

RESOLUTIONS ADOPTED BY THE CITY COUNCIL ON JANUARY 22, 2013:

R13-13 RESOLUTION MEMORIALIZING AWARD OF EMERGENCY CONTRACTS DUE TO HURRICANE SANDY OF OCTOBER 29, 2012

R14-13 RESOLUTION RE-APPOINTING THOMAS GEORGE TO THE LONG BRANCH SEWER AUTHORITY

R15-13 RESOLUTION AUTHORIZING APPOINTMENT OF CITY AUDITOR (HUTCHINS, FARRELL, MEYER & ALLISON, P.A.)

R16-13 RESOLUTION PLACE-TO-PLACE/ EXPANSION OF PREMISE FOR OCEAN CRAB HOUSE INC T/A ROONEYS OCEANFRONT RESTAURANT

R17-13 RESOLUTION AMENDING AGREEMENT FOR RECREATION DEPARTMENT TO SUBLEASE 1224 SQUARE FEET OFFICE SPACE FROM FIRST ATLANTIC FEDERAL CREDIT UNION

R18-13 RESOLUTION AUTHORIZING ANNUAL CONTRACT FOR PUBLIC HEALTH NURSING SERVICES (VNA)

R19-13 RESOLUTION AUTHORIZING CHANGE ORDER #1 TO CONTRACT FOR HVAC IMPROVEMENTS TO MANAHASSETT CREEK PARK PHASE II

R20-13 RESOLUTION AUTHORIZING INTERLOCAL SHARED SERVICES AGREEMENT WITH TOWNSHIP OF FREEHOLD (LEAD INSPECTOR / RISK ASSESSOR)

R21-13 RESOLUTION AUTHORIZING CONTRACTS THROUGH SOMERSET COUNTY COOPERATIVE PURCHASING PROGRAM

R22-13 RESOLUTION AUTHORIZING CONTRACTS THROUGH MONMOUTH COUNTY COOPERATIVE PURCHASING PROGRAM

R23-13 RESOLUTION AUTHORIZING ANNUAL CONTRACT FOR PURCHASE OF USED VEHICLES AND EQUIPMENT FOR VARIOUS DEPARTMENTS

R24-13 RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS

R25-13 RESOLUTION AUTHORIZING ANNUAL CONTRACT FOR PURCHASE OF USED EQUIPMENT FOR THE DEPARTMENT OF PUBLIC SAFETY

R26-13 RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A LEASE EXTENSION BETWEEN THE CITY OF LONG BRANCH AND ESTATE OF GERALD RUSSOMANO, JR. FOR A PORTION OF BLOCK 252, LOT 103 **(HOLD)**

R27-13 RESOLUTION APPROVAL PAYMENT OF BILLS

R28-13 RESOLUTION 2012 BUDGET APPROPRIATION RESERVE TRANSFERS

R29-13 RESOLUTION 2013 EMERGENCY TEMPORARY APPROPRIATIONS

R# 13-13

**RESOLUTION MEMORIALIZING AWARD OF EMERGENCY CONTRACTS
DUE TO HURRICANE SANDY OF OCTOBER 29, 2012**

WHEREAS, the City of Long Branch was a target of a hurricane on October 29, 2012; and

WHEREAS, N.J.S.A. 40A:11-6 authorizes a municipality to adopt a resolution authorizing special emergency contracts without public advertising for bids when emergency affects public health, safety or welfare; and

WHEREAS, the City, due to the emergency condition created, had to declare the City in a state of emergency; and

WHEREAS, the City of Long Branch had to enter into emergency contracts on November 2, 2012 with Russell Reid Inc., not to exceed \$21,603.54 to provide storm drain cleaning along Ocean Boulevard; and

WHEREAS, Business Registration Certificates are annexed hereto for each vendor being awarded an emergency contract; and

WHEREAS, the Administration of the City of Long Branch has approved each emergency contract as necessary to return the City of Long Branch to normalcy as quickly as possible; and

WHEREAS, the Chief Financial Officer of the City of Long Branch has certified, in accordance with the Certification of Funds form attached hereto and incorporated herein, that funds for these contracts are available in Appropriation Line Item # 2-01-199-201 for an amount not to exceed \$21,603.54

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Long Branch that the contract for storm draining cleaning along Ocean Boulevard needed from Hurricane Sandy be and is hereby awarded to Russell Reid. Inc. without public bidding and that the for aforesaid contract and fencing barricades shall not exceed the sum of \$21,603.54

OFFERED: Siranni
SECOND: Pallone
AYES: 5
NAYES: 0
ABSENT: 0
ABSTAIN: 0

STATE OF NEW JERSEY
COUNTY OF MONMOUTH
CITY OF LONG BRANCH
I, KATHY L. SCHEMLZ, MUNICIPAL CLERK OF THE CITY OF
LONG BRANCH, DO HEREBY CERTIFY THE FOREGOING
TO BE A TRUE, COMPLETE AND CORRECT COPY OF
RESOLUTION ADOPTED BY THE CITY COUNCIL AT A
REGULAR MEETING HELD ON JANUARY 22, 2013
IN WITNESS WHEREOF, I HAVE HEREUNTO SET
MY HAND AND AFFIXED THE OFFICIAL SEAL OF THE
CITY OF LONG BRANCH, MONMOUTH COUNTY, NEW
JERSEY THIS 23RD DAY OF JANUARY, 2013
Kathy L. Schmelz
MUNICIPAL CLERK, R.M.C.

**CITY OF LONG BRANCH
OFFICE OF THE FINANCE DIRECTOR
344 BROADWAY
LONG BRANCH, NJ 07740**

CERTIFICATION OF CHIEF FINANCIAL OFFICER

As the Chief Financial Officer of the City of Long Branch, I certify that funds are available for award of the following contracts/agreements:

EMERGENCY HURRICANE SANDY

Said contract being made as follows:

RUSSELL REID, INC. \$ 21,603.54

Said funds being available in the form of:

HURRICANE SANDY APPRO. # 2-01-199-201 \$21,603.54


Ronald J. Menhorn, Sr., C.P.A., R.M.A.
Finance Director, Chief Financial Officer

1/7/12
Date



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name:	RUSSELL REID WASTE HAULING AND DISPOSAL SERVICE CO., INC.
Trade Name:	MR. JOHN
Address:	200 SMITH ST PO BOX 130 KEASBEY, NJ 08832-0130
Certificate Number:	0022679
Effective Date:	April 22, 1981
Date of Issuance:	January 07, 2013

For Office Use Only:
20130107113750889



PLEASE MAIL PAYMENT TO:

Russell Reid Inc.
PO Box 130
Keasbey, NJ 08832

REMITTANCE COPY-DETACH AND RETURN WITH PAYMENT

CUSTOMER ID	INVOICE #	AMOUNT PAID
088363	0004564529	

City of Long Branch
344 Broadway
Long Branch, NJ 07740

CHARGE MY: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX <input type="checkbox"/> Discover	
Cardholder Name	
Cardholder Address, City State & Zip Code	
Card #	
Amount Paid	Exp. Date
Signature	

\$25.00 Returned Check Fee | Terms: Net 10 Days | Make Checks Payable to Russell Reid Inc.



Russell Reid Inc.
PO Box 130
Keasbey, NJ 08832
Phone: (732) 225-2238
Fax: (732) 417-0367

Customer ID 088363
Invoice Date 12/7/2012
Invoice Number 0004564529
Page Page 1 of 1

City of Long Branch
344 Broadway
Long Branch, NJ 07740

Date/Period	Qty	N/C Qty	Description	Svc Frequency	Rate	Amount
Site 088363-001 - Great Wall Ocean Front - Ocean Ave, Long Branch, NJ						
Account Executive: Fred Farina						
12/6/2012	WO# 0001042157					
	1.00	0.00	Fuel Surcharge - Jet Vac	On-Call	72.47000	72.47
	8.50	0.00	Jet Vac Service	On-Call	315.00000	2,677.50
					Site Total	2,749.97
					Total Invoice Amount	2,749.97

Fuel surcharge reflects diesel pricing as specified by the U.S. Department of Energy. It's calculated and adjusted monthly according to market fluctuation in prices. Thanks for your patronage.

JAN 2 - 2013



PLEASE MAIL PAYMENT TO:

Russell Reid Inc.
PO Box 130
Keasbey, NJ 08832

REMITTANCE COPY-DETACH AND RETURN WITH PAYMENT

CUSTOMER ID	INVOICE #	AMOUNT PAID
088363	0004565138	

City of Long Branch
344 Broadway
Long Branch, NJ 07740

CHARGE MY: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX <input type="checkbox"/> Discover	
Cardholder Name	
Cardholder Address, City State & Zip Code	
Card #	
Amount Paid	Exp. Date
Signature	

\$25.00 Returned Check Fee | Terms: Net 10 Days | Make Checks Payable to Russell Reid Inc.



Russell Reid Inc.
PO Box 130
Keasbey, NJ 08832
Phone: (732) 225-2238
Fax: (732) 417-0367

Customer ID 088363
Invoice Date 12/9/2012
Invoice Number 0004565138
Page 1 of 1

City of Long Branch
344 Broadway
Long Branch, NJ 07740

Date/Period	Qty	N/C Qty	Description	Svc Frequency	Rate	Amount
Site 088363-001 - Great Wall Ocean Front - Ocean Ave, Long Branch, NJ						
Account Executive: Fred Farina						
12/7/2012	WO# 0001042158					
	1.00	0.00	Fuel Surcharge - Jet Vac	On-Call	70.00000	70.00
	8.50	0.00	Jet Vac Service	On-Call	315.00000	2,677.50
					Site Total	2,747.50
					Total Invoice Amount	2,747.50

Fuel surcharge reflects diesel pricing as specified by the U.S. Department of Energy. It's calculated and adjusted monthly according to market fluctuation in prices. Thanks for your patronage.

JAN 2 - 2013



PLEASE MAIL PAYMENT TO:

Russell Reid Inc.
PO Box 130
Keasbey, NJ 08832

REMITTANCE COPY-DETACH AND RETURN WITH PAYMENT

CUSTOMER ID	INVOICE #	AMOUNT PAID
088363	0004565693	

City of Long Branch
344 Broadway
Long Branch, NJ 07740

CHARGE MY: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX <input type="checkbox"/> Discover	
Cardholder Name	
Cardholder Address, City State & Zip Code	
Card #	
Amount Paid	Exp. Date
Signature	

\$25.00 Returned Check Fee | Terms: Net 10 Days | Make Checks Payable to Russell Reid Inc.



Russell Reid Inc.
PO Box 130
Keasbey, NJ 08832
Phone: (732) 225-2238
Fax: (732) 417-0367

Customer ID 088363
Invoice Date 12/14/2012
Invoice Number 0004565693
Page Page 1 of 1

City of Long Branch
344 Broadway
Long Branch, NJ 07740

Date/Period	Qty	N/C Qty	Description	Svc Frequency	Rate	Amount
Site 088363-001 - Great Wall Ocean Front - Ocean Ave, Long Branch, NJ						
Account Executive: Fred Farina						
12/10/2012	WO# 0001042159					
	1.00	0.00	Fuel Surcharge - Jet Vac	On-Call	72.47000	72.47
	8.00	0.00	Jet Vac Service	On-Call	315.00000	2,520.00
12/11/2012	WO# 0001042161					
	1.00	0.00	Fuel Surcharge - Jet Vac	On-Call	72.47000	72.47
	8.25	0.00	Jet Vac Service	On-Call	315.00000	2,598.75
					Site Total	5,263.69
					Total Invoice Amount	5,263.69

Fuel surcharge reflects diesel pricing as specified by the U.S. Department of Energy. It's calculated and adjusted monthly according to market fluctuation in prices. Thanks for your patronage.

JAN 2 - 2013



PLEASE MAIL PAYMENT TO:

Russell Reid Inc.
PO Box 130
Keasbey, NJ 08832

REMITTANCE COPY-DETACH AND RETURN WITH PAYMENT

CUSTOMER ID	INVOICE #	AMOUNT PAID
088363	0004566044	

City of Long Branch
344 Broadway
Long Branch, NJ 07740

CHARGE MY: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX <input type="checkbox"/> Discover	
Cardholder Name	
Cardholder Address, City State & Zip Code	
Card #	
Amount Paid	Exp. Date
Signature	

\$25.00 Returned Check Fee | Terms: Net 10 Days | Make Checks Payable to Russell Reid Inc.



Russell Reid Inc.
PO Box 130
Keasbey, NJ 08832
Phone: (732) 225-2238
Fax: (732) 417-0367

Customer ID 088363
Invoice Date 12/14/2012
Invoice Number 0004566044
Page Page 1 of 1

City of Long Branch
344 Broadway
Long Branch, NJ 07740

Date/Period	Qty	N/C Qty	Description	Svc Frequency	Rate	Amount
Site 088363-001 - Great Wall Ocean Front - Ocean Ave, Long Branch, NJ						
Account Executive: Fred Farina						
12/12/2012	WO# 0001042164					
	1.00	0.00	Fuel Surcharge - Jet Vac	On-Call	72.47000	72.47
	9.00	0.00	Jet Vac Service	On-Call	315.00000	2,835.00
					Site Total	2,907.47
					Total Invoice Amount	2,907.47

Fuel surcharge reflects diesel pricing as specified by the U.S. Department of Energy. It's calculated and adjusted monthly according to market fluctuation in prices. Thanks for your patronage.

JAN 2 - 2013



PLEASE MAIL PAYMENT TO:

Russell Reid Inc.
PO Box 130
Keasbey, NJ 08832

REMITTANCE COPY-DETACH AND RETURN WITH PAYMENT

CUSTOMER ID	INVOICE #	AMOUNT PAID
088363	0004566865	

City of Long Branch
344 Broadway
Long Branch, NJ 07740

CHARGE MY: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX <input type="checkbox"/> Discover	
Cardholder Name	
Cardholder Address, City State & Zip Code	
Card #	
Amount Paid	Exp. Date
Signature	

\$25.00 Returned Check Fee | Terms: Net 10 Days | Make Checks Payable to Russell Reid Inc.



Russell Reid Inc.
PO Box 130
Keasbey, NJ 08832
Phone: (732) 225-2238
Fax: (732) 417-0367

Customer ID 088363
Invoice Date 12/16/2012
Invoice Number 0004566865
Page Page 1 of 1

City of Long Branch
344 Broadway
Long Branch, NJ 07740

Date/Period	Qty	N/C Qty	Description	Svc Frequency	Rate	Amount
Site 088363-001 - Great Wall Ocean Front - Ocean Ave, Long Branch, NJ						
Account Executive: Fred Farina						
12/13/2012	WO# 0001045810					
	1.00	0.00	Fuel Surcharge - Jet Vac	On-Call	72.47000	72.47
	8.00	0.00	Jet Vac Service	On-Call	315.00000	2,520.00
12/14/2012	WO# 0001046410					
	1.00	0.00	Fuel Surcharge - Jet Vac	On-Call	72.47000	72.47
	8.50	0.00	Jet Vac Service	On-Call	315.00000	2,677.50
			Site Total			5,342.44
			Total Invoice Amount			5,342.44

Fuel surcharge reflects diesel pricing as specified by the U.S. Department of Energy. It's calculated and adjusted monthly according to market fluctuation in prices. Thanks for your patronage.

JAN 2 - 2013



PLEASE MAIL PAYMENT TO:

Russell Reid Inc.
PO Box 130
Keasbey, NJ 08832

REMITTANCE COPY-DETACH AND RETURN WITH PAYMENT

CUSTOMER ID	INVOICE #	AMOUNT PAID
088363	0004567000	

City of Long Branch
344 Broadway
Long Branch, NJ 07740

CHARGE MY: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX <input type="checkbox"/> Discover	
Cardholder Name	
Cardholder Address, City State & Zip Code	
Card #	
Amount Paid	Exp. Date
Signature	

\$25.00 Returned Check Fee | Terms: Net 10 Days | Make Checks Payable to Russell Reid Inc.



Russell Reid Inc.
PO Box 130
Keasbey, NJ 08832
Phone: (732) 225-2238
Fax: (732) 417-0367

Customer ID 088363
Invoice Date 12/18/2012
Invoice Number 0004567000
Page Page 1 of 1

City of Long Branch
344 Broadway
Long Branch, NJ 07740

Date/Period	Qty	N/C Qty	Description	Svc Frequency	Rate	Amount
Site 088363-001 - Great Wall Ocean Front - Ocean Ave, Long Branch, NJ						
Account Executive: Fred Farina						
12/17/2012	WO# 0001047235					
	1.00	0.00	Fuel Surcharge - Jet Vac	On-Call	72.47000	72.47
	8.00	0.00	Jet Vac Service	On-Call	315.00000	2,520.00
					Site Total	2,592.47
					Total Invoice Amount	2,592.47

Fuel surcharge reflects diesel pricing as specified by the U.S. Department of Energy. It's calculated and adjusted monthly according to market fluctuation in prices. Thanks for your patronage.

JAN 2 - 2013

R# 14-13

**RESOLUTION RE-APPOINTING THOMAS GEORGE
TO THE LONG BRANCH SEWER AUTHORITY**

BE IT RESOLVED, by the City Council of the City of Long Branch that they hereby reappoint Thomas George to the Long Branch Sewer Authority for a term to commence February 1, 2013 and expire on February 1, 2018.

MOVED: *Sirianni*
SECONDED: *Pallone*

AYES: *5*
NAYES: *0*
ABSENT: *0*
ABSTAIN: *0*

STATE OF NEW JERSEY
COUNTY OF MONMOUTH
CITY OF LONG BRANCH
I, KATHY L. SCHMELZ, MUNICIPAL CLERK OF THE CITY OF
LONG BRANCH, DO HEREBY CERTIFY THE FOREGOING
TO BE A TRUE, COMPLETE AND CORRECT COPY OF
RESOLUTION ADOPTED BY THE CITY COUNCIL AT A
REGULAR MEETING HELD ON JANUARY 22, 2013
IN WITNESS WHEREOF, I HAVE HEREUNTO SET
MY HAND AND AFFIXED THE OFFICIAL SEAL OF THE
CITY OF LONG BRANCH, MONMOUTH COUNTY, NEW
JERSEY THIS 22nd DAY OF JANUARY, 2013
Kathy L. Schmeltz

R # 15-13

**RESOLUTION AUTHORIZING APPOINTMENT
OF CITY AUDITOR**

WHEREAS, the City of Long Branch is required by statute to appoint a Registered Municipal Accountant to conduct an audit of financial statements of the City for the year ending December 31, 2012, and to prepare and file the City's Annual Financial and Debt Statements with New Jersey Department of Community Affairs, Division of Local Government Services; and

WHEREAS, the City, through Fair and Open Process, has advertised the solicitation of proposals for said services, received and opened in public on January 3, 2012, and the following proposal was received:

Hutchins, Farrell, Meyer & Allison, P.A.

