# Brick Township Council December 31, 2019 Caucus/Public Meeting 10:00 AM Agenda No. 1

- 1. Call to order.
- 2. Adequate notice of this meeting was provided and published in <u>Asbury Park Press</u> and <u>The Ocean Star</u> on February 8, 2019. Copies of the agenda were provided to the newspapers, posted on public bulletin boards and the township website (www.bricktownship.net). At this time please silence or turn off your cell phone.
- 3. a. Roll Call.
  - b. Salute to the Flag/Pledge of Allegiance /Moment of Silence.

# Consent Agenda

"All matters listed under item "Consent Agenda" will be enacted by one motion in the form listed below. If discussion is desired on any item, this item will be removed from the Consent Agenda and will be considered separately."

4.	Resolu	utions:
	1.	Authorize Reappointment of Chief Financial Officer.
	 2.	Authorize Reappointment of Temporary Purchasing Agent.
	 3.	Authorize Budget Appropriation Transfers.
	 4	Authorize Transfer into Dedicated Trust Fund.
	· 5.	Authorize Payment of the Township's 2020 Debt Service.
	6.	Authorize Receipt of Bids - Seasonal Turf Chemical Application Program.
		Authorize Receipt of Bids – Brick Beach III Parking Lot Improvements.
	_,. 8.	Authorize Receipt of Bids – Roadway Improvements to Chapel Hill.
	_0. 9.	Authorize Renewal of Trailer Park License – Princeton Beach Estates, LLC.
	0. 10.	Tax Collector:
	_,	a. Veteran Deductions Granted – 2019.
		b. Widow of Veteran Deductions Granted – 2019.
		c. Senior Citizen Deductions Granted – 2019.
		d. Tax Overpayments – 2015.
		e. Tax Overpayments – 2019.
		f. Fixing of Interest on Taxes and Assessments – 2020.
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	11.	Bill Resolution – Computer 2019.
	12.	Bill Resolution – Manual 2019.
	_14.	Bill (1650idilot) — Midridal 2010.

5. Public Comments.

Please note that each person addressing the Council during any section of the meeting during which public comment is permitted shall limit his/her remarks to five minutes pursuant to Brick Township Administrative Code Section 2 -33B.

- 6. Council Comments.
- 7. Motion to Adjourn.

And any other matters which may come before Council. Formal Action may be taken at all meetings.

\*\* The Township Council Reorganizational Meeting will be held on Wednesday, January 1, 2020 at 2:00 p.m.

# RESOLUTION OF THE TOWNSHIP OF BRICK, COUNTY OF OCEAN, STATE OF NEW JERSEY, RE-APPOINTING CHIEF FINANCIAL OFFICER

**WHEREAS**, Maureen Laffey-Berg has served as the Chief Financial Officer for the Township for four consecutive years, with a term of office of January 1, 2016 to December 31, 2019; and

WHEREAS, Mayor John G. Ducey has notified the Township Council of his intention to re-appoint Maureen Laffey-Berg as the Chief Financial Officer, which shall grant tenure of office to Ms. Laffey-Berg upon filing with the Township Clerk and with the Division of Local Government Services in the Department of Community Affairs evidencing compliance with the provisions of N.J.S.A. 40A:9-140.8; and

WHEREAS, the Township Council has considered the proposed re-appointment and is satisfied with the recommendation of the Mayor and the qualifications of Maureen Laffey-Berg to continue her service as Chief Financial Officer for the Township; and

**WHEREAS**, the Township Council desires to provide its advice and consent to the Mayor for the re-appointment of Maureen Laffey-Berg.

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Township of Brick, County of Ocean, State of New Jersey, as follows:

- 1. The Township Council does hereby consent to the re-appointment of Maureen Laffey-Berg to the position of Chief Financial Officer for the Township of Brick, effective January 1, 2020.
- 2. Ms. Laffey-Berg's re-appointment shall grant her tenure of office, in accordance with the provisions of N.J.S.A. 40A:9-140.8.
- 3. That the Township Clerk shall forward a certified copy of this resolution to Mayor John G. Ducey, to Maureen Laffey-Berg and to the Division of Local Government Services in the Department of Community Affairs.

# **CERTIFICATION**

I, Lynnette A. Iannarone, Township Clerk of the Township of Brick, County of Ocean and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Township Council on December 31, 2019.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal of this Township this 31<sup>st</sup> day of December, 2019.

