



CITY OF ABSECON
Municipal Complex
500 Mill Road
Absecon, New Jersey 08201

Carie A. Crone, RMC
Municipal Clerk

Phone (609) 641-0663x101
Fax (609) 645-5098

CITY COUNCIL

JANUARY 7, 2021

REORGANIZATION MEETING - 5:00 PM

AGENDA

MEETING CALLED TO ORDER BY THE MUNICIPAL CLERK

FLAG SALUTE

INVOCATION

STATEMENT OF THE SUNSHINE LAW

NOTIFICATION THAT THIS MEETING IS ELECTRONICALLY RECORDED

ADMINISTRATION OF OATH OF OFFICE

Elizabeth "Betty" Howell, Councilperson, Ward 1
Oath administered

Donald Burroughs, Councilperson, Ward 2
Oath administered

Mayor – Kimberly Horton
Oath administered

ROLL CALL

ELECTION OF COUNCIL PRESIDENT

Nominations heard

Roll Call

Administration of Oath of Office

ELECTION OF COUNCIL PRESIDENT PRO TEM

Nominations heard

Roll Call

Administration of Oath of Office

MAYORAL APPOINTMENTS BY RESOLUTION – 2021

- 01 Appointing a Municipal Judge, namely John Rosenberger, Esq.

COUNCIL RESOLUTIONS – FOR THE YEAR 2021

Consent Agenda: All matters listed under Consent Agenda, are considered to be routine by this City Council and will be enacted by one motion in the form listed. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- 02 Authorizing the annual schedule of Regular Meetings of Absecon City Council for the calendar year 2021.
- 03 Confirming meetings of City Committees, Commissions and Boards for the year 2021.
- 04 Awarding a contract for professional services for a City Auditor.
Bowman & Co. LLP
- 05 Awarding a contract for professional services of a City Attorney.
Alfred Scerni, Jr. of Parker McCay
- 06 Awarding a contract for professional services for a Labor Attorney.
Blaney & Karavan
- 07 Awarding a non-competitive contract for professional services of a Public Defender.
Mark Stein, Esq.
- 08 Awarding a non-competitive contract for professional services for a Municipal Prosecutor.
Kristopher Facenda, Esq.

- 09 Awarding a non-competitive contract for professional services of a City Planner.
Edward Dennis, Remington, Vernick & Walberg, Engineers
- 10 Awarding a contract for professional services for a City Engineer.
Edward Dennis, Jr., Remington, Vernick & Walberg Engineers.
- 11 Awarding a non-competitive contract for professional services of a Bond Counsel.
Anthony Solimine, Esq. of Wilentz
- 12 Authorizing the Tax Assessor as the Agent in Adjustment appeals to reduce assessments.
- 13 Designating the Interest and Penalty rate on unpaid taxes.
- 14 Designating the official newspapers.
- 15 Adopting the Cash Management Plan of the City of Absecon.
- 16 Establishing the 2021 Temporary Budget for Current Fund and Sewer Utility Fund.
- 17 Appointing a Risk Management Consultant for the Atlantic County Joint Insurance Fund.
Michael F. Thomas, Glenn Insurance
- 18 Appointing a Councilperson to the Planning Board.
Betty Howell, 1 year
- 19 Appointing a Mercantile License Clerk.
Carie A. Crone, RMC
- 20 Appointing a Lien Clerk for the City of Absecon.
Jessica A. Snyder, CTC
- 21 Appointing an Alternate Deputy Registrar of Vital Statistics.
Tina Lawler, 3 years.
- 22 Authorizing the Tax Office to accept overpayments of tax and sewer and requiring exact change for other cash payments.
- 23 Ensuring Time Capsule to be opened in the year 2052.

