

**MAURICE RIVER TOWNSHIP  
PUBLIC AGENDA  
Reorganization Meeting  
Monday, January 2, 2012 – 7:30 P.M.**

This meeting has been advertised in accordance with the Statutes of the State of New Jersey.

Invocation – Rev. William R. Hess

Call to Order – J. Roy Oliver, Township Clerk

Flag Salute/Pledge of Allegiance

Swearing in of Kathy Ireland, Township Committeewoman for 3-year term by Township Clerk.

Call for Nomination for Mayor of Maurice River Township for 2012

Swearing in of Mayor for 2012 by Township Clerk

Call for Nomination for Deputy Mayor of Maurice River Township for 2012

Reading of Resolution No. 01-2012 Appointees for 2012

Swearing in of Appointees for 2012 by Township Clerk

Reading of Resolution No. 02-2012 – Consent Agenda

<p><b>CONSENT AGENDA:</b> All matters listed with an asterisk (*) are considered to be routine and non-controversial by the Township Committee and will be approved by one motion. There will be no separate discussion of these items unless a committee member so requests, in which case the item will be removed from the consent agenda and considered in its normal sequence on the agenda.</p>
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**Resolutions**

- |    |                         |   |
|----|-------------------------|---|
| 1. | *Resolution No. 03-2012 | Authorizes Temporary Budget   |
| 2. | *Resolution No. 04-2012 | Establishes Meeting Dates of the Governing Body for 2012  |
| 3. | *Resolution No. 05-2012 | Authorizes Policy on Obtaining Informal Quotations for Goods & Services on All Purchases in Excess of \$1,000.00. |
| 4. | *Resolution No. 06-2012 | Authorizes Institutions for Depositories  |
| 5. | *Resolution No. 07-2012 | Establishes Change Funds & Petty Cash Funds per Department.   |
| 6. | *Resolution No. 08-2012 | Designates Authorized Signatures on Vouchers & Checks   |

- 7. \*Resolution No. 09-2012                      Specifies Rate of Interest on Delinquent Taxes
- 8. \*Resolution No. 10-2012                      Authorizes & Affirms Ten-Day Grace Period on Quarterly Tax Payments
- 9. \*Resolution No. 11-2012                      Authorizes & Affirms Ten-Day Grace Period on Added/Omitted Assessment Tax Payments and Rollback Tax Payments
- 10. \*Resolution No. 12-2012                      Provides for Redemption of Tax Liens by Installment
- 11. \*Resolution No. 13-2012                      Establishes 6% Penalty on Tax Delinquencies Exceeding \$10,000
- 12. \*Resolution No. 14-2012                      Authorizes Requisition/Purchase Order/Voucher Form for All Expenditures & Required Authorization for Expenditure Amounts
- 14. \*Resolution No. 15-2012                      Authorizes Professional Services Contracts for 2012
- 15. \*Resolution No. 16-2012                      Authorizes Joint Purchase Agreement with MRTBOE for Shared Janitorial Services and T-1 Water Treatment Operator
- 16. \*Resolution No. 17-2012                      Authorizes Joint Purchase Agreement with MRTBOE for Shared Gasoline and Diesel Fuel Purchases
- 17. \*Resolution No. 18-2012                      Authorizes Acting Construction Official, David Dean
- 18. \*Resolution No. 19-2012                      A Resolution Utilizing Non-Union Township Employees And Qualified Third Parties To Plow Snow Throughout The Township And Establishing The Compensation For Snow Removal.

Mayor's Comments

Comments by Township Committee

Public Comment

- Motion to open public comment.
- Motion to close public comment.

Adjournment

**Monday, January, 2012, 7:30 P.M.**  
**Reorganization Meeting**

PRESENT: Kathy Ireland, Committeewoman  
Andrew Sarclette, Committeeman  
Kevin Langley, Committeeman  
Frank DiDomenico, Solicitor  
Linda L. Costello, Deputy Municipal Clerk  
J. Roy Oliver, Clerk

This meeting has been advertised in accordance with the statutes of the State of New Jersey.

Clerk J. Roy Oliver called the meeting to order and welcomed those in attendance.

Rev. William R. Hess gave the invocation; the flag salute followed.

**ROLL CALL:** Mrs. Ireland, present  
Mr. Sarclette, present  
Mr. Langley, present

The Clerk next proceeded to swear in Mrs. Kathy Ireland as Township Committeemanwoman for a three-year term.

The Clerk then called for nominations for the position of Mayor 2012. Mr. Sarclette nominated Mrs. Kathy Ireland for the position of Mayor for 2012, seconded by Mr. Langley.

Roll Call: Ayes – Sarclette, Ireland, Langley Nays - None

The Clerk swore in Mrs. Ireland as mayor for 2012.

Mrs. Ireland called for nominations for Deputy Mayor for 2012. Mr. Langley nominated Andrew Sarclette as Deputy Mayor, seconded by Mrs. Ireland.

Roll Call: Ayes – Sarclette, Ireland, Langley Nays - None

The Clerk read Resolution #01-2012 which lists the appointments for 2012. Mr. Sarclette made a motion to adopt Resolution #01-2012, seconded by Mr. Langley.

Roll Call: Ayes – Sarclette, Ireland, Langley Nays - None

The Clerk next proceeded to swear in those appointees who were in attendance.

The Clerk then read Resolution #02-2012 which provides for a consent agenda. Mr. Sarclette made a motion to adopt Resolution #02-2012, seconded by Mr. Langley.

Roll Call: Ayes – Sarclette, Ireland, Langley Nays – None

(See end of minutes for Resolutions #01-2012 and #02-2012.)

**CONSENT AGENDA:** All matters listed with an asterisk (\*) are considered to be routine and non-controversial by the Township Committee and will be approved by one motion. There will be no separate discussion of these items unless a committee member so requests, in which case the item will be removed from the consent agenda and considered in its normal sequence on the agenda.

