



Ocean County Board of Commissioners

101 Hooper Avenue
Toms River, New Jersey
08754-2191
(732)929-2005
(732)505-1918

Organization Meeting Agenda

Date: January 6, 2025 - 3:30 PM

Location: Administration Building
Room 119
101 Hooper Avenue
Toms River, NJ 08754

A. STATEMENT Compliance with the Open Public Meetings Act.

1. Call to Order - Michelle I. Gunther, Clerk of the Board
2. The Pledge of Allegiance

B. INVOCATION

1. By Pastor Peter M. Hartney, Jr.

C. STATEMENT OF DETERMINATION

1. Statement of Determination for the 2024 General Election held on November 5, 2024 from Acting Ocean County Clerk, John Catalano and George R. Gilmore, Chairman of the Board of Canvassers.

D. OATHS OF OFFICE

1. As a Member of the Board of Commissioners, Administered to Robert S. Arace by Carl W. Block, Manchester Township Administrator.
2. As a Member of the Board of Commissioners, Administered to Jennifer Bacchione by former Lt. Governor Kim Guadagno.

E. CALL OF THE ROLL

F. NOMINATIONS AND ELECTION OF DIRECTOR OF THE BOARD FOR 2025 BY THE CLERK OF THE BOARD

G. NOMINATIONS AND ELECTION OF DEPUTY DIRECTOR OF THE BOARD FOR 2025

H. COMMENTS FROM THE DIRECTOR

I. COMMENTS FROM THE DEPUTY DIRECTOR

J. COMMENTS FROM THE MEMBERS OF THE BOARD OF COMMISSIONERS

K. PRESENTATION OF RESOLUTIONS

1. Appointing the Ocean County Board of Commissioners as Department Liaisons.
2. Appointing Commissioner Kelly and Commissioner Sadeghi as Members and Commissioner Arace as an Alternate Member of the Ocean County Planning Board.
3. Appointing Commissioner Kelly as Representative and Commissioner Haines and County Administrator Michael J. Fiure as two (2) Alternate Representatives of the New Jersey Association of Counties.
4. Appointing the following Members to the Boards of School Estimate: Commissioner Kelly, Commissioner Sadeghi and Commissioner Arace to the Ocean County College Board of School Estimate; and Commissioner Kelly, Commissioner Sadeghi and Commissioner Arace to the Ocean County Vocational-Technical Schools Board of School Estimate.
5. Appointing Commissioner Bacchione as Representative and Commissioner Haines as an Alternate Representative of the Southern New Jersey County Commissioners Association.
6. Appointing Commissioner Haines and Commissioner Sadeghi as Members of the Ocean County Board of Social Services.
7. Appointing Commissioner Haines as an Ex-Officio Member of the Ocean County Advisory Commission on the Status of Women.
8. Appointing Commissioner Haines as an Ex-Officio Member of the Ocean County Mental Health Board.

L. PRESENTATION OF APPOINTMENTS

1. Appointing Robert W. Allison, CPA, RMA, PSA - Holman, Frenia, Allison, P.C. as County Auditor for the year 2025. (QP2025-01)
2. Appointing Commissioner Kelly as First Voting Member and Mark F. Jehnke as First Alternate Member of the North Jersey Transportation Planning Authority for the year 2025.

3. Appointing Jennifer L. Bowens as Public Agency Compliance Officer for the County of Ocean for the year 2025.
4. Appointing Alan W. Avery, Jr., Matthew Lotano and Sean M. Areia as Alternate Members to the Ocean County Planning Board for the year 2025.
5. Reappointing Dennis M. Allen, Beachwood, to the position of County Fire Marshal for a term of three (3) years, term to expire 1/14/2028; reappointing the following as Assistant Full-Time Fire Marshals for a term of three (3) years, term to expire 1/14/2028: Nicholas A. Brescia, Beachwood; Kaitlyn Freeman, Little Egg Harbor; William A. Hollingsworth, Jr., Little Egg Harbor; Michael R. Marks, Little Egg Harbor; Brian C. Mount, Toms River; and Buddy M. Ott, Little Egg Harbor; reappointing the following as Part-Time Assistant Fire Marshals for a term of three (3) years, retroactive to 1/15/2024, term to expire 1/14/2027: Erik J. Batykefer, Ocean Gate; and Jennie Hollingsworth, Little Egg Harbor; and reappointing the following as Assistant Part-Time Fire Marshals, for a term of three years, term to expire 1/14/2028: Kenneth W. Balfrey, Island Heights; Brent W. Cunningham, Waretown; David J. Hansen, Stafford; Joseph J. Howell, Jr., Manchester; Shane T. Leaming, Waretown; Carl F. Schubauer, Forked River; Leonard S. Sonnenfeld, Pine Beach; and Michael Gomez, Manahawkin.

M. Authorizing the Payment of Bills contained in Bill Committee Report No. 1.

N. RESOLUTIONS

1. Authorizing the 2025 Temporary Capital Budget.
2. Authorizing the 2025 Temporary County Budget.
3. Authorizing the Ocean County Chief Financial Officer to Invest Available Funds for the year 2025.
4. Authorizing Depositories for the County of Ocean for the year 2025.
5. Authorizing the re-establishment of the Approved Petty Cash Funds for the year 2025.
6. Authorizing the implementation of the 2025 Cash Management Plan.
7. Authorizing the County Purchasing Agent to purchase materials, supplies and equipment for the County of Ocean pursuant to Local Public Contracts Law and all New Jersey State Laws for the year 2025.

O. INTRODUCTION OF DIGNITARIES

P. COMMENTS

1. Comments from Elected Officials and Members of the Audience are invited at this time with a limit of five (5) minutes per speaker.

Q. BENEDICTION

1. By Rabbi Yosef Heinemann, CEO, Beth Medrash Govoha.

R. ADJOURNMENT

**No Associated
Documents**

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RESOLUTION

January 6, 2025

BE IT RESOLVED by the **BOARD OF COMMISSIONERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that during the year **2025**, the Directors of the Departments of County Government, as constituted on Schedule A attached hereto.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately and that a certified copy shall be made available to the County Administrator, Department of Employee Relations, Department of Public Information and to each member of the Board of Commissioners.