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**WHEREAS**, the Township has a temporary Purchasing Agent in place with the need for a re-appointment;

WHEREAS, N.J.A.C. 5:32-4.4 establishes the criteria to appoint a temporary Purchasing Agent for a period of one (1) year when a vacancy occurs for the position of Qualified Purchasing Agent, with the option to request a second one-year term to allow for the completion of the required qualifications; and

WHEREAS, N.J.S.A. 40A:11-9(g) permits municipalities to appoint a person who does not possess a qualified purchasing agent certificate to serve as a temporary purchasing agent; and

WHEREAS, N.J.S.A. 40A:11-9(g) permits municipalities to request an extension of the temporary Purchasing Agent appointment; and

WHEREAS, Jana Kopecka has served as a temporary Purchasing Agent for the Township for a period of one year, which period is expiring on December 31, 2019; and

**WHEREAS**, the governing body desires to appoint Jana Kopecka to serve as the Temporary Purchasing Agent for a second one-year term to allow for the completion of the required qualifications, which term will run from January 1, 2020 through December 31, 2020.

NOW THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF BRICK, COUNTY OF OCEAN AND STATE OF NEW JERSEY, as follows:

- 1. That Jana Kopecka is hereby appointed as the Temporary Purchasing Agent to exercise the duties of a Purchasing Agent pursuant to N.J.S.A. 40A:11-9(g) and N.J.A.C. 5:32-4.4 with specific relevance to the authority, responsibility and accountability of the purchasing activity of the Township of Brick, for the period January 1, 2020 to December 31, 2020.
- 2. That in accordance with N.J.S.A. 40A:11-9(g) and N.J.A.C. 5:34-5.5 Jana Kopecka is required to successfully complete four (4) courses and State QPA Examination in order to obtain the certification as a Qualified Purchasing Agent.
- 3. That the Township Clerk is hereby authorized and directed to forward a certified copy of this Resolution to the Director of the Division of Local Government Services.
- 4. That a certified copy of this resolution shall be forwarded to the Business Administrator, the Chief Financial Officer and the Temporary Purchasing Agent.

# CERTIFICATION

I, Lynnette A. lannarone, Township Clerk of the Township of Brick, County of Ocean and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Township Council on December 31, 2019.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal of this Township this 31st day of December, 2019.

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**WHEREAS**, a review of the disbursements and commitments against the 2019 budget has disclosed the necessity for certain adjustments to the budget appropriations; and,

WHEREAS, N.J.S.A. 40A:4-58 authorizes transfers during the last two months of any fiscal year.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Brick, County of Ocean, State of New Jersey, as follows:

1. That the following transfers between certain 2019 Budget appropriations be and the same are hereby authorized:

#### GENERAL APPROPRIATIONS WITHIN/OUTSIDE CAP

Transferred To:			
Salary and Wages			
	_		
Administration	\$	1,000.00	
EMT	\$	1,000.00	
Subtotal	\$	2,000.00	
Transferred To:			
Other Expenses			
	\$	_	
•			
Subtotal	\$		
Total Transferred To			<u>\$ 2,000.00</u>
Transferred From:			
Salary and Wages			
	_		
Subtotal	\$		
Transferred From:			
Other Expenses			
Engineering	\$	2,000.00	
Subtotal	<u>\$</u>	2,000.00	
Total Transferred From			<u>\$ 2,000.00</u>

# CERTIFICATION

i, Lynnette A. lannarone, Clerk of the Township of Brick, County of Ocean, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Township Council of the Township of Brick on December 31, 2019.

	IN December	<b>WITNESS WHEREOF</b> , I have hereunto set my hand and seal of this Township this 31 <sup>st</sup> day of 2019.
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WHEREAS, the Township Council has established a Dedicated Trust Funds for the purpose of providing funding for Accumulated Absence Liabilities; and,

**WHEREAS**, the council wishes to transfer funds from the 2019 current fund budget into this Dedicated Trust Fund.

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Brick, County of Ocean, State of New Jersey, hereby authorizes the following:

The Chief Financial Officer is authorized to transfer \$500,000 into the Dedicated Account for Accumulated Absence Liabilities for a total authorized transfer of \$500,000.

The Chief Financial Officer is authorized to transfer said amount from 2019 Current Fund Budget accounts consisting of transferring from the Solid Waste S/W line item \$100,000 and Roads O/E, \$400,000.

# CERTIFICATION

I, Lynnette A. lannarone, Township Clerk of the Township of Brick, County of Ocean and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Township Council on December 31, 2019.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal of this Township this 31st day of December, 2019.