WHEREAS, the proposal was reviewed by the Business Administrator, and it is his recommendation that it is in the City's best interest to appoint Robert W. Allison, CPA, RMA, as City Auditor to perform the audit, and provide additional accounting services as may be required during the 2013 contract year; and

WHEREAS, all contractors awarded professional service contracts are required to comply with City Ordinance #18-05 and execution of the contract documents and Political Contribution Affidavit will serve as acknowledgement by Hutchins, Farrell, Meyer & Allison that it complies with the Ordinance, and has not made any political contributions that would bar it from being awarded a contract with the City of Long Branch; and

WHEREAS, this contract is issued as an open-ended contract and during the contract year certification of funds will be provided by issuance of a Purchase Order prior to any work being assigned under the contract, and subject to availability of funds.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Long Branch hereby appoints Robert W. Allison, of the firm of Hutchins, Farrell, Meyer & Allison, as City Auditor to conduct the audit of 2012 financial records, prepare and file the Annual Financial and Debt Statements, prepare and file the Annual Reports with NRMSIRS, and to provide additional accounting services as may be required and assigned during the contract year, in accordance with the request for proposals and contract document annexed hereto.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute any and all necessary document pursuant to said agreement and publish in newspaper.

OFFERED: Sicrianni
SECOND: Pallone
AYES: 5
NAYES: 0
ABSENT: 0
ABSTAIN: 0

STATE OF NEW JERSEY
COUNTY OF MONMOUTH
CITY OF LONG BRANCH
I, KATHY L. SCHMELZ, MUNICIPAL CLERK OF THE CITY OF
LONG BRANCH, DO HEREBY CERTIFY THE FOREGOING
TO BE A TRUE, COMPLETE AND CORRECT COPY OF
RESOLUTION ADOPTED BY THE CITY COUNCIL, AT A
REGULAR MEETING HELD ON JANUARY 20, 2013
IN WITNESS WHEREOF, I HAVE HEREUNTO SET
MY HAND AND AFFIXED THE OFFICIAL SEAL OF THE
CITY OF LONG BRANCH, MONMOUTH COUNTY, NEW
JERSEY THIS 23RD DAY OF JANUARY, 2013
Kathy L. Schmeltz
MUNICIPAL CLERK, R.M.C.

**CITY OF LONG BRANCH
PROPOSAL FOR AUDIT SERVICES
DECEMBER, 2012**

**Hutchins, Farrell, Meyer & Allison, P.A.
912 Highway 33, Suite 2
Freehold, New Jersey 07728**

**Contact: Robert W. Allison, CPA, RMA, CGMA
732/409-0800
hfmafreehold@optonline.net**

December 19, 2012

Hutchins, Farrell, Meyer & Allison, P.A.

Certified Public Accountants • Business & Financial Advisors

Robert H. Hutchins, CPA, CVA, CFF
Eugene M. Farrell, CPA, RMA, CFP
Robert W. Allison, CPA, RMA
Alan E. Meyer, CPA/ABV, CFF
Joann DiLieto, CPA

Patrice R. Antonucci, CPA
Glenn G. VanPell, CPA
Karen D. Davis, CPA, CVA
Crystal L. Fitzpatrick, CPA
Hélène T. Morizzo, CPA

December 19, 2012

Kathy L. Schmelz, City Clerk
City of Long Branch
344 Broadway
Long Branch, New Jersey 07740

Re: Proposal to Provide Auditing Services

Dear Ms. Schmelz:

In response to the City of Long Branch's ("City") Request for Proposals, we are pleased to have the opportunity to submit this proposal for Robert W. Allison, CPA, RMA, CGMA, to serve as independent certified public accountant to audit the financial statements of the City for the year ending December 31, 2012.

Your interests are to retain a firm that will deliver the highest quality services in the most efficient and cost-effective manner possible. Technical qualifications, prior experience in auditing governmental entities, and current knowledge of the still-evolving governmental accounting pronouncements are areas important to the City as it evaluates independent auditors.

SCOPE OF DUTIES

We will perform an audit of the 2012 financial statements of the City in accordance with generally accepted auditing standards, Government Auditing Standards, issued by the Comptroller General of the United States, and in compliance with the audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

We will also perform a compliance audit of federal funds and state grants for the year ended December 31, 2012 in accordance with federal Office of Management and Budget ("OMB") Circular A-133, the Single Audit Act of 1984, and the New Jersey OMB Circular 04-04.

In addition, we will prepare and file the City's 2012 Annual Debt Statement and Unaudited Annual Financial Statement.

We will also prepare and file the Annual Report with EMMA in connection with the City's outstanding bond issues as per SEC Rule 15c2-12.

Finally, we will perform financial work related to our position as independent auditor to the City.

Monmouth County Office

912 Highway 33 • Suite 2
Freehold, NJ 07728
(732) 409-0800
Fax: (732) 866-9312

Ocean County Office

512 Main Street • PO Box 1778
Toms River, NJ 08754
(732) 240-5600
Fax: (732) 505-8358

Kathy L. Schmelz, City Clerk
City of Long Branch
December 19, 2012
Page 2

WHY HUTCHINS, FARRELL, MEYER & ALLISON, P.A. IS THE BEST FIRM FOR THIS PROJECT

Our extensive experience in serving local governments in New Jersey has given us the experience, knowledge, and understanding of your service expectations for this project. This knowledge, plus our commitment to provide quality services on a timely and responsive basis, makes us the "right firm to serve the City". Some of the specific reasons why you will benefit most from selecting Hutchins, Farrell, Meyer & Allison, P.A. are summarized below.

Top People

We have selected an unequalled team of experienced government professionals to serve you – people who know how to deliver quality and responsive service and people who are familiar with the scope of this engagement. The key members of our team have "hands-on" experience serving state and local government and understand the City's desire to improve fiscal reporting and the importance of monitoring expenditures for compliance. We guarantee that, in the unlikely event of staff attrition during the period of the engagement, professionals of at least the same level of experience will be available as replacements.

Resources

We have 20 professionals in our New Jersey area practice serving clients which include a number of governmental entities.

We are one of the largest firms in Monmouth and Ocean counties providing accounting and financial advisory services to government and the business community and would confirm that we are financially sound and have sufficient resources to provide the services required by the City of Long Branch.

Training

We are committed to providing continuing education and training to our professional staff as required by Government Auditing Standards, issued by the Comptroller General of the United States.

Our Commitment to You

The City will be a very important client for our firm, and a priority client to our practice. We guarantee that you will receive priority attention. Hutchins, Farrell, Meyer & Allison, P.A. will meet any and all deadlines required as part of this engagement.

We've Earned the Respect of the Public Sector and the Accounting Community

In today's litigious environment where, for professionals, litigation is the norm rather than the exception, we are proud of our record. Hutchins, Farrell, Meyer & Allison, P.A. nor any of its partners has ever consented to or had a judgment entered in any professional disciplinary proceeding. In addition, neither the firm nor any of its partners has ever been charged in a criminal proceeding involving the firm's professional services.

We have Significant Credentials in the Public Sector

Much of our excellent reputation is the result of having the knowledge and experience to do things right. Our firm incorporates a Big 3 approach and culture at small-firm costs. In addition, many of our staff formerly worked in government in senior operating and executive positions, responsible for making important financial decisions on a day-to-day basis. While all of the people selected for this audit have the appropriate degrees and professional designations, what they also bring to the City is a wealth of practical, hands-on experience in government.

Scope of Services and Professional Fees

We continually strive to keep our fees at the lowest level consistent with the highest professional standards and your requirements for timely service. We are confident that our efficient service approach implemented by our experienced executives will minimize fees.

All major accounting firms offer similar services and have experience serving government. The difference among firms results from the level of their experience, the quality of services delivered, the people who provide the services, and the organizational structure that ensures proper support and the allocation of firm resources. Our depth of experience, our commitment to government and our desire to serve you demonstrate that Hutchins, Farrell, Meyer & Allison, P.A. is the right choice for you.

Our fee for the December 31, 2012 audit and the preparation of the 2012 Annual Debt Statement and Unaudited Annual Financial Statement will be \$77,700.00, and our fee to prepare and file the Annual Report with EMMA will be \$1,250.00. Our standard hourly rates used for all of our municipal clients for any additional services required are as follows:

Partner	\$ 145.00
Manager	115.00
Supervisor	90.00
Senior Staff	75.00
Staff	65.00

Kathy L. Schmelz, City Clerk
City of Long Branch
December 19, 2012
Page 4

The above fees assume that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary as a result of errors, omissions, misstatements, or other inadequacies in the financial records or as a result of a discovery of material weaknesses in the internal control, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Additionally, should the Division of Local Government Services impose additional auditing requirements which would require us to expand our engagement beyond the procedures and tests presently contemplated, we will advise you in writing of any such circumstance that would require us to seek an adjustment of the fees listed above.

In short, we are offering the City a reputation that is untarnished, services that are exemplary, professionals that have outstanding experience and credentials in government and the profession, and a commitment to the public sector that is unmatched in the accounting community.

Further information concerning firm background and related experience and the client service team to serve you are presented in the accompanying pages.

We trust that the information provided is responsive to your request. Should you require any further information, please contact me at 732/409-0800.

Very truly yours,

HUTCHINS, FARRELL, MEYER & ALLISON, P.A.

A handwritten signature in black ink, appearing to read "R. Allison", with a horizontal line extending to the left.

Robert W. Allison

RWA:jcb

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Cost Proposal	10

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Certificate of Employee Information Report	Exhibit B
Business Registration Certificate	Exhibit C
Certificates of Insurance	Exhibit D
Document Submission List	Exhibit E
Stockholder Disclosure Certification	Exhibit F
Non-Collusion Affidavit	Exhibit G
Affirmative Action Questionnaire	Exhibit H

EXECUTIVE SUMMARY

In reviewing our qualifications, we ask you to consider the following points which distinguish Hutchins, Farrell, Meyer & Allison, P.A. from "the pack" and demonstrate why we are your best choice to conduct the audit of the City:

- Principals in our firm have served various steering committees in addressing the everyday problems confronting governmental entities.

Robert W. Allison, Principal, is a former Chairman of the New Jersey Society of Certified Public Accountants' Governmental Accounting and Auditing Interest Group.

- In today's litigious environment where, for professionals, litigation is the norm rather than the exception, we are proud of our record. Hutchins, Farrell, Meyer & Allison, P.A. nor any of its principals had ever consented to or had a judgment entered in any professional disciplinary proceeding. In addition, neither the firm nor any of its principals has ever been charged in a criminal proceeding involving the firm's professional services.
- Much of our excellent reputation is the result of having the knowledge and experience to do things right. Our firm incorporates a Big 3 approach and culture at small firm costs. In addition, many of our staff formerly worked in the public sector in senior operating and executive positions, responsible for making important financial decisions on a day-to-day basis. While all of the people selected for this audit have the appropriate degrees and professional designations, what they also bring to the City is a wealth of practical, hands-on experience.
- We are not just interested in the clients we serve; we are committed to the public sector. We like the business of government, education, and not-for-profits. Hutchins, Farrell, Meyer & Allison, P.A. frequently provides CPE seminars for the New Jersey Government Finance Officers' Association.
- Our Peer Review has always resulted in an unqualified "clean" opinion. We urge the City to carefully review the Quality or Peer Reviews of all proposing firms as this can help distinguish one firm from another.
- All professional staff have met and, in most cases, exceeded the CPE requirements mandated by the American Institute of Certified Public Accountants ("AICPA"), the New Jersey Society of Certified Public Accountants ("NJSCPA"), and the single audit standards set by the "Yellow Book". Hutchins, Farrell, Meyer & Allison, P.A. is qualified by the State of New Jersey to give CPE instruction.
- We are more than auditors – Hutchins, Farrell, Meyer & Allison, P.A. can provide the City with services related to Information Technology, Human Resources, and Operational Reviews.

In short, we are offering the City the opportunity to retain a firm with a reputation that is untarnished, services that are exemplary, professionals that have outstanding experience and credentials in government and the profession, and a commitment to the public sector that is unmatched in the accounting community.

Further information concerning firm background and related experience and the client service team to serve you are presented in the accompanying pages.

PROFILE OF HUTCHINS, FARRELL, MEYER & ALLISON, P.A.

1. Background of Local Organization

At Hutchins, Farrell, Meyer & Allison, P.A. our primary concern is and always has been providing outstanding auditing services to our clients. We are proud of the high quality of our accounting and tax services, which are the main reasons why our clients have selected us and continue to retain our services.

Members of our firm have achieved records of outstanding contributions to the accounting profession. We believe our participation in the organized activities of the accounting profession is an important resource in our capacity to serve our clients. Through such participation we, as a firm, and our partners, individually, have played key roles in the refinement of techniques, the innovations and the progress of our profession for the benefit of the clients we serve.

We take pride in the fact our firm has not been involved in any litigation related to our accounting work. In addition, we are committed to quality auditing which is reflected in our latest peer review.

2. Background of the Firm

How We Are Organized

Hutchins, Farrell, Meyer & Allison, P.A. is a professional corporation with three Principals who are responsible for the administration of the firm's practice and for the overall coordination and supervision of specific client engagements. The firm as a whole is administered by a Managing Partner, with policy direction from the Principals.

Sharing many of the responsibilities of our Principals are Managers. Managers assist Principals on large engagements and are responsible for the complete coordination and supervision of a number of other engagements. Like our Principals, they spend a good deal of their time consulting with the senior executives of client organizations and providing advice on important financial, tax or management matters.

Because of this close relation with both the client and the staff, the Manager functions as a vital communications link between and among the client, the partner in charge, the staff members and the firm's tax and management services personnel.

The Manager in turn relies heavily on his/her seniors for the detailed planning, programming and scheduling of each engagement, and for the supervision of staff assistants in carrying out the various parts of the engagement and drafting reports.

3. Other Services Available to Municipal Clients

A. Advisory Services Related to Debt Issuance

Hutchins, Farrell, Meyer & Allison, P.A. has provided assistance to municipalities in the issuance of temporary and permanent debt. We also can perform verification services for debt refunding.

B. Budget and Annual Financial & Debt Statement Preparation

Hutchins, Farrell, Meyer & Allison, P.A. can assist its municipal clients in the preparation of these required filings.

C. Information Technology

Hutchins, Farrell, Meyer & Allison, P.A. has contacts with several leading technology firms, as well as their own internal technical experts, and can therefore offer technology infrastructure audits/evaluations, technology business plans, and assistance in the implementation of such plans.

D. Operational Reviews

Hutchins, Farrell, Meyer & Allison, P.A. has undertaken many different types of reviews for our municipal clients and has the ability and experience to perform any type of operational review required by our clients.

4. Experience

This section presents the background and experience which uniquely qualify to provide professional services to our clients. The qualifications of the firm are demonstrated by examples of prior engagements of similar nature and complexity.

Qualities that Distinguish Hutchins, Farrell, Meyer & Allison, P.A.

Viewed from the outside, the similarities between one public accounting firm and another may seem more striking than the differences. The majority of CPA firms provide essentially the same kinds of services, each of them enjoys a diverse clientele, and most of them can point to an impressive record of growth. On closer examination; however, there are some significant differences. In this section of our proposal, we attempt to identify those qualities which, in our view, distinguish Hutchins, Farrell, Meyer & Allison, P.A. from other accounting firms.

A. We are, First and Foremost, Auditors

In Hutchins, Farrell, Meyer & Allison, P.A. our primary concern is, and always has been, providing outstanding audit services to our clients. Although we are proud of the high quality of our accounting and our tax services, we recognize that the main reason our clients have selected us, and the main reason they continue to retain us, is the quality, reliability and responsiveness to client needs of our audit organization.

B. We are Leaders in our Profession

Our partners have achieved a record of outstanding contributions to the accounting profession. We believe that our participation in the organized activities of the accounting profession is an important resource in our capacity to serve our clients. Through such participation, we as a firm, and our partners individually, have played a key role in the refinement of techniques, the innovations and the progress of our profession, for the benefit of the clients we serve.

C. Staff Training

All professional staff have met and, in most cases, have exceeded the CPE requirements mandated by the American Institute of Certified Public Accountants ("AICPA"), the New Jersey Society of Certified Public Accountants ("NJSCPA"), and the single audit standards set by the "Yellow Book". Hutchins, Farrell, Meyer & Allison, P.A. is qualified by the State of New Jersey to give CPE instruction.

D. Peer Review

Hutchins, Farrell, Meyer & Allison, P.A. is proud of its recent unqualified Peer Review Opinion (see attached Exhibit). Hutchins, Farrell, Meyer & Allison, P.A. is a member of the AICPA's Private Companies Practice Section which required voluntary Peer Review before Quality Reviews were mandated.

Hutchins, Farrell, Meyer & Allison, P.A.'s Peer Reviews have always resulted in an unqualified, "clean" opinion.

E. Our reputation for quality work is unsurpassed

In these days of increasing challenge and risk for clients and the CPA firms that serve them, we are glad that our commitment to quality auditing has included emphasis on field work and aspects of the audit function related to identification and understanding of the facts. We believe that placing responsibility on each professional contributes substantially to the care that our professionals exercise in the performance of their work.

Following are some of the basic elements of our approach to maintaining a high level of quality in the work performed by our offices:

- A system has been devised and implemented whereby every engagement is subject to an independent technical review, prior to the issuance of our report, of certain aspects of the engagement and of the report itself, to assure compliance with our professional standards and, with the technical requirements of various regulatory agencies.
- The firm has an extensive library of manuals which provide professional and technical guidance and express the firm's policies, preferences and standards in auditing, reporting and a number of other areas.
- Our personnel education programs are designed to provide appropriate education and training for all Hutchins, Farrell, Meyer & Allison, P.A. people, from our principals to newly-hired staff.

- A critical evaluation of our professional staff, our techniques and approaches and our services in general is elicited from clients to provide us with objective appraisals of the quality of our people and our services and to identify opportunities for improvement.
- Recognizing that prudence and care in the acceptance and retention of clients are essential to maintaining the quality of our practice, it is our policy to carefully review each prospective client before accepting an engagement.

