING TRUST	T-24	2,945.11	0.00	2,945.11	0.00	0.00	0.00	2,945.11	
Year Total:		4,332.65	0.00	4,332.65	0.00	0.00	0.00	4,332.65	
Total of All Funds:		251,628.93	0.00	251,628.93	1,480.00	0.00	69,370.20	322,479.13	

Project Description	Project No.	Rcvd Total	Held Total	Project Total
GEOFFREY M. MANN	EAS-MANN	639.60	0.00	639.60
KARLEN MANAGEMENT, LLC	OCB-KARLEN	250.00	0.00	250.00
SOMERSET INV HL	OS-00014	4,788.50	0.00	4,788.50
HOLMDEL TMSF/SPEC.FAIR HOUSING	OS-00022	550.00	0.00	550.00
MERIDIAN WOUND CARE	PB-MER WOU	303.56	0.00	303.56
TOLL BROS/DEV AGREEMENT	PB-TOLL DA	17.50	0.00	17.50
TOLL NJ IX, L.P./HOMES	PB-TOLL NJ	42.10	0.00	42.10
TOLL NJ IX LP/TOWNSHOUSES	PB-TOLLTWN	1,211.59	0.00	1,211.59
CAYDENZAR ASSOC/MERIDIAN	PEF-000167	73.80	0.00	73.80
PINNACLE HOPBROOK DEVEL.LLC	PEF-000204	5,028.60	0.00	5,028.60
CORNERSTONE POWER HOLMDEL LLC	PEF-000230	33.75	0.00	33.75
HOLM COMMUNITY UNITED CHURCH	PEF-000233	36.90	0.00	36.90
SOMERSET HOLMDEL LLC	PEF-000241	7,255.88	0.00	7,255.88
HOLM FIELDS 2 (FLEET LLC)	PEF-000246	2,952.61	0.00	2,952.61
HOLMDEL ROUTE 35 LLC (LUKOIL)	PEF-000249	2,960.91	0.00	2,960.91
TOLL BRO REGENCY Ph 1A TOWNHO	PEF-000250	10,514.27	0.00	10,514.27
TOLL BRO/RESERVE PH 1 HOMES	PEF-000254	18,362.18	0.00	18,362.18
MERIDIAN WOUND CARE	PEF-000258	2,576.25	0.00	2,576.25
SAMIR AJGAONKAR	ZB-AJGAONK	100.00	0.00	100.00
GORDON, BRIAN & MARIA	ZB-GORDONB	715.00	0.00	715.00

Project Description	Project No.	Rcvd Total	Held Total	Project Total
HOLMDEL VILLAGE EXXON	ZB-HOEXXON	3,412.50	0.00	3,412.50
JIAH CORP/EXXON/PALMER AV/DUNK	ZB-JIAH EX	172.20	0.00	172.20
KRANTI KOLLU(TEKALLIANZ CORP)	ZB-KOLLU	100.00	0.00	100.00
NEW CINGULAR WIRELESS PCS,LLC	ZB-NEW CIN	195.00	0.00	195.00
OUTFRONT MEDIA	ZB-OUTFRON	280.00	0.00	280.00
ROGAN, JAMES & CATHERINE	ZB-ROGAN J	5,737.50	0.00	5,737.50
VERDE WOODS/A&E ASSOC/ELGOHAIL	ZB-VERDE A	1,060.00	0.00	1,060.00
Total of All Projects:		<u>69,370.20</u>	<u>0.00</u>	<u>69,370.20</u>

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
VERI0001 VERIZON											
Continued											
	16-01462 05/11/16 POLFIOS; 5.9.16 BILL; 5/10-6/9		184.99	6-01-25-240-240-306	B POL: Computers	R	05/11/16	05/11/16		5.9 BILL DATE	N
	1 POLFIOS; 5.9.16 BILL; 5/10-6/9		578.54								
	Vendor Total:		578.54								
VERI0009 Verizon											
	16-01419 05/06/16 201M55 4893857; APRIL 26 Bill		1,657.23	6-01-31-440-440-420	B TELE: Telephone A&E	R	05/06/16	05/06/16		M55489385716117	N
	1 201M55 4893857; APRIL 26 Bill		1,657.23								
	Vendor Total:		1,657.23								
VERI0002 Verizon wireless											
	16-01415 05/06/16 POLMDT; APR 22 Bill; 3/23-4/22		834.37	6-01-25-240-240-303	B POL: Vehicles	R	05/06/16	05/06/16		9764237757	N
	1 POLMDT; APR 22 Bill; 3/23-4/22		834.37								
	Vendor Total:		834.37								
WBVA0001 W.B. Mason Co., Inc.											
	16-00232 02/02/16 Office Supplies 2016	B	11.28	6-01-20-100-100-110	B ADMIN: Office Supplies	R	02/02/16	05/04/16		I34054073	N
	25 HNG FILE FLDR TABS 3 1/2										
	Vendor Total:		11.28								
	16-01161 04/19/16 OFFICE SUPPLIES	B	562.23	6-01-25-240-240-302	B POL: Office Building & Grounds	R	04/19/16	05/05/16		I34031585	N
	2 OFFICE SUPPLIES		202.96	6-01-25-240-240-302	B POL: Office Building & Grounds	R	04/19/16	05/05/16		I34047831	N
	3 STOOL FOR COURT OFFICERS		765.19								
	Vendor Total:		776.47								
WIRE0001 Wireless Communications											
	16-00085 01/27/16 RADIO MAINTEN JAN-JUNE 2016	B	617.00	6-01-25-240-240-308	B POL: Patrol	R	01/27/16	05/07/16			
	5 RADIO MAINT APRIL 2016		617.00								
	Vendor Total:		617.00								
Total Purchase Orders:	170	Total P.O. Line Items:	253	Total List Amount:	322,479.13	Total Void Amount:	0.00				



Vendor # Name	PO #	PO Date	Description	Amount	Charge Account	Contract	PO Type	Acct Type	Description	Stat/Chk	Enc Date	First Rcvd	Date	Chk/Void	Date	Invoice	1099	Excl
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TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 3

Meeting Date: May 17, 2016
Subject: Appointment of Deputy Municipal Clerk
Submitted by: Denise Fluck
Approved by: Administrator Donna Vieiro

RECOMMENDATION

Request approval to appoint Wendy Patrovich as a full-time Deputy Clerk at an annual salary of \$53,000 in the Municipal Clerk's Office effective May 23, 2016.

PREVIOUS ACTION

None

BACKGROUND

The appointment is being requested to fill a position that is vacant due to a transfer.

The position is unclassified pending approval through the NJ Civil Service Commission procedure which includes a ninety-day working test period.

FISCAL IMPACT

Funds are available in the 2016 budget.

Attachments:

None

<u>For Internal Use</u>	
<i>Township Committee Action</i>	
Approve	Denied
Other	
Comments: _____	

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 4

Meeting Date: May 17, 2016

Subject: Appointment of Alternate Registrar

Submitted by: Barbara Kovelesky

Approved by: Donna M. Vieiro

RECOMMENDATION

It is recommended that the Township Committee approve the appointment of Wendy Patrovich as an Alternate Registrar.

PREVIOUS ACTION

BACKGROUND

FISCAL IMPACT

Attachments:

Resolution

<u>For Internal Use</u>		
<i>Township Committee Action</i>		
Approve	Denied	Other
Comments: _____		

RESOLUTION

BE IT RESOLVED that in accordance with N.J.S.A. 26:8-11, Wendy Patrovich be and hereby is appointed as an Alternate Registrar for Holmdel Township.

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a meeting held on May 17, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 5

Meeting Date: May 17, 2016

Subject: **Approval of Swim Club Employees for the 2016 Season**

Submitted by: Robert Ward, Recreation Director

Approved by: *Donna M. Vieiro, Township Administrator*

RECOMMENDATION

It is recommended the Township Committee approve the attached as Swim Club employees for the 2016 season.

PREVIOUS ACTION

BACKGROUND

See Attached.