## **Resolutions**

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13. \*Resolution No. 15-2012 Authorizes Professional Services Contracts for 2012
14. \*Resolution No. 16-2012 Authorizes Joint Purchase Agreement with MRTBOE for Shared Janitorial Services and T-1 Water Treatment Operator

15. \*Resolution No. 17-2012 Authorizes Joint Purchase Agreement with MRTBOE for Shared Gasoline and Diesel Fuel Purchases
16. \*Resolution No. 18-2012 Authorizes Acting Construction Official, David Dean
17. \*Resolution No. 19-2012 A Resolution Utilizing Non-Union Township Employees And Qualified Third Parties To Plow Snow Throughout The Township And Establishing The Compensation For Snow Removal.

Mr. Sarclette made a motion to adopt the Resolutions contained in the consent agenda, seconded by Mr. Langley.

Roll Call: Ayes – Sarclette, Ireland, Langley Nays – None

(See end of minutes for Resolutions #03-2012 and #19-2012.)

#### **Comments – Mayor & Township Committee**

Mrs. Ireland thanked everyone for attending the meeting this evening and especially thanked the volunteers for 2012.

Mr. Sarclette thanked everyone for coming this evening and stated he appreciated Mrs. Ireland's hard work and pledged his support for her.

Mr. Langley thanked the staff and professional personnel as well as our volunteers.

#### **Public Comment**

Mr. Sarclette made a motion to open the public comment session, seconded by Mr. Langley.

Roll Call: Ayes – Sarclette, Ireland, Langley Nays – None

Mr. Sarclette made a motion to adjourn, seconded by Mr. Langley.

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J. Roy Oliver, Township Clerk

**MAURICE RIVER TOWNSHIP  
Resolution #01-2012**

**2012 APPOINTMENTS AND REAFFIRMATION OF TERMS OF APPOINTMENTS**

<b>POSITION</b>	<b>APPOINTEE</b>	<b>TERM</b>	<b>EXPIRATION</b>
Municipal Magistrate	John A. Casarow	3 years	12/31/12
Public Defender	James Swift, Esquire	1 year	12/31/12
Municipal Attorney	Frank DiDomenico, Esquire	1 year	12/31/12
Municipal Prosecutor	Edward F. Duffy, Esquire	1 year	12/31/12
Alternate Municipal Prosecutor #1	Lauren Van Embden, Esquire	1 year	12/31/12
Planner	Tiffany CuvIELLO	1 year	12/31/12
Engineer	Dixon Engineering	3 years	12/31/13
Surveyor	Dixon Engineering	1 year	12/31/12
Bonding & Insurance Agent	Robert Conner – Wm. R. Mints Agency	1 year	12/31/12
Auditor	Raymond Colavita	1 year	12/31/12
Medical Advisors	Dr. Jill Mortensen	1 year	12/31/12
Official Newspaper	The News	1 year	12/31/12
Well Monitoring Testing Services	QC Laboratories	1 year	12/31/12
Clean Communities Coordinator	K. Louann Karrer	1 year	12/31/12
Grants Coordinator	Judson Moore	1 year	12/31/12
Municipal Finance Officer	Sharon E. Lloyd		Tenured
Primary Funds Depository	Colonial Bank FSB	1 year	12/31/12
Funds Depositories	First National Bank of Elmer	1 year	12/31/12
	Sun National Bank	1 year	12/31/12
	Susquehanna Patriot Bank	1 year	12/31/12
	Newfield National Bank	1 year	12/31/12
	Bank of America	1 year	12/31/12
	Colonial Bank FSB	1 year	12/31/12
	State of New Jersey Cash Management Fund	1 year	12/31/12
	TD Bank North	1 year	12/31/12
	Capital Bank of New Jersey	1 year	12/31/12
Dog Licensing Agent	Lisa Fisher	1 year	12/31/12
Animal Control Officer	Ronald Sutton	1 year	12/31/12
Animal Shelter	R. S. Animal Shelter Inc.	1 year	12/31/12
Fire Official	J. Keith Mitchell	1 year	12/31/12
9-1-1 Coordinator	Andrew Sarclette	1 year	12/31/12
Temporary Housing Officer	Gordon Gross	1 year	12/31/12
Secretary, Land Use Board	Barbara Sutton	1 year	12/31/12
Public Agency Compliance Officer	J. Roy Oliver	1 year	12/31/12
Certified Public Works Manager	Barry Creamer	1 year	12/31/12
Road Department Chairperson	Andrew Sarclette	1 year	12/31/12
Senior Citizens Center Chairperson	Kathy Ireland	1 year	12/31/12
Township Clerk	J. Roy Oliver		Tenured
Deputy Municipal Clerk	Linda Costello	1 year	12/31/12
Tax Assessor	Michelle Behm		Tenured
Tax Collector	J. Roy Oliver		Tenured
Deputy Tax Collector	Linda Costello	1 year	12/31/12
Tax Search Officer	J. Roy Oliver	1 year	12/31/12
Improvement Search Officer	J. Roy Oliver	1 year	12/31/12
Right To Know Coordinator	K. Louann Karrer	1 year	12/31/12
Personnel Chairperson	Kathy Ireland	1 year	12/31/12
Census Liaison	Michelle Behm	1 year	12/31/12
Pinelands Municipal Council	Kathy Ireland	1 year	12/31/12

	Andrew Sarclette	1 year	12/31/12
Pine Barrens Byway Representative	Kevin Langley	1 year	12/31/12
Cumberland Development Corp. Liaison	Kathy Ireland	1 year	12/31/12
Ambulance Services	Millville Rescue Squad	1 year	12/31/12
	Belleplaine Emergency Corp. Inc.	1 year	12/31/12
NIMS Coordinator	Gordon L. Gross	1 year	12/31/12
Municipal Court Attendant	Ron Sutton Jr.	1 year	12/31/12
Alternate Municipal Court Attendant #1	TBD	1 year	12/31/12