EXPERIENCE

Hutchins, Farrell, Meyer & Allison, P.A. comprises 20 professionals, including a total of nine Registered Municipal Accountants and/or Certified Public Accountants. Our current clients include 2 counties, 25 municipalities, 16 school districts and 5 authorities.

Hutchins, Farrell, Meyer & Allison, P.A. has extensive experience in auditing governmental entities in the State of New Jersey. We perform many federal OMB A-133 and state OMB Circular Letter 04-04 audits each year.

The following is a list of governmental clients for whom we currently provide auditing services:

Counties

Atlantic

Monmouth

Municipalities

Township of Colts Neck
Township of East Brunswick
Township of Hazlet
Township of Howell
Township of Manalapan
Township of Ocean (Waretown)
Township of Old Bridge
Township of Toms River
Township of Wall
City of Long Branch
Borough of Englishtown
Borough of Fair Haven

Borough of Harvey Cedars
Borough of Jamesburg
Borough of Keansburg
Borough of Lake Como
Borough of Little Silver
Borough of Matawan
Borough of Point Pleasant
Borough of Rumson
Borough of Sea Bright
Borough of Sea Girt
Borough of Shrewsbury
Borough of Spring Lake Heights
Borough of Tinton Falls

School Districts

Bradley Beach
Eatontown
Holmdel
Milltown
Mullica
Ocean Gate
Plumsted
Red Bank Borough

Red Bank Regional H.S.
Roosevelt
Rumson
Rumson-Fair Haven Regional H.S.
Shore Regional H.S.
South Amboy
Spring Lake Heights
Washington

Authorities

Ocean County Utilities
Stony Brook Regional Sewerage
South East Monmouth Municipal

Jackson Municipal Utilities
South Jersey Transportation

PERSONNEL ASSIGNED TO AUDIT

Robert W. Allison, Engagement Principal

Robert W. Allison, CPA, RMA, CGMA, graduated from Providence College in Providence, Rhode Island. Mr. Allison is a past-Chairman of the New Jersey Society of Certified Public Accountants' Governmental Accounting and Auditing Interest Group.

Mr. Allison is the in-charge auditor for the firm's school district and not-for-profit clients. Mr. Allison has provided litigation support to school districts in instances of employee misappropriation of funds. Mr. Allison has received a Certificate in Achievement from the AICPA in Personal Financial Planning and has lectured on various accounting and financial issues, including the impact of GASB 34 on school districts.

Mr. Allison's responsibilities have included operational reviews, grant monitoring procedures, budget strategies, computerization of financial records, fixed asset reporting, preparation of official statements, training and development of accounting procedures manuals, and assistance in the development of internal controls.

Mr. Allison is a member of the American Institute of Certified Public Accountants, the New Jersey Society of Certified Public Accountants and an Associate Member of the Monmouth County School Business Officials. He is also a past-Chairman of the Western Monmouth County YMCA and a past-President of the United Way of Monmouth County. Mr. Allison also serves as Financial Advisor to New Jersey SHARES, Inc., a statewide, not-for-profit Fuel Fund.

Patrice Antonucci, Manager

Patrice R. Antonucci, CPA, graduated from Kean University of New Jersey in Union, New Jersey. She is a member of the American Institute of Certified Public Accountants and the New Jersey Society of Certified Public Accountants. In addition, she is a past-member of the NJSCPA Governmental Auditing and Accounting Committee.

Ms. Antonucci has more than 15 years' auditing experience and has been actively involved in the audits of municipalities, school districts, authorities, and non-profit organizations.

Ms. Antonucci has assisted the New Jersey State Department of Education in implementing new financial statement reporting processes.

We have attached a copy of our current Certificate of Employee Information Report as it relates to affirmative action.

REFERENCES

Ulrich Steinberg
Chief Financial Officer
(Former Director, Division of Local Government Services)
Township of Marlboro
1979 Township Drive
Marlboro, NJ 07746
732.536.0200

Thomas X. Seaman
Chief Financial Officer
Borough of Shrewsbury
419 Sycamore Avenue
Shrewsbury, NJ 07712
732.741.4200

Helen Graves
Chief Financial Officer
Borough of Rumson
80 East River Road
Rumson, NJ 07760
732.842.3300

Denise Jawidzik
Chief Financial Officer
Borough of Fair Haven
748 River Road
Fair Haven, NJ 07704
732.747.0241

FACILITIES

Hutchins, Farrell, Meyer & Allison, P.A., a local certified public accounting, auditing and financial advisory firm, provides professional services to a wide variety of clients.

We maintain offices in both Monmouth and Ocean Counties in order to better serve our clients based in those respective counties. Our Monmouth County office is located at 912 Highway 33, Suite 2, Freehold, New Jersey 07728, telephone 732/409-0800, fax 732/866-9312, and our Ocean County office is located at 512 Main Street, Toms River, New Jersey 08753; telephone 732/240-5600, fax 732/505-8358.

Our firm has served the New Jersey area since 1990 and has maintained a strong local identity. All principals have served New Jersey governments not only as auditors but also as members of organizations within government. They bring with them over fifty years of experience in government and are committed to serve New Jersey government. Today, Hutchins, Farrell, Meyer & Allison, P.A. has a total complement of 20 professional personnel, all of whom perform audits.

Because of our experience in performing multiple, diverse municipal audits over the years, we are able to confirm that the audit of the City will be performed in a timely fashion.

PRIOR EXPERIENCE

Hutchins, Farrell, Meyer & Allison, P.A. has served as auditor to the City of Long Branch for many years.

During this time, the firm has also served as financial advisor to the City in its 2006 and 2007 Bond Sales, performed operational reviews, and performed financial work related to the position of Auditor to the City.

COST PROPOSAL

We continually strive to keep our fees at the lowest level consistent with the highest professional standards and your requirements for timely service. We are confident that our efficient service approach implemented by our experienced executives will minimize fees.

All major accounting firms offer similar services and have experience serving government. The difference among firms results from the level of their experience, the quality of services delivered, the people who provide the services, and the organizational structure that ensures proper support and the allocation of firm resources. Our depth of experience, our commitment to government and our desire to serve you demonstrate that Hutchins, Farrell, Meyer & Allison, P.A. is the right choice for you.

Our all-inclusive maximum price to perform the previously-described audit services for the year ended December 31, 2012 for the City will be \$77,700.00, and our fee to prepare and file the Annual Report with EMMA will be \$1,250.00.

The above fees assume that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary as a result of errors, omissions, misstatements, or other inadequacies in the financial records or as a result of a discovery of material weaknesses in the internal control, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Additionally, should the Division of Local Government Services impose additional auditing requirements which would require us to expand our engagement beyond the procedures and tests presently contemplated, we will advise you in writing of any such circumstance that would require us to seek an adjustment of the fees listed above.

If any additional work is required to be performed, our standard hourly rates are as follows:

Partner	\$ 145.00
Manager	115.00
Supervisor	90.00
Senior Staff	75.00
Staff	65.00

FRICKE & ASSOCIATES, P.C.
Certified Public Accountants

2344 Perimeter Park Drive • Suite 100
Atlanta, Georgia 30341
(770) 216-2226 • Fax (770) 216-2227
www.frickecpa.com

December 5, 2011

To the Partners
Hutchins, Farrell, Meyer & Allison, PA
and the Peer Review Committee of the New Jersey Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Hutchins, Farrell, Meyer & Allison, PA in effect for the year ended June 30, 2011. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included (engagements performed under the *Government Auditing Standards* and audits of employee benefit plans).

In our opinion, the system of quality control for the accounting and auditing practice of Hutchins, Farrell, Meyer & Allison, PA, in effect for the year ended June 30, 2011, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Hutchins, Farrell, Meyer & Allison, PA, has received a peer review rating of *pass*.

Fricke and Associates, P.C.

Fricke & Associates, P.C.

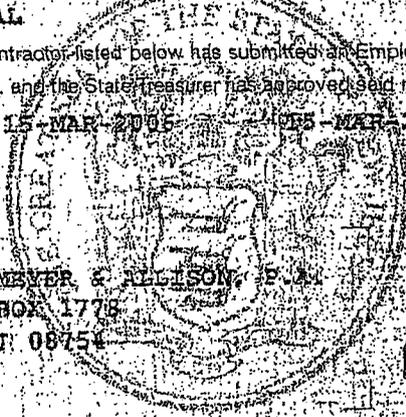


Member American Institute of Certified Public Accountants and Georgia Society of Certified Public Accountants

Certification 6936

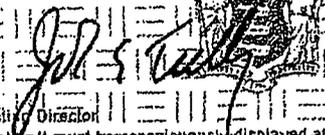
**CERTIFICATE OF EMPLOYEE INFORMATION REPORT
RENEWAL**

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et seq. and the State treasurer has approved said report. This approval will remain in effect for the period of ~~15-MAR-2008~~ ~~15-MAR-2013~~



HUTCHINS, FARRELL, MEYER & ALLISON, P.A.
519 MAIN STREET, PO BOX 1778
TOMS RIVER NJ 08754

Acting State Treasurer

STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE		DEPARTMENT OF TREASURY/ DIVISION OF REVENUE P.O. BOX 280 TRENTON, NJ 08646-0282
TAXPAYER NAME: HUTCHINS, FARRELL MEYER & ALLISON, A P	TRADE NAME:	
TAXPAYER IDENTIFICATION#: 223-263-877000	SEQUENCE NUMBER: 0002135	
ADDRESS: 512 MAIN ST TOMS RIVER NJ 08755	ISSUANCE DATE: 08/30/04	
EFFECTIVE DATE: 09/21/93	 Acting Director	
FORM-BRC(08-01)	This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.	



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/14/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER STANBERRY INSURANCE AGENCY INC. 4126 HIGHWAY 9 SOUTH HOWELL PLAZA SHOPPING CENTER HOWELL NJ 07731	CONTACT NAME: JIM STANBERRY PHONE (A/C No. Ext.): (732) 367-6680 FAX (A/C. No.): (732) 367-6688 E-MAIL ADDRESS: _____ _____														
INSURED HUTCHINS, FARRELL, MEYER & ALLISON, PA 512 MAIN STREET TOMS RIVER NJ 08753	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A: Fitchburg Mutual F&C</td> <td>13943</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Fitchburg Mutual F&C	13943	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES **CERTIFICATE NUMBER: MASTER1213** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR. LTR.	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR _____ _____ GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	00300862	8/27/2012	8/27/2013	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPOP AGG \$ 2,000,000				
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE	00307571A	8/27/2012	8/27/2013	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NJ) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	8/16/2012	8/16/2013	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input checked="" type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER _____ _____	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. _____ AUTHORIZED REPRESENTATIVE J STANBERRY/JIM2
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CERTIFICATE OF LIABILITY INSURANCE

2/1/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER NAPLIA 5 Whittier Street 4th Floor Framingham, Ma. 01701	CONTACT NAME: PHONE (A/C No, Ext): 508 656-1300 FAX (A/C, No): 508 656-1399 EMAIL: ADDRESS: PRODUCER CUSTOMER ID#:	
	INSURED Hutchins Farrell Meyer & Allison PA 512 Main Street, P.O. Box 1778 Toms River, NJ 08754	INSURER(S) AFFORDING COVERAGE INSURER A: Philadelphia Insurance Co. 18058 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ASPL INSR	RUBR WVO	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ex occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPROP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANYAUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ex accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NJ) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				WC STATUTORY LIMITS OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
X	Professional Liability			PHSD712961	2/1/2012	2/1/2013	Per Claim: \$3,000,000 Aggregate: \$3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER CANCELLATION

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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CITY OF LONG BRANCH
DOCUMENT SUBMISSION CHECKLIST

REQUIRED

**READ, SIGNED
& SUBMITTED**

- | | | |
|-----|--------------------------------------|-------------------------------------|
| Yes | PROPOSAL AS REQUIRED IN RFQ | <input checked="" type="checkbox"/> |
| Yes | STOCKHOLDER DISCLOSURE CERTIFICATION | <input checked="" type="checkbox"/> |
| Yes | NON-COLLUSION AFFIDAVIT | <input checked="" type="checkbox"/> |
| Yes | AFFIRMATIVE ACTION QUESTIONNAIRE | <input checked="" type="checkbox"/> |

REVIEWED

- | | | |
|-----|--|-------------------------------------|
| Yes | MANDATORY AFFIRMATIVE ACTION LANGUAGE | <input checked="" type="checkbox"/> |
| Yes | AMERICANS WITH DISABILITIES ACT OF 1990 | <input checked="" type="checkbox"/> |
| Yes | N. J. BUSINESS REGISTRATION REQUIREMENTS | <input checked="" type="checkbox"/> |
| Yes | LONG BRANCH PAY TO PLAY ORDINANCE | <input checked="" type="checkbox"/> |

STOCKHOLDER DISCLOSURE CERTIFICATION

If bidder is a **Sole Proprietorship**, check here _____
And do not complete this statement.

The **UNDERSIGNED**, as bidder, in accordance with P.L. 1977, Chapter 33, of the State of New Jersey declares and submits this Statement of Ownership.

Bidder is:

Partnership () Limited Partnership () Corporation () Limited Liability Corporation ()
Limited Liability Partnership () Sub-Chapter S Corporation (x) Corporation-Other ()

X I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned. (Use additional sheets in this format if necessary.)

_____ I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Stockholder/Partner

Name Robert H. Hutchins

Home Address 1905 3rd Ave
Spring Lake, NJ 07762

Home Address _____

Name Robert W. Allison

Home Address 2009 Main Street
Lake Como, NJ 07719

Home Address _____

Name Joann DiLieto

Home Address 1905 3rd Ave.
Spring Lake, NJ 07762

Home Address _____

(If a corporation or partnership is shown as an owner of 10% or more stock, you must attach a Stockholder Disclosure form for that corporation/partnership.)

THIS FORM MUST BE INCLUDED WITH BID SUBMISSION.

Subscribed and sworn
Before me this day

19 December 2012

J. Bewlay
Notary Public

My commission expires:

[Signature]
(Signature of Officer/Owner)

Robert W. Allison, Shareholder
(Name and Title)

(CORPORATE SEAL)

JUDITH C. BEWLAY
NOTARY PUBLIC
STATE OF NEW JERSEY
MY COMMISSION EXPIRES JULY 26, 2017

NON-COLLUSION AFFIDAVIT

STATE OF NEW JERSEY
COUNTY OF Monmouth

I, Robert W. Allison residing in Lake Como
(name of municipality)

in the County of Monmouth and State of New Jersey of full age,

being duly sworn according to law on my oath dispose and say that:

I, am a shareholder of the firm of Hutchins, Farrell, Meyer & Allison, P.A.
(title or position) (name of firm)

the bidder making this Proposal for the bid proposal entitled City Auditor
(title of bid proposal)

_____, and that I executed the said proposal with full authority to do so,

that said bidder has not, directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above named project; and that all statements contained in said proposal and in this affidavit are true and correct, and made with full knowledge that the **City of Long Branch** relies upon the truth of the statements contained in said Proposal, and in the statements contained in this affidavit, in awarding the contract for the said project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by Hutchins, Farrell, Meyer & Allison, P.A.
(name of firm)

Subscribed and sworn to
before me this day

19 December 2012

(signature of affiant)

(signature of notary)

My Commission expires:

JUDITH C. BEWLAY
NOTARY PUBLIC
STATE OF NEW JERSEY
MY COMMISSION EXPIRES JULY 26, 2017

REQUIRED EVIDENCE
AFFIRMATIVE ACTION REGULATION
P.L. 1975, C. 127 (N.J.A.C. 17:27)

If awarded a contract, all procurement and service contractors will be required to comply with the requirements of P.L. 1975, c. 127, (N.J.A.C. 17:27). Within seven (7) days after receipt of the notification of intent to award the contract or receipt of the contract, whichever is sooner, the contractor should present one of the following to the Purchasing

Agent.

- 1. A photocopy of a valid letter from the U.S. Department of Labor that the contractor has an existing federally-approved or sanctioned Affirmative Action Plan (good for one year from the date of the letter).

OR

- 2. A photocopy of approved Certificate of Employee Information Report from the State of New Jersey.

OR

- 3. An Affirmative Action Employee Information Report (Form AA302).

OR

- 4. All successful construction contractors must submit, within three days (3) of the signing of the contract, an Initial Project Manning Report (AA201) for any contract award that meets or exceeds the Public Agency bidding threshold (available upon request).

NO FIRM MAY BE ISSUED A CONTRACT UNLESS IT COMPLIES WITH THE AFFIRMATIVE ACTION REGULATIONS OF P.L. 1975, C. 127.

The following questions must be answered by all bidders:

- 1. Do you have a federally-approved or sanctioned Affirmative Action Program?

Yes No If yes, please submit copy of such approval.

- 2. Do you have a Certificate of Employee Information Report Approval?

Yes No If yes, please submit copy of such certificate.

The undersigned contractor certifies that he is aware of the commitment to comply with the requirements of P.L. 1975, c. 127, and agrees to furnish the required documentation pursuant to law.

COMPANY: Hutchins, Farrell, Meyer & Allison, P.A.

SIGNATURE: 

TITLE: Shareholder

NOTE: A CONTRACTOR'S BID MUST BE REJECTED AS NON-RESPONSIVE IF A CONTRACTOR FAILS TO COMPLY WITH REQUIREMENTS OF P.L.1975, C. 127, WITHIN THE REQUIRED TIME FRAME.

City of Long Branch

Request for Qualifications

Notice is hereby given that the City of Long Branch will receive Qualifications on Thursday January 3, 2013 at 11:00 A.M. in City of Long Branch, City Hall, 344 Broadway Avenue, Long Branch, New Jersey for the following professional services:

- **CITY AUDITOR AND OTHER ACCOUNTING AND/OR AUDITING SERVICES**

Qualifications are being solicited through a Fair and Open process in accordance with N.J.S.A. 19:44A-20.5 et seq, and the Municipal Code of the City of Long Branch Requests for Qualifications (RFQ) may be obtained at the City of Long Branch 344 Broadway Avenue, Long Branch, New Jersey 07740, Attn: David Spaulding, Purchasing Agent, between the hours of 8:30 A.M. and 4:30 P.M. Monday through Friday or www.visitlongbranch.com the City of Long Branch's website. Qualification submissions may be mailed upon request by calling the Purchasing Agent's office (732) 571-5656. All questions regarding the RFQ must be made in writing and directed to the Purchasing Agent. Questions may be faxed to (732) 222-1516. Submissions must be made in the form required by the specifications and one (1) original and one (1) CD copy must be delivered to reach the City Clerk prior to the time for the receipt of Qualification(s). All information requested in the Request for Qualifications must be provided or the submission may be disqualified. Submissions must be sealed and plainly marked on the outside of the sealed envelope to the services for which the Qualification is submitted.