MEMORANDUM

To: Maureen Doloughy
From: Bob Ward
Date: May 17, 2016
Re: Swim Club Employees #1

I am recommending the follow people for hiring at the Swim Club:
Start Date May 19, 2016 (unless noted)

David Blaine	Maintenance	\$7.25/hour
Deborah Brew	Activities Coordinator	\$12.00/hour
Kyle Calhoun	Lifeguard	\$8.75/hour
Julia Coppola	Lifeguard	\$8.00/hour
Christina Csulak	Gate Attendant	\$9.50/hour
Brittany Dansky	Lifeguard	\$9.75/hour
Tina Dimodica	Lifeguard - Head	\$10.00/hour
Felipe Diaz	Lifeguard	\$8.00/hour
Nicholas Diaz	Lifeguard	\$8.00/hour
Rachel Hannah	Lifeguard	\$8.00/hour
Brian Healy	Lifeguard	\$9.00/hour (start date 5/14/16)
Kevin Healy	Lifeguard	\$8.75/hour
Donald Hughes	Maintenance	\$8.00/hour
Megan Jew	Lifeguard/Swim Instructor	\$8.50/hour
Emily Kovelesky	Lifeguard	\$8.25/hour
Charles Lambert	Maintenance	\$7.50/hour
Shawn Lewis	Maintenance	\$7.25/hour
Holly Locklin	Lifeguard	\$8.00/hour
Megan McGowan	Head Swim Coach	\$2000/stipend (2 payments)
Julia Hamwi	Activities Assistant	\$7.50/hour
Kaitlin McGowan	Lifeguard	\$8.00/hour
Michael Messina	Lifeguard – Head	\$10/hour
Abigail Mills	Lifeguard	\$8.50/hour
	Ast Swim Team Coach	\$900/stipend (1 payment)
Hannah Mills	Lifeguard	\$9.75/hour
Steven Morrone	Maintenance	\$8.00/hour (start date 5/4/16)
Audriti Mazumder	Lifeguard	\$8.00/hour
Megan Neary	Gate Attendant	\$8.50/hour
Sam Phillips	Lifeguard	\$8.25/hour
Max Phillips	Lifeguard	\$8.00/hour
Isabella Pinnero	Gate Attendant	\$7.75/hour
Christopher Polera	Lifeguard	\$8.00/hour
Sam Russo	Maintenance	\$7.50/hour
Aaxis Shaw	Lifeguard	\$8.00/hour
Katherine Shiu	Lifeguard	\$8.25/hour
	Ast. Swim Team Coach	\$900/stipend (1 payment)
Alex Socha	Lifeguard	\$8.00/hr
Diane Squillace	Gate Attendant	\$10.00/hour
Wallis Toscarelli	Gate Attendant	\$7.50/hour

Thanks!

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 6

Meeting Date: May 17, 2016

Subject: **Bond Anticipation Note Resolution**

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended that the Committee adopt the Resolution.

PREVIOUS ACTION

BACKGROUND

The Resolution for the issuance of Bond Anticipation Notes in the amount of \$9,800,000 dated May 13, 2016 and payable on May 12, 2017 and designated as a 'qualified tax-exempt obligation' has been prepared. The Internal Revenue Code of 1986 contains provisions with respect to the exclusion from gross income for Federal income tax purposes of interest on obligations including issuers of tax exempt obligations to account for and rebate certain arbitrage earnings to the US Treasury.

FISCAL IMPACT

None

Attachments:

Resolution

For Internal Use

Township Committee Action

Approve

Denied

Other

Comments: _____

Member _____ introduced and moved the adoption of the following resolution and Member _____ seconded the motion:

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF HOLMDEL, IN THE COUNTY OF MONMOUTH, NEW JERSEY, COVENANTING TO COMPLY WITH THE PROVISIONS OF THE INTERNAL REVENUE CODE OF 1986, AS AMENDED, APPLICABLE TO THE EXCLUSION FROM GROSS INCOME FOR FEDERAL INCOME TAX PURPOSES OF INTEREST ON OBLIGATIONS ISSUED BY THE TOWNSHIP OF HOLMDEL, AUTHORIZING THE MAYOR, TOWNSHIP CLERK, CHIEF FINANCIAL OFFICER AND OTHER TOWNSHIP OFFICIALS TO TAKE SUCH ACTION AS THEY MAY DEEM NECESSARY OR ADVISABLE TO EFFECT SUCH COMPLIANCE AND DESIGNATING A \$9,800,000 BOND ANTICIPATION NOTE, DATED MAY 13, 2016 AND PAYABLE MAY 12, 2017, AS A "QUALIFIED TAX-EXEMPT OBLIGATION" PURSUANT TO SECTION 265(b)(3) OF THE INTERNAL REVENUE CODE OF 1986, AS AMENDED.

WHEREAS, the Township of Holmdel, in the County of Monmouth, New Jersey (the "Township"), from time to time issues bonds, notes and other obligations, the interest on which is excluded from gross income for Federal income tax purposes, and desires to take such action as may be necessary or advisable to establish and maintain such exclusion; and

WHEREAS, the Internal Revenue Code of 1986, as amended (the "Code"), contains provisions with respect to the exclusion from gross income for Federal income tax purposes of interest on obligations, including provisions, among others, that require issuers of tax-exempt obligations, such as the Township, to account for and rebate certain arbitrage earnings to the United States Treasury and to take such other action to establish and maintain such Federal tax exclusion; and

WHEREAS, the Township intends to issue a \$9,800,000 bond anticipation note, dated May 13, 2016 and payable May 12, 2017 (the "Note"); and

WHEREAS, the Township desires to designate the Note as a "qualified tax-exempt obligation" pursuant to Section 265(b)(3) of the Code;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holmdel, in the County of Monmouth, New Jersey, as follows:

SECTION 1. The Township Committee hereby covenants on behalf of the Township, to the extent permitted by the Constitution and the laws of the State of New Jersey, to do and perform all acts and things permitted by law and necessary to assure

that interest paid on bonds, notes or other obligations of the Township (including the Note) be and remain excluded from gross income of the owners thereof for Federal income tax purposes pursuant to Section 103 of the Code.

SECTION 2. The Mayor, Township Clerk, Chief Financial Officer and other officials of the Township are hereby authorized and directed to take such action, make such representations and give such assurances as they may deem necessary or advisable to effect compliance with the Code.

SECTION 3. The Note is hereby designated as a "qualified tax-exempt obligation" for the purpose of Section 265(b)(3) of the Code.

SECTION 4. It is hereby determined and stated that (1) the Note is not a "private activity bond" as defined in the Code and (2) the Township and its subordinate entities, if any, do not reasonably anticipate issuing in excess of \$10 million of new money tax-exempt obligations (other than private activity bonds) during the calendar year 2016.

SECTION 5. It is further determined and stated that the Township has not, as of the date hereof, issued any tax-exempt obligations (other than the Note) during the calendar year 2016.

SECTION 6. The Township will, to the best of its ability, attempt to comply with respect to the limitations on issuance of tax-exempt obligations pursuant to Section 265(b)(3) of the Code; however, the Township does not covenant to do so, and hereby expressly states that a covenant is not made hereby.

SECTION 7. The issuing officers of the Township are hereby authorized to deliver a certified copy of this resolution to the original purchaser of the Note and to further provide such original purchaser with a certificate of obligations issued during the calendar year 2016 dated as of the date of delivery of the Note.

SECTION 8. This resolution shall take effect immediately upon its adoption.

The foregoing resolution was adopted by the following roll call vote:

AYES:

NAYS:

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Holmdel Township Committee at a meeting held on May 17, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 7

Meeting Date: May 17, 2016

Subject: Chapter 159; Special Items of Revenue-Grants

Submitted by: Jeanette M Larrison, CTC/CFO

Approved by:

RECOMMENDATION

Approve the below listed Chapter 159 budget insertions:

Click It or Ticket \$ 5,000.00

PREVIOUS ACTION

BACKGROUND

FISCAL IMPACT

This grant offsets costs for the program as listed above

Attachments:

Resolution

For Internal Use

Township Committee Action

Approve Denied
Other

Comments: _____

**RESOLUTION OF THE TOWNSHIP OF HOLMDEL, COUNTY OF MONMOUTH,
STATE OF NEW JERSEY, REQUESTING APPROVAL OF ITEMS OF REVENUE
AND ITEMS OF REVENUE AND APPROPRIATION NJSA 40A:4-87**

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Committee of the Township of Holmdel in the County of Monmouth, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2016 in the sum of \$5,000.00, which is now available from NJ National Safety Program in the amount of \$5,000.00.

BE IT FURTHER RESOLVED, that the like sum of \$5,000.00 is hereby appropriated under the caption Click It or Ticket 2016; and

BE IT FURTHER RESOLVED that the above is the result of funds from Click It or Ticket 2016 in the amount of \$5,000.00.