#### **PRISON REVIEW BOARD**

Members	Kathy Ireland	1 year	12/31/12
	Andrew Sarclette	1 year	12/31/12

#### **RECREATION COMMITTEE**

Chair	Kathy Ireland	1 year	12/31/12
Members	Rob Dick	1 year	12/31/12
	Francis Whilden	1 year	12/31/12
	Nicole Tozer	1 year	12/31/12
	Amy Whilden	1 year	12/31/12
	Pam Cox	1 year	12/31/12
	Joe Cox	1 year	12/31/12
	Wes Keiser	1 year	12/31/12
	George Kumor	1 year	12/31/12
	Luanne Fisher	1 year	12/31/12

#### **MAURICE RIVER MUNICIPAL ALLIANCE COMMITTEE AGAINST DRUGS & ALCOHOL**

Members	Kathy Ireland, Chair	1 year	12/31/12
	Patricia Gale	1 year	12/31/12
	William Hayes	1 year	12/31/12
	Andrew Sarclette	1 year	12/31/12
	John Shaw	1 year	12/31/12

#### **TOWNSHIP ENVIRONMENTAL COMMITTEE**

Liaison	Kevin Langley	1 year	12/31/12
Members	Leslie Ficcaglia	1 year	12/31/12
	Johanna Carrara	1 year	12/31/12
	Greg Honachefsky	1 year	12/31/12
	Elizabeth Thompson	1 year	12/31/12

#### **LAND USE BOARD**

Class I Member	Kathy Ireland	1 year	12/31/12
Class II Member	Gordon Gross	1 year	12/31/12
Class III Member	Kevin Langley	1 year	12/31/12
Class IV	John Lafferty Jr.	4 years	12/31/15
Class IV	Robert Chard	4 years	12/31/15
Class IV	Charles Thompson	4 years	12/31/14

Class IV	Roger Hoffman	4 years	12/31/14
Class IV	Johanna Carrara	4 years	12/31/12
Class IV	Ben Stowman	4 years	12/31/12
Alternate #1	James Pflaumer	2 years	12/31/12
Alternate #2	Tom Imbarrato	2 years	12/31/13

### CONSTRUCTION OFFICIALS

Construction Official	Gordon Gross		Tenured
Building Subcode Official	Gordon L. Gross	1 year	12/31/12
Building Inspector	Gordon L. Gross	1 year	12/31/12
Fire Subcode Official	Thomas Mahoney	1 year	12/31/12
Fire Inspector	Thomas Mahoney	1 year	12/31/12
Electrical Subcode Official	Timothy Berry	1 year	12/31/12
Electrical Inspector	Timothy Berry	1 year	12/31/12
Plumbing Subcode Official	Wayne Shelton	1 year	12/31/12
Plumbing Inspector	Wayne Shelton	1 year	12/31/12

### ECONOMIC DEVELOPMENT COUNCIL

Liaison	Kathy Ireland	1 year	12/31/12
Members	Jack Lafferty, Sr.	1 year	12/31/12
	Johanna Carrara	1 year	12/31/12
	Nicholas Diniglio	1 year	12/31/12
	Jerry Gribble	1 year	12/31/12
	Linda L. Costello	1 year	12/31/12
	Kevin Langley	1 year	12/31/12
	Nicholas Graviano	1 year	12/31/12
	Jerry Pantelidis	1 year	12/31/12
	George Kumor	1 year	12/31/12

### PILOT/CMPTRA FUNDING TASK FORCE

Liaison	Andrew Sarclette	1 year	12/31/12
Members	Kathy Ireland	1 year	12/31/12
	Jerry Gribble	1 year	12/31/12
	Jerry Pantelidis	1 year	12/31/12

### GREEN TEAM – SUSTAINABLE JERSEY COMMITTEE

Chairperson	Kathy Ireland	1 year	12/31/12
Members	Andrew Sarclette	1 year	12/31/12
	Kevin Langley	1 year	12/31/12
	James Pflaumer	1 year	12/31/12
	Johanna Carrara	1 year	12/31/12
	Linda Costello	1 year	12/31/12
	Leslie Ficcaglia	1 year	12/31/12
	Roger Hoffman	1 year	12/31/12
	Greg Honachefsky	1 year	12/31/12
	Penny Wells	1 year	12/31/12

## **BROWNFIELDS REVIEW COMMITTEE**

Members	Kathy Ireland	1 year	12/31/12
	Kevin Langley	1 year	12/31/12
	Jack Lafferty Sr.	1 year	12/31/12
	Nick Graviano	1 year	12/31/12
	Linda Costello	1 year	12/31/12

## **RAILS TO TRAILS COMMITTEE**

Members	Kathy Ireland	1 year	12/31/12
	Andrew Sarclette	1 year	12/31/12
	James Pflaumer	1 year	12/31/12
	Johanna Carrara	1 year	12/31/12
	Linda Costello	1 year	12/31/12
	Ben Stowman	1 year	12/31/12
	Roger Hoffman	1 year	12/31/12
	John Lafferty Jr.	1 year	12/31/12
	Keith Rafine	1 year	12/31/12
	Karen E. Rafine	1 year	12/31/12
	Dave Schirick	1 year	12/31/12
	George Kumor	1 year	12/31/12