STATE OF THE CITY ADDRESS

Mayor, Kimberly Horton

COMMENTS

Members of Council

PUBLIC PORTION

ADJOURNMENT

CITY OF ABSECON

RESOLUTION 01-2021

**A RESOLUTION APPOINTING A MUNICIPAL
JUDGE FOR THE CITY OF ABSECON**

BE IT RESOLVED, by the Mayor and City Council of the City of Absecon that John Rosenberger, Esq., is hereby appointed Municipal Judge for the City of Absecon, for a term commencing January 1, 2021 and expiring December 31, 2023 at an annual salary of \$28,700.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 02-2021

**A RESOLUTION AUTHORIZING ANNUAL SCHEDULE OF REGULAR
MEETINGS OF ABSECON CITY COUNCIL FOR THE CALENDAR YEAR 2021**

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ABSECON as follows:

Regular meetings of the Council of the City of Absecon are to be held at the Municipal Complex, 500 Mill Road, according to the following schedule for the period of January 1, 2021 through December 31, 2021 inclusive:

January 7	Thursday	5:00 PM	Reorganization Meeting
January 21	Thursday	5:30 PM	Regular Meeting
February 4	Thursday	5:30 PM	Regular Meeting
February 18	Thursday	5:30 PM	Regular Meeting
March 4	Thursday	5:30 PM	Regular Meeting
March 18	Thursday	5:30 PM	Regular Meeting
April 1	Thursday	5:30 PM	Regular Meeting
April 15	Thursday	5:30 PM	Regular Meeting
May 6	Thursday	5:30 PM	Regular Meeting
May 20	Thursday	5:30 PM	Regular Meeting
June 3	Thursday	5:30 PM	Regular Meeting
June 17	Thursday	5:30 PM	Regular Meeting
July 15	Thursday	5:30 PM	Regular Meeting
August 12	Thursday	5:30 PM	Regular Meeting
September 2	Thursday	5:30 PM	Regular Meeting
September 16	Thursday	5:30 PM	Regular Meeting
October 7	Thursday	5:30 PM	Regular Meeting
October 21	Thursday	5:30 PM	Regular Meeting
November 4	Thursday	5:30 PM	Regular Meeting
November 18	Thursday	5:30 PM	Regular Meeting
December 2	Thursday	5:30 PM	Regular Meeting
December 16	Thursday	5:30 PM	Regular Meeting

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 03-2021

**A RESOLUTION CONFIRMING MEETINGS OF CITY
COMMITTEES, COMMISSIONS AND BOARDS FOR THE YEAR 2021**

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ABSECON, that

1. The dates, times and places of meetings of Boards, Commissions and Committees shall be as follows:

<u>TITLE</u>	<u>DATE EACH MONTH</u>	<u>TIME</u>	<u>PLACE</u>
Public Works/Sewer	3 rd Tues.	3:30 PM	Municipal Complex
Public Safety	1st Mon.	6:00 PM	Municipal Complex
Economic Development	1st Thurs.	5:00 PM	Municipal Complex
Planning Board	2nd & 4th Wed.	7:00 PM	Municipal Complex
Parks & Playgrounds/ Recreation	3rd Tues.	7:00 PM	Municipal Complex
Zoning Board	3rd Tues.	7:00 PM	Municipal Complex
Library Board	3rd Mon.	1:00 PM	305 New Jersey Ave.
Community Affairs	1st Thurs.	6:00 PM	Municipal Complex
Tax Assessor	Each Wed.	9:00 AM-Noon	Municipal Complex
Revenue, Appropriations & Finance	3rd Thurs.	4:30 PM	Municipal Complex

2. This Resolution shall be advertised in The Press, viewed on ABTV Channel 97, and a copy of the resolution shall remain posted in the Lobby of the Municipal Complex.
3. This resolution is effective immediately.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 04-2021

**A RESOLUTION AWARDING A CONTRACT FOR
PROFESSIONAL SERVICES FOR AN AUDITOR**

WHEREAS, there exists a need for an Auditor for the City of Absecon; and

WHEREAS, per P.L. 2004, Chapter 19, as amended, provides for the awarding of a contract for "Professional Services" according to the fair and open process; and

WHEREAS, the City of Absecon issued a request for proposals for City Auditor and the proposals were received on December 11th, 2020.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Absecon, in the County of Atlantic and the State of New Jersey, as follows:

1. That the Mayor and Municipal Clerk of the City of Absecon are hereby directed to execute and deliver a contract with Bowman & Co. LLP, as Auditors for the City of Absecon for the year 2021.
2. A copy of this resolution shall be published in The Press of Atlantic City, a newspaper giving coverage in this County, within ten (10) days of its passage and is available for public inspection, along with the contract, in the office of the Absecon Municipal Clerk.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 05-2021

**A RESOLUTION AWARDING A CONTRACT FOR
PROFESSIONAL SERVICES FOR MUNICIPAL SOLICITOR**

WHEREAS, there exists a need for a Municipal Solicitor for the City of Absecon; and

WHEREAS, per P.L. 2004, Chapter 19, as amended, provides for the awarding of a contract for "Professional Services" according to the fair and open process; and

WHEREAS, the City of Absecon issued a request for proposals for Municipal Solicitor and the proposals were received by December 11th, 2020.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Absecon, in the County of Atlantic and the State of New Jersey, as follows:

1. That the Mayor and Municipal Clerk of the City Absecon are hereby directed to execute and deliver a contract with Alfred Scerni, Jr. of Parker McCay to serve as Municipal Solicitor for the City of Absecon for the year 2021.
2. A copy of this resolution shall be published in The Press of Atlantic City, a newspaper giving coverage in this County, within ten (10) days of its passage and shall be available for public inspection, along with the contract, in the office of the Absecon Municipal Clerk.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 06-2021

**A RESOLUTION AWARDING A CONTRACT FOR
PROFESSIONAL SERVICES FOR A LABOR ATTORNEY**

WHEREAS, there exists a need for a Labor Attorney for the City of Absecon for the purpose of negotiations of various union issues; and

WHEREAS, per P.L. 2004, Chapter 19, as amended, provides for the awarding of a contract for "Professional Services" according to the fair and open process; and

WHEREAS, the City of Absecon issued a request for proposals for a Labor Attorney and the proposals were received by December 11th, 2020.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Absecon, in the County of Atlantic and the State of New Jersey, as follows:

1. That the Mayor and Municipal Clerk of the City of Absecon are hereby directed to execute and deliver a contract with Blaney & Karavan, PC, as Labor Attorney for the City of Absecon for the year 2021.
2. A copy of this resolution shall be published in The Press of Atlantic City, a newspaper giving coverage in this County, within ten (10) days of its passage and is available for public inspection, along with the contract, in the office of the Municipal Clerk.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 07-2021

**A RESOLUTION AWARDING A CONTRACT FOR
PROFESSIONAL SERVICES FOR A PUBLIC DEFENDER**

WHEREAS, there exists a need for a Public Defender for the City of Absecon; and

WHEREAS, per P.L. 2004, Chapter 19, as amended, provides for the awarding of a contract for "Professional Services" according to the fair and open process; and

WHEREAS, the City of Absecon issued request for proposals for a Public Defender and the proposals were received by December 11th, 2020.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Absecon, in the County of Atlantic and the State of New Jersey, as follows:

1. That the Mayor and Municipal Clerk of the City of Absecon are hereby directed to execute and deliver an agreement with Mark Stein, Esq. as Public Defender of the City of Absecon for the year 2021.
2. A copy of this resolution shall be published in The Press of Atlantic City, a newspaper giving coverage in this County, and is available for public inspection, along with the contract, in the office of the Absecon Municipal Clerk.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 08-2021

**A RESOLUTION AWARDING A CONTRACT FOR
PROFESSIONAL SERVICES FOR A MUNICIPAL PROSECUTOR**

WHEREAS, there exists a need for a Municipal Prosecutor for the City of Absecon; and

WHEREAS, per P.L. 2004, Chapter 19, as amended, provides for the awarding of a contract for "Professional Services" according to the fair and open process; and

WHEREAS, the City of Absecon issued request for proposals for a Prosecutor and the proposals were received by December 11th, 2020.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Absecon, in the County of Atlantic and the State of New Jersey, as follows:

1. That the Mayor and Municipal Clerk of the City of Absecon are hereby directed to execute and deliver a contract with Kristopher Facenda, Esq., to serve as Municipal Prosecutor for the City of Absecon for the year 2021.
2. A copy of this resolution shall be published in The Press of Atlantic City, a newspaper giving coverage in this County, within ten (10) days of its passage and is available for public inspection, along with the contract, in the office of the Absecon Municipal Clerk.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 09-2021

**A RESOLUTION AWARDING A CONTRACT FOR
PROFESSIONAL SERVICES FOR A CITY PLANNER**

WHEREAS, there exists a need for a City Planner for the City of Absecon; and

WHEREAS, per P.L. 2004, Chapter 19, as amended, provides for the awarding of a contract for "Professional Services" according to the fair and open process; and

WHEREAS, the City of Absecon issued request for proposals for a City Planner and the proposals were received by December 11th, 2020.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Absecon, in the County of Atlantic and the State of New Jersey, as follows:

1. That the Mayor and Municipal Clerk of the City of Absecon are hereby directed to execute and deliver a contract with Edward Dennis, Jr., PE, PP, CME of Remington, Vernick, Engineers, City Planner for the City of Absecon for the year 2021.
2. A copy of this resolution shall be published in The Press of Atlantic City, a newspaper giving coverage in this County, within ten (10) days of its passage and is available for public inspection, along with the contract, in the office of the Absecon Municipal Clerk.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 10-2021

**A RESOLUTION AWARDING A CONTRACT FOR
PROFESSIONAL SERVICES FOR A CITY ENGINEER**

WHEREAS, there exists a need for a City Engineer for the City of Absecon; and

WHEREAS, per P.L. 2004, Chapter 19, as amended, provides for the awarding of a contract for "Professional Services" according to the fair and open process; and

WHEREAS, the City of Absecon issued a request for proposals for a City Engineer and the proposals were received by December 11th, 2020.

NOW, THEREFORE, B E IT RESOLVED by the Council of the city of Absecon, in the County of Atlantic and the State of New Jersey, as follows:

1. That the Mayor and Municipal Clerk of the City of Absecon are hereby directed to execute and deliver a Contract with Edward Dennis, Jr., PE, PP, CME of Remington, Vernick, Engineers as City Engineer for the City of Absecon for the year of 2021.
2. A copy of this resolution shall be published in The Press, a newspaper giving coverage in this County, within ten (10) days of its passage and shall be available for public inspection, along with the contract, in the office of the Absecon Municipal Clerk.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council of
the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**Attest: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 11-2021

**A RESOLUTION AWARDING A CONTRACT FOR
PROFESSIONAL SERVICES FOR BOND COUNSEL**

WHEREAS, there exists a need for Bond Counsel for the City of Absecon; and

WHEREAS, per P.L. 2004, Chapter 19, as amended, provides for the awarding of a contract for "Professional Services" according to the fair and open process, and

WHEREAS, the City of Absecon issued request for proposals for a Bond Counsel and the proposals were received by December 11th, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Absecon, the County of Atlantic and the State of New Jersey, as follows:

1. That the Mayor and Municipal Clerk of the City of Absecon are hereby directed to execute and deliver a contract with Anthony Solimine, Esq. of Wilentz, to serve as Bond Counsel for the City of Absecon for the year 2021.
2. A copy of this resolution shall be published in The Press of Atlantic City, a newspaper giving coverage in this County, within ten (10) days of its passage and is available for public inspection, along with the contract, in the office of the Absecon Municipal Clerk.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 12-2021

**A RESOLUTION AUTHORIZING THE TAX ASSESSOR AS THE
AGENT IN ADJUSTMENT APPEALS TO REDUCE ASSESSMENTS**

WHEREAS, from time to time the Tax Assessor discovers an error in calculation, transposing, measurement, or typographical errors in the tax assessment on the tax list after the time for County Board of Taxation has certified the tax rates for the year; and

WHEREAS, if the above discovered errors are not corrected, the taxpayers effected would be paying more than their fair share of taxes; and

WHEREAS, the method of correcting such errors is to file a Petition of Appeal for the current tax year with the County Board of Taxation; and