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Holmdel Township Committee at a meeting held on May 17, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 8

Meeting Date: April 29, 2016

Subject: Refund of Overpayment – 3 Danae Court; Panella

Submitted by:

Approved by: Jeanette M Larrison, CFO/CTC

RECOMMENDATION

Approve a resolution to refund an overpayment in the amount of \$958.40 caused by the application of the Homestead Credit.

James Panella – Block 31 Lot 2.16

PREVIOUS ACTION

BACKGROUND

James Panella was grant tax exempt status as a 100% Disabled Veteran in 2014.

The State of NJ issued a listing of credits to be applied to 2016 tax accounts for the 2013 Homestead Credit. Mr. Panella was among the recipients and received a credit to his tax account in the amount of \$958.40. Application of this credit an overpayment of taxes which he has requested to be refunded.

FISCAL IMPACT

None

Attachments:

<u>For Internal Use</u>	
<i>Township Committee Action</i>	
Approve	Denied

RESOLUTION AUTHORIZING TRANSFER OF OVERPAYMENT OF TAXES

WHEREAS, James Panella, owner of Block 31 Lot 2.16 also known as 3 Danae Court was approved as a 100% Disabled Veteran and granted real estate tax exemption on June 10, 2014; and,

WHEREAS, on March 24, 2016 the Township Tax Office applied the 2013 Homestead Credits to tax accounts as instructed by the State of New Jersey; and,

WHEREAS, Mr. Panella was listed as an approved recipient; and,

WHEREAS, a credit in the amount of \$958.40 was placed on his tax account effecting an overpayment of taxes in the amount of \$958.40 on his account; and,

WHEREAS, Mr. Panella has requested a refund of this overpayment.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the Tax Collector is hereby authorized to refund James Panella in the amount of \$958.40 for the overpayment caused by the application of his Homestead Credit.

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Holmdel Township Committee at a meeting held on May 17, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 9

Meeting Date: 5-17-2016

Subject: ***Reappointment of two (2) Special Officer II***

Submitted by: Captain Frank Allocco

Approved by:

RECOMMENDATION – The Police Department is requesting the reappointment of the Department’s current Special II Officers, Leonard Sasso and Charles Hancock.

PREVIOUS ACTION

BACKGROUND –The Police Department utilizes Two (2) Special II Officers to work Municipal Court. It was recently brought to our attention that these Officers, because of their part-time status have to be reappointed each year. Nothing has changed with their status.

FISCAL IMPACT – The two (2) Special II Officer positions are budgeted for in the 2016 Salary budget.

Attachments:

<u>For Internal Use</u>	
<i>Township Committee Action</i>	
Approve	Denied
Other	
Comments: _____	

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 10

Meeting Date: May 17, 2016
Subject: Appointment of Seasonal Laborer
Submitted by: Denise Fluck
Approved by: Administrator Donna Vieiro

RECOMMENDATION

Request approval to appoint Stephen Kovelesky effective May 18, 2016 and Patrick Goodman effective May 31, 2016 as seasonal Laborers at a salary of \$10.50 per hour

PREVIOUS ACTION

None

BACKGROUND

The appointment is being requested for summer help to assist the Public Works Department with general maintenance duties as assigned.

FISCAL IMPACT

Funds are available in the 2016 budget.

Attachments:

None

<u>For Internal Use</u>	
<i>Township Committee Action</i>	
Approve	Denied
Other	
Comments: _____	

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # / /

Meeting Date: May 17, 2016
Subject: Appointment of Seasonal Office Assistant
Submitted by: Denise Fluck
Approved by: Administrator Donna Vieiro

RECOMMENDATION

Request approval to appoint Carly Larrison as a seasonal Deputy Clerk at a salary of \$10 per hour in the Administration Department effective May 23, 2016.

PREVIOUS ACTION

None

BACKGROUND

The appointment is being requested for summer help to assist the Township Administrator and Mayor's Office with clerical tasks as well as special projects within other offices as needed.

FISCAL IMPACT

Funds are available in the 2016 budget.

Attachments:

None

<u>For Internal Use</u>	
<i>Township Committee Action</i>	
Approve	Denied
Other	
Comments: _____	

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 12

Meeting Date: 5/17/2016
Subject: Refunds
Submitted by: Laurie LaRussa
Approved by: Bob Ward

RECOMMENDATION

It is recommended that the Committee Adopt the following resolutions ~

PREVIOUS ACTION

Routine refunds for cancellation of classes, weddings, memberships and or security deposit refunds.

BACKGROUND

In accordance with the CFO guidelines the following refunds are submitted:

FISCAL IMPACT

Brian Foster ~ refund overpayment	\$300.00
Shireesha Chalasani ~ refund class fee/Sunday	\$140.00
Kerry Buckman ~ refund overpayment	\$1,400.00
Terri Ferguson ~ refund overpayment	\$80.00
Kimberly Ardise ~ refund class fee	\$140.00
Gene Hum ~ refund registration fee	\$515.00
Sireesha Chalasani ~ refund class fee/Thursday	\$140.00
Yufei Want ~ refund class fee	\$140.00
Jamie Hynes ~ refund registration fee	\$50.00
Gary Wasilewski ~ refund vendor fee	\$50.00
Lauren Sterenczak ~ registration fee	\$169.00
College Funding Association ~ refund security deposit	\$250.00
Sara Abbas ~ refund registration fee	\$139.00
McGuire Chiropractic ~ refund vendor fee	\$100.00

Attachments:

<u>For Internal Use</u>	
<i>Township Committee Action</i>	
Approve	Denied
Other	
Comments: _____	

RESOLUTION

BE IT RESOVED by the Mayor and Township Committee that the following Fees be returned:

Brian Foster ~ refund overpayment	\$300.00
Shireesha Chalasani ~ refund class fee/Sunday	\$140.00
Kerry Buckman ~ refund overpayment	\$1,400.00
Terri Ferguson ~ refund overpayment	\$80.00
Kimberly Ardise ~ refund class fee	\$140.00
Gene Hum ~ refund registration fee	\$515.00
Sireesha Chalasani ~ refund class fee/Thursday	\$140.00
Yufei Want ~ refund class fee	\$140.00
Jamie Hynes ~ refund registration fee	\$50.00
Gary Wasilewski ~ refund vendor fee	\$50.00
Lauren Sterenczak ~ registration fee	\$169.00
College Funding Association ~ refund security deposit	\$250.00
Sara Abbas ~ refund registration fee	\$139.00
McGuire Chiropractic ~ refund vendor fee	\$100.00

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Township Committee of the Township of Holmdel at a Meeting held on May 17, 2016.

Maureen Doloughty, RMC

Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 13

Meeting Date: May 17, 2015
Subject: Award of Contract – On Call Electrical Services
Submitted by: Barbara Kovelesky
Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended the Township Committee award the above referenced Contract to PLV Electric, LLC, 1 Joel Road, Wayside, NJ 07712 as follows:

Hourly rate of \$60.00 for a licensed journeyman, hourly rate of \$30.00 for an electrical assistant and a 10% markup over invoice for parts.

PREVIOUS ACTION

BACKGROUND

It is necessary to have an electrician on call for emergencies and routine repair work needed for the municipal building and all municipally owned facilities.

FISCAL IMPACT

The CFO has certified funds are available.

Attachments:

Resolution

<u>For Internal Use</u>		
<i>Township Committee Action</i>		
Approve	Denied	Other
Comments: _____		

Date Delegated: _____		
Signature: _____		

RESOLUTION AWARDING CONTRACT

WHEREAS, bids were received at the Municipal Building, Crawfords Corner Road, Holmdel, New Jersey for On Call Electrical Services; and

WHEREAS, the following bids were received:

<u>Vendor</u>	<u>Hourly Journeyman</u>	<u>Hourly Asst.</u>	<u>Markup</u>
PLV Electric LLC	60.00	30.00	10%
Sal Electric Co, Inc.	98.00	45.00	
K Hanrahan Enterprises	55.00	45.00	
Sal Electric Co, Inc.;			

and

WHEREAS, the Township Qualified Purchasing Agent has recommended an award be made to PLV Electric, LLC; and

WHEREAS, the Chief Financial Officer has certified to the Township Clerk that funds are available.

NOW, THEREFORE BE IT RESOLVED that the Township Committee of the Township of Holmdel hereby awards a contract to PLV Electric, LLC in accordance with the bid documents.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to PLV Electric, LLC, the Township Chief Financial Officer, Township Administrator, Township Qualified Purchasing Agent, and to each of the unsuccessful bidders together with a return of any bid security.