## **EMERGENCY MANAGEMENT COUNCIL**

Commissioner	Andrew Sarclette	1 year	12/31/12
OEM Coordinator	Gordon Gross	3 years	12/31/12
Deputy Coordinator #1	John Shute	1 year	12/31/12
Deputy Coordinator #2	Patrick Phillips	1 year	12/31/12
Communications Officer	Michael Creamer	1 year	12/31/12
Fire Official	Joe Sterling	1 year	12/31/12
MRT Fire Official	Keith Mitchell	1 year	12/31/12
Resource Officer	Phil Bennett, Sr.	1 year	12/31/12
Evacuation Officer	Gordon Gross	1 year	12/31/12
Radiological Officer (RERP)	Danny DiNiglio	1 year	12/31/12
Equipment Officer	Jeff Gross	1 year	12/31/12
Medical Officer	John Shute	1 year	12/31/12
Public Relations	Nicholas Diniglio	1 year	12/31/12
Recording Officer	Betty Phillips	1 year	12/31/12
Security Officer	Ken Whildin	1 year	12/31/12
2nd Security Officer	Lynford Meischke	1 year	12/31/12
Shelter Officer	Walter Hughes Sr.	1 year	12/31/12
Communication 2-Meter Radio	John Calhoun	1 year	12/31/12
Damage Assessment	Ken Karrer	1 year	12/31/12
Disaster Response Unit	Patrick Phillips	1 year	12/31/12
Members	Edward Turner	1 year	12/31/12

**COMMUNITY SPIRIT DAY COMMITTEE**

Liaison	Andrew Sarclette	1 year	12/31/12
Coordinator	TBD	1 year	12/31/12
Members	TBD	1 year	12/31/12

**VITAL STATISTICS**

Registrar	Lisa Fisher	3 years	12/31/14
Deputy Registrar	Linda Costello	3 years	12/31/14

**MAURICE RIVER TOWNSHIP**

**RESOLUTION NO. 02-2012**

**A RESOLUTION PERMITTING READING/PASSING OF RESOLUTIONS  
BY TITLE AND ADOPTING CONSENT AGENDA**

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

**WHEREAS**, the Township Committee has determined that the following procedure will be used when conducting the annual reorganization meeting and the scheduled monthly meetings of the Township Committee of Maurice River Township.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP** as follows:

1) Resolutions shall be considered for adoption by the Township Committee by Number and Title setting forth a concise description of its purpose.

2) Prior to its adoption, a copy of the Resolution shall be posted on the bulletin board or otherwise made available at the Township Hall for public inspection.

3) Items of business, excluding ordinances as otherwise provided by law, which the Township Committee has determined to be routine and which do not require discussion shall be included under a single item of the agenda known as the "Consent Agenda". Such items may be adopted or approved as the case may be collectively, upon a single motion and roll call vote of a majority of the Township Committee voting affirmatively.

4) Any member of the Township Committee may request that an item be removed from the Consent Agenda and considered separately.

**TOWNSHIP OF MAURICE RIVER**

**2012 TEMPORARY BUDGET**

**RESOLUTION NO. 03-2012**

**WHEREAS, N.J.S.A. 40:4-19** provides that temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

**WHEREAS,** the date of this resolution is within the first thirty days of the beginning of the fiscal year: and

**WHEREAS,** 26.25 percent of the total appropriations in the 2011 budget exclusive of any made for interest and debt redemption charges, capital improvement fund, or public assistance in the said 2011 budget is the sum of \$824,958.92: and

**WHEREAS, N.J.S.A. 40:4-19** provides that temporary appropriations should be made for the amount of such debt service in the manner and time therein provided; now, therefore be it

**RESOLVED,** that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records:

**GENERAL GOVERNMENT FUNCTIONS**

General Administration:

Salaries and Wages	\$	6,500.00
Other Expenses		9,800.00

Municipal Clerk

Salaries and Wages		15,750.00
Other Expenses		4,000.00

Mayor and Committee:

Salaries and Wages		9,000.00
Other Expenses		1,000.00

Elections:

Other Expenses		1,000.00
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Financial Administration:

Salaries and Wages		16,500.00
Other Expenses		10,000.00

Audit Services

		5,500.00
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Tax Assessment Administration:

Salaries and Wages		14,500.00
Other Expenses - Revision of Tax Map		2,600.00
Miscellaneous Other Expenses		6,400.00

Revenue Administration (Tax Collection):

Salaries and Wages		22,500.00
Other Expenses		4,500.00

Liquidation of Tax Title Liens and Foreclosed Property:		
	Contractual	5,250.00
Legal Services and Costs:		
	Salaries and Wages	0.00
	Other Expenses	8,750.00
Engineering Services and Costs:		
	Other Expenses	10,500.00
Economic Development Council:		
	Other Expenses	3,150.00

**LAND USE ADMINISTRATION**

Municipal Land Use Law (N.J.S.A. 40A:55D-1):		
	Planning Board:	
	Salaries and Wages	4,000.00
	Other Expenses	4,725.00

**INSURANCE**

Surety Bond Premiums		500.00
Group Insurance Plans for Employees		63,000.00
Workmen's Compensation		19,750.00
Unemployment Insurance		1,000.00
Other Insurance Premiums		26,750.00
Health Benefit Waiver		500.00

**PUBLIC SAFETY**

Ambulance and First Aid:		
	Contractual Services	\$ 28,625.00
911 Mapping Revisions		500.00
Aid to Volunteer Fire Companies and Rescue Squad in Adjoining Municipalities		625.00
Office of Emergency Management:		
	Salaries and Wages	1,600.00
	Other Expenses	2,625.00
Uniform Fire Safety Act:		
	Salaries and Wages	875.00
	Other Expenses	1,313.00
Fire:		
	Other Expenses	26.00
Municipal Court:		
	Salaries and Wages	17,000.00
	Other Expenses	3,500.00
Public Defender:		
	Other Expenses	1,100.00
Municipal Prosecutor:		
	Salaries and Wages	0.00

Other Expenses	3,150.00
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**CODE ENFORCEMENT**

Zoning Official:

Salaries and Wages	3,500.00
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Other Expenses	200.00
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Housing Official:

Salaries and Wages	4,600.00
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Other Expenses	200.00
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Construction Code Official:

Salaries and Wages	14,500.00
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Other Expenses	1,575.00
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Electrical Subcode Official:

Salaries and Wages	2,050.00
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Other Expenses	150.00
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Plumbing Subcode Official:

Salaries and Wages	1,350.00
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Other Expenses	150.00
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Fire Subcode Official:

Salaries and Wages	1,000.00
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Other Expenses	150.00
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**PUBLIC WORKS FUNCTIONS**

Public Buildings and Grounds:

Salaries and Wages	3,950.00
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Other Expenses	19,750.00
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Recycling Program:

Other Expenses	11,750.00
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Street and Road Maintenance:

Salaries and Wages	63,000.00
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Other Expenses	10,500.00
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Vehicle Maintenance:

Other Expenses	9,250.00
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Solid Waste Collection:

Other Expenses - Contractual	33,050.00
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**LANDFILL/SOLID WASTE DISPOSAL COSTS**

County Authority - Tipping Fees	30,750.00
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Test Well Monitoring:

Other Expenses	3,250.00
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**HEALTH AND WELFARE**

Animal Control Services:

Other Expenses	5,400.00
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Demolition:

Other Expenses	1,350.00
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Environmental Committee:		
	Other Expenses	1,850.00

**PARK AND RECREATION FUNCTIONS**

Recreation Commission;		
	Other Expenses	\$ 2,625.00
Contribution to Senior Center (N.J.S.A. 40:48-9.4)		
	Salaries and Wages	9,450.00
	Other Expenses	1,050.00
Celebration of Public Events:		
	Other Expences	1,325.00
Grant Coordinator:		
	Other Expences	1,325.00

**UTILITY EXPENSES AND BULK PURCHASES**

Utilities:		
	Gasoline	3,950.00
	Electricity	11,000.00
	Telephone	5,250.00
	Heating Oil	1,575.00
	Street Lighting	14,250.00
	Natural Gas	7,500.00
	Diesel Fuel	10,500.00
	Telecommunications Charges	1,325.00

**STATUTORY EXPENDITURES**

Public Employees' Retirement System	69,967.00
Contributions to Social Security System (O.A.S.I.)	17,000.00
Defined Contribution Retirement Plan	200.00

Total Operations Within "CAPS"	719,931.00
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**OPERATIONS EXCLUDED FROM "CAPS"**

Supplimental Fire Services Program	600.00
Group Insurance Plans for Employees	7,000.00

**EDUCATION FUNCTION**

Aid to Library:	
	Other Expences 450.00

**DEFERRED CHARGES:**

Special emergency Authorization-5 Years	12,464.00
<b><u>PUBLIC &amp; PRIVATE PROGRAMS OFFSET BY REVENUE</u></b>	
Matching Share Grants	16,425.00
Total Operations Excluded from "CAPS"	36,939.00
Subtotal	756,870.00
<b><u>DEBT SERVICE</u></b>	
Principal	54,517.00
Interest	952.00
Total	\$ 812,339.00

**MAURICE RIVER TOWNSHIP**

**RESOLUTION NO. 04-2012**

**A RESOLUTION ESTABLISHING MEETING DATES OF THE GOVERNING BODY FOR 2012.**

**WHEREAS** the Township Committee of Maurice River Township wishes to establish its meeting dates for the year 2012;

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP** that the third Thursday of each month is hereby established as the regular meeting date of the Maurice River Township Committee which said meeting shall be held at the Municipal Hall, Main Street, Leesburg, New Jersey, at 7:30 P.M.

The dates of said meetings are as follows:

- |                   |                    |
|-------------------|--------------------|
| January 19, 2012  | July 19, 2012      |
| February 16, 2012 | August 16, 2012    |
| March 15, 2012    | September 20, 2012 |
| April 19, 2012    | October 18, 2012   |
| May 17, 2012      | November 15, 2012  |
| June 21, 2012     | December 20, 2012  |

**BE IT FURTHER RESOLVED** by the Township Committee of Maurice River Township that an Agenda Meeting shall be held on the Monday of each month preceding the third Thursday, said Agenda Session shall be held at 7:30 P.M. at the Municipal Building, Main Street, Leesburg, New Jersey.

The dates of said meetings are as follows:

January 16, 2012	July 16, 2012
February 13, 2012	August 13, 2012
March 12, 2012	September 17, 2012
April 16, 2012	October 15, 2012
May 14, 2012	November 12, 2012
June 18, 2012	December 17, 2012

**BE IT FURTHER RESOLVED** by the Township Committee of Maurice River Township that project committee meetings for the Green Team - Sustainable Jersey project and Rails To Trails project will be held on the following Monday evenings at 7:00 PM at the Municipal Building, Main Street, Leesburg, New Jersey.

The meetings dates are as follows:

<u>Green Team Committee</u>	<u>Rails To Trails Committee</u>
March 5, 2012	February 6, 2012
May 7, 2012	April 2, 2012
July 9, 2012	June 4, 2012
September 10, 2012	August 6, 2012
November 5, 2012	October 1, 2012

**BE IT FURTHER RESOLVED** that a copy of this Resolution shall be published twice in the official newspaper of the Township and posted in the Municipal Hall pursuant to the Open Public Meetings Act as the annual notice of said meetings.

## **MAURICE RIVER TOWNSHIP**

### **RESOLUTION NO. 05-2012**

#### **A RESOLUTION AUTHORIZING POLICY ON OBTAINING INFORMAL QUOTATIONS FOR GOODS AND SERVICES ON ALL PURCHASES IN EXCESS OF \$1,000.00**

**WHEREAS**, it is deemed necessary to establish policy in regard to obtaining informal quotations for goods or services; and

**WHEREAS**, the State of New Jersey recommends that it is prudent for municipalities to adopt a threshold in order to promote competition in the quotation process.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP** that any purchase of goods or services in excess of \$1,000.00 will require written

quotations.

**BE IT FURTHER RESOLVED** that all department heads are responsible for obtaining the necessary quotes and completion of a quotation form that must be submitted to the Chief Finance Officer at which point a purchase order will be generated.