WHEREAS, the error was not caused by the Taxpayer.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the taxing district of the City of Absecon that the Tax Assessor, Brian F. Conover, is hereby authorized to act as the Agent for the Taxing District and file a Petition of Appeal for the tax year 2021 with the Atlantic County Board of Taxation to correct such error and lower such assessments to the correct value, and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Atlantic County Board of Taxation with any such Petition of Appeal.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 13-2021

**A RESOLUTION DESIGNATING THE INTEREST
AND PENALTY RATE ON UNPAID TAXES**

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ABSECON, COUNTY OF ATLANTIC AND STATE OF NEW JERSEY, that:

1. The rate of interest to be charged for the non-payment of taxes and assessments on or before the date when such taxes or assessments would become delinquent be and the same is hereby fixed at eight percent (8%) per annum on the first \$1,500.00 of delinquency and eighteen percent (18%) per annum on any amount in excess of \$1,500.00 provided however, that no interest shall be charged if the payment of any installment of such taxes or assessments is made within ten (10) days after the date upon which same shall become payable.
2. In addition to the interest charged pursuant to Paragraph One (1) above, any delinquency in excess of \$10,000.00 by any taxpayer and not paid prior to the end of the calendar year shall be assessed a penalty of six percent (6%) of the amount of the delinquency. The penalty assessed shall be calculated based upon the sum of all taxes owed by a taxpayer from year to year and shall not be calculated on an individual year basis when taxes are owed for more than one (1) year.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 14-2021

**A RESOLUTION DESIGNATING
THE OFFICIAL NEWSPAPERS**

BE IT RESOLVED, by the Council of the City of Absecon that, namely,

**THE PRESS
MAINLAND JOURNAL
THE CURRENT**

be and are hereby designated as the Official Newspapers of the City of Absecon City, with one or more of these newspapers used for the publication of Legal Notices as shall be required during the year 2021.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk

CITY OF ABSECON

RESOLUTION 15-2021

**A RESOLUTION ADOPTING THE CASH
MANAGEMENT PLAN OF THE CITY OF ABSECON**

WHEREAS, pursuant to the provisions of N.J.S.A. 40:5-14 the City of Absecon shall adopt a Cash Management Plan and shall deposit its funds pursuant to that plan; and

WHEREAS, the Cash Management Plan shall include the designation of a depository or depositories as permitted in section 4 of P.L. 1970, c.236 (C.17: 9-44); and

WHEREAS, the Cash Management Plan shall be designed to assure, to the extent practicable, the investment of local funds in interest bearing accounts and may be modified from time to time in order to reflect changes in federal or state law or regulations; and

WHEREAS, the Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A: 5-4.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Absecon, County of Atlantic, State of New Jersey, as follows:

1. The allegations to the preamble are incorporated herein by this reference.
2. The Cash Management Plan for the City of Absecon for the year 2021 be and hereby is adopted.
3. A copy of the Cash Management Plan is attached hereto and made a part hereof.

BE IT FURTHER RESOLVED that the proper officials be and hereby are authorized to do all things necessary to carry out the intent of this Resolution.

Date: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**

CASH MANAGEMENT PLAN OF THE CITY OF ABSECON IN THE COUNTY OF ATLANTIC, NEW JERSEY

I. STATEMENT OF PURPOSE.

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investments") of certain public funds of the City, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing accounts or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investments matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN.

The Plan is intended to cover the deposit and/or investment of the following funds and all accounts making up those funds for the City:

- Current Fund
- General Capital Fund
- Sewer Fund
- Payroll
- Escrow Fund
- Performance Bond Trust
- Community Development
- Tax Collectors Special Account
- Trust Fund
- Municipal Court General Account
- Bail Account

III. DESIGNATION OF OFFICIALS OF THE CITY AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN.

The Chief Financial Officer/Treasurer of the City (the Designated Officials) are hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the City are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made, a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such officials.

IV. DESIGNATION OF DEPOSITORIES.

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any Certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

- First National Bank of Absecon
- Ocean First Bank
- Parke Bank

All Such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such

All Such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official(s) referred to in Section III above.