CERTIFICATION

I, Maureen Doloughty, Township Clerk of the Township of Holmdel, do hereby certify that the above is a true copy of the Resolution adopted by the Holmdel Township Committee at a meeting held on May 17, 2016.

Maureen Doloughty, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 14

Meeting Date: May 17, 2016
Subject: On-Call Plumbing Services
Submitted by: Barbara Kovelesky
Approved by: Donna M. Vieiro, Township Administrator

RECOMMENDATION

It is recommended the Township Committee reject proposals received for on-call plumbing services due to the fact that all bids received were over budget.

PREVIOUS ACTION

BACKGROUND

Bids were received on May 10, 2016. One bidder submitted for a license plumber in the amount of \$80.00 per hour/Assistant \$75.00 per hour.

This represents a considerable increase over last year's pricing and therefore, it is recommended we reject and rebid.

FISCAL IMPACT

The CFO has certified funds are available.

Attachments:

Resolution

<u>For Internal Use</u>		
<i>Township Committee Action</i>		
Approve	Denied	Other
Comments: _____		

Date Delegated: _____		
Signature: _____		

RESOLUTION REJECTING BIDS

WHEREAS, bids were received on May 10, 2016 at the Municipal Building, Crawfords Corner Road, Holmdel, New Jersey for On-Call Plumbing Services ; and

WHEREAS, one bid was received in the amount of \$80.00 per hour for a Licensed Plumber and \$75.00 per hour for an Assistant; and

WHEREAS, the bid received was over budget.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Holmdel that the bid received in the matter of the On-Call Plumbing Services be rejected, and the Administrator is hereby authorized to rebid the contract.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to:

- a. Township Administrator
- b. Township Qualified Purchasing Agent
- c. Township Chief Financial Officer
- d. All known bidders

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel, do hereby certify that the above is a true copy of the Resolution adopted by the Holmdel Township Committee at a meeting held on May 17, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 15⁻

Meeting Date: May 17, 2016

Subject: Water Assessment Public Hearing

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended that the Committee hold the Public Hearing Regarding the Water Assessment

PREVIOUS ACTION

BACKGROUND

At the last meeting the Township Committee adopted a Resolution Approving and Adopting the Assessment Report Prepared by Sockler Realty Services Group, Inc. which results in a charge of \$12,740.29 for each property to be made in 10 annual installments of \$1,274.03 plus legal interest. All affected property owners have been notified of the public hearing.

FISCAL IMPACT

None

Attachments:

Public Notice
Resolution

For Internal Use

Township Committee Action

Approve

Denied

Other

Comments: _____

PUBLIC NOTICE

PLEASE TAKE NOTICE that on May 17, 2016 at Township Hall, 4 Crawfords Corner Road, Holmdel, New Jersey, beginning at 7:30 PM the Township Committee of the Township of Holmdel will hold a Public Hearing regarding the Appraisal Report for the Stillwell Road Public Water Utility Study.

The Resolution adopted by the Township Committee at the Regular Meeting held on May 3, 2016 accepting the Appraisal Report states "NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee that the Committee hereby approves and adopts the Assessment Report prepared by Sockler Realty Services Group, Inc. which results in a charge of \$12,740.29 for each property to be made in 10 annual installments of \$1,274.03 plus legal interest."

Eric Hinds, Mayor

Attest:

Maureen Doloughy, RMC
Township Clerk

RESOLUTION APPROVING WATER ASSESSMENT

WHEREAS, the Township Committee of the Township of Holmdel adopted Ordinance 2013-34 on October 22, 2013; and

WHEREAS, said Ordinance authorized the Township to install water mains and make related improvements, including the installation of service connections to behind the curb line and water meters, in the Stillwell Road area, including a portion of Stillwell Road, Stevens Drive, Douglas Drive and Randall Road (the project); and

WHEREAS, the project has been certified complete and the Township authorized the preparation of an Appraisal Report; and

WHEREAS, Sockler Realty Services Group, Inc. has prepared a report consisting of 123 pages reviewing the Purpose of the Study, Identification of Properties, Scope of Study, Area and Neighborhood Analysis, Market Analysis, Zoning Analysis, Factors Considered within the Study Process, Methodology and Comparables Used within the Study Process, Research and Interviews, Statistical Analysis, and Conclusion; and

WHEREAS, the report has been forwarded to the Township Committee for review; and

WHEREAS, the Committee has reviewed the report and agrees that the properties involved have increased in value because of the project.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee that the Committee hereby approves and adopts the Assessment Report prepared by Sockler Realty Services Group, Inc. which results in a charge of \$12,740.29 for each property to be made in 10 annual installments of \$1,274.03 plus legal interest.

BE IT FURTHER RESOLVED that a Public Hearing regarding the Water Assessment will be held on May 17, 2016 to provide all affected residents the opportunity to be heard.

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Holmdel Township Committee at a meeting held on May 3, 2016.


Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 16

Meeting Date: May 17, 2016

Subject: Redeveloper Designation

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended that the Committee adopt the Resolution

PREVIOUS ACTION

BACKGROUND

Toll Bros., Inc., obtained development approvals for the Project by virtue of Resolution dated August 12, 2014, of the Township Planning Board granting Toll Holmdel, LLC, preliminary and final major site plan approval with variances and design waivers for development of the Project, inclusive of customary site improvements such as roadways, drainage improvements, lighting, landscaping, and the like. The authorization is to approve the designation of Toll Bros., Inc., to serve as redeveloper of the Property be and hereby is transferred to Toll Holmdel Urban Renewal, LLC.

FISCAL IMPACT

None

Attachments:

Resolution

For Internal Use

Township Committee Action

Approve

Denied

Other

TOWNSHIP OF HOLMDEL RESOLUTION

RESOLUTION NO. 2016-

**RESOLUTION EXTENDING DESIGNATION OF TOLL HOLMDEL URBAN
RENEWAL LLC AS REDEVELOPER OF THE REAL
PROPERTY DESIGNATED AS BLOCK 11, LOTS 38.04 AND 38.06,
PURSUANT TO THE LOCAL REDEVELOPMENT AND HOUSING LAW
(N.J.S.A. 40A:12A-1 ET SEQ.)**

WHEREAS, by Resolution dated February 4, 2014, the Township Committee of the Township of Holmdel (the "Township") designated (the "Designation") Toll Bros., Inc., as the redeveloper of the residential portion of the Alcatel-Lucent Redevelopment Plan adopted by the Township on May 17, 2012, by Ordinance No. 2012-12; and

WHEREAS, the Designation was conditioned upon Toll Bros, Inc., (1) obtaining title to the real property presently known as Block 11, Lots 38.04 and 38.06 (the "Property"), (2) securing development approvals for construction of a 185-unit active adult, carriage home residential project (the "Project"), (3) entering into a mutually-agreeable Financial Agreement with the Township pursuant to the Long-Term Tax Exemption Law, N.J.S.A. 40A:20-1 et seq., and (4) entering into a mutually-agreeable Redevelopment Agreement with the Township for the Project; and

WHEREAS, Toll Bros., Inc., through its affiliate, Toll Holmdel, LLC, closed title on the Property by virtue of that certain deed from Somerset Holmdel Development I Urban Renewal, L.P. (f/k/a Somerset Holmdel Development I, LP) dated as of September 17, 2014 and recorded September 19, 2015 in the Monmouth County Clerk's Office in OR Book 9081, Page 9146 (Instrument No. 2014075638); and

WHEREAS, Toll Bros., Inc., obtained development approvals for the Project by virtue of Resolution dated August 12, 2014, of the Township Planning Board granting Toll Holmdel, LLC, preliminary and final major site plan approval with variances and design waivers for development of the Project, inclusive of customary site improvements such as roadways, drainage improvements, lighting, landscaping, and the like; and

WHEREAS, by Resolution dated February 17, 2015, the Township extended the Designation to August 3, 2015; and

WHEREAS, Toll Bros., Inc., has made significant progress toward negotiating and finalizing a Redevelopment Agreement and Financial Agreement with the Township.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holmdel that the Designation of Toll Bros., Inc., to serve as redeveloper of the Property be and hereby is transferred to Toll Holmdel Urban Renewal, LLC.