**MAURICE RIVER TOWNSHIP**

**RESOLUTION NO. 06-2012**

**A RESOLUTION AUTHORIZING INSTITUTIONS FOR DEPOSITORIES FOR 2012.**

**BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP** that the following institutions be depositories for Township Certificates of Deposit for the year 2012:

First National Bank of Elmer

Sun National Bank

Susquehanna Patriot Bank

Newfield National Bank

Colonial Bank FSB

Bank of America

State of New Jersey Cash Management Fund

TD Bank North

Capital Bank of New Jersey

**BE IT FURTHER RESOLVED** by the Township Committee of Maurice River Township that the Chief Financial Officer of Maurice River Township be authorized to recommend additional depositories for Township funds for the purpose of investing Township funds at the most favorable rates.

**AND BE IT FURTHER RESOLVED** that the Chief Financial Officer of Maurice River Township be authorized to invest in financial instruments of previously approved depositories at most favorable rates with the knowledge of the Township Committee.

**MAURICE RIVER TOWNSHIP**

**RESOLUTION NO. 07-2012**

**A RESOLUTION ESTABLISHING CHANGE FUNDS AND**

**PETTY CASH FUNDS PER DEPARTMENT.**

**BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP** that in order to facilitate making change of money and to expedite payments of small sums of money, the following funds be established for 2012:

Municipal Court	Change Fund	\$100.00
Tax Collector's Office	Change Fund #1	\$ 50.00
	Change Fund #2	\$100.00
Building/Housing Dept	Change Fund	\$100.00
Township Hall Office	Petty Cash Fund	\$250.00

At the end of the year 2012, the funds are to be reconciled and the Petty Cash Funds returned to the Township Treasurer.

**MAURICE RIVER TOWNSHIP**

**RESOLUTION NO. 08-2012**

**A RESOLUTION DESIGNATING AUTHORIZED SIGNATURES ON TOWNSHIP VOUCHERS AND ACCOUNTS PAYABLE CHECKS.**

**WHEREAS** the Township Committee of Maurice River Township wishes to state its policy regarding signatures on vouchers and Township checks;

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP** that in regard to vouchers from particular departments of the Township, the Department Head shall be required to sign said voucher to certify that services were performed or goods received, and all vouchers prior to payment shall be reviewed and signed by either the Mayor or Mayor's designee.

**BE IT FURTHER RESOLVED** that all checks in payment of Township expenses (other than payroll checks) shall require the signatures of three (3) individuals: the first signature to be that of the Mayor or Mayor's designee if the Mayor is not available; the second signature to be that of the Township Clerk and the third signature to be that of the Chief Financial Officer.

**AND BE IT FURTHER RESOLVED** that facsimile signatures are acceptable for use by the Chief Financial Officer and approved for the designated public officials.

**MAURICE RIVER TOWNSHIP**

**RESOLUTION NO. 09-2012**

**A RESOLUTION SPECIFYING THE RATE OF INTEREST ON DELINQUENT TAXES.**

**WHEREAS** it is necessary to specify the rate of interest on delinquent taxes and assessments;

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP** that the rate of interest be fixed at 8% on the first \$1,500.00 of delinquencies and 18% thereafter.

**MAURICE RIVER TOWNSHIP**

**RESOLUTION NO. 10-2012**

**A RESOLUTION AUTHORIZING AND AFFIRMING A TEN (10) DAY GRACE PERIOD ON QUARTERLY TAX PAYMENTS.**

**WHEREAS** quarterly tax payments become due on February 1, May 1, August 1 and November 1, and

**WHEREAS** N.J.S.A. 54:4-67 provides for a grace period up to ten (10) calendar days from the quarterly installment dates, whereby interest will be waived on a payment for the quarterly installment of taxes if the payment is received on or before the 10<sup>th</sup> of the month due, and

**WHEREAS** any quarterly installment tax payment received after the established ten (10) day grace period will be charged interest from the original due date to the date of payment.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP** that in accordance with N.J.S.A. 54:4-67 a ten (10) day grace period is provided for quarterly tax installment payments.

**MAURICE RIVER TOWNSHIP**

**RESOLUTION NO. 11-2012**

**A RESOLUTION AUTHORIZING AND AFFIRMING A TEN (10) DAY GRACE PERIOD ON ADDED/OMITTED ASSESSMENT TAX PAYMENTS AND ROLLBACK TAX PAYMENTS.**

**WHEREAS**, added assessment, added/omitted assessment and rollback assessment tax payments become due on November 1, and

**WHEREAS** N.J.S.A. 54:4-67 provides for a grace period up to ten (10) calendar days from the installment due date, whereby interest will be waived on a payment for the added, added/omitted or rollback

assessment installment of taxes if the payment is received on or before the 10<sup>th</sup> day of November, and

**WHEREAS** any added, added/omitted or rollback assessment installment tax payment received after the established ten (10) day grace period will be charged interest from the original due date to the date of payment.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP** that in accordance with N.J.S.A. 54:4-67 a ten (10) day grace period is provided for added, added/omitted or rollback assessment installment tax payments.

**MAURICE RIVER TOWNSHIP**

**RESOLUTION NO. 12-2012**

**A RESOLUTION PROVIDING FOR REDEMPTION OF  
TAX LIENS BY INSTALLMENTS.**

**WHEREAS** N.J.S.A. 54:5-65 provides for the redemption of tax sale liens held by the municipality by installments, and

**WHEREAS** such a practice encourages delinquent taxpayers to redeem such liens while minimizing any economic hardship;

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP** that the Tax Collector, by this general resolution, be authorized to accept the redemption of tax sale liens held by the municipality by installments, not to exceed a period of twenty-four (24) months, with the number of installments to be established by the Collector at his discretion based upon the particulars of each case and the conformity with N.J.S.A. 54:5-59 et seq.