V. **DESIGNATION OF OFFICIALS TO SIGN CHECK AND WITHDRAWALS OF THE CITY OF ABSECON.**

Pursuant to N.J.S.A. 40A:5-17B (2), that the following named officials shall sign checks and authorized withdrawals for the City of Absecon:

Carie A. Crone	City Clerk
Jessica Thompson	CFO
Jessica Snyder	Tax Collector

All checks and withdrawals shall be signed with three (3) signatures, namely, the Mayor, City Clerk and CFO (two of which must be original with one being supplied by an approved stamp), or their alternate, for all City accounts unless otherwise indicated below.

The City Payroll account will require only one (1) signature, namely the CFO or her alternate.

The Tax Collector's Special Account will require only (1) signature, namely the Tax Collector (Jessica A. Snyder) or the CFO/Administrator (Jessica Thompson).

The Court and Bail Accounts require only one (1) signature, namely the Court Administrator (Merrilee P. Carlson) or the Deputy Court Administrator (Teresa D. Altagracia).

VI. **DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL.**

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the designated official(s) of the City referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official(s) referred to in Section III above.

VII. **AUTHORIZED INVESTMENTS.**

Except as otherwise specifically provided for herein, the Designated Officials are hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America.
2. Government money market mutual funds;
3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
4. Bonds or other obligations of the Local unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
5. Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
6. Local government investment pools;
7. Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:18A-90.4); or

8. Agreements for the repurchase of fully collateralized securities if:
- A. the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
 - B. the custody of collateral is transferred to a third party;
 - C. the maturity of the agreement is not more than 30 days;
 - D. the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C17:9-41); and
 - E. a master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms “government money market mutual fund” and “local government investment pool” shall have the following definitions:

Government Money Market Fund. An investment company or investment trust:

- A. which is registered with the Securities and Exchange Commission under the “Investment Company act of 1940,” 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7.
- B. the portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- C. which has:
 - attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
 - retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the “Investment Advisors Act of 1940,” 15 U.S.C. sec. 80b-1 seq. with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool. An investment pool:

- A. Which is managed in accordance with 17 C.F.R. sec. 270.2a-7;
- B. which is rated in the highest category by a nationally recognized statistical rating organization;
- C. which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec.270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- D. which is in compliance with rules adopted pursuant to the “Administrative Procedure Act,; P.L.1968, c.410(c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- E. which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- F. which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of

P.L. 1967c.9(C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

I. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN.

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the City, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the City to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted investments are either received by the City of by a third party custodian prior to or upon the release of the City's funds.

To assure that all parties with whom the City deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official.

IX. REPORTING REQUIREMENTS.

On the Wednesday preceding the third Thursday of each month during which this Plan is in effect, the Designated Official referred to in Section III hereof, shall supply to the governing body of the City a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the City as a Deposit or a Permitted Investment.
- A. The name of any institution holding funds of the City as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual or such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the City.

X. TERM OF PLAN.

This Plan shall be in effect from January 1, 2021 to December 31, 2021. Attached to this Plan is a resolution of the Governing Body of the City approving this Plan for the term indicated. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Council, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

CITY OF ABSECON

RESOLUTION 16-2021

**2021 TEMPORARY BUDGET FOR CURRENT FUND
AND SEWER UTILITY FUND**

WHEREAS, N.J.S.A. 40A:4-19 provides that where any contract, commitment, or payments are to be made prior to the final adoption of the 2021 budget, temporary appropriations should be made for the purpose and amounts required in the manner and the time therein provided; and

WHEREAS, the date of this resolution is within the first thirty-one days of January, 2021; and

WHEREAS, the total appropriations in the 2020 Current Fund budget and the 2020 Sewer Utility Fund budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund are **\$10,034,262.10** and **\$1,925,000.00** respectively; and

WHEREAS, 26.25% of the total appropriations in the 2020 Current Fund budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund is **\$2,633,993.80** and Interest, Debt and Capital temporary appropriations are **\$325,453.39**, bringing the total Current Fund appropriations to **\$2,959,447.19**; and

WHEREAS, 26.25% of the total appropriations in the 2020 Sewer Utility budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund is **\$505,312.50**.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of Absecon that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records.