BE IT FURTHER RESOLVED that the Designation of Toll Holmdel Urban Renewal, LLC, be and hereby is extended for a period of six (6) months to November 17, 2016, conditioned upon satisfactory demonstration that substantive progress has occurred toward meeting one or more of the conditions of the designation, said conditions being as follows:

- A. Toll Holmdel Urban Renewal, LLC, shall obtain fee simple ownership of the Property.
- B. Toll Holmdel Urban Renewal LLC shall enter into a mutually-agreeable Redevelopment Agreement with the Township for the subject Property.
- C. Toll Holmdel Urban Renewal LLC shall enter into a mutually-agreeable Financial Agreement with the Township for the subject Property.

BE IT FURTHER RESOLVED that all other provisions of the Township's Resolutions dated February 4, 2014 and February 17, 2015 remain in full force and effect.

BE IT FURTHER RESOLVED that a copy of this Resolution shall be filed in the Office of the Township Clerk, and that certified copies of this Resolution be forwarded to:

- A. Somerset Holmdel Development I, LP
- B. Toll Bros., Inc.
- C. Toll Holmdel, LLC
- D. Toll Holmdel Urban Renewal, LLC
- E. Michael Bruno, Esq.
- F. Holmdel Township Planning Board
- G. Township Attorney

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Holmdel Township Committee at a meeting held on May 17, 2016.

Maureen Doloughy, RMC
Township Clerk

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 17

Meeting Date: May 17, 2016

Subject: Resolution for Long Term Tax Exemption

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended that the Committee adopt the Resolution

PREVIOUS ACTION

BACKGROUND

The Redeveloper of Block 11, Lots 38.04 and 38.06 has made a written application to the Mayor and Committee for a long term tax exemption pursuant to the Long Term Tax Exemption Law, N.J.S.A. 40A:20-1 et seq. for the improvements to be constructed at the Subject Property. The Mayor and Township Committee have reviewed the application and recommend its approval.

FISCAL IMPACT

None

Attachments:

Resolution

For Internal Use

Township Committee Action

Approve

Denied

Other

Comments: _____

TOWNSHIP OF HOLMDEL RESOLUTION

RESOLUTION NO. 2016-

RESOLUTION APPROVING A FINANCIAL AGREEMENT FOR A LONG TERM TAX EXEMPTION WITH THE REDEVELOPER OF BLOCK 11, LOTS 38.04 AND 38.06, PURSUANT TO THE LONG TERM TAX EXEMPTION LAW (N.J.S.A. 40A:20-1 ET SEQ.)

WHEREAS, the Township Committee and Township Planning Board of the Township of Holmdel (the "Township") have engaged in multiple investigations and studies pursuant to the requirements of the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1, et seq. (the "Redevelopment Law") relating to the former Bell Laboratories property consisting of approximately 473 acres located in the Township along Crawfords Corner Road and Roberts Road with frontage on Middletown Road, formerly known as Block 11, Lots 38, 38.02, 73.01, 73.02, 73.03 and 73.04, and presently known as Block 11, Lots 38.03, 38.04, 38.05, 38.06 and 38.07 on the Township tax map (the "Overall Redevelopment Tract"); and

WHEREAS, such investigations and studies resulted in the Township, by resolution dated May 5, 2011, designating the Overall Redevelopment Tract as an "as an area in need of rehabilitation" and subsequently, by resolution dated May 3, 2012, "as area in need of redevelopment" under the terms of the Redevelopment Law; and

WHEREAS, on May 17, 2012, the Township Committee adopted Ordinance No. 2012-12, approving and adopting the Alcatel Lucent Redevelopment Plan dated April 2012 prepared by CME Associates (the "Redevelopment Plan"); and

WHEREAS, the Redevelopment Plan envisions, inter alia, the development within the Overall Redevelopment Tract of a residential project consisting up to one hundred eighty-five (185) active adult dwelling units; and

WHEREAS, Toll Holmdel Urban Renewal, LLC (the "Entity") is the fee simple owner of that certain portion of the Overall Redevelopment Tract identified as Lots 38.04 and 38.06 in Block 11 on the Township tax map (the "Subject Property"); and

WHEREAS, by Resolutions dated February 4, 2014, and February 17, 2015, the Township conditionally designated the Entity as the redeveloper of the Subject Property, and by Resolution dated May 17, 2016 extended the conditional designation of the Entity as Redeveloper of the Subject Property; and

WHEREAS, by Resolution dated August 12, 2014, the Township Planning Board granted the Entity preliminary and final major site plan approval with variances and design waivers for development of a 185-unit age-restricted, carriage-home residential project; and

WHEREAS, the Entity will be the Redeveloper of the Property and will enter into an agreement with the Township governing the terms and conditions of said redevelopment (the "Redevelopment Agreement"); and

WHEREAS, the Entity has made a written application (the "Application") to the Mayor and Committee for a long term tax exemption pursuant to the Long Term Tax Exemption Law, N.J.S.A. 40A:20-1 et seq. (the "Exemption Law"), for the improvements to be constructed at the Subject Property; and

WHEREAS, the Mayor has recommended the approval of the Application; and

WHEREAS, the Township Committee has reviewed the Application and wishes to approve same.

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Holmdel that the Application filed by the Redeveloper be and hereby is approved; and

BE IT FURTHER RESOLVED that the Mayor is authorized to enter into on behalf of the Township the Financial Agreement memorializing the terms of the approved tax exemption in substantially the same form as that attached hereto as Exhibit A, subject to approval by Township counsel and the Redeveloper.

CERTIFICATION

I, Maureen Doloughy, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of a Resolution adopted by the Holmdel Township Committee at a meeting held on May 17, 2016.

Maureen Doloughy, RMC
Township Clerk

EXHIBIT A
FINANCIAL AGREEMENT

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 18

Meeting Date: May 17, 2016

Subject: Long Term Tax Exemption – Ordinance 2016-08

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended that the Committee Introduce the Ordinance

PREVIOUS ACTION

BACKGROUND

A Financial Agreement has been negotiated between the Township and Redeveloper in accordance with the Exemption Law.

FISCAL IMPACT

None

Attachments:

Proposed Ordinance 2016-08

<i>For Internal Use</i>	
Township Committee Action	
Approve	Denied
Other	
Comments: _____	

**AN ORDINANCE OF THE TOWNSHIP OF HOLMDEL APPROVING A
FINANCIAL AGREEMENT FOR A LONG TERM TAX EXEMPTION WITH
THE REDEVELOPER OF BLOCK 11, LOTS 38.04 AND 38.06, PURSUANT TO
THE LONG TERM TAX EXEMPTION LAW (N.J.S.A. 40A:20-1 ET SEQ.)
2016-08**

WHEREAS, the Township Committee and Township Planning Board have engaged in multiple investigations and studies pursuant to the requirements of the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1, et seq. (the “Redevelopment Law”) relating to the former Bell Laboratories property consisting of approximately 473 acres located in the Township along Crawfords Corner Road and Roberts Road with frontage on Middletown Road, formerly known as Block 11, Lots 38, 38.02, 73.01, 73.02, 73.03 and 73.04, and presently known as Block 11, Lots 38.03, 38.04, 38.05, 38.06 and 38.07 on the Township tax map (the “Overall Redevelopment Tract”); and

WHEREAS, such investigations and studies resulted in the Township, by resolution dated May 5, 2011, designating the Overall Redevelopment Tract as an “as an area in need of rehabilitation” and subsequently, by resolution dated May 3, 2012, “as area in need of redevelopment” under the terms of the Redevelopment Law; and

WHEREAS, on May 17, 2012, the Township Committee adopted Ordinance No. 2012-12, approving and adopting the Alcatel Lucent Redevelopment Plan dated April 2012 prepared by CME Associates (the “Redevelopment Plan”); and

WHEREAS, the Redevelopment Plan envisions, inter alia, the development within the Overall Redevelopment Tract of a residential project consisting up to one hundred eighty-five (185) active adult dwelling units; and

WHEREAS, Toll Holmdel Urban Renewal, LLC (the “Entity”) is the fee simple owner of that certain portion of the Overall Redevelopment Tract identified as Lots 38.04 and 38.06 in Block 11 on the Township’s tax map (the “Subject Property”); and

WHEREAS, by Resolutions dated February 4, 2014, and February 17, 2015, the Township conditionally designated the Entity as the redeveloper of the Subject Property, and by Resolution dated May 17, 2016 extended the conditional designation of the Entity as Redeveloper of the Subject Property; and

WHEREAS, by Resolution dated August 12, 2014, the Township Planning Board granted the Entity preliminary and final major site plan approval with variances and design waivers for development of a 185-unit age-restricted, carriage-home residential project (the “Project”); and

WHEREAS, the Entity will be the Redeveloper of the Property and will enter into an agreement with the Township governing the terms and conditions of said redevelopment (the “Redevelopment Agreement”); and

WHEREAS, the Entity has made a written application (the “Application”) to the Mayor and Committee for a long term tax exemption pursuant to the Long Term Tax Exemption Law, N.J.S.A. 40A:20-1 et seq. (the “Exemption Law”), for the improvements to be constructed at the Subject Property as part of the Project; and

WHEREAS, the provisions of the Exemption Law authorize the Township to accept annual service charges in lieu of real property taxes paid by the Entity to the Township; and

WHEREAS, the Project will be subject to the requirements of the Exemption Law, N.J.S.A. 40A:20-1 et seq.; and

WHEREAS, the Redeveloper is an urban renewal entity duly formed in accordance with the Exemption Law and approved by the Department of Community Affairs; and

WHEREAS, a Financial Agreement has been negotiated between the Township and Redeveloper in accordance with the Exemption Law, a copy of which is attached hereto as Exhibit A; and

WHEREAS, the said Financial Agreement will be on file in the Office of the Township Clerk.