2025 Department Liaisons

John P. Kelly	Virginia E. Haines	Frank Sadeghi	Robert S. Arace	Jennifer Bacchione
Administrator	Adjuster's Office	Auditor (50%)	Barnegat Bay Estuary Program / Pump Out Boats	Board of Elections
Auditor (50%)	Board of Social Services	Bridge Department (50%)	Consumer Affairs Department / Weights & Measures Division	Board of Health
Bridge Department (50%)	Clerk of the Board	Building & Grounds Department	Office of the Fire Marshal	Business Development & Tourism Division
County Connection (50%)	Human Services Department	County Counsel	Fire & First Aid Training Center	County Clerk
Engineering Department (50%)	Medical Examiner	Employee Relations Department	Office of Information Technology	County Connection (50%)
Finance Department (50%)	Rutgers Cooperative Extension Service	Engineering Department (50%)	Parks & Recreation Department	Superintendent of Schools
Juvenile Services Department	Surrogate's Court	Finance Department (50%)	Printing & Graphics Art Department (50%)	
Management & Budget Department (50%)		Management & Budget Department (50%)	OC Airport (50%)	Film and Television Advisory Commission
OC Jail / Department of Corrections	Advisory Commission on the Status of Women (Ex-Officio Member)	OC Airport (50%)	OC Vocational Technical Schools (50%)	Local Advisory Committee on Alcoholism & Drug Abuse (LACADA)
OC Superior Court	Board of Social Services (Member)	OC Vocational Technical Schools (50%)	Ocean Ride / Transportation Services Department	Library Commission
Printing & Graphics Art Department (50%)	Commission for Individuals with Disabilities	Planning Department	Office of Senior Services	OC College Board of Trustees
Probation Division	Homelessness Trust Fund	Risk Management Division (50%)	Vehicle Services Department	Southern New Jersey County Commissioners Association (Representative)
Prosecutor's Office	Human Services Advisory Council	Road Department (50%)	Veterans Service Bureau	Tourism Business Advisory Council
Public Information Division	Mental Health Board (Ex-Officio Member)	Solid Waste Management Department		Voting Accessibility Advisory Committee
Risk Management Division (50%)	New Jersey Association of Counties (Alternate Representative)	Tax Board (50%)	Airpark Advisory Committee (50%)	
Road Department (50%)	Opioid Advisory Council		Cattus Island County Park Advisory Council	
Security Department	Southern New Jersey County Commissioners Association (Alternate Representative)	Agriculture Development Board	Construction Board of Appeals (50%)	
Sheriff's Office	Workforce Development Board	Airpark Advisory Committee (50%)	Cultural and Heritage Commission	
Tax Board (50%)		Board of Social Services (Member)	Natural Lands Trust Fund Advisory Committee (50%)	
		Community Development Block Grant (CDBG) Committee	Ocean County College Board of School Estimate (Member)	
Advisory Commission on Child Safety and Awareness		Construction Board of Appeals (50%)	OC Vocational Technical Schools Board of School Estimate (Member)	
Emergency Management Council		County Housing Advisory Committee (CHAC)	Planning Board (Alternate Member)	
New Jersey Association of Counties (Representative)		Environmental Agency	Senior Services Advisory Council	
North Jersey Transportation Planning Authority (First Voting Member)		Insurance Fund Commission (Alternate)	Shade Tree Advisory Commission	
OC College Board of School Estimate (Member)		Mosquito Extermination Commission (Member)	Transportation Advisory Committee for Senior Citizens and Persons with Disabilities	
OC Vocational Technical Schools Board of School Estimate (Member)		Natural Lands Trust Fund Advisory Committee (50%)	Veterans Advisory Board	
Planning Board (Member) (50%)		OC College Board of School Estimate (Member)		
Youth Services Commission		OC Utilities Authority		
		OC Vocational Technical Schools Board of School Estimate (Member)		
		Planning Board (Member) (50%)		
		Solid Waste Advisory Council		

RESOLUTION

January 6, 2025

BE IT RESOLVED by the **BOARD OF COMMISSIONERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that **COMMISSIONER JOHN P. KELLY** and **COMMISSIONER FRANK SADEGHI**, members of this Board, are hereby appointed as members of the **OCEAN COUNTY PLANNING BOARD** for the year **2025**.

BE IT FURTHER RESOLVED that **COMMISSIONER ROBERT S. ARACE**, a member of this Board, is hereby appointed as an alternate member of the **OCEAN COUNTY PLANNING BOARD** for the year **2025**.

BE IT FURTHER RESOLVED that certified copies of this resolution shall be made available to the Ocean County Planning Board, Ocean County Clerk and to each appointee.

RESOLUTION

January 6, 2025

BE IT RESOLVED by the **BOARD OF COMMISSIONERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that:

1. For the year **2025**, **JOHN P. KELLY**, a member of this Board, is hereby elected and designated to serve as this Board's representative at all meetings and conventions of the **NEW JERSEY ASSOCIATION OF COUNTIES**.

2. For the year **2025**, **VIRGINIA E. HAINES**, a member of this Board, and **COUNTY ADMINISTRATOR MICHAEL J. FIURE** are hereby elected and designated to serve as this Board's alternate representatives at meetings and conventions of the **NEW JERSEY ASSOCIATION OF COUNTIES** when Commissioner Kelly is unable to attend.

3. The Clerk of this Board shall make a certified copy of this resolution available to the New Jersey Association of Counties, Ocean County Clerk and Commissioners Kelly and Haines, and County Administrator Michael J. Fiure.

RESOLUTION

January 6, 2025

BE IT RESOLVED by the **BOARD OF COMMISSIONERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that it hereby appoints the following members to the Boards of School Estimate for the year **2025**, as follows:

1. **Ocean County College Board** – Commissioner John P. Kelly, Commissioner Frank Sadeghi and Commissioner, Robert S. Arace.

2. **Ocean County Vocational-Technical Schools Board** - Commissioner John P. Kelly, Commissioner Frank Sadeghi and Commissioner Robert S. Arace.

BE IT FURTHER RESOLVED that certified copies of this resolution shall be made available to Commissioners Kelly, Sadeghi, and Arace, Ocean County Vocational-Technical Schools, Ocean County College Board of Trustees and the Ocean County Clerk.

RESOLUTION

January 6, 2025

BE IT RESOLVED by the **BOARD OF COMMISSIONERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY**, that **COMMISSIONER JENNIFER BACCHIONE** is hereby designated as the Ocean County representative to the **SOUTHERN NEW JERSEY COUNTY COMMISSIONERS ASSOCIATION** for the year **2025**, with **COMMISSIONER VIRGINIA E. HAINES** serving as an alternate representative.

BE IT FURTHER RESOLVED that certified copies of this resolution shall be made available to Commissioners Bacchione and Haines; Ocean County Clerk, and the Southern New Jersey Commissioners Association.

RESOLUTION

January 6, 2025

BE IT RESOLVED by the **BOARD OF COMMISSIONERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that **COMMISSIONER VIRGINIA E. HAINES** and **COMMISSIONER FRANK SADEGHI** are hereby appointed members of the **OCEAN COUNTY BOARD OF SOCIAL SERVICES** for the year **2025**.

BE IT FURTHER RESOLVED that certified copies of this resolution shall be made available to Commissioners Haines and Sadeghi, Ocean County Clerk and to the Board of Social Services.

RESOLUTION

January 6, 2025

BE IT RESOLVED by the **BOARD OF COMMISSIONERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that **COMMISSIONER VIRGINIA E. HAINES** is hereby appointed to serve as an **EX-OFFICIO MEMBER** of the **OCEAN COUNTY ADVISORY COMMISSION ON THE STATUS OF WOMEN**, to serve without salary or other compensation, during the year **2025**.

BE IT FURTHER RESOLVED that certified copies of this resolution shall be made available to the Ocean County Advisory Commission on the Status of Women, Ocean County Clerk and to Commissioner Haines.

RESOLUTION

January 6, 2025

BE IT RESOLVED by the **BOARD OF COMMISSIONERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that **COMMISSIONER VIRGINIA E. HAINES** is hereby appointed to serve as an **EX-OFFICIO MEMBER** of the **OCEAN COUNTY MENTAL HEALTH BOARD**, to serve without salary or other compensation, during the year **2025**.

BE IT FURTHER RESOLVED that certified copies of this resolution shall be made available to the Ocean County Mental Health Board, Ocean County Clerk and to Commissioner Haines.

