RESOLUTION 2023-121

EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12(b), permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS the Colts Neck Township Committee finds that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Colts Neck Township Committee as follows:

1. The public shall be excluded from discussion of any action upon hereinafter specified subject matter;

2. The general nature of the subject matter to be discussed is as follows:

    a. Acquisition of real property confidential pursuant to N.J.S.A. 10:4-12(b)5

3. The Committee will not take action following closed executive session;

4. It is anticipated that the closed session will last approximately thirty minutes.

5. It is anticipated at this time the above-stated subject matter(s) will be made public when the need for confidentiality no longer exists; and

6. This Resolution shall become effective immediately.

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a resolution passed by the Township Committee of Colts Neck Township during a regular meeting held on the 19th day of July 2023

_____

Trina Lindsey, Municipal Clerk

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Fitzpatrick					
Deputy Mayor Rizzuto					
Torchia Buss					
Viola					
Bartolomeo					
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

RESOLUTION # 2023-120

AUTHORIZING A COOPERATIVE PROJECT AGREEMENT WITH THE COUNTY OF MONMOUTH UNDER ITS MUNICIPAL LAND PRESERVATION INCENTIVE PROGRAM FOR THE ACQUISITION OF REAL PROPERTY KNOWN AND DESIGNATED AS BLOCK 41, LOT 29 (FIVE POINTS ROAD) ON THE OFFICIAL TAX MAP OF COLTS NECK TOWNSHIP, MONMOUTH COUNTY, NEW JERSEY

WHEREAS, Colts Neck Township adopted Ordinance 2022-2 for the acquisition of BLOCK 41, LOT 29 (FIVE POINTS ROAD), included in the Township's Open Space and Recreation Plan and recommended for preservation by the Township's Farmland and Open Space Committee, for a purchase price of $2,350,000.00; and

WHEREAS, the Township has sought out additional funding sources in addition to its dedicated Open Space Trust Fund to offset the acquisition cost, including New Jersey Green Acres under its Planning and Incentive Grant ("PIG") Program; and

WHEREAS, upon the Township's satisfaction of PIG Program conditions, Green Acres has agreed to fund the acquisition at 50% of its calculated certified market valuation; and

WHEREAS, the County of Monmouth County recently initiated a program ("MUNICIPAL LAND PRESERVATION INCENTIVE PROGRAM" or "PROGRAM") to expand park, historic preservation, and open space opportunities for Monmouth County residents by providing funding to assist municipalities with park and open space acquisition; and

WHEREAS, under the PROGRAM, the County of Monmouth will fund up to 75% of the acquisition cost not covered by Green Acres; and

WHEREAS, the County of Monmouth PROGRAM requires the entering into a Cooperative Project Agreement memorializing the terms and conditions of the County's participation in a municipal acquisition project; and

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A65-1, et seq., (the "Act") permits units of local government to share services for particular purposes and to effectuate agreements for any service of circumstance that will aid and encourage a reduction of local expenses; and

WHEREAS, Colts Neck Township ("Colts Neck") and the County of Monmouth ("the County") are public bodies corporate and politic of the State of New Jersey and are authorized under New Jersey law to enter into a Cooperative Project Agreement pursuant to the Act; and

WHEREAS, the County of Monmouth, through its dedicated Open Space Trust Fund has the ability and desires to incentivize the funding of municipal land acquisition for the purposes of open space preservation; and

WHEREAS, the County of Monmouth and Colts Neck Township have negotiated a Cooperative Project Agreement, in a form substantially similar to that which is annexed hereto as EXHIBIT A, and the terms of which are incorporated into this resolution as if set forth at length herein; and

WHEREAS, the Monmouth County Board of County Commissioners, the Monmouth County Board of Recreation Commissioners, Mayor Sue Fitzpatrick, and the Township Committee of Colts Neck Township have an interest in preserving open space in Colts Neck and throughout Monmouth County, with the goal of improving the quality of life for all residents, and are in full support of this agreement to facilitate the acquisition of BLOCK 41, LOT 29 (FIVE POINTS ROAD)in Colts Neck Township.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Mayor and Township Council as follows:

1. The above recitals are hereby incorporated into the body of this Resolution as if set forth at length herein.

2. The Cooperative Project Agreement shall be open to public inspection in the Clerk's office and shall take into effect upon adoption of a resolution and execution of the agreement by both the Monmouth County Board of County Commissioners and the Township Committee of Colts Neck Township.