NOW, THEREFORE, BE IT ORDAINED, by the Township Committee of the Township of Holmdel, in the County of Monmouth, that the Financial Agreement negotiated by and between the Township and the Redeveloper, for the Subject Property is hereby approved in substantially the same form as attached hereto as Exhibit A.

BE IT FURTHER ORDAINED, that the Mayor is authorized to execute on behalf of the Township the said Financial Agreement in substantially the same form as that attached hereto as Exhibit A, to be agreed to and approved by Township counsel and the Redeveloper.

BE IT FURTHER ORDAINED, that all ordinances or parts of ordinances inconsistent with the provisions of this Ordinance be and the same hereby are repealed.

BE IT FURTHER ORDAINED, that if any portion or clause of this Ordinance is declared null and void for any reason whatsoever, same shall not affect the validity or constitutionality of any other part or portion of this Ordinance.

BE IT FURTHER ORDAINED, that this Ordinance shall become effective immediately upon final passage and publication as required by law, as the “Ordinance Approving the Financial Agreement for Block 11, Lots 38.04 and 38.06.”

PUBLIC NOTICE is hereby given that the foregoing proposed Ordinance was introduced and read by title for the first time at the May 17, 2016, meeting of the Township Committee of the Township of Holmdel and this Ordinance will be considered for final passage at the June 9, 2016, meeting of the Township Committee to be held at 7:30 p.m. or as soon thereafter as the matter may be reached at Holmdel Township Municipal Building, Council Chambers, 4 Crawfords Corner Road, Holmdel, New Jersey, at which time and place all persons interested will be given an opportunity to be heard concerning same.

Maureen Doloughty, Municipal Clerk

EXHIBIT A

FINANCIAL AGREEMENT

TOWNSHIP OF HOLMDEL

TOWNSHIP COMMITTEE AGENDA ITEM # 19

Meeting Date: May 17, 2016

Subject: Fire Department Ordinance

Submitted by: Maureen Doloughy

Approved by:

RECOMMENDATION

It is recommended that the Committee Adopt the Ordinance after the Public Hearing

PREVIOUS ACTION

BACKGROUND

Chapter II Section 2-29, Fire Department, has been deleted in its entirety and replaced with Proposed Ordinance 2016-08 which addresses Holmdel Fire Company #1 and Holmdel Fire and Rescue Company #2

FISCAL IMPACT

None

Attachments:

Ordinance 2016-08

For Internal Use

Township Committee Action

Approve

Denied

Other

the Township and the purpose of all disbursements made from funds received by the Township pursuant to N.J.S.A. 40A:14-34. Such reports shall be subject to audit at the discretion of the Township Administrator or Chief Financial Officer. These reports shall be included as part of his/her annual / monthly report to the Administrator / Township Committee. The Company may, but is not required to, include receipts from other sources, or disbursements made from funds received from other sources. (Ord. No. 2014-11) (\$867.00)

TOWNSHIP OF HOLMDEL

ORDINANCE AMENDING CHAPTER II (ADMINISTRATION), SECTION 2-29 (FIRE DEPARTMENT) OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF HOLMDEL, COUNTY OF MONMOUTH, STATE OF NEW JERSEY 2016.

BE IT ORDAINED by the Township Committee of the Township of Holmdel, County of Monmouth and State of New Jersey as follows: Additions are underlined deletions are in [brackets]

Chapter 2-29 Fire Department, is hereby amended as follows

2-29.1 Statutory Authority.

The Holmdel (Fire and Rescue Company #2), Township Fire Department (sometimes hereafter "Fire Company") is hereby designated as the authorized fire protection (agency) in the Township of Holmdel in accordance with N.J.S.A. 40A:14-68. (Ord. No. 2014-11)

2-29.1A Fire Department Organization.

Section 2-29.1A is hereby deleted and replaced with the following:

The Fire Department shall be comprised of Holmdel Fire Company #1 and Holmdel Fire and Rescue Company #2. Both companies shall adhere to the authority of the Fire Chief and the rules, regulations, standard operating procedures and policies of the Fire Department as it relates to the fire protection of the Township, emergency response and the day-to-day operations of the department. This shall not serve to interfere with the management of individual internal or business operations and affairs of each fire Company as stipulated in 2-29.21.

2-29.2 Municipal Supervision and Control.

Pursuant to N.J.S.A. 40A:14-68, the members of the (Holmdel Fire and Rescue Company #2) Fire Department shall be under the supervision and control of the Township of Holmdel at all times, acting through its Township Administrator or his/her designee, and in performing fire duty shall be deemed to be exercising a governmental function.

2-29.2A Emergency Services Committee.

The Fire Company is a Department of the Township of Holmdel, and therefore falls within the Township's Table of Organization directly under the Township Administrator. The Administrator or his/her designee (will have direction over) manage the Fire Company with the advice of the Emergency Services Committee, which will consist of the department heads of the Police, Fire, First Aid, and Office of Emergency Management.

2-29.3 Members; Maximum/ Minimum Number.

At no time shall there be more than eighty (80) firefighters serving in the Fire Company. No person shall be permitted to serve in the Holmdel Fire Department unless and until such person shall have made a volunteer's application to the Fire Company.

In order to ensure the safety of all Fire Department members as well as that of the population of Holmdel, at no time will the membership of the Fire Company fall below eight (8) active members. If this occurs the Company Chief will immediately notify the Township Administrator who will determine, assure and/or arrange for appropriate fire services to the Township. If the Company Chief fails to report drop in membership, action will be taken as allowed for in Chapter I, Section 1-5, General Penalty.

If the Company is suspended due to a lack of membership it can be restored upon meeting the membership requirement with the approval of the Township Committee. (Ord. No. 2014-11)

2-29.4 Background Checks.

The Company Chief will have potential members complete an application pursuant to Chapter IX, Section 9-11 et seq. (Ord. No. 2014-11)

2-29.5 Approval of Members.

When recommending an applicant for approval, the Company Chief will discuss the results of the background investigation and any other pertinent information obtained with the members of the Township Committee. The Township Committee of the Township of Holmdel will either approve or deny such application by resolution or motion adopted at a regular Township meeting.

Fire Company members must be approved by the Township Committee prior to any performance of fire service. Additionally, prospective firefighters will be required to have a pre-appointment physical by a physician designated by the Township Committee. (Ord. No. 2014-11)

2-29.6 Classes of Membership; Qualifications.

Classes of membership and requisite qualifications for membership in the Holmdel Fire Company shall be as follows:

a. Active Members.

1. Must be at least eighteen (18) years of age;
2. Must be a citizen of the United States or resident alien, a resident of the Township of Holmdel, or must reside within three (3) miles of any border of the Township of Holmdel, or must be employed within the Township of Holmdel; and
3. Must be a certified fire fighter.
4. Must respond annually to twenty (20%) percent of calls, and attend fifty (50%) percent of trainings.

b. Non-Active /Associate / Probationary Members/Fire Police.

1. Must be at least eighteen (18) years of age;
2. Must be a citizen of the United States or resident alien, a resident of the Township of Holmdel, or must reside within three (3) miles of any border of the Township of Holmdel, or must be employed within the Township of Holmdel; and
3. Must be fire or fire-police certified or actively applying to become fire or fire-police certified at the time of appointment.

c. Junior Firefighters' Auxiliary/Explorer Members.