**No Associated
Documents**

RESOLUTION

January 6, 2025

WHEREAS, there exists a need for a County Auditor to complete the County Audit for 2025 and to audit the records for the County of Ocean in accordance with N.J.S.A. 40A:5-4; and

WHEREAS, such audit services can be provided only by a Licensed Registered Municipal Auditor; and

WHEREAS, the County of Ocean has publicly solicited Request for Qualifications for the provision of audit services for the County of Ocean in accordance with N.J.S.A. 19:44A-20.4 et seq.; and

WHEREAS, the qualifications were received and reviewed by the Ocean County Department of Finance in accordance with the criteria set forth in the Request for Qualifications; and

WHEREAS, the Ocean County Consultant Selection Review Committee has recommended the award of a Professional Service Agreement for auditing services to Robert W. Allison, CPA, RMA, PSA, on the basis of his qualifications; and

WHEREAS, this contract is awarded as a professional service in accordance with N.J.S.A. 40A:11-5, as the services to be performed are specialized and qualitative in nature and will be performed under the supervision of a licensed accountant; and

WHEREAS, this contract is awarded in compliance with the provisions of N.J.S.A. 19:44A-20.4 et seq., the New Jersey "Pay-to-Play" Law; and

WHEREAS, funds will be made available upon adoption of the County Budget under the following appropriations: Department of Finance O.E., Audit, O.E., Single Audit O.E., Departmental Operating Expenses or Departmental Trust Funds as indicated in the contract; and

WHEREAS, the amount of the contract is not to exceed \$311,700.00.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF OCEAN, STATE OF NEW JERSEY, as follows:

1. The Director and Clerk of the Board are hereby authorized and directed to execute a Professional Service Agreement for auditing services with Robert W. Allison, CPA, RMA, PSA.

2. A copy of this Agreement shall be kept on file and available for public inspection at the Office of the Clerk of the Board of Commissioners, Ocean County Administration Building, 101 Hooper Avenue, Toms River, New Jersey.
3. This contract is awarded as a "Professional Services" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), as the services required in connection with this Agreement shall be provided by licensed accountants and constitute professional services as defined therein.
4. A notice of this action shall be published once as required by law.
5. The contractor shall include the contract number on all papers, documents, invoices and vouchers pertaining to said contract.
6. Certified copies of this resolution shall be made available to Ocean County Department of Finance and the County Auditor.

RESOLUTION

January 6, 2025

WHEREAS, the County of Ocean is a voting member of the North Jersey Transportation Planning Authority, which acts as a decision-making forum for major transportation investments and planning activities in the northern New Jersey region.

NOW, THEREFORE, BE IT RESOLVED by the **BOARD OF COMMISSIONERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that it hereby appoints the following individuals to represent Ocean County on the **NORTH JERSEY TRANSPORTATION PLANNING AUTHORITY** for the calendar year **2025**:

- | | | | |
|-----------|-----------------------|---|------------------------------------|
| 1. | John P. Kelly | - | Eagleswood, first voting member. |
| 2. | Mark F. Jehnke | - | Beachwood, first alternate member. |

BE IT FURTHER RESOLVED that certified copies of this resolution shall be made available to the North Jersey Transportation Planning Authority, Ocean County Clerk and to each appointee.

RESOLUTION

January 6, 2025

WHEREAS, in accordance with the State of New Jersey P.L. 1975, C. 127 (NJAC 17:27) each County shall forward the State Affirmative Action Office, the name, title, business, address, telephone and fax numbers of the County Public Agency Compliance Officer by January 10th of every year.

NOW, THEREFORE, BE IT RESOLVED by the **BOARD OF COMMISSIONERS OF THE COUNTY OF OCEAN, STATE OF NEW JERSEY**, that it hereby designates and appoints **JENNIFER L. BOWENS** as the **OCEAN COUNTY PUBLIC AGENCY COMPLIANCE OFFICER** for the year 2025.

BE IT FURTHER RESOLVED, that certified copies of this Resolution shall be made available to the State of New Jersey Affirmative Action Office, the Ocean County Employee Relations Director and to the appointee.

RESOLUTION

January 6, 2025

BE IT RESOLVED by the **BOARD OF COMMISSIONERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY**, that the following individuals are hereby appointed to the **OCEAN COUNTY PLANNING BOARD** for a term of one (1) year, term to expire December 31, 2025:

SEAN M. AREIA, Toms River	Engineer Alternate
MATTHEW LOTANO, Toms River	Citizen Alternate No. 1
ALAN W. AVERY, JR., Toms River	Citizen Alternate No. 2

BE IT FURTHER RESOLVED that certified copies of this resolution shall be made available to the Ocean County Planning Board, Ocean County Clerk and to the appointees.

RESOLUTION

January 6, 2025

BE IT RESOLVED by the **BOARD OF COMMISSIONERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that, in accordance with N.J.S.A. 40A:14-1, **DENNIS M. ALLEN** is hereby reappointed as **Fire Marshal** for the County of Ocean for a term of three (3) years, term to expire January 14, 2028.

BE IT FURTHER RESOLVED that, in accordance with N.J.S.A. 40A:14-1, the following individuals are hereby appointed as **Assistant Fire Marshals** for a term of three (3) years, retroactive to January 15, 2024, term to expire January 14, 2027, at their present salaries:

Part -Time:

**ERIK J. BATYKEFER
JENNIE HOLLINGSWORTH**

BE IT FURTHER RESOLVED that, in accordance with N.J.S.A 40A:14-1, the following individuals are hereby reappointed as **Assistant Fire Marshals** for a term of three (3) years, effective January 14, 2025, term to expire January 14, 2028, at their present salaries:

Full- Time

**NICHOLAS A. BRESCIA
KAITLYN FREEMAN
WILLIAM A. HOLLINGSWORTH, JR.
MICHAEL R. MARKS
BRIAN C. MOUNT
BUDDY M. OTT**

Part-Time

**KENNETH W. BALFREY
BRENT W. CUNNINGHAM
MICHAEL GOMEZ
DAVID J. HANSEN
JOSEPH J. HOWELL, JR.
SHANE T. LEAMING
CARL F. SCHUBAUER
LEONARD S. SONNENFELD**

BE IT FURTHER RESOLVED that certified copies of this resolution shall be made available to the Ocean County Department of Emergency Services, Department of Employee Relations, Department of Finance, County Fire Marshal and to each appointee.

BILL COMMITTEE REPORT
COUNTY OF OCEAN
SUMMARY OF VOUCHERS

SUMMARY OF BILLS

CERTIFICATE #01

MASTER VOUCHER-CERTIFICATE FOR CERTIFICATION OF PAYMENT

I, THE UNDERSIGNED, DIRECTOR OF THE DEPARTMENT OF ADMINISTRATION
HAVE EXAMINED THE VOUCHERS SUBMITTED HERE WITHIN FOR THE PURPOSE
OF RECOMMENDING TO THE OCEAN COUNTY BOARD OF COMMISSIONERS
PAYMENT THEREOF ON 01/06/2025

I, HEREBY CERTIFY THESE VOUCHERS, IN THE TOTAL AMOUNT OF \$3,687,565.57
WHICH ARE CONTAINED IN THE ATTACHED REPORT, TO BE VALID CLAIMS, AND I
RECOMMEND APPROVAL AND PAYMENT THEREOF.