3. The Mayor and Clerk are hereby authorized to execute a Cooperative Project Agreement in a form substantially similar to that which is annexed hereto as EXHIBIT A.

4. Kathleen Capristo, Township Administrator, is authorized to provide additional information and furnish such documents as may be required to facilitate the acquisition and act as the principal contact person and correspondent for Colts Neck Township.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be provided to each of the following:

a. The County of Monmouth
b. Colts Neck Business Administrator
c. Colts Neck Chief Financial Officer

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a Resolution passed by the Township Committee of Colts Neck Township during the Reorganization meeting held on the 19th day of July 2023

Trina Lindsey, Municipal Clerk

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Fitzpatrick					
Deputy Mayor Rizzuto					
Torchia Buss					
Viola					
Bartolomeo					
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

RESOLUTION 2023-122

CORRECTIVE ACTION PLAN FOR 2022 ANNUAL AUDIT
COLTS NECK TOWNSHIP

WHEREAS, N.J.S.A. 40A:5-4. states the governing body of every local unit shall cause an annual audit of its books, accounts and financial transactions to be made and completed within six months after the close of its fiscal year; and

WHEREAS, the 2022 Audit Report for Colts Neck Township was submitted by Raymond A. Sarinelli, Registered Municipal Accountant, of Nisivoccia on June 5, 2023; and

WHEREAS, certain comments and recommendations were made in the 2022 audit and a corrective action plan has been submitted by the Chief Financial Officer of Colts Neck Township and is attached hereto; and

WHEREAS, it is the desire of the Township Committee of Colts Neck Township to implement the corrective action plan in response to comments and recommendations contained in the 2022 audit report.

NOW, THEREFORE, BE IT RESOLVED, that the Corrective Action Plan of Colts Neck Township for the 2022 Annual Audit be and is hereby accepted and is authorized for submission to the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that two certified copies of this resolution be forwarded electronically to the Division of Local Government Services and the Chief Financial Officer.

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a Resolution passed by the Township Committee of Colts Neck Township during a regular meeting held on the 19th day of July 2023

_____

Trina Lindsey, Municipal Clerk

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Fitzpatrick					
Deputy Mayor Rizzuto					
Torchia Buss					
Viola					
Bartolomeo					
M - Moved S - Seconded X - indicates vote NV - Not Voting Ab - Absent					

Colts Neck Township Monmouth County May 22, 2023

During our audit of the Township's Internal Controls the following, was noted:

Finding # 2022-001

1. Description: Adequate segregation of duties where possible, be considered with respect to the recording and treasury functions.

2. Analysis: Segregation of duties refers to separating those functions that place too much control over a transaction or class of transactions that would enable a person to perpetuate errors and prevent detection within a reasonable period of time.

3. Corrective Action: The finding was evaluated by management and management believes adequate segregation of duties are in place. Management feels this comment is unwarranted and the Township's internal control policies are strong.

4. Implementation Date: The Township already has strong internal control policies in place and will not be hiring additional personnel.

RESOLUTION 2023-123

GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2022 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations, and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

> R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the Director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars ($1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Township Committee of the Township of Colts neck hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a Resolution passed by the Township Committee of Colts Neck Township during a regular meeting held on the 19th day of July 2023

_____

Trina Lindsey, Municipal Clerk

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Fitzpatrick					
Deputy Mayor Rizzuto					
Torchia Buss					
Viola					
Bartolomeo					
M - Moved S - Seconded X - indicates vote	NV - Not Voting		Ab - Absent		