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WHEREAS, New Jersey Statute 40A:4-19 provides that the governing body of a municipality shall make appropriations for interest and debt redemption charges during the fiscal year at any time between December 20<sup>th</sup> of the year preceding the beginning of the fiscal year and the date of the adoption of the budget; and

WHEREAS, it will be necessary for the Township of Brick to expend for interest and debt redemption charges during the year 2020 not less than \$16,239,400.00 for Current Debt Service, not less than \$170,900.00 for New Jersey Environmental Infrastructure Trust Loans, not less than \$148,600.00 for Green Acres Trust Loans Program, not less than \$46,080 for NJ DEP Loans and not less than \$30,000.00 for Urban and Rural Unsafe Buildings Demolition as follows:

Current Payment of Serial Bonds	\$12	2,430,000.00
Interest on Bond Anticipation Notes	\$	333,300.00
Interest on Serial Bonds	\$ 3	3,476,100.00
TOTAL	\$16	5,239,400.00
NJEIT Trust Fund Loans Principal and Interest	\$_	170,900.00
TOTAL	\$	170,900.00
NJ DEP Principal and Interest	\$	46,080.00
TOTAL	\$	46,080.00
Green Acres Trust Loan Program Principal and Interest	\$_	148,600.00
TOTAL	\$	148,600.00
Urban and Rural Unsafe Buildings Demolition	\$_	30,000.00
TOTAL	\$	30,000.00

**NOW, THEREFORE BE IT RESOLVED** that a sum not less than \$16,634,980.00 be and is hereby appropriated to the payment of said interest and debt redemption charges for the fiscal year 2020; and

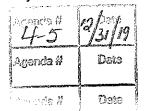
BE IT FURTHER RESOLVED, that an amount not less than \$16,635,880.00 be appropriated in the Township's 2020 adopted budget; and

**BE IT FURTHER RESOLVED**, that this resolution shall formally permit the Chief Financial Officer to disburse the Township's debt service obligations in accordance with the schedules on file in the Office of the Chief Financial Officer.

#### **CERTIFICATION**

I, Lynnette A. Iannarone, Township Clerk of the Township of Brick, County of Ocean and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Township Council on December 31, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of this Township this 31st day of December, 2019.



TOTAL DEBT SERVICE

LYNNETTE A. IANNARONE TOWNSHIP CLERK

\$16,634,980.00

WHEREAS, it has been brought to the attention of the governing body of the Township of Brick the Division of Purchasing and Contracting is desirous of receiving bids for the following item:

# SEASONAL TURF CHEMICAL APPLICATION PROGRAM

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF BRICK, COUNTY OF OCEAN, AND STATE OF NEW JERSEY, as follows:

- 1. The Division of Purchasing and Contracting is hereby authorized to advertise for the receiving of bids for the above mentioned project.
- 2. The Division of Purchasing and Contracting is hereby authorized to prepare bid specifications for the above mentioned project.

# **CERTIFICATION**

I, Lynnette A. Iannarone, Township Clerk of the Township of Brick, County of Ocean and State of New Jersey, do certify that the foregoing resolution was duly passed by the Township Council of the Township of Brick at a regular meeting held on the 31st day of December, 2019.

**IN WITNESS, WHEREOF**, I have hereunto set my hand and seal of this Township this 31<sup>st</sup> day of December, 2019.

LYNNETTE A. IANNARONE TOWNSHIP CLERK

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Date

WHEREAS, it has been brought to the attention of the governing body of the Township of Brick the Division of Purchasing and Contracting is desirous of receiving bids for the following project:

# BRICK BEACH III PARKING LOT IMPROVEMENTS

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF BRICK, COUNTY OF OCEAN, AND STATE OF NEW JERSEY, as follows:

- 1. That the Division of Purchasing and Contracting is hereby authorized to advertise for the receiving of bids for the above mentioned project.
- 2. That the consulting engineer for the project, CME Associates, is hereby authorized to prepare formal bid specifications for the above mentioned project.

# CERTIFICATION

I, Lynnette A. Iannarone, Township Clerk of the Township of Brick, County of Ocean and State of New Jersey, do certify that the foregoing resolution was duly passed by the Township Council of the Township of Brick at a regular meeting held on the 31st day of December, 2019.

IN WITNESS, WHEREOF, I have hereunto set my hand and seal of this Township this 31st day of December, 2019.

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WHEREAS, it has been brought to the attention of the governing body of the Township of Brick the Division of Purchasing and Contracting is desirous of receiving bids for the following project:

# ROADWAY IMPROVEMENTS TO CHAPEL HILL

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF BRICK, COUNTY OF OCEAN, AND STATE OF NEW JERSEY, as follows:

- 1. That the Division of Purchasing and Contracting is hereby authorized to advertise for the receiving of bids for the above mentioned project.
- 2. That the consulting engineer for the project, CME Associates, is hereby authorized to prepare formal bid specifications for the above mentioned project.

# **CERTIFICATION**

I, Lynnette A. Iannarone, Township Clerk of the Township of Brick, County of Ocean and State of New Jersey, do certify that the foregoing resolution was duly passed by the Township Council of the Township of Brick at a regular meeting held on the 31st day of December, 2019.

**IN WITNESS, WHEREOF,** I have hereunto set my hand and seal of this Township this 31<sup>st</sup> day of December, 2019.