TEMPORARY APPROPRIATIONS CURRENT FUND – 2021

Administration	
Salaries and Wages	11,000.00
Other Expenses	2,000.00
Mayor and Council	
Salaries and Wages	29,000.00
Other Expenses	2,000.00
All Departments Purchasing	
Other Expenses	22,000.00
Municipal Clerk	
Salaries and Wages	32,000.00
Other Expenses	6,000.00
Financial Administration	
Salaries and Wages	29,000.00
Other Expenses	2,000.00
Audit	
Other Expenses	26,000.00
Information Technology	
Other Expenses	24,000.00

Tax Collector	
Salaries and Wages	30,000.00
Other Expenses	2,000.00
Tax Assessor	
Salaries and Wages	18,000.00
Other Expenses	2,000.00
Legal Services	
Other Expenses	30,000.00
Engineering Services	
Other Expenses	30,000.00
Planning Board	
Salaries and Wages	7,000.00
Other Expenses	2,000.00
Zoning Board of Adjustment	
Salaries and Wages	3,000.00
Other Expenses	1,000.00
Uniform Construction Code	
Salaries and Wages	49,000.00
Other Expenses	2,000.00
Insurance	
Other Insurance Premiums	40,000.00
Group Health Insurance	200,000.00
Worker's Compensation	30,000.00
Prosecutor	
Other Expenses	10,000.00
Police Department	
Salaries & Wages	891,500.00
Other Expenses	40,000.00
Police Communications	
Salaries & Wages	145,000.00
Other Expenses	20,000.00
Emergency Management	
Salaries & Wages	2,000.00
Volunteer Ambulance	
Other Expenses	20,000.00
Fire Department	
Other Expenses	20,000.00
Fire Hydrants	30,000.00
Uniform Fire Safety Act	
Salaries and Wages	6,000.00
Other Expenses	1,000.00
Public Works	
Salaries & Wages	100,000.00
Other Expenses	60,000.00
Vehicle Maintenance	
Other Expenses	30,000.00
Animal Control	
Other Expenses	3,000.00

Recreation	
Salary & Wages	2,000.00
Other Expenses	5,000.00
Public Events	
Other Expenses	15,000.00
Utilities:	
Electric, Streetlighting, Telephone, Water, Gas, Gasoline	170,000.00
Trash Collection / Tipping Fees	130,000.00
Recycling Collection	45,000.00
Contingent	493.80
Social Security System	110,000.00
Unemployment Compensation	8,000.00
DCRP	5,000.00
Municipal Court	
Salaries & Wages	38,000.00
Other Expenses	2,000.00
Public Defender	
Other Expenses	4,000.00
Aid to Library	90,000.00
TEMPORARY BUDGET – CURRENT FUND	<u>\$ 2,633,993.80</u>
Capital	185,000.00
Bond Interest	140,453.39
TOTAL CAPITAL IMPROV & DEBT	<u>\$ 325,453.39</u>
Total General Appropriations Temporary Budget	<u>\$ 2,959,447.19</u>

TEMPORARY APPROPRIATIONS SEWER UTILITY FUND – 2021

Utility Operating	
Salaries & Wages	78,000.00
Other Expenses	422,012.50
Statutory Expenses	
Social Security System	5,000.00
Unemployment Insurance	300.00
Total Sewer Utility Appropriations Temporary Budget	<u>\$ 505,312.50</u>

Dated: January 7, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7, 2021.**

**ATTEST: _____
Carie A Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 17-2021

**A RESOLUTION APPOINTING A RISK MANAGEMENT CONSULTANT
FOR THE ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the Governing Body of the City of Absecon is a member of the Atlantic County Municipal Joint Insurance Fund, a self insurance pooling fund; and

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

WHEREAS, the Bylaws indicate a fee not to exceed six percent (6%) of the Municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost consideration by the Governing Body; and

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

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the City of Absecon does hereby appoint Michael F. Thomas, Executive Vice President, Glenn Insurance, Inc., as its Risk Management Consultant in accordance with 40A: 11-5.