****Any Addenda will be issued on the web-site. Therefore, all interested respondents should check the web-site from now through bid opening. It is the sole responsibility of the respondent to be knowledgeable of all addenda related to this procurement.**

City of Long Branch reserves the right to reject any and all submissions, to waive any informality in the RFQ process, and to accept any submissions which, in their judgment, are most advantageous, price and other factors considered, and will best serve the interest of the City of Long Branch. Submitters are required to comply with the requirements of N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27, and the **"Pay to Play" ordinance of the City of Long Branch.**

David Spaulding
Purchasing Agent
City of Long Branch
County of Monmouth

R# 16-13

**RESOLUTION PLACE-TO-PLACE EXPANSION OF PREMISE FOR
OCEAN CRAB HOUSE INC T/A ROONEYS OCEANFRONT RESTAURANT**

WHEREAS, an application has been filed for a place-to-place, expansion of premise of plenary retail consumption license #1325-33-037-008, 100 Ocean Avenue, Long Branch, NJ 07740 for the purpose of expanding the premises under license wherein are the sale and service of alcoholic beverages; and

WHEREAS, the submitted application form is complete in all respects, the transfer fees have been paid and the license has been properly renewed for the current license term; and

WHEREAS, the Police Department, Building and Development, Planning and Health Department feel that there is no reason to not grant such request.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Long Branch does hereby approve, effective January 22, 2013 the expansion of the aforesaid Plenary Retail Consumption licensed premises located at 100 Ocean Avenue to include added space for outdoor seating and to place under that license the delineated area in the application form and the sketch of the licensed premises attached hereto.

MOVED: Sirianni
SECONDED: Pallone

AYES: 5
NAYS: 0
ABSENT: 0
ABSTAIN: 0

STATE OF NEW JERSEY
COUNTY OF MONMOUTH
CITY OF LONG BRANCH
I, KATHY L. SCHEMEL, MUNICIPAL CLERK OF THE CITY OF
LONG BRANCH, DO HEREBY CERTIFY THE FOREGOING
TO BE A TRUE, COMPLETE AND CORRECT COPY OF
RESOLUTION ADOPTED BY THE CITY COUNCIL AT A
REGULAR MEETING HELD ON JANUARY 22, 2013
IN WITNESS WHEREOF, I HAVE HEREUNTO SET
MY HAND AND AFFIXED THE OFFICIAL SEAL OF THE
CITY OF LONG BRANCH, MONMOUTH COUNTY, NEW
JERSEY at 10:00 AM January 22, 2013

MUNICIPAL CLERK, R.M.C.

EXISTING PRIVACY LOT

NEW LANDSCAPING

NEW SECTIONAL PATIO DECK

SECTIONAL PATIO EXISTING MASONRY DECK

EXISTING BAR DECK

EXISTING CONCRETE PATIO

ENCLOSED PORCH (EXISTING CONCRETE PATIO)

NON HANGING RAMP ENTRY

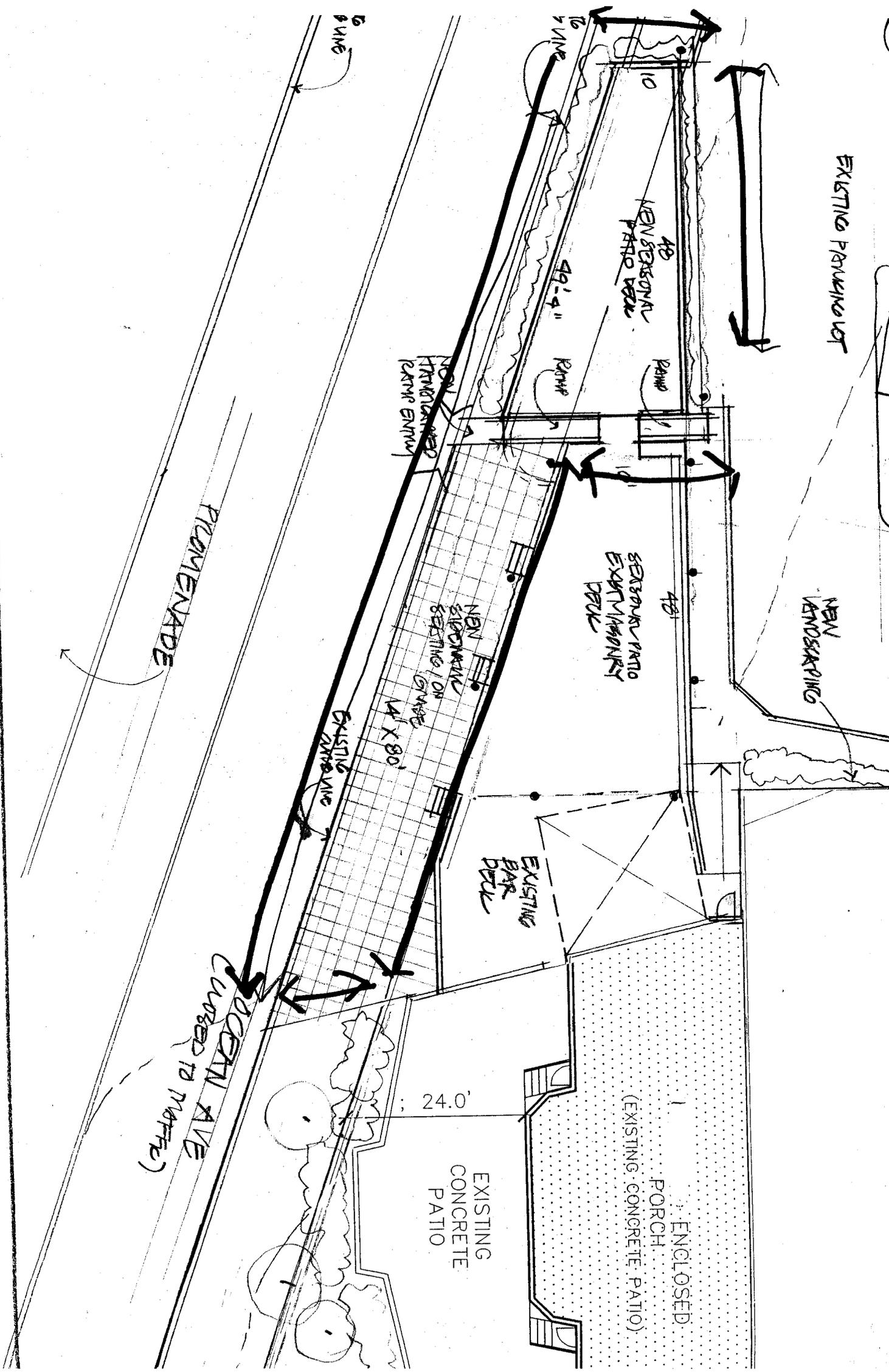
NON SIDING SETTING / ON GROUND

14' X 80'

24.0'

PROMENADE

SOCCER AVE (CLOSED TO MATCH)



R# 17-13

**RESOLUTION AMENDING AGREEMENT FOR
RECREATION DEPARTMENT TO SUBLEASE 1224
SQUARE FEET OFFICE SPACE FROM
FIRST ATLANTIC FEDERAL CREDIT UNION**

WHEREAS, the City of Long Branch has previously, by passage of Resolution # R12-13, authorized an agreement with the firm of First Atlantic Federal Credit Union for office space for the Recreation Department a monthly sum of \$1,683.18 and a yearly sum not to exceed \$26,627.67; and

WHEREAS, the City as part of their rental agreement required security deposit that needed to be amended to (1) month in the amount of \$1,683.18; and

WHEREAS, the City as part of their rental space agreement from December 1, 2012 until November 30, 2013 are responsible for monthly rental space for the months of December 2012, January, and February 2013 at \$1,683.18 for a total of \$5,049.54. Starting March 1, 2013 monthly rental fees increase to \$1,716.84 a month until November 30, 2013 for a total of \$15,451.56 CAM (Real Estate Taxes) charges (currently \$155.43 a month), (estimated at \$3,600) for the term of this lease. In addition one month security of \$1,683.18 for a grand total of \$25,784.28 as a Subtenant, and the Business Administrator has recommended that is in the City's best interest to amend this agreement; and

WHEREAS, the Chief Financial Officer of the City of Long Branch has certified, in accordance with the Certification of Funds form annexed hereto, that funds for said contract are available in, Appropriation Line Item #2-01-199-201, in the amount of \$25,784.28

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Long Branch hereby amends the agreement with **First Atlantic Federal Credit Union** for sub-lease office space for the Recreation Department, **for an amended agreement amount not to exceed \$25,784.28**

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute any and all necessary documents pursuant to said contract.

OFFERED: Sirianni
SECOND: Pallone
AYES: 4
NAYES: 0
ABSENT: 0
ABSTAIN: 1-Celli

STATE OF NEW JERSEY
COUNTY OF MONMOUTH
CITY OF LONG BRANCH
I, KATHY L. SCHMELZ, MUNICIPAL CLERK OF THE CITY OF
LONG BRANCH, DO HEREBY CERTIFY THE FOREGOING
TO BE A TRUE, COMPLETE AND CORRECT COPY OF
RESOLUTION ADOPTED BY THE CITY COUNCIL AT A
REGULAR MEETING HELD ON JANUARY 22, 2013
IN WITNESS WHEREOF, I HAVE HEREUNTO SET
MY HAND AND AFFIXED THE OFFICIAL SEAL OF THE
CITY OF LONG BRANCH, MONMOUTH COUNTY, NEW
JERSEY THIS 22 DAY OF JANUARY 2013
Kathy L. Schmeltz
MUNICIPAL CLERK, R.M.

**CITY OF LONG BRANCH
OFFICE OF THE FINANCE DIRECTOR
344 BROADWAY
LONG BRANCH, NJ 07740**

CERTIFICATION OF CHIEF FINANCIAL OFFICER

As the Chief Financial Officer of the City of Long Branch, I certify that funds are available for award of the following contracts/agreements:

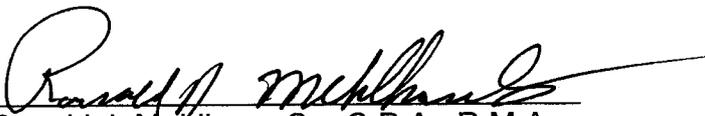
HURRICANE SANDY

Said contract being made as follows:

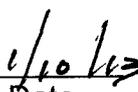
FIRST ATLANTIC FEDERAL CREDIT UNION \$ 25,784.28

Said funds being available in the form of:

APPROPRIATION # 2-01-199-201, \$25,784.28


Ronald J. Mehlhorn, Sr., C.P.A., R.M.A.

Finance Director, Chief Financial Officer


Date

R# 18-13

**RESOLUTION AUTHORIZING ANNUAL CONTRACT
FOR PUBLIC HEALTH NURSING SERVICES**

WHEREAS, the City of Long Branch has the need to contract for Public Health Nursing Services to be made available for certain residents of Long Branch for the calendar year 2013; and

WHEREAS, the Visiting Nurse Association of Central Jersey has provided services relative to various health programs in past years, and City's Health Officer recommends that the City authorize a contract with this organization for said services, in accordance with their proposal annexed hereto; and

WHEREAS, the value of this contract does not exceed \$17,500, and therefore is not subject to N.J.S.A. 19:44A-20.5 et seq.; and

WHEREAS, all contractors awarded professional service contracts are required to comply with City Ordinance #18-05, and execution of the contract documents AND political Contribution Affidavit, annexed hereto, will serve as acknowledgement by Visiting Nurse Association of Central Jersey that it complies with the Ordinance, and has not made any political contributions that would bar it from being awarded a contract with the City of Long Branch; and

WHEREAS, the Chief Financial Officer of the City of Long Branch has certified, in accordance with the Certification of Funds Form attached hereto, that funds are available for this contract in the **2013 Temporary Budget, Department of Health, Appropriation #3-01-071-215, in the amount of \$12,768.**

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Long Branch hereby authorizes an annual contract for calendar year 2013 with **Visiting Nurse Association of Central Jersey**, for public health nursing services, in accordance with the terms and conditions of the proposal and contract annexed hereto, **for a sum not to exceed \$12,768.**

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute any and all necessary document pursuant to said contracts.

BE IT FURTHER RESOLVED that the City Clerk shall cause notice of award of this contract to be advertised in accordance with law.

OFFERED: Sirianni
SECOND: Pallone
AYES: 5
NAYES: 0
ABSENT: 0
ABSTAIN: 0

STATE OF NEW JERSEY
COUNTY OF MONMOUTH
CITY OF LONG BRANCH
I, KATHY L. SCHEMZ, MUNICIPAL CLERK OF THE CITY OF
LONG BRANCH, DO HEREBY CERTIFY THE FOREGOING
TO BE A TRUE, COMPLETE AND CORRECT COPY OF
RESOLUTION ADOPTED BY THE CITY COUNCIL AT A
REGULAR MEETING HELD ON JANUARY 22, 2013
IN WITNESS WHEREOF, I HAVE HEREUNTO SET
MY HAND AND AFFIXED THE OFFICIAL SEAL OF THE
CITY OF LONG BRANCH, MONMOUTH COUNTY, NEW
JERSEY THIS 22 DAY OF JANUARY, 2013
Kathy L. Schmez
MUNICIPAL CLERK, R.M.C.

**CITY OF LONG BRANCH
OFFICE OF THE FINANCE DIRECTOR
344 BROADWAY
LONG BRANCH, NJ 07740**

CERTIFICATION OF CHIEF FINANCIAL OFFICER

As the Chief Financial Officer of the City of Long Branch, I certify that funds are available for award of the following contracts/agreements:

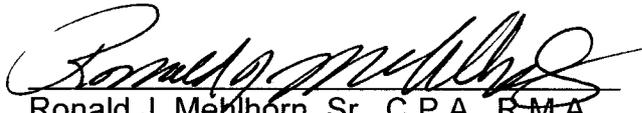
AGREEMENT VISITING NURSING ASSOCIATION

Said contract being made as follows:

VISITING NURSING ASSOCIATION HEALTH GROUP #3-01-071-215, \$12,768

Said funds being available in the form of:

HEALTH DEPT #3-01-071-215, \$12,768


Ronald J. Mehlhorn, Sr., C.P.A., R.M.A.
Finance Director, Chief Financial Officer

1/15/13
Date

ARTICLES OF AGREEMENT

THIS AGREEMENT made this 1st day of January 2013, BETWEEN: Long Branch Health Department, a municipal corporation of the State of New Jersey, hereinafter designated as MUNICIPALITY, and Visiting Nurse Association Health Group, hereinafter designated as VNAHG.

WHEREAS, VNAHG is a non-profit corporation which is capable of providing certain public health services, including public health nursing services, which meet the standards of practice prescribed by the New Jersey State Department of Health and Public Law S-130, Chapter 329, and

WHEREAS, MUNICIPALITY desires to engage the services of VNAHG to furnish public health services as hereinafter described, which services VNAHG is willing to provide for a consideration hereinafter set forth.

NOW, THEREFORE, it is hereby agreed by and between the parties hereto as follows:

Section 1. VNAHG agrees to furnish the public health services hereinafter described for the sum of \$12,768, covering services to be rendered for the period of January 1 through December 31, 2013. Sum to be payable in the following manner: Quarterly upon presentation of proper vouchers by VNAHG.

Section 2. Public health services available from VNAHG include the following:

- A. Health promotion for infants and preschool children of limited income families as follows:
 1. Provide health supervision for infants, preschool children and their parents including physical, emotional, nutritional, and cognitive development.
 2. Provide primary health care services which include comprehensive preventative health care of infants and preschool children based upon the current New Jersey Department of Health's publication, "The Child Health Conference".
 3. Maintain an information service and referral procedure to encourage physicians, hospitals, and social agencies to refer appropriate cases to primary care services provided by the Public Health Nursing Agency.
 4. Provide child care provider health consultation services to community child care centers including child care staff training, parent education and immunization audits.

- B. Consistent with state standards, aid in the detection and control of lead poisoning in children by:
 - 1. Conducting blood level test in all children attending primary care services according to established protocol.
 - 2. Conduct a follow-up program which would include parental instruction regarding the seriousness of repeated exposure to lead and referral of positive cases to medical management.
 - 3. Coordinate the management of appropriate cases with medical and/or hospital care, health department, follow-up screenings, and nursing care.
 - 4. Provide for consultative services with the nutritionist, health educator, social worker, or other professionals as required.
- C. Provide for home visits by public health nurses as follow-up to educational needs and health management problems identified such as: at-risk, impaired, neglectful, or abusive parenting, or failure to thrive, lead poisoning or developmental delays.
- D. Reduction of infant mortality/morbidity by improving pregnancy outcome as per minimum standards including:
 - 1. Provide public health nursing services to include pregnancy monitoring, pregnancy counseling and education, as well as assessment/screening for the development of high-risk factors.
 - 2. Provide case management for pregnant clients to ensure optimum use of prenatal services and to ensure referral to other services as needed such as high-risk clinic, WIC, teen services, Medicaid, family planning and Family Care.
 - 3. Promote the entry into prenatal care within the first trimester.
 - a. Establish/maintain community liaisons to provide outreach and education about available services, including high-risk women and adolescents.
 - 4. Provide public health prenatal clinic services in selected outlying sites.
 - 5. Provide screening/follow-up screening for inborn errors of metabolism as referred by hospitals, New Jersey State Health Department or physician.
- E. Assist in the prevention/control of communicable disease by:

1. Provide nursing services for referral and follow-up of reportable disease including sexually transmitted diseases in cooperation with the local health officer.
 2. Provide, through primary care services, for primary and booster immunization.
 3. Provide immunizations for children of school age who are deficient.
 4. Maintain individual patient information and consent forms as per minimum standards and New Jersey State Health Department immunization guidelines.
 5. Provide nursing services to assist in the control of Tuberculosis and in cooperation with the Monmouth County Tuberculosis Control Center to include:
 - a. TB testing (group or individual)
 - b. Base finding
 - c. Follow-up of contacts of active tuberculosis
 - d. Referral of positive contact to Monmouth County Tuberculosis Control Center
 - e. Provide nursing surveillance of clients on chemotherapy
 - f. Collaborate with Monmouth County Tuberculosis Control Center in the case management of the above cases.
 6. Provide perinatal Hepatitis B Case management and follow-up activities.
 7. Establish and maintain collaboration and participation with local municipal health departments, county health departments and offices of emergency management regarding all hazards emergency preparedness activities. Ensure VNAHG staff all- hazards emergency preparedness qualifications through current on-going internal, county and statewide training.
- F. Home health services shall be provided to those unable to pay any portion of the VNAHG regular fee. Such services include:
1. Nursing service for the sick under doctor's orders
 - a. Nutritional counseling
 - b. PT, ST, OT evaluation
 - c. Social work evaluation
 2. Family health counseling services
 3. Instruction and guidance in caring for an ill family member

- G. Provide community health education services on topics such as: Cancer detection and prevention, Osteoporosis, Diabetes or Heart Disease and assistance with assessment of community health needs.
- H. Provide health promotion services for adolescents and their families to include school visits, home visits and primary care visits.
- I. Provide Family Care outreach and enrollment activities to all age groups, specifically targeting families with young children and adolescents.