FRANK SADEGHI
DEPUTY DIRECTOR

APPROVED

ROBERT S. ARACE
COMMISSIONER

JOHN P. KELLY
DIRECTOR

JENNIFER BACCHIONE
COMMISSIONER

ORDERED PAID

VIRGINIA E. HAINES
COMMISSIONER

MICHELLE I. GUNTHER
CLERK OF THE BOARD
BOARD OF COMMISSIONERS

R E S O L U T I O N

JANUARY 6, 2025

NOW, THEREFORE, BE IT RESOLVED BY THE OCEAN COUNTY BOARD OF COMMISSIONERS OF THE COUNTY OF OCEAN THAT THE DIRECTOR IS HEREBY AUTHORIZED AND INSTRUCTED TO EXECUTE MASTER VOUCHER-CERTIFICATE #01 FOR CERTIFICATION OF SAID MASTER VOUCHER CONSISTING OF 2 PAGES WITH VOUCHERS TOTALING IN THE AMOUNT OF \$3,687,565.57 WHICH ARE DEEMED TO BE VALID CLAIMS AS RECOMMENDED BY THE DIRECTOR OF THE DEPARTMENT OF ADMINISTRATION

BE IT FURTHER RESOLVED THAT THE COMPTROLLER OF THE COUNTY OF OCEAN IS HEREBY AUTHORIZED AND DIRECTED TO PAY EACH AND EVERY ONE OF THE AFORESAID BILLS ATTACHED TO THIS MASTER VOUCHER-CERTIFICATE AND, UPON EXECUTION OF SAME BY SAID DIRECTOR, IF AND WHEN FUNDS ARE AVAILABLE.

**No Associated
Documents**

TEMPORARY CAPITAL BUDGET

COUNTY OF OCEAN

WHEREAS, the Division of Local Government Services requires the adoption of a Local Capital Budget, and

WHEREAS, the Local Capital Budget for the year 2025 has not been adopted, and

WHEREAS, it is desired to adopt a Temporary Capital Budget for the year 2025.

NOW, THEREFORE, BE IT RESOLVED, by the BOARD OF COMMISSIONERS, County of Ocean,
that the following capital appropriations be made:

	(((
	((ABSTAIN	(
RECORDED VOTE	AYES (NAYS ((
	((ABSENT	(
	(((



**COUNTY OF OCEAN
2025 TEMPORARY CAPITAL BUDGET (CURRENT YEAR ACTION)**

1 PROJECT TITLE	2 PROJECT NUMBER	3 ESTIMATED TOTAL COST	4 AMOUNTS RESERVED IN PRIOR YEARS	PLANNED FUNDING SERVICES FOR CURRENT YEAR-2025					6 TO BE FUNDED IN FUTURE YEARS
				5a 2025 Budget Appropriation	5b Capital Improvement Fund	5c Capital Surplus	5d Grants-in-Aid and Other Funds	5e Debt Authorized	
ENGINEERS:									
Reconstruction & Resurfacing of Certain County Roads	2025-1	6,000,000			300,000			5,700,000	
Reconstruction & Resurfacing of Certain County Roads - Design	2025-2	7,000,000			350,000			6,650,000	
Engineering, Roads & Bridges	2025-3	6,000,000			300,000			5,700,000	
Reconstruction & Widening of Cross Street, Lakewood Township	2025-09	11,000,000			550,000			10,450,000	
Totals		\$30,000,000	\$0	\$0	\$1,500,000	\$0	\$0	\$28,500,000	\$0

BE IT FURTHER RESOLVED, that the above items will be provided for in the 2025 Capital Budget, and

BE IT FURTHER RESOLVED, that two certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services.

It is hereby certified that this is a true copy of a resolution adopting a Temporary Capital Budget by the governing body on the 6th day of January 2025.

Certified by:

(Date)

Michelle I. Gunther, Clerk of the Board of Commissioners

TRENTON, NEW JERSEY

APPROVED _____, 2025

DIRECTOR OF LOCAL GOVERNMENT SERVICES

Resolution

January 6, 2025

WHEREAS, N.J.S.A. 40A:4-19 provides that where any contract commitment or payments are to be made prior to the final adoption of the 2025 budget, temporary appropriations should be made for the purpose and amounts required in the manner and the time therein provided; and

WHEREAS, the date of this Resolution is within the first thirty days of January 2025; and

WHEREAS, the total appropriations in the 2024 budget, exclusive of any appropriations made for interest and debt assistance in said 2024 budget, is the sum of \$137,096,180 . This sum, including the required appropriations for the above mentioned line items may not exceed \$172,211,450 for the total 2025 Temporary Budget.

NOW, THEREFORE, BE IT RESOLVED by the **BOARD OF COMMISSIONERS** of the **COUNTY OF OCEAN**, that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records:

<u>APPROPRIATIONS</u>	<u>AMOUNT</u>
4002 Board of Commissioners	
Salaries & Wages	\$ 180,000
Other Expenses	2,000
4004 County Administrator	
Salaries & Wages	520,000
Other Expenses	34,000
4005 Management & Budget	
Salaries & Wages	200,000
Other Expenses	31,000
4006 Wireless Technologies Division	
Other Expenses	360,000
4010 County Counsel	
Other Expenses	187,500
4012 County Adjusters Office	
Salaries & Wages	130,000
Other Expenses	22,000
4013 Department of Finance	
Salaries & Wages	560,000
Other Expenses	62,000
4014 Clerk of the Board	
Salaries & Wages	360,000
Other Expenses	19,000
4015 Tourism & Economic Development	
Other Expenses	161,000
4016 Employee Relations	
Salaries & Wages	420,000
Other Expenses	4,700
4017 Personnel Training Program	82,825
4018 Labor Relations Consultant	53,000
4019 County Connection	
Other Expenses	4,200
4020 Public Information/Outreach	
Other Expenses	125,000
4022 County Clerk	
Salaries & Wages	1,050,000
Other Expenses	105,200
4023 Prosecutor's Programs	
Other Expenses	25,000
4024 Prosecutor's Office	
Salaries & Wages	5,500,000
Other Expenses	205,000
4026 Purchasing Department	
Salaries & Wages	220,000
Other Expenses	4,000
4029 Warehouse	
Salaries & Wages	130,000
Other Expenses	1,060

<u>APPROPRIATIONS</u>	<u>AMOUNT</u>
4030 Buildings & Grounds	
Salaries & Wages	2,600,000
Other Expenses	1,000,000
4031 Gang Violence Initiative	
Salaries & Wages	220,000
4032 Custodian Svcs OC Res Center	
Other Expenses	100,000
4033 Security	
Salaries & Wages	1,600,000
Other Expenses	26,000
4034 Group Insurance Plans for Employees	20,000,000
4035 Employee Physicals & Policy	
Other Expenses	35,000
4036 Health Benefits Waiver	7,000
4040 Insurance Consultant	
Other Expenses	225,000
4042 Stationery, Printing & Advertising	
Other Expenses	4,500
4044 Postage	
Other Expenses	150,000
4046 Office of Information Technology	
Salaries & Wages	1,300,000
Other Expenses	1,400,000
4054 Printing & Graphic Arts	
Salaries & Wages	170,000
Other Expenses	65,000
4069 Ocean County Insurance Commission	
Other Expenses	4,900,000
4206 Indigent Cost	
Other Expenses	6,250
4210 Uniform Interstate Family Support Act	
Other Expenses	45,000
4218 Surrogate	
Salaries & Wages	400,000
Other Expenses	11,900
4224 Sheriff-Judicial Function	
Other Expenses	21,000
4402 Office of the Sheriff	
Salaries & Wages	7,200,000
Other Expenses	225,000
4403 Sheriff's - 911 System	
Salaries & Wages	1,500,000
Other Expenses	350,000
4404 Sheriff-Communications & Operations Division	
Other Expenses	54,000
4405 Sheriff-Criminal Division	
Other Expenses	108,000
4406 Police Academy	
Other Expenses	11,000
4409 Office of Fire Marshal	
Salaries & Wages	320,000
4410 Board of Taxation	
Salaries & Wages	220,000
Other Expenses	4,350
4414 Medical Examiner	
Salaries & Wages	330,000
Other Expenses	600,000
4416 Shade Tree Commission	
Salaries & Wages	45,000
Other Expenses	9,300
4420 Election Expense	
Salaries & Wages	90,000
Other Expenses	360,000
4421 Election Board	
Salaries & Wages	900,000
4422 Rent of Polling Places	
Other Expenses	24,125