1. Creation of Auxiliary or Establishment of Explorer program. The volunteer Fire Company may have a Junior Firefighters' Auxiliary or Explorer program whose members shall not be required to perform duties which would expose them to the same degree of hazard as an active member.
2. Rules and Regulations. Each junior firefighter/explorer shall be governed by the following rules and regulations:
 - (a) A junior firefighter/ explorer may attend after joining.
 - (b) A junior firefighter shall be between the ages of sixteen (16) and eighteen (18). An explorer shall have completed the eighth-grade and is fourteen (14) years of age, or fifteen (15) years of age but have not yet reached their 21st birthday.
 - (c) A junior firefighter/ explorer must be a citizen of the United States or a resident of the State of New Jersey.
 - (d) A junior firefighter/ explorer shall wear full turnout gear while riding fire apparatus and performing fire duties.
 - (e) At no time during a fire shall a junior firefighter/ explorer enter a burning structure or any hazardous atmosphere.
 - (f) A junior firefighter/ explorer may deliver such items as hand lights, exhaust fans, axes, and pike poles from the fire apparatus to the active/non-active firefighters fighting fires, but only to those firefighters outside the structure.
 - (g) At the scene of a fire, a junior firefighter/explorer may roll hose or help repack hose onto the fire apparatus.
 - (h) Once a fire has been extinguished a junior firefighter/ explorer may, upon the instruction of and the direction of a line officer, assist in the inside cleanup operations.
 - (i) A junior firefighter/ explorer may only ride in the jump seat or cab of the apparatus.
 - (j) Under the instruction and at the direction of a line officer, a junior firefighter/ explorer during drills may perform certain duties such as holding water lines, ladder work, and practice rescue work and pumper operations.
 - (k) A junior firefighter/ explorer shall assist in keeping the fire apparatus, firehouses and grounds clean and shall also assist in all Fire Company and department activities.

3. Parental Consent. A copy of the rules and regulations and of any additional rules and regulations imposed by the volunteer Fire Company whose auxiliary the junior member or explorer member wishes to join shall be given to the parents or guardian of the junior/explorer firefighter. A copy of the rules and regulations joined by the parents or guardian and of written permission to participate in the auxiliary/explorer program shall be required from each junior/explorer member prior to membership in an auxiliary.

(Ord. No. 2014-11)

2-29.7 Reserved.

2-29.8 Fire Company Chief.

a. Qualifications. A Fire Company Chief is elected, and will serve, in accordance with Company by-laws. However, the Township of Holmdel will not recognize any Chief so elected unless he possesses the following qualifications.

1. Prior to appointment, a Company Fire Chief:
 - (a) Shall be Firefighter I certified.
 - (b) Shall have served as a member of a Fire Company or Department for a minimum of six (6) years.
 - (c) Shall have served as a Lieutenant or higher for a minimum of five (5) years.
 - (d) Shall be a qualified operator of, at a minimum, a Class A Engine.
 - (e) Shall be IMS Level III certified.
 - (f) Shall be IS-700 and IS-800 certified.
 - (g) Shall maintain familiarization with all Department apparatus.
 - (h) Shall have MCTO- Preparation, Decision Making and Operations.
 - (i) Shall have Haz-Mat Awareness and Operations.
 - (j) Shall be Fire Officer I certified.
 - (k) Shall have Incident Safety Officer.
 - (l) Shall have Emergency Response to Terrorism - Basic Concepts and Tactical Command for Company Officers or equivalent.
 - (m) Shall have RIT Awareness and Operations.
 - (n) Extermination One Certification preferred.

b. Duties.

1. In all cases of fire threatening danger or destruction of property within a particular area of the Township, the Fire Chief shall take prompt and efficient measures and use all the means of the Fire Department to extinguish the fire. The Fire Chief shall, at such time,

and on all occasions of fire alarm, have sole and absolute control and command over all the apparatus and all members of the Fire Department. The Fire Chief shall have sole control and command of all other fire apparatus and persons aiding and assisting the Fire Department in cases of actual fire pursuant to N.J.S.A. 40A:14-54.1. Powers of Fire Chief to supersede local police authority within fire lines.

2. The Fire Chief shall periodically inspect all apparatus and satisfy himself/herself that it has been properly cleaned, maintained, and made ready for use when needed. The Fire Chief shall call upon a sufficient number of firefighters to assist in the work of putting and keeping everything in readiness for service. The Fire Chief shall keep closely informed to the physical condition of the equipment, apparatus, and firehouses and take all necessary measures to have all portions thereof, ready for instant use. To this end, he/she shall make, or cause to be made, frequent visits for the purpose of inspections at least quarterly at the firehouse, and shall keep a record of such inspection by date and in detail as to the conditions then existing. Information/details obtained through these inspections will be included by the Company Chief as part of his next monthly status report to the Township Administrator.

The Emergency Services Committee will authorize a representative of the Township's Joint Insurance Fund (JIF) to conduct an annual inspection of all Fire Company buildings, vehicles, apparatus, and related equipment for compliance with all applicable laws and rules and to ensure for the safety of fire department personnel.

3. The Fire Chief shall render to the Township Committee through the Township Administrator an annual report giving in detail a record of the services of the Fire Department during the previous year. The report shall include and describe each actual fire and the cause as well as the loss estimate sustained. In addition, the report shall also include full information as to the organization, personnel, equipment, apparatus, firehouse(s) and shall be accompanied by a financial statement of the company, if necessary, as provided by N.J.S.A. 40A:14-34. The Fire Chief shall also make recommendations for the maintenance and betterment of the fire service. Furthermore, the Fire Chief shall make specific reports on matters relating to the Fire Department whenever directed to do so by the Township Administrator and/or Township Committee.

4. The Fire Chief shall be responsible for the proper management, discipline, and training of Fire Department members. He/she shall approve all tools, appliances, equipment and apparatus used by the Fire Department.

5. The Fire Chief shall have the authority to establish, organize, and manage subdivisions of the Fire Department to carry out its mission subject to review and approval of the Township Administrator or his/her designee.

6. The Fire Chief shall set Fire Department policy, establish rules and regulations, and standard operating guidelines for the efficient operation of the Fire Department.

7. By October 1st of each year, the Fire Chief shall submit to the Township Administrator a proposed budget for the following calendar year which shall be considered by the Township Committee as part of the Township's budgeting process.

8. The Fire Chief shall administer discipline when necessary, and when recommended by the Disciplinary Review Board. The Fire Chief shall prescribe the specifications for, and the manner of wearing of, all Fire Department uniforms and personal protective clothing used in the Department.

9. Attend (or send a designee) to a minimum of two (2) Township Safety Awareness Committee (SAC) Meetings per year.

10. Required to submit monthly status reports to the Township Administrator by the 15th of the following month.
(Ord. No. 2014-11)

2-29.9 Reserved.

2-29.10 Powers and Duties of Officers.

The Company Chief, and all officers of the Holmdel Fire Department shall be responsible to the Township Administrator or his/her designee, for implementing and carrying out the fire protection and fire prevention services within the Township as required by law.

2-29.11 Insurance.

The members and officers of the Holmdel Fire Company shall comply with any and all requirements as set forth by the Mid-Jersey Joint Insurance Fund or any other insurance carrier designated by the Township. (Ord. No. 2014-11)

2-29.12 Certificates; Register.

The Township Clerk shall keep a list of the Company's membership. Said list will include the name of each member, the date of his/her acceptance, current address, current telephone number, and driver's license number.

It shall be the responsibility of the Fire Company Chief to notify the Township Clerk of any changes in such list and status as they occur throughout the year. By December 1st of each year, the Company Chief will furnish the Township Clerk with a complete list with the information listed above, of each member of the Company and their status within said Company.
(Ord. No. 2014-11)

2-29.13 Fire Police.