Section 3. Health promotion and public health nursing services set forth in Section 2 hereof are rendered by VNAHG upon request of the patient provided physician orders are obtained, as appropriate.

- A. Administration and supervision of the services aforementioned in Section 2 will be in accordance with minimum standards including the maintenance of individual service records, collaboration with the health officers, provision of orientation and continuing education/in-service to the professional staff and provision of quarterly and annual service reports.

Section 4. VNAHG will provide an emergency telephone referral service beyond primary service hours.

Section 5. All communications from VNAHG to the MUNICIPALITY shall be directed to the attention of David Roach. All contract communications to VNAHG from the MUNICIPALITY should be directed to: Vice President of Affiliate Operations.

Section 6. VNAHG shall provide quarterly reports of services performed pursuant to this agreement.

Section 7. The licensed Health Officer and/or municipal auditor of said MUNICIPALITY may review, upon written request, addresses of residents of the MUNICIPALITY served by VNAHG and the annual audit and financial accounts of VNAHG during regular business hours at VNAHG, 176 Riverside Avenue, Red Bank, New Jersey 07701.

Section 8. VNAHG will carry Workers' Compensation and Liability Insurance in an amount not less than \$1,000,000.

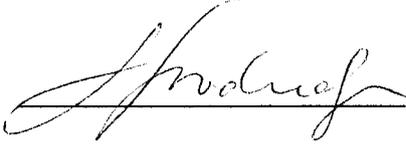
Section 9. Nothing contained herein shall prevent VNAHG from continuing its practice of charging for services to those financially able to pay.

Section 10. VNAHG AND MUNICIPALITY each hereby agree to use or disclose Protected Health Information only as permitted or required by this Agreement or as otherwise required by state or federal law. MUNICIPALITY further certifies that its Health Department is a public authority as defined by 45 CFR(s) 164.501 ("HIPAA") authorized by law to collect or receive protected health information for the public health activities described in this Agreement.

WITNESS WHEREOF, the said parties hereunto interchangeably set their hands or caused these presents to be signed by their corporate officers.

ATTEST:

Visiting Nurse Association Health Group, Inc.




Kathleen McConnell, RN, MPH
Vice President of Affiliate Operations

ATTEST:

For the Municipality

Mayor Adam Schneider

BUSINESS ASSOCIATE AGREEMENT

THIS AGREEMENT is made as of the 1st day of January 2013, by and between Visiting Nurse Association Health Group (“VNAHG”) and Long Branch Health Department (“Business Associate”). This Agreement sets forth the terms and conditions pursuant to which Protected Health Information that is provided by, or created or received by, Business Associate from or on behalf of VNAHG (“Protected Health Information”), will be handled between Business Associate and VNAHG and with third parties during the term of their Agreement and after its termination.

RECITALS

WHEREAS, VNAHG and Business Associate are parties to an agreement dated January 1, 2013 for the provision of services (the “Agreement”); and

WHEREAS, both VNAHG and Business Associate are committed to complying with the Standards for Privacy of Individually Identifiable Health Information (the “Privacy Regulation”) under the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”).

NOW, THEREFORE, the Parties mutually agree as follows:

- A. **Permitted Uses and Disclosures of Protected Health Information.** Pursuant to the terms of the Services Agreement, Business Associate provides services for VNAHG that may involve the use and disclosure of Protected Health Information. Except as otherwise limited in this Agreement, Business Associate may:
1. use or disclose Protected Health Information to perform functions, activities, or services for, or on behalf of, VNAHG as specified in the Services Agreement provided that such use or disclosure would not violate the Privacy Rule if done by VNAHG.
 2. use the Protected Health Information in his possession for his proper management and administration and to fulfill any present or future legal responsibilities of Business Associate, provided that such uses are required or permitted under state and federal laws, and provided that such Protected Health Information will be held confidentially and used only as required by law or for the purpose for which it was disclosed;
 3. use Protected Health Information to provide Data Aggregation services to VNAHG as permitted by 45 C.F.R. § 164.504(e)(2)(i)(B).
- B. **Responsibilities of Business Associate.** Unless otherwise limited herein, Business Associate shall:
1. use or disclose information no further than is permitted or required by this Agreement or required by law, and use appropriate safeguards to prevent use or disclosure of information other than as provided by this Agreement;
 2. report to VNAHG any use or disclosure of the information other than as permitted or required by this Agreement or required by law;

3. make available protected health information in accordance with 45 C.F.R. § 164.524;
4. make available protected health information for amendment and incorporate any amendments to protected health information in accordance with 45 C.F.R. 164.526, and make information available to provide an accounting of disclosures pursuant to 45 C.F.R. 164.528;
5. ensure that any agents or subcontractors of Business Associate agree to the same restrictions and conditions that apply to Business Associate with respect to Protected Health Information;
6. make his internal practices, books and records available to the Secretary of Health and Human Services for purposes of determining VNAHG's compliance with the Privacy Rule, subject to attorney-client and other applicable legal privileges. and provide access to Protected Health Information in a Designated Record Set, to VNAHG or, as directed by VNAHG, to an Individual in order to meet the requirements under 45 C.F.R. § 164.524;
7. upon prior written request, time and manner designated by VNAHG, make available all records, books, agreements, policies and procedures relating to the use and/or disclosure of Protected Health Information to VNAHG for purposes of enabling VNAHG to determine the Company's compliance with the terms of this Agreement.

C. Responsibilities of VNAHG With regard to the use and/or disclosure of Protected Health Information by the company, VNAHG hereby agrees:

1. to inform Business Associate of any changes in the form of notice of privacy practices (the "Notice") that VNAHG provides to individuals pursuant to 45 C.F.R. § 164.520, and provide Business Associate a copy of the Notice currently in use.
2. to inform Business Associate of any changes in, or withdrawal of, the consent or authorization provided to VNAHG by individuals pursuant to 45 C.F.R. § 164.506 or § 164.508.
3. to notify Business Associate, in writing and in a timely manner, of any arrangements permitted or required of VNAHG under 45 C.F.R. §§ 160 and 164 that may impact in any manner the use and/or disclosure of Protected Health Information by Business Associate under this Agreement, including, but not limited to, restrictions on use and/or disclosure of Protected Health Information as provided for in 45 C.F.R. § 164.522 agreed to by VNAHG.

D. Term and Termination

1. Responsibilities of Business Associate Upon the Termination of the Services Agreement:
 - a. Upon the termination of the Services Agreement, Business Associate agrees to return or destroy all Protected Health Information pursuant to 45 C.F.R. § 164.504(e)(2)(I), if it is feasible to do so. Prior to doing so, Business Associate further agrees to recover any Protected Health Information in the possession of its subcontractors or agents.
 - b. If it is not feasible for Business Associate to return or destroy said Protected Health Information upon the termination of the Services Agreement, Business Associate will

notify VNAHG in writing. Said notification shall include: (i) a statement that Business Associate has determined that it is infeasible to return or destroy the Protected Health Information in its possession, and (ii) the specific reasons for such determination. Business Associate agrees to extend any and all protections, limitations and restrictions contained in this Agreement to Business Associate's use and/or disclosure of any Protected Health Information retained after the termination of the Services Agreement, and to limit any further uses and/or disclosures to the purposes that make the return or destruction of the Protected Health Information infeasible.

- c. If it is infeasible for Business Associate to obtain, from a subcontractor or agent, any Protected Health Information in the possession of the subcontractor or agent upon the termination of the Services Agreement, Business Associate will provide a written explanation to VNAHG and require the subcontractors and agents to agree to extend any and all protections, limitations and restrictions contained in this Agreement to the subcontractors' and/or agents' use and/or disclosure of any Protected Health Information retained after the termination of the Services Agreement, and to limit any further uses and/or disclosures to the purposes that make the return or destruction of the Protected Health Information infeasible.
2. **Term.** The Term of this Agreement shall be effective as of the date hereof. This Agreement shall terminate (1) when all of the Protected Health Information provided by VNAHG to Business Associate, or created or received by Business Associate on behalf of VNAHG, is destroyed or returned to VNAHG, or (2) if it is infeasible to return or destroy Protected health Information, protections are extended to such information, in accordance with Section D(1) of this Agreement.
 3. **Termination of Services Agreement for Cause.** The following termination provisions shall apply in addition to the termination provisions specified in the Services Agreement:
 - a. Upon VNAHG's knowledge of a material breach of this Agreement by Business Associate, VNAHG shall, upon written notice to Business Associate, provide Business Associate thirty (30) days to cure the breach. If such breach is not cured within said thirty (30) days, VNAHG may thereafter terminate (i) this Agreement and (ii) the Agreement.
 - b. If neither termination nor cure are feasible, VNAHG shall report the violation to the Secretary.

E. Indemnification

1. The Parties agree to indemnify, defend and hold harmless each other and each other's respective employees, directors, officers, subcontractors, agents or other members of its workforce, each of the foregoing hereinafter referred to as "indemnified party," against all actual and direct losses suffered by the indemnified party and all liability to third parties arising from or in connection with any breach of this Agreement or of any warranty hereunder or from any negligence or wrongful acts or omissions, including failure to perform its obligations under the Privacy Regulation, by the indemnifying party or its employees, directors, officers, subcontractors, agents or other members of its workforce. Accordingly,

on demand, the indemnifying party shall reimburse any indemnified party for any and all actual and direct losses, liabilities, lost profits, fines, penalties, costs or expenses (including reasonable attorneys' fees) which may for any reason be imposed upon any indemnified party by reason of any suit, claim, action, proceeding or demand by any third party which results from the indemnifying party's breach hereunder. The Parties' obligation to indemnify any indemnified party shall survive the expiration or termination of this Agreement for any reason.

F. Definitions and References

1. Regulatory References. A reference in this Agreement to a section in the Privacy Rule means the section as in effect or as amended, and for which compliance is required.
2. Privacy Rule. Privacy Rule shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. §§ 160 and Part 164, subparts A and E.
3. Protected Health Information. Protected Health Information shall have the same meaning as the term protected health information in 45 C.F.R. § 164.501 limited to the information created or received by Company from or on behalf of VNAHG. As defined in 45 C.F.R. § 164.501 Protected Health Information means "individually identifiable health information," including electronic records, paper records and oral communications. Individually Identifiable Information includes information, including demographic information, collected from an individual and: (1) is created or received by a health care provider, health plan, employer or health care clearing house; and (2) relates to the past, present, or future payment for the provision of health care to and individual; and either identifies the individual, or with respect to which there is a reasonable basis to believe the information can be used to identify the individual.
4. Secretary. Secretary shall mean the Secretary of the Department of Health and Human Services or his/her designee.
5. Designated Record Set. Designated Record Set shall have the meaning set out in its definition at 45 C.F.R. § 164.501, as such provision is currently drafted and as it is subsequently updated, amended, or revised.

Long Branch Health Department

Visiting Nurse Association Health Group

By: _____

By: 

_____ Kathleen McConnell, RN MPH

Title: _____

Title: Vice President of Affiliate Operations

Date: _____

Date: _____

P.L. 1975, c. 127
MANDATORY AFFIRMATIVE ACTION LANGUAGE
PROCUREMENT, PROFESSIONAL AND SERVICE CONTRACTS
(N.J.A.C. 17:27-3.4)

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Except with respect to affectional or sexual orientation, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Such action shall include, but not limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of the nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex.

The contractor or subcontractor, where applicable; will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the Public Agency Compliance Officer, advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to attempt in good faith to employ minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, N.J.S.A. 10:5-31, et seq. as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to Section 5.2 of the Regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to inform in writing all recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital

status, affectional or sexual orientation or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable federal law and applicable federal court decisions.

The contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable federal law and applicable federal court decisions.

The contractor and its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to N.J.A.C. 17:27-10.1, et seq.

To: Visiting Nurse Association Health Group, Inc.

I certify that the above information is correct to the best of my knowledge.

Name of Contractor: Long Branch Health Department

Signature: _____

Printed Name: _____

Title: _____

Date: _____

R# 19-13

**RESOLUTION AUTHORIZING CHANGE ORDER #1
TO CONTRACT FOR HVAC IMPROVEMENTS TO
MANHASSETT CREEK PARK PHASE 2**

WHEREAS, City Council approved a contract to HANNA'S MECHANICAL CONTRACTORS for HVAC improvements to the Manahasset Creek Park, for an amount not to exceed \$16,420.00; and

WHEREAS, during preliminary work by HANNA'S MECHANICAL CONTRACTORS it become apparent that the HVAC service to the RCP Shelter needed to be adjusted to be in compliance with UCC standards; and

WHEREAS, the Director of Public Works, contacted HANNA'S MECHANICAL CONTRACTORS the Contractor, and secured a proposal for the necessary UCC compliant HVAC service work and recommends that it is in the City's best interest to issue a change order for said work; and

WHEREAS, the Chief Financial Officer of the City of Long Branch has certified, in accordance with the Certification of Funds Form attached hereto, that funds are available for this contract in the Capital Budget, Improvements Park Appropriation # C-04-101-601 in the amount of \$700.00.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Long Branch hereby approves Change Order #1 to the contract with HANNA'S MECHANICAL CONTRACTORS in the amount of \$700.00, amending the total contract amount to a sum not to exceed \$17,120.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute any and all necessary document pursuant to said change order.

OFFERED: Sirianni
SECOND: Pallone
AYES: 5
NAYES: 0
ABSENT: 0
ABSTAIN: 0

STATE OF NEW JERSEY
COUNTY OF MONMOUTH
CITY OF LONG BRANCH
I, KATHY L. SCHEMELZ, MUNICIPAL CLERK OF THE CITY OF LONG BRANCH, DO HEREBY CERTIFY THE FOREGOING TO BE A TRUE, COMPLETE AND CORRECT COPY OF RESOLUTION ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING HELD ON JANUARY 22, 2013
IN WITNESS WHEREOF, I HAVE HEREONTO SET MY HAND AND AFFIXED THE OFFICIAL SEAL OF THE CITY OF LONG BRANCH, MONMOUTH COUNTY, NEW JERSEY THIS 22 DAY OF JANUARY 2013
Kathy L. Schemelz
MUNICIPAL CLERK, R.M.C.

**CITY OF LONG BRANCH
OFFICE OF THE FINANCE DIRECTOR
344 BROADWAY
LONG BRANCH, NJ 07740**

CERTIFICATION OF CHIEF FINANCIAL OFFICER

As the Chief Financial Officer of the City of Long Branch, I certify that funds are available for award of the following contracts/agreements:

**AUTHORIZING CHANGE ORDER #1 HVAC MANAHASSETT CREEK PARK
PHASE 2**

Said contract being made as follows:

HANNA'S MECHANICAL CONTRACTORS \$700.00

Said funds being available in the form of:

IMPROVEMENTS PARK #C-04-101-601 \$700.00


Ronald J. Mehlhorn, Sr., C.P.A., R.M.A.
Finance Director, Chief Financial Officer


Date



155 N. Main St.
Milltown, NJ 08850

Tele: (732) 249-4911

Fax: (732) 249-6911

January 2, 2013

Proposal

Customer Name:

City of Long Branch
Attn: David J. Spaulding
344 Broadway
Municipal Bldg.
Long Branch, NJ 07740

Project:

Manahasset Creek Park
600 Long Branch Ave.
Long Branch, NJ

We at Hanna's Mechanical Contractors are pleased to provide you with the following Proposal for the above referenced address.

Supply and install the following:

- An additional 8" supply duct to kitchen area and rebalance system \$400.00 - Labor
\$300.00 - Material
- No permit fees included if required

Cost Breakdown:

Total sum of this agreement is \$700.00 + tax if applicable (Seven Hundred and 00/100 Dollars + tax if applicable)
Total due upon completion

Customer's Approval:

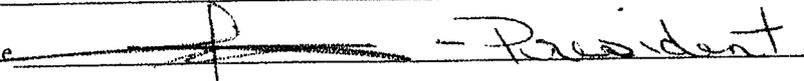
Should this agreement meet with your approval, Please sign and return one copy to our office. Retain the original for your files.

We will consider this is a binding contract.