<u>APPROPRIATIONS</u>	<u>AMOUNT</u>
4424 District Election Board Members	
Other Expenses	200,000
4426 Other Election Expenses-County Clerk's Office	
Other Expenses	377,500
4433 Sheriff's Emergency Services Division	
Other Expenses	21,000
4436 County Planning Board (RS40:27-3)	
Salaries & Wages	320,000
Other Expenses	31,000
4438 Consumer Affairs	
Salaries & Wages	315,000
Other Expenses	1,200
4446 Construction Board of Appeals	
Other Expenses	160
4449 Clean Vessel Act	
Other Expenses	120,000
4604 County Funds - Roads	
Salaries & Wages	3,600,000
Other Expenses	1,370,000
4605 Vehicle Services	
Salaries & Wages	1,400,000
Other Expenses	70,500
4608 Bridges	
Salaries & Wages	420,000
Other Expenses	20,000
4614 Engineering Department	
Salaries & Wages	2,000,000
Other Expenses	175,000
4615 Engineering/Hazard Tree Removal	
Other Expenses	25,000
4618 Beach Erosion	168,750
4620 Transportation Services	
Salaries & Wages	1,100,000
Other Expenses	100,000
4634 Maintenance of Pumping Facility	
Other Expenses	64,875
4635 Schedule "C" Vehicle Services	
Other Expenses	456,000
4802 Department of Corrections	
Salaries & Wages	8,000,000
Other Expenses	350,000
4803 Corrections - Healthcare Services	
Other Expenses	1,350,000
4806 Corrections - Food	
Other Expenses	800,000
5011 Aid/Visiting Homemakers Service	
Other Expenses	22,149
5015 Code Blue Plan	
Other Expenses	60,000
5016 Department of Human Services	
Salaries & Wages	260,000
Other Expenses	220,000
5018 Mental Health Programs	
Other Expenses	444,808
5023 Fire & First Aid Training Center	
Salaries & Wages	150,000
Other Expenses	43,000
5026 Mosquito Extermination Commission	
Other Expenses	1,208,844
5033 Maint. of Patients in Other Than State Institutions	
Other Expenses	27,500
<hr/>	
<u>County Board of Social Services</u>	
5040 Administration	
Other Expenses	7,500,000
5041 Services Account	
Other Expenses	1,750,000
5046 Supplemental Security Income	
Other Expenses	800,000
5048 B.O.S.S./Emergency Shelter Aid	
Other Expenses	50,000

<u>APPROPRIATIONS</u>	<u>AMOUNT</u>
5051 School Nutrition Program Expense	
Other Expenses	40,000
5052 Juvenile Services - Educational Program	
Other Expenses	174,582
5053 Juvenile Gang Initiative	
Other Expenses	5,626
5055 Juvenile Services - State Housing	
Other Expenses	8,000
5056 Juvenile Services	
Salaries & Wages	1,300,000
Other Expenses	73,000
5057 Juvenile Services/Non-Secure Program	
Other Expenses	60,000
5058 Office of Senior Services	
Salaries & Wages	450,000
Other Expenses	1,820,000
5062 War Veterans Burial & Grave Decoration	
Other Expenses	58,500
5064 Ocean County Environmental Agency	
Other Expenses	460
5070 Workforce Investment Board	
Other Expenses	9,000
5087 Hazardous Household Waste	
Other Expenses	257,501
5088 Solid Waste Management	
Salaries & Wages	1,000,000
Other Expenses	220,000
5093 Handicapped Commission	
Other Expenses	300
5095 Ocean Co Bd of Social Services	
Other Expenses	32,408
5097 Division on Aging - S.D.C. Reimbursement	
Other Expenses	37,500
5202 Superintendent of Schools	
Salaries & Wages	100,000
Other Expenses	4,400
5208 County Extension Service	
Salaries & Wages	145,000
Other Expenses	7,445
5209 Rutgers Co-op Extension	
Other Expenses	271,662
5212 Reimbursement for Out of County Students	
Other Expenses	82,000
5216 Cultural & Heritage Commission	
Other Expenses	150,000
5402 County Parks & Recreation	
Salaries & Wages	2,400,000
Other Expenses	175,000
5404 County Parks/Non-Profit	
Other Expenses	50,000
5406 Forge Pond Recreation Complex	
Other Expenses	100,000
5408 Atlantis Complex	
Other Expenses	185,000
5410 Purchase/Rent/Lease Equipment	
Other Expenses	175,750
5412 Atlantis/Pro-Shop	
Other Expenses	19,000
5414 Forge Pond/Pro-Shop	
Other Expenses	14,000
5608 County Air Park	
Salaries & Wages	35,000
Other Expenses	2,600

<u>APPROPRIATIONS</u>	<u>AMOUNT</u>
5625 Repair & Maintenance of County Vehicles	
Other Expenses	850,000
5626 Environmental	
Other Expenses	187,501
5627 Physical Damage Vehicle	26,700
5628 Rental/Lease Office Premises	
Other Expenses	600,000
5638 Ocean County Public Transportation Program	
Other Expenses	375
5646 Purchase, Replacement, Repairs & Rentals of Equipment	
Other Expenses	92,500
5654 Veterans' Service Bureau	
Salaries & Wages	200,000
Other Expenses	55,750
5665 Association of Counties	
Other Expenses	29,655
<u>Utilities</u>	
5667 Gasoline	995,000
5669 Telephone/Data Transmission	1,000,000
5670 Natural Gas	475,000
5671 Heating Oil	15,000
5672 Recycling	500,000
5673 Water	109,550
5675 Sewer	175,000
5676 Trash Disposal	97,750
5677 Electricity	900,000
5679 Special Projects	440,000
<u>Capital Improvements</u>	
6002 Capital Improvement Fund	10,375,000
6010 Timekeeping Software & Equipment	100,000
6026 Road Overlay & Construction-Roads	1,000,000
6027 Road Overlay & Construction-Engineering	450,000
6028 Purchase of Communications Equipment	125,000
6036 Purchase of Office Equipment & Furniture	837,500
6038 Purchase of Trucks	1,125,000
6040 Building Repairs	1,300,000
6042 Data Processing Equipment	2,300,000
6050 Engineering Projects - Design	100,000
6053 Barnegat Branch Trail Upgrades	100,000
6054 Airpark Upgrades	25,000
6055 Roof upgrades and alterations	200,000
6058 OCC Capital Equipment Upgrades	1,000,000
<u>County Debt Service</u>	
6650 Interest on Bonds	5,806,439
6652 Int: College Bonds State Aid	71,425
6655 NJEIT - Fund Loan	40,637
6657 NJEIT Trust Loan	9,269
<u>Statutory Expenditures - Contributions To:</u>	
6833 Defined Contrib Retire Plan	50,000
6834 Other Pension Liabilities	50,000
6840 Social Security System (O.A.S.I.)	4,300,000
6843 NJ-DOL-Catastrophic Illness Fund Right to Know	3,000
6844 New Jersey Temporary Disability Insurance	122,500
<u>State and Federal Grants</u>	
7044 Aid to Families with Dependent Children	100,000
AC47 Victims of Crime Act FY24	529,109
AC54 State Body Armor FY24 Corr	13,856
AC55 State Body Armor FY24 Pros	5,065
AC56 State Body Armor FY24 Sheriff	10,569
AC71 State Homeland Security FY24	223,705
AD00 Area Plan III E State FY25	106,942
AD01 Safe Housing & Transport FY25	84,189
AD03 Adult Protective Svc FY25	451,670
AD04 Ocean Area Plan Grant FY25	2,688,590
AD05 Ocean Area Comprehensive FY25	240,592
AD06 Ocean Area Plan State FY25	120,292
AD07 DCA: Home Delivered Meals FY25	72,171