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

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**SIGNED: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON
RESOLUTION 18-2021

**A RESOLUTION APPOINTING A
COUNCILPERSON TO THE PLANNING BOARD**

BE IT RESOLVED, by the Council of the City of Absecon that, namely, Councilperson Betty Howell, be and hereby is appointed to the Planning Board of the City of Absecon, for a term commencing January 1, 2021 and ending December 31, 2021.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk

CITY OF ABSECON

RESOLUTION 19-2021

**A RESOLUTION APPOINTING
A MERCANTILE LICENSE CLERK**

WHEREAS, there is a need for the appointment of a Mercantile License Clerk; and

WHEREAS, Carie A. Crone, RMC, Municipal Clerk has indicated a willingness to serve in such position.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Absecon that Carie A. Crone, RMC, Municipal Clerk, is hereby appointed Mercantile Clerk, in and for the City of Absecon, for a term commencing January 1, 2021 and ending December 31, 2021.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 20-2021

**A RESOLUTION APPOINTING A LIEN
CLERK FOR THE CITY OF ABSECON**

WHEREAS, there appears to be a need for the appointment of a Lien Clerk; and

WHEREAS, Jessica A. Snyder, C.T.C., has indicated a willingness to serve in such position.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Absecon that Jessica A. Snyder, C.T.C., is hereby appointed Lien Clerk, in and for the City of Absecon, for a term commencing January 1, 2021 and ending December 31, 2021.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 21-2021

**A RESOLUTION APPOINTING AN ALTERNATE
DEPUTY REGISTRAR OF VITAL STATISTICS**

WHEREAS, there is a need for the appointment of an Alternate Deputy Registrar of Vital Statistics; and

WHEREAS, Tina M. Lawler has indicated a willingness to serve in such position.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Absecon that Tina M. Lawler is hereby appointed Alternate Deputy Registrar of Vital Statistics, in and for the City of Absecon, for a term commencing January 1, 2021 and ending December 31, 2023.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 22-2021

**A RESOLUTION AUTHORIZING THE TAX OFFICE
TO ACCEPT OVERPAYMENTS OF TAX AND SEWER AND
REQUIRING EXACT CHANGE FOR OTHER CASH CITY PAYMENTS**

WHEREAS, due to the current pandemic climate, there is a shortage of coin, and

WHEREAS, to further protect the health and safety of City staff, limited exposure to cash is warranted; and

WHEREAS, the tax office is able to accept an overpayment of tax and sewer and arrange for the balance to be held in the account for future use; and

WHEREAS, in an effort to assist the public, the City of Absecon desires to continue to accept cash payments but will not return change.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Absecon that no change will be made for cash payments made to the City and that the balance of tax and sewer overpayments will be credited to the account.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**

CITY OF ABSECON

RESOLUTION 23-2021

**A RESOLUTION REMINDING THE PUBLIC OF THE TIME CAPSULE
IN CITY HALL AND ENSURING IT TO BE OPENED IN THE YEAR 2052**

WHEREAS, there is a need to provide an annual reminder to the citizens of Absecon that a Time Capsule exists within City Hall and has an opening date; and

WHEREAS, The Centennial Committee, the Mayor and the current Governing Body request a Resolution be drafted each and every year as a reminder for the opening of the Time Capsule on March 24, 2052.

NOW THEREFORE BE IT RESOLVED by the Council of the City of Absecon hereby reminds the citizens of the City of Absecon that the Time Capsule is located in the City of Absecon Municipal Building Lobby, 500 Mill Road, Absecon, New Jersey and is to be opened on March 24, 2052.

Dated: January 7th, 2021

**This is to certify that this is a true copy
of a Resolution adopted by the Council
of the City of Absecon, County of Atlantic,
State of New Jersey, at the Reorganization
meeting held on January 7th, 2021.**

**ATTEST: _____
Carie A. Crone, RMC, Municipal Clerk**