Customer Signature (personally) _____ Date _____

Customer's Name (print) _____

Customer's Address: _____

Hanna's Representative  - President

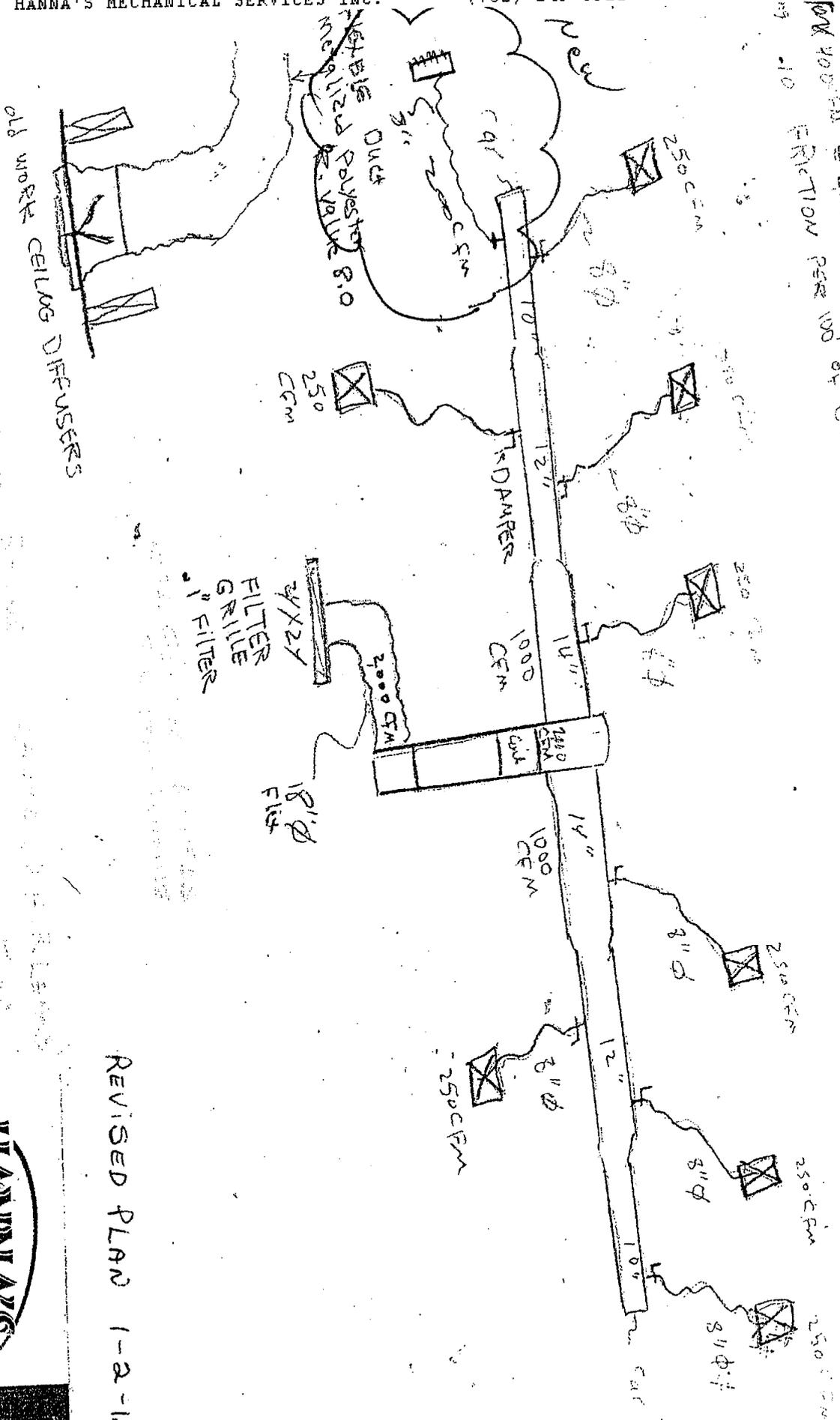
This agreement may be withdrawn by Hanna's Contractors if not accepted within 30 days.

I have authority to order the work outlined above and I personally guarantee payments in full.

I agree that Hanna's Mechanical Contractors retains title to equipment/materials furnished until final payment is made.

Final Payment is due upon completion of the job. If in the event payment is not made with terms, interest will be charged on the past due amount at the rate of 1 1/2% per month (18% annum). In the event collection is necessary, customer agrees to be responsible for all reasonable costs of collection including court costs and attorney's fees

DO
 CFM per foot
 2000 CFM = 2000 CFM
 FRICTION PER 100' OF DUCT
 250 CFM



REVISED PLAN 1-2-13

APPROVED BY _____
 SIGN _____
 DATE _____

PRINT NAME

HANNA'S
 MECHANICAL CONTRACTORS INC.
 "When Experience Counts"
 Plumbing • Electrical
 Heating & Air Conditioning
 www.hannaservices.com

Mike
 President

Tel: 732-2-
 Fax: 732-
 155 North
 Middletown, NJ
 Plumbing &
 Electrical
 Certified b

R# 20-13

**RESOLUTION AUTHORIZING INTERLOCAL SHARED SERVICES
AGREEMENT WITH TOWNSHIP OF FREEHOLD**

WHEREAS, the City of Long Branch Health Department is responsible for conducting intensive investigations of reported childhood lead poisoning in the City in accordance with N.J.A.C. 8:51-4 through 8, Chapter XIII of the State Sanitary Code, Childhood Lead Poisoning; and

WHEREAS, the City requires the services of a State certified Lead Inspector/Risk Assessor to aid the City's Health Officer in meeting its statutory responsibilities; and

WHEREAS, the Township of Freehold has previously provided these services, as assigned by the City Health Officer, through an Interlocal Shared Services Agreement, and both parties are interested in entering into an agreement, annexed hereto, for the 2013 calendar year; and

WHEREAS, the Chief Financial Officer of the City of Long Branch has certified, in accordance with the Certification of Funds Form hereto attached, that funds are available for this agreement in the **2013 Temporary Budget, Department of Health, Appropriation Line Item #3-01-071-215, in an amount not to exceed \$3,160.80**

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Long Branch hereby authorizes the Mayor to enter into an Interlocal Shared Services Agreement with the **Township of Freehold**, for the provision of a State certified Lead Inspector/Risk Assessor to perform certain environmental intervention activities, as assigned by the City Health Officer, **at the hourly rate of \$35.68, for a sum not to exceed \$3,160.80.**

OFFERED: Sirianni
SECOND: Pallone
AYES: 5
NAYES: 0
ABSENT: 0
ABSTAIN: 0

STATE OF NEW JERSEY
COUNTY OF MONMOUTH
CITY OF LONG BRANCH
I, KATHY L. SCHEMZ, MUNICIPAL CLERK OF THE CITY OF LONG BRANCH, DO HEREBY CERTIFY THE FOREGOING TO BE A TRUE, COMPLETE AND CORRECT COPY OF RESOLUTION ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING HELD ON JANUARY 22, 2013
IN WITNESS WHEREOF, I HAVE HERUNTO SET MY HAND AND AFFIXED THE OFFICIAL SEAL OF THE CITY OF LONG BRANCH, MONMOUTH COUNTY, NEW JERSEY THIS 23rd DAY OF JANUARY 2013
Kathy L. Schmez
Municipal Clerk, City of Long Branch, N.J.

**CITY OF LONG BRANCH
OFFICE OF THE FINANCE DIRECTOR
344 BROADWAY
LONG BRANCH, NJ 07740**

CERTIFICATION OF CHIEF FINANCIAL OFFICER

As the Chief Financial Officer of the City of Long Branch, I certify that funds are available for award of the following contracts/agreements:

AGREEMENT TOWNSHIP OF FREEHOLD LEAD INSPECTOR

Said contract being made as follows:

TOWNSHIP OF FREEHOLD #3-01-071-215, \$3,160.80

Said funds being available in the form of:

HEALTH DEPT #3-01-071-215, \$3,160.80



Ronald J. Mehlhorn, Sr., C.P.A., R.M.A.
Finance Director, Chief Financial Officer

1/16/13
Date

INTERLOCAL SERVICES AGREEMENT
LEAD PAINT ANALYZER

This Agreement entered into this 1st day of January 2013 by and between the Monmouth County Regional Health Commission No. 1 and the **City of Long Branch Health Department**.

Witnesseth that:

Whereas, the Monmouth County Regional Health Commission No. 1 and Long Branch Health Department desire to contract together in order to utilize a Lead Paint Analyzer instrument and

Whereas, the parties will utilize the Lead Paint Analyzer instrument to protect the health, safety and welfare of citizens from the dangers and public nuisance posed by the presence of lead paint; and

Whereas, the Interlocal Services Act, N.J.S.A. 40:8A-1, et seq., permits local units of this State to enter into a contract with any other local unit for the joint provision within their combined jurisdictions of any service which any party to the agreement is empowered to render within its own jurisdiction: and

Whereas, the Monmouth County Regional Health Commission No. 1 and Long Branch Health Department have authorized and approved this Agreement by Ordinance or Resolution duly adopted pursuant to N.J.S.A. 40:8A-4 of the Interlocal Services Act; and

Now, therefore, in consideration of the mutual agreements and covenants herein contained, the parties agree as follows:

1. Registration: The Monmouth County Regional Health Commission No. 1 shall register with the New Jersey Department of Environmental Protection for possession of an ionizing radiation-producing machine as set forth in N.J.A.C. 7:28-3 et seq.
2. Possession: The Monmouth County Regional Health Commission No. 1 shall acquire a Lead Paint Analyzer Instrument and retain possession of such;
3. Regular Repair and Maintenance: The costs incurred for regular repairs, maintenance and annual licensing with the New Jersey Department of Environmental Protection of the Lead Paint Analyzer Instrument shall be the responsibility of the Monmouth County Regional Health Commission No 1. However, in order to more equitably apportion the licensing, repair and maintenance costs among all parties having access to use of the Lead Paint Analyzer Instrument – a charge of Five Hundred Twenty Six dollars and eighty cents (\$526.80) shall be levied. This fee will be invoiced by the MCRHC to cover this contract period costs.
4. Proof of licensing and training: Proof of appropriate licensing and training is required to borrow a Lead Paint Analyzer Instrument in the State of New Jersey. To comply with these requirements, all parties desiring to utilize the Lead Paint Analyzer Instrument shall - as necessary - supply a copy of the following document(s) to the Monmouth County Regional Health Commission No. 1 prior to the release of the lead analyzer instrument.
 - a) The responsible individual to whom the Lead Paint Analyzer Instrument shall be released shall document attendance in a training course offered by the manufacturer of the Lead Paint Analyzer Instrument on the use, care and handling of the instrument.
 - b) The responsible individual to whom the Lead Paint Analyzer Instrument shall be released will need hold a current and valid Inspector/Risk Assessor Health Official Lead Certification Permit issued by the New Jersey Department of Health Senior Services, whenever that individual is implementing activities regulated by (N.J.S.A 24:14A) - Chapter 13 of the New Jersey State Sanitary Code entitled the Childhood Lead Poisoning Prevention (N.J.A.C. 8:51) and Minimum Standards for local Board of Health lead activities (N.J.A.C. 8:52 and N.J.A.C. 8:52-5.2 et seq).

- c) The responsible individual borrowing the Lead Paint Analyzer Instrument shall while the lead analyzer instrument is in his possession comply with all the Radiation Protection Standards propagated by the New Jersey Department of Environmental Protection and must immediately report to the Radiation Safety Officer any and all conditions included in New Jersey Administration Code, Table 7 - Chapter 28 (N.J.A.C. 7:28-1 et seq.) and the New Jersey Department of Environmental Protection Radiation Protection standards.
5. Lost or Damage: While in the possession of the authorized responsible individual, the full cost of replacing the Lead Paint Analyzer Instrument, if stolen or lost; or repairing the instrument, if damaged in excess of normal wear and usage, shall be the sole and full responsibility of the governmental unit on whose behalf the responsible individual borrowed the lead paint analyzer.
6. Liability: The Monmouth County Regional Health Commission No 1 and Long Branch Health Department shall be responsible for acts of their own negligence consistent with the provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:1-1 et seq., arising out of or related to performance of any activity under the terms of this Agreement;
7. Effective Date/Termination: This Agreement shall be effective January 1, 2013 and ending December 31, 2013.
8. Each party shall notify the other in writing sixty (60) days before expiration of this agreement if it desires to continue services.
9. Contract fees are determined by the Monmouth County Regional Health Commission #1 as associated with annual maintenance and resourcing radioactive canister costs of the LPA 2075 lead paint analyzer.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals on the respective dates indicated below:

Health Officer
Monmouth County Regional Health Commission #1

Adam Schneider, Mayor
City of Long Branch Health

Witness Date

Witness Date



MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO. 1

1540 WEST PARK AVE., TINTON FALLS, NJ 07724

www.mcrhc.org

Sandra S. Van Sant, MPH, APN
Health Officer
Tel (732) 493-9520
Fax (732) 493-9521

Mailing Address:
1540 West Park Ave.
Suite 1
Ocean Twp., NJ 07712

LEAD METER MAINTENANCE FEES

ANNUAL FEES

Semi-annual wipe test	\$40.00
Annual fee to State for Analyzer licensing	\$200.00
FedEx shipping to RMD	\$234.00
Annual cost to do a RESOURCE	\$2,160.00
TOTAL fees to maintain Lead Analyzer LPA-2075	\$2,634.00

ANNUAL FEES TO MAINTAIN ANALYZER PER EACH OF 5 HD'S \$526.80

ANNUAL FEES per Health Dept for Year 2013 \$526.80

No fee increase for year 2011 or year 2012

- | | | | | |
|------------|---------------------|----------------|---------------------|------------------|
| Allenhurst | Keansburg | Monmouth Beach | Sea Girt | Wall Township |
| Brielle | Interlaken | Ocean Township | Shrewsbury | West Long Branch |
| Deal | Little Silver | Red Bank | Spring Lake | |
| Fair Haven | Loch Arbour | Rumson | Spring Lake Heights | |
| Highlands | Middletown Township | Sea Bright | Tinton Falls | |

11/29/2012

R# 21-13

RESOLUTION AUTHORIZING CONTRACTS THROUGH SOMERSET COUNTY COOPERATIVE PURCHASING PROGRAM

WHEREAS, in accordance with N.J.A.C. 5:34-7.21, the City may award a contract without public advertising for bids when purchasing under any contract entered into by the County of Monmouth under its Somerset County Cooperative Purchasing Program ; and

WHEREAS, the City of Long Branch has the need to purchase goods or services for use in the day to day operation of its various departments and the Purchasing Agent, after consultation with the various City Department Heads, has recommended that it would be advantageous to the City to secure those purchases through certain contracts issued by the County of Somerset; and

WHEREAS, the County of Somerset has awarded these contracts through a fair and open process as required by N.J.S.A. 19:44-20.4 et seq; and

WHEREAS, in accordance with New Jersey Local Pay to Play Law, New Jersey Cooperative Purchasing System contracts meet the "Fair and Open" process requirements.

WHEREAS, certification of funds for these contracts will be provided based upon issuance of purchase orders issued prior to each purchase, and subject to availability of funds, and pursuant to N.J.A.C. 5:345.5(b), no contract amount shall be chargeable, and no purchase shall be made, without prior certification of availability of funds by the Chief Financial Officer and issuance of the required Purchase Order.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Long Branch hereby authorizes the Purchasing Agent to purchase certain goods or services from the Somerset County Cooperative Purchasing System pursuant to all the conditions of the individual Somerset County bid specifications and contract; and

BE IT FURTHER RESOLVED, that the duration of the contracts between the City of Long Branch and the Somerset County Cooperative Program shall be from date of adoption of this resolution through December 31, 2013, or the date of expiration of the county contract, whichever is sooner.

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to execute any and all necessary documents pursuant to said award.

OFFERED: Sirrianni
SECOND: Pallone
AYES: 5
NAYES: 0
ABSENT: 0
ABSTAIN: 0

STATE OF NEW JERSEY
COUNTY OF MONMOUTH
CITY OF LONG BRANCH
I, KATHY L. SCHMELZ, MUNICIPAL CLERK OF THE CITY OF
LONG BRANCH, DO HEREBY CERTIFY THE FOREGOING
TO BE A TRUE, COMPLETE AND CORRECT COPY OF
RESOLUTION ADOPTED BY THE CITY COUNCIL AT A
REGULAR MEETING HELD ON JANUARY 22, 2013
IN WITNESS WHEREOF, I HAVE HEREUNTO SET
MY HAND AND AFFIXED THE OFFICIAL SEAL OF THE
CITY OF LONG BRANCH, MONMOUTH COUNTY, NEW
JERSEY THIS 23 DAY OF JANUARY 2013
Kathy L. Schmeltz
MUNICIPAL CLERK, ETC.

R# 22-13

RESOLUTION AUTHORIZING CONTRACTS THROUGH MONMOUTH COUNTY COOPERATIVE PURCHASING PROGRAM

WHEREAS, in accordance with N.J.A.C. 5:34-7.21, the City may award a contract without public advertising for bids when purchasing under any contract entered into by the County of Monmouth under its Monmouth County Cooperative Purchasing Program ; and

WHEREAS, the City of Long Branch has the need to purchase goods or services for use in the day to day operation of its various departments and the Purchasing Agent, after consultation with the various City Department Heads, has recommended that it would be advantageous to the City to secure those purchases through certain contracts issued by the County of Monmouth; and

WHEREAS, the County of Monmouth has awarded these contracts through a fair and open process as required by N.J.S.A. 19:44-20.4 et seq; and

WHEREAS, in accordance with New Jersey Local Pay to Play Law, New Jersey Cooperative Purchasing System contracts meet the "Fair and Open" process requirements.

WHEREAS, certification of funds for these contracts will be provided based upon issuance of purchase orders issued prior to each purchase, and subject to availability of funds, and pursuant to N.J.A.C. 5:345.5(b), no contract amount shall be chargeable, and no purchase shall be made, without prior certification of availability of funds by the Chief Financial Officer and issuance of the required Purchase Order.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Long Branch hereby authorizes the Purchasing Agent to purchase certain goods or services from the Monmouth County Cooperative Purchasing System pursuant to all the conditions of the individual Monmouth County bid specifications and contract; and

BE IT FURTHER RESOLVED, that the duration of the contracts between the City of Long Branch and the Monmouth County Cooperative Program shall be from date of adoption of this resolution through December 31, 2013, or the date of expiration of the county contract, whichever is sooner.

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to execute any and all necessary documents pursuant to said award.

OFFERED: Sirianni
SECOND: Pallone
AYES: 5
NAYES: 0
ABSENT: 0
ABSTAIN: 0

STATE OF NEW JERSEY
COUNTY OF MONMOUTH
CITY OF LONG BRANCH
I, EMILY L. SCHEELE, MUNICIPAL CLERK OF THE CITY OF
LONG BRANCH, DO HEREBY CERTIFY THE FOREGOING
TO BE A TRUE, COMPLETE AND CORRECT COPY OF
RESOLUTION ADOPTED BY THE CITY COUNCIL AT A
REGULAR MEETING HELD ON JANUARY 22, 2013
IN WITNESS WHEREOF, I HAVE HEREUNTO SET
MY HAND AND AFFIXED THE OFFICIAL SEAL OF THE
CITY OF LONG BRANCH, MONMOUTH COUNTY, NEW
JERSEY THIS 23rd DAY OF JANUARY 2013
Emily L. Scheele
MUNICIPAL CLERK, R.M.C.