<u>APPROPRIATIONS</u>	<u>AMOUNT</u>
AD09 CMQA FY25	23,810
AD17 Sr Citizen/ Persons w/ Disab FY25	3,159,063
AD23 Council of the Arts FY25	264,500
AD28 Supp Aging Supportive Svcs 25	232,634
AD29 Area Plan III-E Admin FY25	10,613
AD31 Family Court Services FY25	338,792
AD36 State Cola Senior Svcs FY25	387,495
AD38 Medicaid Match FY25	74,243
AD51 DHS Emerg Food & Shelter FY25	999,780
AD66 NJ Co History Partnership FY25	134,329
AD69 NJDOT/Mill Creek Trail Ph II	730,000
AD77 AAA NJSNAP FY25	368,899
AD84 Program Service Fund FY25	562,994
AD85 Program Management Fund FY25	90,000
AD98 USDA FY25	158,075
BC47 Local: Victims of Crime FY24	132,277
BD07 Local: DCA Home Delv Meal FY25	18,043
BD28 Local: Supp Aging Supp Svc 25	58,159
Total 2025 Temporary Budget	\$ <u>150,880,537</u>

RESOLUTION

January 6, 2025

WHEREAS, it is deemed necessary to designate a County employee authorized to invest County idle funds; and

WHEREAS, the Board of Commissioners have appointed a Chief Financial Officer in accordance with P.L. 1993, c 87 et seq. (C 40A:9-28 et seq.).

NOW, THEREFORE, BE IT RESOLVED, by the **BOARD OF COMMISSIONERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY**, as follows:

1. The County Chief Financial Officer and/or her designee are hereby authorized to invest available funds during the calendar year 2025, said funds only being invested in permitted securities/investments approved by New Jersey State Law. Funds may also be invested with financial institutions listed as authorized designated depositories.
2. The Chief Financial Officer and/or her designees will report to this Board on a monthly basis.
3. Any securities purchased must be maintained by said depositories in safekeeping.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be made available to the County Auditor and the Department of Finance.

RESOLUTION

January 6, 2025

WHEREAS, N.J.S.A. 40A:5-14 requires that a local unit designate depository (ies) for County funds; and

WHEREAS, it is the desire of the County of Ocean to comply with such statute.

NOW, THEREFORE, BE IT RESOLVED, by the **BOARD OF COMMISSIONERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that the following financial institutions are designated as the Depositories of the County of Ocean for the year 2025:

Amboy Bank, Old Bridge, New Jersey
Apple Bank for Savings, New York, New York
Bank of America, Toms River, New Jersey
Bank of New York Mellon, West Patterson, New Jersey
Blue Foundry Bank, Rutherford, New Jersey
Bogota Savings Bank, Teaneck, New Jersey
Brunswick Bank & Trust, Monmouth Junction, New Jersey
Capital One, N.A., Fairfield, New Jersey
Cenlar Federal Savings Bank, Trenton, New Jersey
Century Savings Bank, Vineland, New Jersey
Citibank, N.A., Toms River, New Jersey
Citizens Bank N.A., Toms River, New Jersey
Columbia Bank, Fair Lawn, New Jersey
Connectone Bank, Englewood Cliffs, New Jersey
Crest Savings Bank, Wildwood, New Jersey
Crown Bank National, Brick, New Jersey
First Bank, Hamilton, New Jersey
First Commerce Bank, Lakewood, New Jersey
First National Bank of Absecon, Absecon, New Jersey
Firstrust Savings Bank, Conshohocken, Pennsylvania
Flagstar Bank, Toms River, New Jersey
Franklin Bank, Pilesgrove, New Jersey
Freedom Bank, Maywood, New Jersey
Freehold Bank, Freehold, New Jersey
Haddon Savings Bank, Haddon Heights, New Jersey
Haven Savings Bank, Hoboken, New Jersey
J P Morgan Chase Bank, Toms River, New Jersey
Kearny Bank, Toms River, New Jersey
Liberty Bell Bank, Marlton, New Jersey
Lusitania Savings Bank, Newark, New Jersey
Magyar Bank, New Brunswick, New Jersey
Manasquan Savings Bank, Manasquan, New Jersey
Millville Savings and Loan Association, Millville, New Jersey
Monroe Savings Bank, Williamstown, New Jersey
M&T Bank, Toms River, New Jersey
New Jersey Asset & Rebate Management Program (NJ/ARM)
New Millennium Bank, New Brunswick, New Jersey
New York Community Bank, Toms River, New Jersey
Northfield Bank, Avenel, New Jersey
NVE Bank, Englewood, New Jersey
Ocean First Bank, Toms River, New Jersey
Poplar Bank, Elizabeth, New Jersey
Provident Bank, Toms River, New Jersey
PNC Bank, Toms River, New Jersey
Republic Bank, Philadelphia, Pennsylvania

Santander Bank, Toms River, New Jersey
State of New Jersey Cash Management Fund
Schuyler Savings Bank, Kearny, New Jersey
Somerset Savings Bank, SLA, Bound Brook, New Jersey
Spencer Savings Bank, SLA, Elmwood Park, New Jersey
Sturdy Savings Bank, Cape May Court House, New Jersey
TD Bank, Toms River, New Jersey
The Bank of Princeton, Princeton, New Jersey
The Depository Trust Company
Union County Savings Bank, Elizabeth, New Jersey
Unity Bank, Highland Park, New Jersey
U.S. Bancorp Asset Management, Inc., Minneapolis, Minnesota
Valley National Bank, Wayne, New Jersey
Wells Fargo, N.A., Toms River, New Jersey

BE IT FURTHER RESOLVED that the authorized County Officials are hereby directed and approved to execute any necessary related documents required by said depositories in order to perform their fiduciary responsibility.

BE IT FURTHER RESOLVED that certified copies of this resolution shall be made available to each institution named above, Conner Strong Company, Inc., County Auditor and the Department of Finance.

RESOLUTION

January 6, 2025

WHEREAS, the County of Ocean previously received approval from the State of New Jersey Division of Local Government Services, for various petty cash funds; and

WHEREAS, N.J.S.A. 40A:5-21 requires each petty cash fund be re-authorized annually; and

WHEREAS, the following County departments have a State approved petty cash fund:

Clerk of the Board
Parks and Recreation
Prosecutor's Office – Emergencies
Prosecutor – Confidential Investigations
Sheriff's Department
Transportation Services Department
Vehicle Services Department

NOW THEREFORE, BE IT RESOLVED that the Ocean County Board of Commissioners, State of New Jersey, that the petty cash funds approved by the State of New Jersey are hereby re-authorized for the year 2025.