CERTIFICATION OF GOVERNING BODY OF THE ANNUAL AUDIT

GROUP AFFIDAVIT FORM

NO PHOTO COPIES OF SIGNATURES

STATE OF NEW JERSEY
COUNTY OF MONMOUTH

We, members of the governing body of Colts Neck Township, in the County of Monmouth, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the Township Committee of Colts Neck Township in the county of Monmouth;
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2022;
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

(L.S.) Sue Fitzpatrick, Mayor	(L.S.)
(L.S.) Frank Rizzuto, Deputy Mayor	(L.S.)
(L.S.) Tara Torchia Buss, Committeewoman	(L.S.)
(L.S.) Michael Viola, Committeeman	(L.S.)
(L.S.) J.P. Bartolomeo, Committeeman	(L.S.)

Sworn to and subscribed before me this
_____day of _____
Notary Public of New Jersey

_____
Clerk

The Municipal Clerk shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be sent to the Bureau of Financial Regulation and Assistance, Division of Local Government Services, P.O. Box 803, Trenton, New Jersey 08625.

RESOLUTION 2023-124

CONFIRMING HIRING COLTS NECK TOWNSHIP DEPARTMENT OF PUBLIC WORKS EMPLOYEE RYAN AMATO

WHEREAS, the Township wishes to hire Ryan Amato, as a full-time employee for the Colts Neck Township Department of Public Works; and

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

NOW THEREFORE, BE IT RESOLVED by the Township Committee of Colts Neck Township in the County of Monmouth, State of New Jersey, that it hereby confirms the hiring of Ryan Amato as a full time employee for the Colts Neck Township Department of Public Works at $47,000/annual, 40 hours per week, effective August 7, 2023; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the following:

1. Lou Bader, Department of Public Works Director;
2. Kathleen Capristo, Township Administrator; and
3. John Antonides, Chief Financial Officer.

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a Resolution passed by the Township Committee of Colts Neck Township during the Reorganization meeting held on the 19th day of July 2023

Trina Lindsey, Municipal Clerk

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Fitzpatrick					
Deputy Mayor Rizzuto					
Torchia Buss					
Viola					
Bartolomeo					
M - Moved S - Seconded X - indicates vote		NV - Not Voting		Ab - Absent	

RESOLUTION 2023-125

AUTHORIZING PURCHASE OF
2023 SILVERADO 1500 CREW CAB 4WD
FOR THE COLTS NECK POLICE DEPARTMENT
ESCNJ CONTRACT # 20/21-09

BE IT RESOLVED by the Township Committee of Colts Neck Township that it hereby authorizes the purchase of a 2023 Silverado 1500 Crew Cab 4WD as follows:

CONTRACT: ESCNJ 20/21-09

VENDOR: Mall Chevrolet
75 Haddonfield Road
Cherry Hill, NJ 08002

VEHICLE: 2023 Silverado 1500 Crew Cab 4WD

AMOUNT: $ 52,006.85

BE IT FURTHER RESOLVED AND CERTIFIED that funds for this purpose are provided through the Current Fund Budget, Police Other Expenses, # 3-01—017-293 for $ 50,000.00 and Capital Ordinance # 2021-12, Capital Budget Account # C-02—067-258 for $ 2,006.85 and have been certified by John Antonides, Chief Financial Officer; and

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute any documents in this regard; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the following:

1. Paul Santucci, Chief of Police; and
2. John Antonides, Chief Financial Officer.

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a resolution passed by the Township Committee of Colts Neck Township during a regular meeting held on the 19th day of July 2023.