R# 23-13

**RESOLUTION AUTHORIZING ANNUAL CONTRACT FOR PURCHASE
OF USED VEHICLES AND EQUIPMENT FOR VARIOUS DEPARTMENTS**

WHEREAS, the City has the need to replace throughout the year to replace or supplement vehicles and other equipment assigned to and utilized by various City departments and agencies; and

WHEREAS, in accordance with NJSA 40A:11-5(2), the City may negotiate or enter into a contract with the United States of America, the State of New Jersey, any county or municipality, or any board, body, officer, agency or authority thereof, or any other state or subdivision thereof, without public advertising for bids; and

WHEREAS, contracts with government entities are exempt from requirements of New Jersey Pay to Play legislation; and

WHEREAS, the General Services Administration, an agency of the United States Federal Government, through New Jersey State Agency for Surplus Property, will have available throughout the year, via its on-line auction site, used vehicles and equipment available for purchase, and it is a requirement of the program that payment be made within 14 days of commitment to purchase a vehicle, and the City's Purchasing Agent has recommended that an annual contract be awarded to General Services Administration for anticipated purchases to enable the City to take advantage of this means of purchase for its vehicles and equipment needs during 2013; and

WHEREAS, Certifications of Funds for this contract will be provided based upon issuance of purchase orders issued prior to each purchase, and subject to availability of funds.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Long Branch hereby authorizes annual open-ended contracts with **New Jersey State Agency for Surplus Property** and **U.S. Government General Service Administration**, for purchase of used vehicles and equipment that may become available during the 2013 calendar year, in accordance with procedures established by the Purchasing Agent, and subject of availability of funds for each purchase.

BE IT FURTHER RESOLVED that the Finance Director is hereby authorized to take any necessary action to arrange for payment to be made at the time of delivery of the vehicles and equipment.

OFFERED: Simanni
SECONDO: Pallone
YES: 5
NAYES: 0
ABSENT: 0
ABSTAIN: 0

STATE OF NEW JERSEY
COUNTY OF MONMOUTH
CITY OF LONG BRANCH
I, KATHY L. SCHMELZ, MUNICIPAL CLERK OF THE CITY OF
LONG BRANCH, DO HEREBY CERTIFY THE FOREGOING
TO BE A TRUE, COMPLETE AND CORRECT COPY OF
RESOLUTION ADOPTED BY THE CITY COUNCIL AT A
REGULAR MEETING HELD ON JANUARY 20, 2013
IN WITNESS WHEREOF, I HAVE HEREUNTO SET
MY HAND AND AFFIXED THE OFFICIAL SEAL OF THE
CITY OF LONG BRANCH, MONMOUTH COUNTY, NEW
JERSEY THIS 23rd DAY OF JANUARY 20 13
Kathy L. Schmeltz
MUNICIPAL CLERK, R.M.

RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS

WHEREAS, the City of Long Branch, in accordance with N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29, may, by resolution, and without public advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of Treasury; and

WHEREAS, the City of Long Branch has the need to purchase goods or services utilizing State contracts on a timely basis; and

WHEREAS, the City intends to enter into contracts with the attached referenced State Contract Vendors through this resolution and properly executed contracts/and or purchase orders, which shall be subject to all the conditions applicable to the current State contracts.

WHEREAS, in accordance with New Jersey Local Pay to Play Law, New Jersey Cooperative Purchasing System contracts meet the "Fair and Open" process requirements.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Long Branch hereby authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract vendors on the attached list, pursuant to all conditions of the individual State contracts; and

BE IT FURTHER RESOLVED by the Long Branch City Council that, pursuant to N.J.A.C.5:345.5(b), no contract amount shall be chargeable, and no purchase shall be made, without prior certification of availability of funds by the Chief Financial Officer and issuance of the required Purchase Order.

BE IT FURTHER RESOLVED, that the duration of the contracts between the City of Long Branch and the referenced State Contract vendors shall be from date of adoption of this resolution through December 31, 2013, or the date of expiration of the State Contract, whichever is sooner.

OFFERED:	<u>Sircanni</u>
SECOND:	<u>Pallone</u>
AYES:	<u>5</u>
NAYES:	<u>0</u>
ABSENT:	<u>0</u>
ABSTAIN:	<u>0</u>

STATE OF NEW JERSEY
 COUNTY OF MONMOUTH
 CITY OF LONG BRANCH
 I, KATHY L. SCHMELZ, MUNICIPAL CLERK OF THE CITY OF LONG BRANCH, DO HEREBY CERTIFY THE FOREGOING TO BE A TRUE, COMPLETE AND CORRECT COPY OF RESOLUTION ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING HELD ON JANUARY 22, 2013
 IN WITNESS WHEREOF, I HAVE HEREBY SET MY HAND AND AFFIXED THE OFFICIAL SEAL OF THE CITY OF LONG BRANCH, MONMOUTH COUNTY, NEW JERSEY, THIS 23rd DAY OF JANUARY, 2013
Kathy L. Schmels
 MUNICIPAL CLERK, R.M.C.

<u>VENDOR</u>	<u>STATE</u>	<u>CONTRACTS</u>	<u>CONTRACT</u>
ALLIED OIL			82770
RIGGINS			82763
STAPLES			77249
W B MASON			80975
AVAYA			80802
SAMZIES			78921
TURN OUT FIRE SAFETY			78923
DELL			77003
ABSOLUTE FIRE PROTECTION			81340
AMCHAR			81298
CELEBRITY FLEET OPERATIONS			81346
CONTINENTAL FIRE SAFETY			81365
DRAEGER			81301
EAGLE POINT GUN SHOP			81296
EAST COAST EMERGENCY LIGHTING			81338
FIREFIGHTER ONE			81363
GEN EL SAFETY & INDUSTRIAL			81356
GENERAL SALES ADMINISTRATION			81330
GOLD TYPE BUSINESS MACHINES			81341
LANIGAN ASSOCIATES			81299
LAWMEN SUPPLY			81295
MINE SAFETY APPLIANCES			81357

<u>VENDOR</u>	<u>STATE</u>	<u>CONTRACT</u>
SIG SAUER		81319
TURN OUT FIRE SAFETY		81361
WHELAN ENGINEER		81336
WPCS INTERNATIONAL		81342
MOTOROLA COMMUNICATIONS		53804
WPCS INTERNATIONAL		53766
GARDEN STATE HIGHWAY PRODUCTS		76835
GARDEN STATE HIGHWAY PRODUCTS		81444
RED THE UNIFORM TAILOR		80356
APPLE COMPUTER		70259
DELL MARKETING		70256
HEWLETT PACKARD		70262
ABSOLUTE FIRE PROTECTION		80960
CONTINENTAL FIRE SAFETY		80956
DRAEGAR SAFETY		80962
FIRE DEX		80946
FIREFIGHTER ONE		80949
MINE SAFETY APPLIANCES		80953
TOTAL FIRE		80948
KOVATCH		83151
AFFORDABLE INTERIOR SYSTEMS		81705

<u>VENDOR</u>	<u>STATE</u>	<u>CONTRACT</u>
RICOH AMERICAS CORPORATION		82709
TOTAL MEDIA		73249
JEWEL ELECTRIC SUPPLY		75876
AMERICAN HOSE & HYDRAULICS		69730
FOLEY		69705
JET VAC		69719
LACAL EQUIPMENT		69722
LAWSON PRODUCTS		69079
SANITATION EQUIPMENT		69718
TRANSAXLE		69731
TRICO EQUIPMENT		69726
CHERRY VALLEY TRACTOE SALES		76907
LACAL EQUIPMENT		76925
LAWSON PRODUCTS		76910
SEELY EQUIPMENT		76906
STORR TRACTOR		76921
TRICO EQUIPMENT		76917
ATLANTIC DERTOIT DIESEL		73511
BEYER BROS		73475
CCC HEAVY DUTY TRUCK PART		73501
CENTRAL JERSEY STARTER		73489

<u>VENDOR</u>	<u>STATE</u>	<u>CONTRACT</u>
JENSON MITCHELL		73495
RAM HYDRAULICS		73519
ROUTE 23 AUTO MALL		73510
SANITATION TRUCK REPAIRS		73516
LAWSON PRODUCTS		73736
MID ATLANTIC TRUCK CTR		73939
SANITATION TRUCK REPAIRS		73772
TRANSAXEL		73780
UNI SELECT USA		73716
ALLIED DIESEL SERV CO		73710
ATLANTIC DETROIT DIESEL		73773
BEYER BROS		73697
CAMBRIA AUTOMOTIVE		73711
CCC HAVY DUTY TRUCK PART		73728
F & C AUTOMOTIVE SUPPLY		73733
HOOVER TRUCK SERVICE		73712
ALLIED OIL INC		80914
PETROLEM TRADERS		80915
RIGGINS		80909
DAVID WEBER		80762
TROIL ENTERPRIZES		80761

<u>VENDOR</u>	<u>STATE</u>	<u>CONTRACT</u>
BECKERS		80907
PETERS TODD		80904
JEWEL ELECTRIC SUPPLY CO		75179
KEER ELECTRICAL SUPPLY		75180
CAMBELL FOUNDRY		71626
CENTRAL JERSEY STARTER		76414
FLEETSOURCE		76447
R & H TRUCK PARTS & SERVICE		76445
ROUTE 23 AUTO MALL		76428
SEA COAST CHEVY OLDS		76415
CONSOLIDATED MOTOR OILS		81517
CRAFT OIL CORPORATION		81514
DAVID WEBER OIL CO		81519
PPC LUBRICANTS		81515
TROIL ENTERPRISES		81516
US LUBES		81518
EDWARDS TIRE		82527
AUTOPARTS CENTER		80071
KOVATCH MOBILE EQUIPMENT		83151
GENERAL RECREATION		81422
MATURANO RECREATION		81411
BEN SHAFFER & ASSOCIATES		814115

GRAINGER	79875
VERIZON WIRELESS	82583
VERIZON	43338
TILCON	80199 79985
CAMBELL FOUNDRY	71626
PENN JERSEY PAPER	82199 78736
INTERNATIONAL SALT	72769 72592
WELDON MATERIAL	78281

R# 25-13

**RESOLUTION AUTHORIZING ANNUAL CONTRACT
FOR PURCHASE OF USED EQUIPMENT
FOR THE DEPARTMENT OF PUBLIC SAFETY**

WHEREAS, the City has the need throughout the year to replace or supplement equipment of various types for use by the Department of Public Safety; and

WHEREAS, in accordance with NJSA 40A:11-5(2), the City may negotiate or enter into a contract with the United States of America, the State of New Jersey, county or municipality, or any board, body, officer, agency or authority thereof, or any other state or subdivision thereof, without public advertising for bids; and

WHEREAS, contracts with government entities are exempt from requirements of New Jersey Pay to Play legislation; and

WHEREAS, the General Services Administration, an agency of the United States Federal Government, through New Jersey State Agency for Surplus Property, has a program available exclusively to law enforcement agencies to procure used surplus equipment for a minimal handling fee, and the Director of Public Safety recommends that this program would be beneficial to his department and to the City.

WHEREAS, Certifications of Funds for this contract will be provided based upon issuance of purchase orders prior to each purchase.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Long Branch hereby authorizes an open-ended annual contract, through December 31, 2013, to **New Jersey State Agency for Surplus Property**, for processing fees for the procurement of various miscellaneous used equipment for the Department of Public Safety, in accordance with the procedures established by the City Purchasing Agent, and subject to availability of funds for each purchase.

BE IT FURTHER RESOLVED that the Finance Director is hereby authorized to take any necessary action to arrange for a payment to be made at the time of delivery of the equipment.

OFFERED: Sicanni
SECOND: Pallone
YES: 5
NAYES: 0
ABSENT: 0
ABSTAIN: 0

STATE OF NEW JERSEY
COUNTY OF MONMOUTH
CITY OF LONG BRANCH
I, KATHY L. SCIMMELZ, MUNICIPAL CLERK OF THE CITY OF LONG BRANCH, DO HEREBY CERTIFY THE FOREGOING TO BE A TRUE, COMPLETE AND CORRECT COPY OF RESOLUTION ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING HELD ON JANUARY 22, 2013
IN WITNESS WHEREOF, I HAVE HERETO SET MY HAND AND AFFIXED THE OFFICIAL SEAL OF THE CITY OF LONG BRANCH, MONMOUTH COUNTY, NEW JERSEY, WITH 2013 OF JANUARY 2013
Kathy L. Scimmelz
MUNICIPAL CLERK, R.M.S.

R# 27-13

RESOLUTION
APPROVAL PAYMENT OF BILLS

WHEREAS, the City Council of the City of Long Branch have examined the bills and the vouchers therefore that are contained on the attached list.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Long Branch that the payment of bills set forth on the attached list are hereby approved.

MOVED: Sirianni

SECONDED: Pallone

AYES: 5

NAYES: 0

ABSENT: 0

ABSTAIN: 0

STATE OF NEW JERSEY
COUNTY OF MONMOUTH
CITY OF LONG BRANCH
I, KATHY L. SCHEMEL, MUNICIPAL CLERK OF THE CITY OF
LONG BRANCH, DO HEREBY CERTIFY THE FOREGOING
TO BE A TRUE, COMPLETE AND CORRECT COPY OF
RESOLUTION ADOPTED BY THE CITY COUNCIL AT A
REGULAR MEETING HELD ON 1-27-13
IN WITNESS WHEREOF, I HAVE HEREUNTO SET
MY HAND AND AFFIXED THE OFFICIAL SEAL OF THE
CITY OF LONG BRANCH, MONMOUTH COUNTY, NEW
JERSEY THIS 28 DAY OF JANUARY 2013
Kathy L. Schemel
MUNICIPAL CLERK, R.M.C.

PUBLIC NOTICE

Notice is hereby given that the following bills will be submitted for payment approval as of January 22, 2013. The original bills are on file in the Office of the Director of Finance of the City of Long Branch between the hours of 8:30 and 4:30 P.M. Monday through Friday.

279 Broadway Assoc. c/o Andreas Sahar	Rent for Municipal Court - January 2013	*	9,107.11
A T & T	Utilities - Telephone - December 2012 - Various Locations	*	114.25
Alfred Cistaro	Reimbursement for Purchase of Replacement Boots Damaged During Hurricane - Police Dept.	*	248.98
Ambassador Medical Services	Drug Testing - November & December 2012 - Human Services		249.00
Arties Custom Styling	Towing - 8/16/12 - DPW		100.00
Arts Embroidery, LLC.	Hats for OEM Personnel		552.00
Atlantic Engine Co.	2012 Rental Fee - Fire Dept.	*	5,350.00
Atlantic Plumbing Supply Corp.	Plumbing Parts for City Hall Building - DPW		75.44
Atlantic Security & Fire, Inc.	Annual Inspection of Fire Alarm System - 142 Belmont Avenue - DPW		180.00
Auto Parts	Misc. Automotive Parts - December 2012 - DPW		3,540.90
B. Keith Controls, Inc.	Janitorial Supplies for City Hall Building & Senior Center - DPW		147.69
Be Our Guest Entertainment c/o Mel Witschi	Entertainment for Thanksgiving Celebration - 11/30/12 - Senior Affairs		350.00
Beverly Baxter	Supplies for Ceramic Classes - Senior Affairs		498.20
Birdsall Engineering, Inc.	Engineering Services Rendered - General - July / October 2012	*	1,226.27
Birdsall Engineering, Inc.	Engineering Services Rendered - Planning Board - August & October 2012	*	596.39
Birdsall Engineering, Inc.	Engineering Services Rendered - Stormwater Consulting - August & September 2012	*	2,347.75
Branchport Hose Co.	2012 Rental Fee - Fire Dept.	*	5,350.00
Bullet Lock & Safe Co.	Keys for Various Depts. - DPW		55.75
CCH, Inc.	2013 Accounting Desk Book - Finance Director	*	241.61
CDWG	Laptops for IT Dept.		500.00
City of Long Branch Clearing Account	Reimburse Clearing Account	*	4,170.41
City of Long Branch Clearing Account	Reimburse Clearing Account	*	702,140.41
City of Long Branch Clearing Account	Reimburse Clearing Account	*	858,446.73
City of Long Branch Clearing Account	Reimburse Clearing Account	*	791,038.49
City of Long Branch Payroll Agency Account	Payroll Dated 1/04/13	*	34,838.57
City of Long Branch Payroll Agency Account	Payroll Dated 1/04/13	*	823,608.16
City of Long Branch Trust Account	Budget Appropriation - Accumulated Absences/Reserve for Snow Materials	*	388,500.00
Coast Hardware Co.	Misc. Hardware & Supplies for Beachfront & Recreation Office - DPW		113.24
Comcast Online	Internet Provider Service - 12/16-1/15/13 - IT-Administration/Police Dept.	*	262.83
Cooper Electric Supply Co.	Electrical Materials for Rooney's Sign - DPW		759.68
Cristina N. Lipski	Spanish Interpreting Services - September / November 2012 - Municipal Court		1,320.00
Christopher Gant	Reimbursement for Purchase of (2) Replacement Pairs of Boots Damaged During Hurricane - Police Dep	*	297.82
CWA Local 1038	Dental/Vision - January 2013	*	5,100.00
David Graminski	Reimbursement for Purchase of Replacement Boots Damaged During Hurricane - Police Dept.	*	212.24
David Weber Oil Co.	Consumable Supplies - DPW		2,250.37