**MAURICE RIVER TOWNSHIP**

**RESOLUTION NO. 13-2012**

**A RESOLUTION ESTABLISHING 6% PENALTY ON TAX DELINQUENCIES EXCEEDING \$10,000  
AT YEAR END.**

**WHEREAS** PL 1991 Chapter 75 and more specifically, N.J.S.A. 54:4-67, provides that the governing body may fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year may be assessed a penalty not to exceed 6% of the amount of delinquency which would be over and above the normal interest as provided for by Township Resolution No. 09-2012.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE**

**RIVER TOWNSHIP** that the Tax Collector be empowered to levy a penalty of 6% interest on the amount of delinquency due if that delinquency exceeds \$10,000.00 and has not been paid prior to the end of the calendar year 2012.

**MAURICE RIVER TOWNSHIP**

**RESOLUTION NO. 14-2012**

**A RESOLUTION AUTHORIZING THE REQUISITION/PURCHASE ORDER/VOUCHER FORM FOR ALL EXPENDITURES AND REQUIRED AUTHORIZATION FOR EXPENDITURE AMOUNTS.**

**WHEREAS**, federal regulations as enforced by the State of New Jersey require that municipalities adhere to certain standards in the conduct of their financial affairs including the encumbering of funds.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP** that the requisition/purchase order/voucher form must be used as a purchase order for all expenditures in excess of \$100.00 and that approval from the Chief Financial Officer must be received prior to making any commitment to purchase goods or services in excess of \$100.00.

**BE IT FURTHER RESOLVED** that all expenditures or anticipated expenditures in excess of \$500.00 require the approval of a member of the Township Committee in addition to that of the Chief Financial Officer.

**AND BE IT FURTHER RESOLVED** that all vouchers to be submitted for approval by the Township Committee at its regular meeting on the third Thursday of every month, must be presented to the Chief Financial Officer, properly signed and completed on or before the Friday preceding the regular meeting.

**MAURICE RIVER TOWNSHIP**

**RESOLUTION NO. 15-2012**

**A RESOLUTION AUTHORIZING PROFESSIONAL SERVICES CONTRACTS FOR 2012.**

**WHEREAS** there exists a need for accounting services, attorney services, prosecutor services, public defender services, planner, well monitoring and water testing services, bonding and insurance services, engineering and surveying services, animal control and animal shelter services, ambulance services and environmental engineering services for the Township of Maurice River in order to allow the Township to operate in a proper fashion, and

**WHEREAS** the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that a resolution authorizing the award of contracts for professional services be adopted and the contract itself be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP** as follows:

1. That Raymond Colavita of Nightlinger, Colavita & Volpa of Williamstown, NJ is hereby appointed as the Auditor for the Township for 2012.
2. That Frank DiDominico, Esquire, of Vineland, NJ is hereby appointed as Attorney/Solicitor for the Township for 2012.
3. That Edward F. Duffy, Esquire of Vineland, NJ is hereby appointed as Prosecutor for the Township for 2012.
4. That Lauren Van Embden of Millville, NJ is hereby appointed as Alternate Prosecutor #1 for the Township for 2012
5. That James Swift, Esquire, of Millville, NJ is hereby appointed Public Defender for the Township for 2012.
6. That Tiffany CuvIELLO of Egg Harbor Township, NJ is hereby appointed as planner for the Township for 2012.
7. That QC Laboratories, Southampton, PA is hereby appointed to provide well monitoring and water testing services for the Township for 2012.
8. That Robert A. Conner of William R. Mints Insurance Agency of Millville, NJ is hereby appointed to provide bonding and insurance services for the Township for 2012.
9. That Woodard and Curran Associates of East Windsor, NJ is hereby appointed to provide environmental consulting and engineering services for the Township for 2012.
10. That Cormac Morrissey of Dixon Associates Engineering of Galloway, NJ is hereby appointed as Township Engineer for the Township for 2012.
11. That Dixon Associates Engineering of Galloway, NJ is hereby appointed as the surveyor for the Township for 2012.
12. That R.S. Animal Shelter Inc. of Norma, NJ is hereby appointed as animal shelter services contractor for the Township for 2012.
13. That Ronald Sutton of Almond Road, Norma, NJ is hereby appointed as animal control officer for the Township for 2012.
14. That Millville Rescue Squad of Millville, N.J is hereby appointed to provide ambulance services for the Township for 2012.
15. That Belleplain Emergency Corp. of Belleplain, NJ is hereby appointed to provide ambulance services for the Township for 2012.
16. That CM3 Building Solutions of TrevoSE, PA is hereby appointed as heating and cooling building maintenance specialists for the Township for 2012.
17. That Michael Benson of Vineland, NJ is hereby appointed as Solicitor to the Land Use Board for the

Township for 2012.

**BE IT FURTHER RESOLVED** that the contracts for Auditor, Attorney/Solicitor, Prosecutor, Public Defender, Planner, Well Monitoring Services and Water Testing, Bonding and Insurance Services, Environmental Consulting and Engineering Services, Township Engineer and Surveyor, Animal Shelter Services, Animal Control Officer, and Ambulance/Rescue, Heating and Cooling Building Maintenance Specialists, are awarded one-year contracts as professional services following a fair and open process and in accordance with Maurice River Township Ordinance #614 and N.J.S.A. 40A:11-05(1)(a) of the Local Public Contracts Law, and

**BE IT FURTHER RESOLVED** the Mayor and Clerk of the Township are hereby authorized and directed to execute contractual agreements with Raymond Colavita, Frank DiDomenico, Edward F. Duffy, Lauren Van Embden, James Swift, Tiffany CuvIELLO, QC Laboratories, Robert A. Conner, Woodard & Curran Associates, Cormac Morrissey and Dixon Associates Engineering, R.S. Animal Shelter Inc., Ronald Sutton, Millville Rescue Squad, and Belleplain Emergency Corp., CM3 Building Solutions, and Michael Benson.