BE IT FURTHER RESOLVED that a certified copy of this resolution be made available to the Finance Department and to the County Auditor.

RESOLUTION

January 6, 2025

WHEREAS, N.J.S.A. 40A:5-14 requires that a local unit annually adopt a Cash Management Plan; and

WHEREAS, it is the desire of the County of Ocean to comply with such statute.

NOW, THEREFORE, BE IT RESOLVED, by the **BOARD OF COMMISSIONERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY** that the attached Cash Management Plan of the County of Ocean shall serve as the 2025 Cash Management Plan.

BE IT FURTHER RESOLVED that the authorized County Officials are hereby directed and approved to execute any necessary related documents required to implement the 2025 Cash Management Plan.

BE IT FURTHER RESOLVED that certified copies of this resolution shall be made available to the County Auditor and the Department of Finance.

CASH MANAGEMENT PLAN

POLICY

FIN 2025



BOARD OF COMMISSIONERS
OCEAN COUNTY, NEW JERSEY

RESOLUTION

FEBRUARY 4, 1998

WHEREAS, N.J.S.A. 40A:5-14 of the Local Fiscal Affairs Law as amended by P.L. 1997, c. 148 on June 30, 1997 requires that every local unit shall adopt a "Cash Management Plan"; and

WHEREAS, The Cash Management Plan is required to list the GUDPA approved depository banks, any broker/dealers, and the approved investment instruments selected by the local unit's governing body; and

WHEREAS, The Local unit is required to adopt by resolution its Cash Management Plan on an annual basis.

NOW, THEREFORE, BE IT RESOLVED by the **BOARD OF CHOSEN FREEHOLDERS** of the **COUNTY OF OCEAN, STATE OF NEW JERSEY**, that the attached Cash Management Plan, known as Form FIN 1-98 be adopted as the Cash Management Plan for the County of Ocean in compliance to N.J.S.A. 40A:5-14 as modified by P.L. 1997, c.148.

BE IT FUTHER RESOLVED that certified copies of this resolution shall be forwarded to the Clerk of the Board, the Department of Finance and the County Auditor.



COUNTY OF OCEAN

POLICY

		FORM FIN 2025
SUBJECT: CASH MANAGEMENT PLAN	EFFECTIVE DATE 1/01/2025	APPROVAL

INTRODUCTION

The New Jersey "Local Fiscal Affairs Law", specifically N.J.S.A. 40A:5-14, as amended by P.L. 1997, c.148 on June 30, 1997, requires that every local unit shall adopt a "Cash Management Plan." This plan lists the GUDPA approved depository banks, any broker/dealers, and the approved investment instruments selected by the local unit's governing body.

In addition, the cash management plan is to be adopted by resolution, usually at the reorganization meeting, or the first meeting of the year and will guide the investment of a local unit's idle cash during periods that it is not needed to meet obligations.

The County of Ocean has a formal Cash Management Plan which was initially adopted on July 6, 1983 and revised on February 4, 1998.

The purpose of the current revision is to modify the procedures currently followed under the current Cash Management Plan to comply with the provisions of P.L. 1997, c.148 as enacted on June 30, 1997.

This new act revises and expands the responsibility of the governing body and the role of the Chief Financial Officer in cash management as well as expanding the range of the allowed investment vehicles used by a local unit to invest its idle cash.

County of Ocean

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POLICY

		FORM FIN 2025
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I. GENERAL AUTHORITY

The Board of Commissioners for the County of Ocean authorizes the Chief Financial Officer of the County of Ocean to administer the Cash Management Plan in order to deposit and invest the County of Ocean's idle cash pursuant to the stipulations contained in the Cash Management Plan.

II. ELIGIBLE DEPOSITORIES FOR PUBLIC FUNDS

Eligible depositories for County funds are New Jersey banks or savings and loans specifically approved by the New Jersey Department of Banking and Insurance under the Government Unit Depository Protection Act (GUDPA) and maintain a banking presence in the County of Ocean. Deposits of County funds in institutions other than those covered by GUDPA are prohibited by law.

As part of the County's Cash Management Plan, annually The Board of Commissioners shall adopt a list of the approved depositories for the County (ATTACHMENT A).

RFP – Request for Proposal

While P.L. 1997, c.148 formally exempts banking services and investment purchases from the bidding provisions of the Local Public Contracts Law N.J.S.A. 40A:11, all investment and banking services for the County of Ocean may be selected through a Request For Proposal (RFP) process.

When the need for banking and investment services exists, the County Chief Financial Officer may solicit RFP's from the eligible banking and investment institutions.

Upon receipt of the RFP's, the County Chief Financial Officer will then review each proposal. After the review, the County Chief Financial Officer will make recommendations to the Board of Commissioners. If necessary, the County Auditor may be asked to aid in the review process.

Once an investment or banking institution has been selected, the County's Cash Management Plan will be revised and adopted by resolution by the Board of Commissioners for the County of Ocean.

POLICY

		FORM FIN 2025
SUBJECT: CASH MANAGEMENT PLAN	EFFECTIVE DATE 1/01/2025	PAGE 2 OF 8

III. CASH MANAGEMENT POLICY

It shall be the policy of the Board of Commissioners for the County of Ocean to adopt the Cash Management Plan by resolution at the annual reorganization meeting or during the year as deemed necessary to reflect changes in laws, depositories, investments or funds.

The Chief Financial Officer for the County of Ocean is directed to invest and deposit funds pursuant to the cash management plan as adopted by resolution of The Board of Commissioners of the County of Ocean.

It is the objective of the Cash Management Policy to maximize the investment and interest income earned on idle County funds while providing adequate liquidity to meet the obligations of the County.

Timely Deposit of all County Funds:

As required by N.J.S.A. 40A:5-15, all monies collected or received from any source by or on behalf of the County or any board or Department thereof shall be paid to the "Treasurer, County of Ocean", who shall deposit all such funds within 48 hours after receipt, to the credit of the County of Ocean in one of the designated legal depositories.

All deposits forwarded to the Chief Financial Officer of the County of Ocean shall be accompanied by a revenue transmittal form listing cash and individual checks and will include a revenue account to which funds will be credited upon deposit.

Deposits to Interest Bearing Accounts:

It is the explicit policy of the County of Ocean that all funds be deposited into interest bearing accounts except as noted below.

All Departments and/or agencies of the County who collect monies for the County in the normal course of its activities must deposit said monies in an interest bearing account until such time as these monies are turned over to the County Treasurer or designee.

POLICY

		FORM FIN 2025
SUBJECT: CASH MANAGEMENT PLAN	EFFECTIVE DATE 1/01/2025	PAGE 3 OF 8

Exceptions to Interest Bearing Account Requirements:

The following types of funds are not required to be placed in Interest Bearing Accounts:

1. Petty Cash and Change Funds under \$5,000.00
2. Cash drawn from a Federal agency under a letter of credit, which cash is to be paid out within 5 working days to a vendor.
3. Amounts derived from the sale of bonds or notes, only to the extent that a specific written opinion of counsel states that the earning of (full) interest would result in the bonds or notes being classified as an arbitrage (not federally tax-exempt) issue pursuant to Federal regulations. To the extent that some interest is allowable, it shall be deposited at such a rate if such a rate is obtainable.