* DENOTES PREPAY

** SUBJECT TO COMPLETION OF PAYMENT PACKAGE

Elberon Engine Co.	2012 Rental Fee - Fire Dept.	*	5,350.00	
Elite Forms, Inc.	Purchase Requisitions - Purchasing Dept.		729.00	
Estate of Gerald Russomano Jr.	Rent for DPW - January 2013	*	681.62	
Fax Express	Toner for Switchboard		212.37	
Foley, Inc.	Windshield - Sanitation #80 - DPW		300.88	
Ford Motor Credit Co.	(4) Lease/Purchase Vehicles - February 2013	*	2,673.39	
Fort Dearborn Life Insurance	Life Insurance - January 2013	*	1,191.87	
Frank Ravaschiere	Reimbursement for Expenses Incurred at Green Expo in Atlantic City - DPW		114.88	
Freehold Ford, Inc.	Misc. Parts - PD #8 - DPW		598.77	
Freehold Township Health Dept.	Lead Inspector Services - Second & Third Quarter 2012		1,141.76	Pymt #2
Garden State Highway Products, Inc.	Emergency Signs & Equipment Replacement - Damaged During Hurricane - Police Dept. / OEM		54,039.00	
General Sales Admin t/a Major Police Supply	Light Bar for Fire Police Van #25-9-91 - Fire Dept.		775.00	
Gloria Winnick	Mileage Reimbursement - October / December 2012 - Mayor's Office		82.14	
Great America Financial Services	Copier Lease - January 2013 - Various Depts.	*	1,043.57	
Home Depot Credit Services	Materials for Beachfront - DPW		105.32	
Horizon Blue Cross Blue Shield	Dental Benefits - January 2013	*	14,382.88	
Horizon Blue Cross Blue Shield	Health Benefits - January 2013	*	373,921.55	
Hunter Jersey Peterbilt	Misc. Parts - PW #250 - DPW		1,428.78	
Institute For Professional Development	Registration for (2) Seminars - 10/26 & 12/7/12 - Comptroller / City Clerk's Office		198.00	
Jamm Printing	Envelopes - Purchasing Dept.		1,125.00	
Jeffrey Grippaldi	Reimbursement for Purchase of Replacement Boots Damaged During Hurricane - Police Dept.	*	216.84	
Jersey Central Power & Light	Utilities - Electric - 9/28-11/30/12 - Various Locations	*	2,250.43	
John Butow	Reimbursement of Fee Paid for Recertification & IAAO Membership - Tax Assessor	*	250.00	
Kepwel Water	Cooler Rental - December 2012 - Administration		14.00	Pymt #6
Lanigan Assoc.	Corporal Badges - J. Vasquez - Police Dept.		190.00	
Liberty Paper & Janitorial Supply	Janitorial Supplies for City Hall Building - DPW		226.80	
Long Branch Chamber of Commerce	Rent for Community Dev. - January 2013	*	1,650.00	
Long Branch Public Library	Budget Appropriation Due	*	88,118.62	
Lou's Uniforms	Chief's & Ex-Chief's Badges & Hardware - Fire Dept.		685.87	
Maaco Auto Painting & Body Works Center	Paint Ford F-350 - DPW		850.00	
Maria Garcia-Malave	Spanish Interpreting Services - September / November 2012 - Municipal Court		1,320.00	
Martin Arbus, Esq.	Legal Services Rendered - Retainer - May / August 2012		3,000.00	Pymt #2-7
Matthew Bender & Co.	Veterans Benefits Manual - Admin./Veterans		194.93	
Michael A. Irene, Jr. Esq.	Professional Services Rendered - Zoning Board Attorney Retainer - December 2012		500.00	Pymt #9
Mid-Atlantic Truck Center, Inc.	Misc. Parts - Various Vehicles - DPW		2,137.02	
Monroe Systems For Business	Calculator Ribbon - Tax Collector's Office		41.78	
Municipal Information Systems, Inc.	Annual Maintenance/Support Software for Uniform Code & Construction System - Building Dept.		4,875.00	
Neptune Fire House	Rental of Polling Place for 2012 Elections - City Clerk's Office		400.00	
Neptune Fire House	2012 Rental Fee - Fire Dept.	*	5,350.00	
New Jersey American Water Co.	Utilities - Water - 11/6-12/7/12 - Various Locations	*	40.38	
NJ Fire Equipment Co.	Repair (13) Air Packs - Fire Dept.		2,163.59	
Office Concepts Group	Printer Cartridges - Planning Dept. / Purchasing Dept.		431.06	
Office Needs, Inc.	Print Cartridges - DPW / Administration		196.47	

* DENOTES PREPAY

** SUBJECT TO COMPLETION OF PAYMENT PACKAGE

Oliver Byron Engine Co.	2012 Rental Fee - Fire Dept.	*	5,350.00
Otilia Silva	Portuguese Interpreting Services - September / November 2012 - Municipal Court		1,440.00
Perry's Trophy Co.	Various Awards - Fire Dept.		1,620.00
Petty Cash Fund c/o Ronald J. Mehlhorn Sr.	2013 Petty Cash Fund	*	500.00
Provantage Corp.	Replacement of Power Supplies - Damaged By Hurricane - Police Dept.		423.20
Quality Communications Systems	(2) Toughbooks - Police Dept.		8,164.00
R & R Radar, Inc.	Repair & Calibrate Radar Units - Police Dept.		2,165.06
Riggins, Inc.	Diesel Fuel & Unleaded Gasoline - Delivered on 12/12 & 12/20/12 - DPW		40,336.79
RR Donnelley	Safety Paper - Health Dept.		750.00
Saker Shoprites, Inc.	Food For Various Upcoming Events - Senior Affairs		71.58
Sakoutis Brothers Disposal	Disposal of Bulky Waste - December 2012	*	150,117.00
Sakoutis Brothers Disposal	Disposal of Bulky Waste - January 2013	*	373,997.00
Sam Yoo	Reimbursement for Purchase of Replacement Boots Damaged During Hurricane - Police Dept.	*	142.46
Samzie's Uniforms	Uniforms for Fire Prevention Personnel & Officer J. Spitale - Police Dept.		2,052.20
Sickles Market	Poinsettia's for Holiday Celebration - 12/14/12 - Senior Affairs		239.78
Sirchie Finger Print Laboratories	Reagent Kit - Police Dept.		146.92
T.Y.G. Productions	Videography - 7/22 & 8/9/12 - Community Dev.		800.00
The Hoop Group	Registration for Spring Basketball Tournament - Recreation Dept.		375.00
Total System Applications Group, LLC.	VPN Support Services - Police Dept.		285.00
Treasurer, State of NJ	Surcharge Fees - Fourth Quarter 2012	*	9,903.00
Treasurer, State of NJ	Marriage/Civil Union License Fees - Fourth Quarter 2012	*	1,300.00
Treasurer, State of NJ - Division of Revenue	Underground Storage Tank Program Registration - DPW	*	150.00
Treasurer, State of NJ - Division of Revenue	Vehicle Registration - DPW		144.00
Tretina Printing, Inc.	Printing of 2013 City Calendars - Community Dev. / UEZ	*	11,326.95
Vantage Point Development Advisors, LLC.	Professional Services Rendered - General & Administrative - August / October 2012	*	575.00
Verizon	Utilities - Telephone - Bill Dated 12/1/12 - Various Locations	*	9,395.74
Verizon Wireless	Lap Top Service - Bill Dated 12/12/12 - Various Depts.	*	920.28
Verizon Wireless	Cell Phone Service - Bill Dated 12/16/12 - Various Depts.	*	2,554.17
Vision Service Plan	Vision - January 2013	*	1,216.97
Visiting Nurse Assoc. Central Jersey	Annual Contract for Public Health Nursing Services - Fourth Quarter 2012		3,192.00
W.B. Mason Co.	Various Office Supplies & Equipment - Various Depts.		13,054.22
West End Engine Co.	2012 Rental Fee - Fire Dept.	*	5,350.00
WPCS International, Inc.	Radio Back-Up Equipment - Police Dept.		8,700.00
TOTAL CURRENT			<u>4,875,847.18</u>

Birdsall Engineering, Inc.	Engineering Services Rendered - Cherry Street Park - August / October 2012	*	8,194.53
City of Long Branch Clearing Account	Reimburse Clearing Account	*	8,194.53
City of Long Branch Clearing Account	Reimburse Clearing Account	*	22,087.50
Cooper Electric Supply Co.	Various Materials for Installation of Parking Meter Backbone		1,902.68
Downes Forest Products, LLC.	Install & Supply Playground Mulch at Manahasset Park		1,775.50

* DENOTES PREPAY

** SUBJECT TO COMPLETION OF PAYMENT PACKAGE

Fieldturf USA, Inc.	Removal of (4) Concrete Footers Where Back-Stop Was Located - Community Dev.	*	2,750.00
Foley, Inc.	(2) Track Loaders - DPW		119,473.00
Hanna's Mechanical Contractors	Purchase/Install HVAC Unit for Manahasset Creek Park	*	16,420.00
Vantage Point Development Advisors, LLC.	Professional Services Rendered - Pier Study - August / October 2012	*	2,917.50

TOTAL CAPITAL

183,715.24

City of Long Branch Clearing Account	Reimburse Clearing Account	*	122.67
City of Long Branch Clearing Account	Reimburse Clearing Account	*	5,250.16
City of Long Branch Clearing Account	Reimburse Clearing Account	*	4,400.05
City of Long Branch Payroll Agency Account	Payroll Dated 1/04/13	*	374.56
City of Long Branch Payroll Agency Account	Payroll Dated 1/04/13	*	4,875.60
Fort Dearborn Life Insurance	Life Insurance - January 2013	*	1.96
Horizon Blue Cross Blue Shield	Dental Benefits - January 2013	*	109.87
Horizon Blue Cross Blue Shield	Health Benefits - January 2013	*	2,764.13
Intelligent Products, Inc.	Mutt Mitts - Health Dept.	*	1,503.77
Long Branch Animal Hospital	Veterinary Services - December 2012		400.00 Final Pymt
Monmouth County SPCA	Animal Shelter Services - December 2012		2,185.00 Pymt #10
NJ Dept of Health & Senior Services	Dog Report - December 2012	*	6.60
Verizon Wireless	Cell Phone Service - Bill Dated 12/16/12 - Animal Control	*	116.07
Vision Service Plan	Vision - January 2013	*	20.32

TOTAL DOG

136.39

Auto Parts	Automotive Parts Credit - Community Dev.		(50.00)
C.J. Productions	Videography - 7/29/12 - Community Dev.		400.00
City of Long Branch Clearing Account	Reimburse Clearing Account	*	164.08
City of Long Branch Clearing Account	Reimburse Clearing Account	*	6,079.97
City of Long Branch Clearing Account	Reimburse Clearing Account	*	48,212.41
City of Long Branch Payroll Agency Account	Payroll Dated 1/04/13	*	437.21
City of Long Branch Payroll Agency Account	Payroll Dated 1/04/13	*	5,642.76
Fort Dearborn Life Insurance	Life Insurance - January 2013	*	9.80
Great America Financial Services	Copier Lease - January 2013 - UEZ	*	112.62
Home Depot Credit Services	Holiday Lights - Community Dev.		374.70
Horizon Blue Cross Blue Shield	Dental Benefits - January 2013	*	156.00
Horizon Blue Cross Blue Shield	Health Benefits - January 2013	*	3,681.90
Jacob L. Jones	Reimbursement for Purchase of Items for Seniors at Housing Authority - Community Dev.	*	51.46
Skip's Sports	Various Items for Recreation Program - Community Dev.		1,948.00
Thor Construction Group, Inc.	Improvements to Cherry Street Park - December 2012	*	44,336.97

* DENOTES PREPAY

** SUBJECT TO COMPLETION OF PAYMENT PACKAGE

Vision Service Plan	Vision - January 2013	*	27.74
TOTAL HUD			<u>111,585.62</u>
A T & T	Utilities - Telephone - December 2012 - UEZ	*	99.94
Actlien Holding, Inc.	Tax Sale Premiums	*	2,100.00
Caputo Italian Pastry Shop	Cookies for Holiday Concert at City Hall Building - Recreation Dept.		50.00
City of Long Branch Clearing Account	Reimburse Clearing Account	*	9,055.00
City of Long Branch Clearing Account	Reimburse Clearing Account	*	6,139.94
City of Long Branch Clearing Account	Reimburse Clearing Account	*	17,926.40
City of Long Branch Clearing Account	Reimburse Clearing Account	*	200,179.34
City of Long Branch Clearing Account	Reimburse Clearing Account	*	5,900.00
City of Long Branch Payroll Agency Account	Payroll Dated 1/04/13	*	365.45
City of Long Branch Payroll Agency Account	Payroll Dated 1/04/13	*	17,560.95
E.M. Waterbury & Assoc.	Engineering Services Rendered - November & December 2012 - Zoning Board		1,381.88
Fine Fare	Refreshments for Holiday Concert at City Hall Building - Recreation Dept.		23.92
Fort Dearborn Life Insurance	Life Insurance - January 2013	*	0.98
Guy T. O'Donnell, Esq.	Assigned Council - St. vs Addison - 12/19/12 - Municipal Court		200.00
Home Depot Credit Services	Decorations for Christmas Party - 12/12/12 - Recreation Dept.		144.55
Horizon Blue Cross Blue Shield	Dental Benefits - January 2013	*	78.00
Horizon Blue Cross Blue Shield	Health Benefits - January 2013	*	1,986.49
Imperial Homes, Inc.	Tax Sale Premium	*	185,000.00
Inna & Jack Gelin	Tax Sale Premium	*	100.00
Inna and Jack Gelin	Tax Sale Premium	*	13,100.00
Michael A. Irene, Jr. Esq.	Legal Services Rendered - November 2012 - Zoning Board		70.00
Tonya Medina	Reimbursement of Fee Paid for Notary Public - Community Dev.	*	40.00
US Bank Cust For Tower DBW	Tax Sale Premium	*	5,900.00
US Bank Cust. For CCTS Capital	Tax Sale Premium	*	6,000.00
US Bk Cust/Pro Cap Fund 1, LLC.	Tax Sale Premiums	*	600.00
Virgo Muni Finance Fund, LP	Tax Sale Premium	*	200.00
Vision Service Plan	Vision - January 2013	*	13.87
W.B. Mason Co.	Office Supplies - Fire Prevention		169.34
TOTAL TRUST OTHER			<u>474,386.05</u>

R# 28-13

RESOLUTION
2012 BUDGET APPROPRIATION RESERVE TRANSFERS

WHEREAS N.J.S.A. 40A:4-59 states that, if during the first 3 months of any fiscal year, the amount of any appropriation reserve for the immediately preceding fiscal year is insufficient to pay the claims authorized or incurred during said preceding year which were chargeable to said appropriation, and there shall be an excess in any appropriation reserve over and above the amount deemed necessary to fulfill its purpose, the governing body may, by resolution adopted by not less than 2/3 vote of the full membership thereof, transfer the amount of such excess to an appropriation reserve or an appropriation in the prior budget deemed to be insufficient to fulfill its purpose or for which no reserve was provided.

WHEREAS the Director of Finance has deemed that the appropriation set forth below meet the requirements aforementioned, and recommends that said transfers be made,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Long Branch (not less than 2/3 concurring affirmatively) that the budget transfers appearing on the attached sheet, made a permanent part of this resolution, be, and the same are, hereby approved.

OFFERED: Sirianni
SECOND: Pallone
AYES: 5
NAYES: 0
ABSENT: 0
ABSTAIN: 0

STATE OF NEW JERSEY
COUNTY OF MONMOUTH
CITY OF LONG BRANCH
I, KATHY L. SCHEMLE, MUNICIPAL CLERK OF THE CITY OF
LONG BRANCH, DO HEREBY CERTIFY THE FOREGOING
TO BE A TRUE, COMPLETE AND CORRECT COPY OF
RESOLUTION ADOPTED BY THE CITY COUNCIL AT A
REGULAR MEETING HELD ON JANUARY 22, 2013
IN WITNESS WHEREOF, I HAVE HEREUNTO SET
MY HAND AND AFFIXED THE OFFICIAL SEAL OF THE
CITY OF LONG BRANCH, MONMOUTH COUNTY, NEW
JERSEY THIS 22nd DAY OF JANUARY, 2013
Kathy L. Schmele

**2012 Budget Appropriations
Reserves**

RESERVE
TRANSFERS
01/22/2013

TRANSFERS "TO"

Department of Public Works

Division of Public Facilities

Miscellaneous Other Expense

2,900.00

TOTAL TRANSFERS "TO"

2,900.00

TRANSFERS "FROM"

Department of Public Safety

Division of Police

Salaries and Wages

2,900.00

TOTAL TRANSFERS "FROM"

2,900.00

R# 29-13

**RESOLUTION
2013 EMERGENCY TEMPORARY APPROPRIATIONS**

WHEREAS N.J.S.A.40A: 4-20 states that in addition to the temporary appropriations necessary for the period prior to the adoption of the budget and regular appropriations, the governing body may, by resolution adopted by a 2/3 vote of the full membership thereof, make emergency temporary appropriations for any purpose for which appropriations may lawfully be made for the period between the beginning of the fiscal year and the adoption of the budget for said year, and

WHEREAS the amount of such emergency appropriation shall be included under the correct heading in the budget as adopted, and;

WHEREAS there is a need to provide additional funds for most city departments due to extension of budget introduction and hearing schedules.

WHEREAS adequate provision for such funding was not made in the temporary budget.

WHEREAS the total emergency temporary resolutions adopted in the year 2013 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A.40A:4-20) including the increase represented by this resolution total\$ 562,797.00 in addition to the original temporary budget adopted January 1, 2013 in the amount of \$16,912,000.00 for a total Year to Date temporary budget of \$ 17,474,797.00

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Long Branch (not less than 2/3 affirmatively concurring) that the items of appropriation appearing on the attached list be included in the temporary budget for the City for the year 2012, and that in accordance with the Statute such item of appropriation will be included in the 2013 budget as finally adopted.

BE IT FURTHER RESOLVED that two certified copies of this resolution be filed with the Director of the Division of Local Government Services.

OFFERED: Siranni
SECOND: Pallone
AYES: 5
NAYES: 0
ABSENT: 0
ABSTAIN: 0

STATE OF NEW JERSEY
COUNTY OF MONMOUTH
CITY OF LONG BRANCH
I, EMILY D. SCHMEZ, MUNICIPAL CLERK OF THE CITY OF LONG BRANCH, DO HEREBY CERTIFY THE FOREGOING TO BE A TRUE, COMPLETE AND CORRECT COPY OF RESOLUTION ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING HELD ON JANUARY 22, 2013
IN WITNESS WHEREOF, I HAVE HEREBY SET MY HAND AND AFFIXED THE OFFICIAL SEAL OF THE CITY OF LONG BRANCH, MONMOUTH COUNTY, NEW JERSEY, THIS 22 DAY OF JANUARY, 2013
Emily D. Schmez
MUNICIPAL CLERK, R.M.

Budget Appropriations 2013	Emergency Temporary Budget Approp. 01/22/2013	CUMULATIVE TEMPORARY BUDGET	CUMULATIVE % of ANTIC. TOTAL 2013
Department of Public Works Office of the Director Other Expenses	6,674.00	6,674.00	26.25%
Division of Street Construction & Maintenance Other Expenses	34,532.00	34,532.00	26.25%
Municipal Garage Other Expenses	98,162.00	98,162.00	26.25%
Division of Parks Other Expenses Miscellaneous Other Expense	12,843.00 9,188.00	12,843.00 9,188.00	26.25% 26.25%
Division of Public Facilities Other Expenses Misc. Other Expenses	43,798.00 6,000.00	43,798.00 14,400.00	26.25% 100.00%
Total Emergency Temporary Appropriations	211,197.00		