There may be active or associate members of the Holmdel Fire and Rescue Company #2 who may also be designated as fire police pursuant to N.J.S.A. 15:8-4. These members shall serve at the direction of the Company Chief or designee. Before commencing their duties as fire police, such members must qualify as fire police by taking and subscribing to an oath to be administered by the Municipal Clerk that they shall justly, impartially and faithfully discharge their duties to the best of their ability and understanding. Fire police shall perform their duties under the supervision of the fire officer in charge of the fire or fire drill. Such duties shall include:

- a. Protection of property and contents;
- b. Establishing and maintaining fire lines;
- c. Performing such traffic duties as necessary, from the fire station to and at the vicinity of the fire, fire drill, or other emergency call, until the arrival of a duly authorized police officer;

Nothing set forth in this subsection is intended to give the fire police the right to supersede a duly authorized police officer.
(Ord. No. 2014-11)

2-29.14 Drivers.

a. Certified Drivers. Certified drivers shall operate the Fire Company's assigned apparatus. Each driver must complete Commanding Emergency Vehicle Operations (CEVO) class and an approved Driver Training Program must be completed prior to being certified.

b. Eligibility as Certified Driver. To be eligible as a certified driver of Fire Department apparatus, a member must be at least twenty-one (21) years of age, possess a valid State of New Jersey driver's license, hold IMS Level I State Certification and qualify annually on each apparatus.

c. Duties of Driver. In addition to driving the apparatus, all drivers shall see that the apparatus are in serviceable condition when returned to the fire station after a call.

d. Effect of Loss of Driver's License. Any Fire Company member whose license is expired, suspended, revoked, or otherwise forfeited or cancelled shall immediately notify the Company Chief. If this situation occurs, the driver shall become disqualified. Additionally, drivers shall be subject to control of the Company Chief, who may, for just cause, remove a driver or impose a suspension.

e. The Township Administrator will ensure that driver's license checks are done on all Fire Department members annually.
(Ord. No. 2014-11)

2-29.15 Apparatus.

a. Use of Apparatus. Fire apparatus representing the Township of Holmdel shall be removed from the firehouses in which they are housed only upon dispatch to an incident or for training, maintenance, refueling or other approved reason. Frivolous use of fire apparatus is prohibited. The Fire Chief shall report any violations of this provision to the Township Administrator or his/her designee, and may suspend or remove the driver responsible.

b. Cleaning and Care. The drivers shall be responsible for the cleaning and care of all Township fire apparatus.

c. Apparatus Leaving Township. No portion of the equipment or apparatus of the Fire Department shall be permitted to leave the Township to attend social functions (parades, musters, etc.) except with the approval of the Township Administrator or his/her designee. Response to calls for aid outside of the municipality shall be in accordance with State, County, and local mutual aid protocols. In such cases, the Fire Chief shall designate which portion of equipment or apparatus may be sent.

d. Speed of Fire Apparatus.

1. No fire apparatus shall be driven upon any street at a speed exceeding that permitted by law, provided that when answering an alarm of fire any apparatus so engaged may proceed at a safe rate of speed commensurate with conditions.

2. Fire apparatus shall be driven at all times with due regard to the safety of persons and property upon the streets, roads and highways.
(Ord. No. 2014-11)

2-29.16 Discipline.

It shall be the duty of all officers and members to maintain proper discipline and decorum at all times. All members shall faithfully and promptly obey the rules, regulations, policies, and procedures set forth by the Fire Company and the lawful orders of superiors. Written charges may be filed against any member by any other member, a member of the public, or a public or private entity. The Company Chief shall have the authority to summarily discipline any offender, or he/she may choose to convene a Disciplinary Review Board.

a. Options. Disciplinary action may take the form of a verbal warning, written notice to improve performance, official written reprimand, revocation of privileges, suspension not to exceed one (1) year, or expulsion from the Fire Department.

b. Authority to Impose. The Company Chief may administer all levels of disciplinary action. An expulsion order shall only be drawn up upon recommendation from the Disciplinary Review Board.

c. Disciplinary Review Board.

1. Composition. A Disciplinary Review Board shall consist of three (3) individuals as follows: the Township Administrator or his/her designee, and the Company Chief and the Police Chief. When the Board meets, the Administrator/designee shall chair the proceedings. If a prospective Board member is a party in the case, or has some other conflict of interest, he/she shall be disqualified from serving on that particular case and be replaced by the chief officer from another Fire Company, the County Fire Marshall or his/her designee, or a representative of the New Jersey Division of Fire Safety.

2. Duties. The Disciplinary Review Board shall conduct impartial hearings to review formal charges brought against members. After hearing testimony from both sides, the Board shall deliberate and render a decision. If the decision sustains the charges, the Board shall also recommend disciplinary action.

3. Within ten (10) days of reaching a decision, the Board shall provide written copies of its findings to both parties.

4. Proceedings. A hearing shall commence before the Disciplinary Review Board within a reasonable time following submission of written charges. The accused shall be provided an opportunity to present his/her defense, with or without the assistance of an attorney, and to present witnesses and cross-examine any person

testifying against him/her. All testimony shall be given under oath. If deemed necessary, a court reporter may be hired to record and transcribe the proceedings, with the total costs thereof being evenly split between the accused and the Fire Company.

5. Implementation of Decision. The Company Chief shall implement disciplinary action upon a guilty finding by the Disciplinary Review Board. Implementation shall begin after the time period for appeal has expired, or immediately after an appeal has been denied.

6. Appeals. An appeal may be taken to the appointing authority if written notice of appeal is served on the Administrator within five (5) calendar days of receipt of the decision of the Disciplinary Review Board. If notice of appeal is not served within this time period, the right to appeal shall be deemed waived. The appointing authority shall make their determination based upon the written findings and/or transcript, if one has been prepared, by the Disciplinary Review Board. The appointing authority may elect to hear additional testimony. The decision of the appointing authority shall be final.
(Ord. No. 2014-11)

2-29.17 Reserved.

2-29.18 Fire Appropriations.

a. On or before October 1st of every year following adoption of this section, the Fire Company shall be required to submit to the Township Administrator or Designee budget requests for equipment, supplies and materials for consideration as part of the Fire Department budget process for the following calendar year which shall be considered by the Township Committee as part of the Township's overall budget process.

b. The Township may disburse funds to the Fire Company for the purchase of fire equipment, supplies and materials as provided by N.J.S.A. 40A:14-34. In order to receive such disbursements from the Township, the Fire Company must submit a detailed description of each proposed expenditure to the Township Administrator or designee. Authorization of the requested funds may be dispersed to the Fire Company pursuant to Township purchasing procedures.
(Ord. No. 2014-11)

2-29.19 Rights of Volunteer Firemen Unaffected.

This section shall not affect the term of service or exemption rights acquired by any volunteer firefighter of the Township. (Ord. No. 2014-11)

2-29.20 Length of Service Awards Program.

Eligible members of the Holmdel Fire Department shall be participants in the Township's Length of Service Awards Program (LOSAP) in accordance with Chapter II, subsection 2-34.1 of the Revised General Ordinances of the Township of Holmdel. (Ord. No. 2014-11)

2-29.21 Fire Company.

a. Management. The volunteer Fire Company shall have latitude in the management of its firehouse and in the conduct of internal affairs, consistent with the purpose for which it was organized and maintained, and with the ordinances of the Township, the rules and regulations of the Fire Department and the laws of the State of New Jersey.

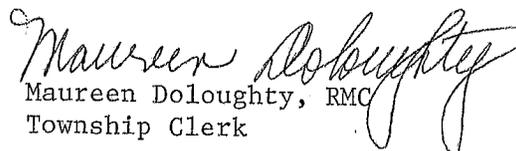
b. Constitution and Bylaws. The constitution and bylaws of the company shall conform to the provisions of this chapter and Statutes. The Fire Company may adopt bylaws, which impose stricter standards than would otherwise be imposed by ordinance, Fire Department rules and regulations, or Statute, as long as the by-law is not in conflict or does not violate any Township ordinance, Fire Department rule or regulation, or Statute.

c. Elections. Fire Company elections shall be held in the final quarter of the year as provided for in the by-laws of the company. The term of elected officers shall commence at 12:00 p.m. on the succeeding January 1st. The Fire Company in accordance with its by-laws shall fill a vacancy.

d. Financial Statements. The budget year of the Fire Company shall be the calendar year. An annual financial statement, prepared by a Certified Public Accountant and an IRS 990 form, covering the full fiscal year shall be rendered by the company over the signature of the President and Treasurer, and attested to by its Secretary, under the seal of the company, and shall show in detail the sources of all receipts from the Township and the purpose of all disbursements made from funds received by the Township pursuant to N.J.S.A. 40A:14-34. Such reports shall be subject to audit at the discretion of the Township Administrator or Chief Financial Officer. These reports shall be included as part of his/her annual / monthly report to the Administrator / Township Committee. The Company may, but is not required to, include receipts from other sources, or disbursements made from funds received from other sources.
(Ord. No. 2014-11)
(\$867.00)

00012549014

I, Maureen Doloughty, Township Clerk of the Township of Holmdel do hereby certify this to be a true copy of an Ordinance published in the Asbury Park Press on May 6, 2016.


Maureen Doloughty, RMC
Township Clerk