Treasurer's Report:

It shall be the responsibility of the County Treasurer to provide to the Board of Commissioners a Treasurer's Report on a monthly basis which shall detail the following information as required by N.J.S.A. 40A:5-14.e. as amended by P.L. 1997, c.148 on June 30, 1997:

1. All investments made or redeemed over the past month;
2. Each financial institution holding local unit funds;
3. The amount of securities purchased or sold, class or type of securities purchased, book value, earned income, fees incurred, and market value of all investments as of the report date and;
4. Other information that may be required by the Board of Commissioners or deemed appropriate by the Chief Financial Officer.

POLICY

		FORM FIN 2025
SUBJECT: CASH MANAGEMENT PLAN	EFFECTIVE DATE 1/01/2025	PAGE 4 OF 8

Cash Flow Analysis:

An important part of establishing the County investment program includes detailed study of "cash flow" – when money comes in, when it goes out, and how much cash lies available for how long. Such an analysis provides the information needed to plan a viable investment procedure, including the projected length of time that funds can be invested in order to take full advantage of maturity periods with the highest yields.

Analysis of cash flow will alert the Treasurer to possible rescheduling of payments that will result in extending the life of short term investments. The Treasurer's calendar, compiled by the Division of Local Government Services and the Division of Taxation is an excellent source of specific dates regarding the above information. ⁽¹⁾

Reconciliation of Cash Deposits:

On a monthly basis, the Chief Financial Officer or designee shall forward revenue reports to all departments and agencies of the County of Ocean who collect monies for the County detailing cash deposits made to their revenue accounts.

The individual departments and agencies are required to then reconcile the County's reports to the records maintained by the departments.

A form provided by the Chief Financial Officer will be returned by the department or agency either agreeing with the County's records, or listing any discrepancies to be researched by the Chief Financial Officer or designee.

Bank Reconciliations:

It is the policy of the County of Ocean that all bank statements be reconciled to the County's records when received or within a reasonable time thereafter.

⁽¹⁾Adapted from Municipal Finance Administration in New Jersey (New Brunswick: Rutgers University Bureau of Government Research, 1975, pg. 132).

POLICY

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SUBJECT: CASH MANAGEMENT PLAN	EFFECTIVE DATE 1/01/2025	PAGE 5 OF 8

IV. INVESTMENT POLICY

The investment objectives of the County of Ocean, listed in order of importance from greatest to least, are as follows:

1. The ability of the investment instrument to provide for the security and safety of County funds.
2. Liquidity of the investment instrument necessary to provide for County operations and obligations.
3. Yield or return on the investment instrument (only after the first two considerations are met).
4. Investments requiring the payment of a premium should not be purchased without the written consent of the Chief Financial Officer.

Therefore, with these objectives in mind and in compliance with the allowable investments detailed in N.J.S.A. 40A:5-14 as modified by P.L. 1997, c.148, the County Chief Financial Officer will decide on the investment vehicles to be included as approved in the County's Cash Management Plan adopted by resolution by the Board of Commissioners for the County of Ocean and reflected in ATTACHMENT B.

Additionally, the County Chief Financial Officer will select approved investment vehicles to achieve the maximum rate of return while minimizing costs and fees and providing for investment portfolio diversification by spreading idle County funds among a number of these approved investments as listed in ATTACHMENT B.

POLICY

		FORM FIN 2025
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ATTACHMENT A

APPROVED COUNTY DEPOSITORIES

See Attachment A - Resolution dated January 6, 2025

POLICY

FORM
FIN 2025

SUBJECT: CASH MANAGEMENT PLAN	EFFECTIVE DATE 1/01/2025	7 OF 8
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ATTACHMENT B

Approved Investment Vehicles

Any investment instruments in which the security is not physically held by the County of Ocean shall be covered by a third party custodial agreement which shall provide for the designation of such investment in the name of the County of Ocean and prevent unauthorized use of such investments.

Any investment not purchased and redeemed directly from the issuer, government money market mutual fund, local government investment fund, or the State of New Jersey Cash Management Fund, shall be purchased and redeemed through the use of a national or State bank located within the State of New Jersey or through a broker dealer, which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967, c.93 (C.49:3-5) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

Securities which may be purchased by the County include:

1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America. This includes instruments such as Treasury bills, notes and bonds.
2. Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
3. Bonds, notes or other obligations of New Jersey municipalities, local authorities, including fire districts and school districts of which the County is a part.
4. Any other bonds, notes or obligations with maturities not exceeding 397 days, as permitted by the Division of Investments. This includes Certificates of Deposit.
5. Local government investment pools, such as New Jersey CLASS, and the New Jersey Asset and Rebate Management Program.

POLICY

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6. State of New Jersey Cash Management Fund
7. Government money market mutual funds in compliance with the following conditions:
 - A. Registered as a mutual fund with the Securities and Exchange Commission (SEC) and operated in accordance with 17 CFR sec. 270.2a7 (2a7).
 - B. Be rated by a nationally recognized statistical rating organization, i.e. Standard & Poors.
 - C. Have their portfolio limited to U.S. government securities as defined in 17 CFR sec. 270.2a7 and repurchase agreements collateralized by such U.S. securities
8. Repurchase agreements , 30 day maximum term, (repos) of fully collateralized securities, subject to conditions discussed in detail below:
 - A. Repurchase Agreements collateralized by U.S. Government Obligations, as described in Sections 1 and 2 above.
 - B. Custody of the collateral is transferred to a third party. This means the bank must contract with a trusted third party to hold the collateral to insure that it is not pledged against other investments.
 - C. The maturity of the agreement is not more than 30 days.
 - D. Underlying securities are purchased through a GUDPA bank.
 - E. A master repurchase agreement providing for the custody and security of collateral is executed.

Note: At no time shall investments contrary to the intent of N.J.S.A. 40A:5-15, et sequential be allowed.

RESOLUTION

January 6, 2025

WHEREAS, Jennifer L. Bowens has been appointed Purchasing Agent; and

WHEREAS, N.J.S.A.40A:11-9 authorizes the Purchasing Agent to award contracts and administer competitive contracts and institutes a 15 percent of the bid limit quotation threshold.

NOW, THEREFORE, BE IT RESOLVED, by the **BOARD OF COMMISSIONERS OF THE COUNTY OF OCEAN, STATE OF NEW JERSEY**, as follows:

1. Jennifer L. Bowens, as a Qualified Purchasing Agent is authorized to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-2(30), with specified relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit.
2. Pursuant to N.J.S.A. 40A:11-3 and N.J.A.C. 5:34-5.4, the County's bid threshold is \$44,000.
3. The County Purchasing Agent is hereby authorized to purchase materials, supplies and equipment for the County of Ocean through Bids, Contracts, Window Contracts, Quotations, State Contracts and Proprietary Goods and Services in accordance with State Law.
4. The County Purchasing Agent is authorized to administer competitive contracting, (40A:11-4.1 et seq).
5. The County Purchasing Agent is authorized to award contracts that are in the aggregate less than 15 percent of the bid threshold without soliciting competitive quotations (40A:11-6.1).
6. Such purchases shall be made in accordance with the approved, annual budget of this Board.
7. Copies of this Resolution shall be forwarded to the County Management & Budget Department, Department of Finance and Auditor.

**No Associated
Documents**

**No Associated
Documents**

**No Associated
Documents**

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