_____
Trina Lindsey, Municipal Clerk

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Fitzpatrick					
Deputy Mayor Rizzuto					
Torchia Buss					
Viola					
Bartolomeo					
M - Moved S - Seconded X - indicates vote	NV - Not Voting		Ab - Absent		

RESOLUTION 2023-126

AUTHORIZING THE PURCHASE OF
TWO VEHICLE INSTALLATION PACKAGES
FOR THE COLTS NECK POLICE DEPARTMENT
N.J. STATE CONTRACT # 17-FLEET-00749
$49,213.30

BE IT RESOLVED by the Township Committee of Colts Neck Township that it hereby authorizes the purchase of two vehicle installation packages for the Colts Neck Police Department, as follows:

STATE CONTRACT# 17-FLEET-00749

VENDOR: Elite Vehicle Solutions
1000 Bennett Boulevard
Suite 6
Lakewood, NJ 08701

PURCHASE: Two (2) Vehicle Installation Packages

AMOUNT: $ 49,213.30

BE IT FURTHER RESOLVED AND CERTIFIED by John Antonides, Chief Financial Officer that funds for this purpose are provided through the Capital Ordinance # 2022-7, Capital Budget Account # C-02—070-258; and

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute any documents in this regard; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the following:

1. Paul Santucci, Chief of Police; and
2. John Antonides, Chief Financial Officer.

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a resolution passed by the Township Committee of Colts Neck Township during a regular meeting held on the 19th day of July 2023.

_____
Trina Lindsey, Municipal Clerk

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Fitzpatrick					
Deputy Mayor Rizzuto					
Torchia Buss					
Viola					
Bartolomeo					
M - Moved S - Seconded X - indicates vote		NV - Not Voting		Ab - Absent	

RESOLUTION 2023-127

AUTHORIZING ACCEPTANCE OF A PERFORMANCE GUARANTEE AND INSPECTION FEE FOR A STREET OPENING PERMIT FOR BLOCK 21.09, LOT 13 - 900 LOVETT ROAD

WHEREAS, on May 22, 2023, Township Engineer, Glenn Gerken issued a memo addressed to the Township Planner, Timothy Anfuso recommending that approval of a street opening permit, and suggestion of a $1,000 performance guarantee and $320.00 inspection fee; and

WHEREAS, Township Planner, Timothy Anfuso collected the $1,000 performance guarantee and $320.00 inspection fee and issued a memo to the Municipal Clerk dated June 2, 2023 requesting a resolution of the Township Committee to accept the performance guarantee and inspection fee.

NOW THEREFORE BE IT RESOLVED by the Township Committee of Colts Neck Township that pursuant to the recommendation of the Township Planner that it hereby authorizes the following for Block 21.09, Lot 13, 900 Lovett Road:

1. Acceptance of $1,000 performance guarantee, check# 491 dated May 30, 2023.
2. Acceptance of $320.00 inspection fee, check# 490 dated May 30, 2023.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the following:

1. Timothy Anfuso, Township Planner; and
2. John Antonides, Chief Financial Officer

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a resolution passed by the Township Committee of Colts Neck Township during a regular meeting held on the 19th day of July 2023

_____
Trina Lindsey, Municipal Clerk

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Fitzpatrick					
Deputy Mayor Rizzuto					
Torchia Buss					
Viola					
Bartolomeo					
M - Moved S - Seconded X - indicates vote		NV - Not Voting		Ab - Absent	

RESOLUTION 2023-128

AUTHORIZING SUMMER CAMP REFUND

BE IT RESOLVED by the Township Committee of Colts Neck Township that based on the recommendation of the Township Recreation Director that it hereby authorizes the following refunds due to the Township's cancellation of a summer camp trip:

- Lara Alicea - $50.00
- Dan Higgins - $25.00
- Stacey Katz - $25.00
- Colleen Mayrose - $25.00
- Jennifer Montalvo - $25.00

BE IT FURTHER RESOLVED that a copy of this resolution be provided to:

1. John Antonides, Chief Financial Officer; and
2. Thom Hennessey, Recreation Director

I, Trina Lindsey, do hereby certify the foregoing to be a true and accurate copy of a resolution passed by the Township Committee of the Township of Colts Neck during a regular meeting held on the 19th day of July 2023

_____
Trina Lindsey, Municipal Clerk

RECORD OF VOTE					
	M S	Yes	No	NV	Ab
Mayor Fitzpatrick					
Deputy Mayor Rizzuto					
Torchia Buss					
Viola					
Bartolomeo					
M - Moved S - Seconded X - indicates vote		NV - Not Voting		Ab - Absent	