**BE IT FURTHER RESOLVED** that a copy of this Resolution shall be published once in the official newspaper of Maurice River Township by the Clerk of the Township.

**MAURICE RIVER TOWNSHIP  
RESOLUTION NO. 16-2012**

**A RESOLUTION AUTHORIZING JOINT PURCHASE AGREEMENTS  
WITH THE MAURICE RIVER TOWNSHIP BOARD OF EDUCATION TO  
PROVIDE FOR THE SHARING OF JANITORIAL SERVICES AND A  
T-1 WATER TREATMENT OPERATOR.**

**WHEREAS**, the Township desires to enter into a Joint Purchase Agreement with the Maurice River Township Board of Education to provide for the sharing of janitorial services and a T-1 water treatment operator; and

**WHEREAS**, pursuant to the terms of the Joint Purchase Agreements between the Township and the Maurice River Township Board of Education, the Township shall pay specified monies to the Maurice River Township Board of Education in exchange for specified janitorial services being performed at Maurice River Township Hall and the Maurice River Township Senior Center, and water treatment services being performed at Maurice River Township Hall, Maurice River Township Senior Center and Maurice River Township Senior Center Annex; and

**WHEREAS**, said Joint Purchase Agreements are permitted under the Statutes pursuant to N.J.S.A. 40A:11-1, *et seq.*, N.J.S.A. 18A-11, *et seq.* and the Interlocal Services Act (N.J.S.A. 40:8A-1, *et seq.*) a local

unit may enter into a contract with any other local unit to provide such services and shall require that the contract must be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP** as follows:

1) The Township hereby authorizes the Township Mayor and Clerk to execute the Joint Purchase Agreements for janitorial services and a water treatment operator with the Maurice River Township Board of Education.

2) A notice of this action shall be printed once in The Millville News, a newspaper of general circulation in the Township.

**MAURICE RIVER TOWNSHIP  
RESOLUTION NO. 17-2012**

**A RESOLUTION AUTHORIZING A JOINT PURCHASE AGREEMENT WITH THE MAURICE RIVER TOWNSHIP BOARD OF EDUCATION TO PROVIDE FOR THE SHARING OF GASOLINE AND DIESEL FUEL PURCHASES.**

**WHEREAS**, the Township desires to enter into a Joint Purchase Agreement with the Maurice River Township Board of Education to provide for the sharing of gasoline and diesel fuel purchases; and

**WHEREAS**, pursuant to the terms of the Joint Purchase Agreement between the Township and the Maurice River Township Board of Education, the Board of Education shall pay specified monies to the Township of Maurice River in exchange for specified gasoline and diesel fuel usage for school bus transportation, and

**WHEREAS**, said Joint Purchase Agreement is permitted under the Statutes pursuant to N.J.S.A. 40A:11-1, *et seq.*, N.J.S.A. 18A-11, *et seq.* and the Interlocal Services Act (N.J.S.A. 40:8A-1, *et seq.*) a local unit may enter into a contract with any other local unit to provide such services and shall require that the contract must be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP** as follows:

1) The Township hereby authorizes the Township Mayor and Clerk to execute the Joint Purchase Agreement for gasoline and diesel fuel purchases with the Maurice River Township Board of Education.

2) A notice of this action shall be printed once in The Millville News, a newspaper of general circulation in the Township.

**MAURICE RIVER TOWNSHIP**

**RESOLUTION NO. 18-2012**

**RESOLUTION AUTHORIZING ACTING CONSTRUCTION OFFICIAL**

**WHEREAS**, the Township of Maurice River presently employs Gordon L. Gross as its Construction Code Official, Building Subcode Official and Building Inspector, and

**WHEREAS**, there are times that Mr. Gross is unavailable due to vacation, sick time or other valid reasons, and

**WHEREAS**, David Dean is a licensed Building Subcode Official and a licensed Building Inspector who is available to fill in for Mr. Gross, the Construction Official/Building Subcode Official for the Township of Maurice River.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP** that in the event the Township of Maurice River's Building Subcode Official and Building Inspector is unavailable to perform his duties and responsibilities due to any of the above listed reasons, David Dean shall be authorized to perform such duties in the absence of the aforementioned official. This authorization shall be valid as long as Mr. Dean holds all the appropriate licenses required to perform the duties of Construction Official, Building Subcode Official and Building Inspector, or until such time as this authorization is withdrawn by appropriate resolution.

**MAURICE RIVER TOWNSHIP**

**RESOLUTION NO. 19-2012**

**A RESOLUTION UTILIZING NON-UNION TOWNSHIP EMPLOYEES AND QUALIFIED THIRD PARTIES TO PLOW SNOW THROUGHOUT THE TOWNSHIP AND ESTABLISHING THE COMPENSATION FOR THE SNOW REMOVAL**

**WHEREAS** the Township Committee of Maurice River Township has determined that it is in the best interest of the Township to utilize non-union Township Employees and qualified third parties to plow snow throughout the Township of Maurice River during the winter months using Township equipment; and

**WHEREAS** the Township Committee has determined that it is in the best interest of the Township to establish the rates individuals will be compensated upon completion of said work; and

**WHEREAS** the Township Committee of Maurice River Township has determined that reasonable and appropriate funds are available in the Budget of the Township for said purpose.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF MAURICE RIVER TOWNSHIP AS FOLLOWS:**

(1) J. ROY OLIVER, as the designated appointing authority of the Township, may employ non-union Township employees and qualified third parties to plow snow during the winter months using Township equipment; and

(2) Said individuals shall be compensated at the rate of \$17.94 per hour for work performed during the normal working hours of 7:00 a.m. to 3:30 p.m. on Monday thru Friday; and

(3) Said individuals shall be compensated at the rate of \$26.91 per hour for work performed outside of the normal working hours listed above.