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WHEREAS, Chapter 445 of the Township Code requires a license for the operation of a mobile home park in the Township of Brick; and

WHEREAS, Princeton Beach Estates, LLC the owner of the Princeton Beach Estates Mobile Home Park, located at 50 Princeton Avenue, a/k/a Block 869, Lots 14 has submitted an application to the Municipal Clerk for the renewal of their license for the operation of the park; and

WHEREAS, the application has been reviewed and the Princeton Beach Estates Mobile Home Park has been inspected by the Township's Zoning Official and found to be in compliance with the Township Code and with no conditions on the property to be addressed; and

WHEREAS, the Township Council desires to authorize the issuance of a license to Princeton Beach Estates LLC, based on the recommendations of the Zoning Official;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Brick, County of Ocean, State of New Jersey as follows:

- 1. That the Municipal Clerk is hereby authorized to renew the license issued to Princeton Beach Estates, LLC for the Princeton Beach Estates Mobile Home Park, located at 50 Princeton Avenue, a/k/a Block 869, Lots 14, for the operation of the park.
- 2. That said license shall be effective January 1, 2020 through December 31, 2020 and subject to the provisions Chapter 445 of the Township Code.
- 3. That the Township Clerk shall forward a certified copy of this resolution to the Business Administrator, the Zoning Officer and Princeton Beach Estates, LLC.

# **CERTIFICATION**

I, Lynnette A. Iannarone, Municipal Clerk of the Township of Brick, County of Ocean and State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Township Council on December 31, 2019.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal of this Township this 31st day of December, 2019.

LYNNETTE A. IANNARONE MUNICIPAL CLERK

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WHEREAS, Jo Anne R. Lambusta, Tax Collector for the Township of Brick is advising the Township Council that Veteran Deductions have been granted and refunds are to be issued on the following properties for 2019.

**NOW, THEREFORE BE IT RESOLVED** by the Township Council of the Township of Brick, County of Ocean and State of New Jersey, that the Township Treasurer be authorized to refund the amounts listed below.

Block/Lot/Account #	<u>Name</u>	<u>Amount</u>
252.18/57/204777 64 Long Point Dr.	Santa Maria, James	\$250.00
902.05/18/416579 112 Arrowhead Park Dr.	Kirn, Robert	\$250.00
1192.28/4/621946 10 Keats Rd.	O'Connell, Richard	\$250.00
1210.03/18/622307 57 Blue Ridge Dr.	Rupp, William	\$250.00
1312.106/29/623857 341 Jefferson Ct.	Bouvier, Derek A & Diane M	\$250.00

# **CERTIFICATION**

I, Lynnette A. Iannarone, Clerk for the Township of Brick, County of Ocean and State of New Jersey do certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council of the Township of Brick at a meeting of said Township Council on December 31<sup>st</sup>, 2019.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal of this Township this 31st day of December, 2019.



**WHEREAS,** Jo Anne R. Lambusta, Tax Collector for the Township of Brick is advising the Township Council that Widow of Veteran Deductions have been granted and refunds are to be issued on the following properties for 2019.

**NOW, THEREFORE BE IT RESOLVED** by the Township Council of the Township of Brick, County of Ocean and State of New Jersey, that the Township Treasurer be authorized to refund the amounts listed below.

Block/Lot/Account #	<u>Name</u>	<u>Amount</u>
901.22/39/416146 40 Lenape Trail	O'Mahoney, Barbara A.	\$250.00
1192.02/127/520946 19 Robinson Rd.	Desalvo, Kathryn	\$250.00

# **CERTIFICATION**

I, Lynnette A. Iannarone, Clerk for the Township of Brick, County of Ocean and State of New Jersey do certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council of the Township of Brick at a meeting of said Township Council on December 31, 2019.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal of this Township this 31st day of December, 2019.



WHEREAS, Jo Anne R. Lambusta, Tax Collector for the Township of Brick is advising the Township Council that Senior Citizen deductions have been granted and refunds are to be issued on the following properties for the year 2019.

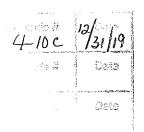
**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Brick, County of Ocean and State of New Jersey, that the Township Treasurer be authorized to refund the amounts listed below.

Block/Lot/Account #	<u>Name</u>	<u>Amount</u>
44.10/20/100783 302 Schooner Ln.	Disarno, Robert	\$250.00
380.15/17/208176 86 Lionshead Blvd. So.	Batistich, Mary	\$250.00
505/40/310923 930 Linden Ave.	Salvatore, John	\$250.00
522/18/311030 957 Wabash Ave.	Banks, Florence	\$250.00
548.01/19/C0077/312755 11 Black Fox Trail	Byrne, Isabel C	\$250.00
1210.03/21/622310 51 Blue Ridge Dr.	Muldoon, Judith A	\$250.00
1123/2/520175 382 Van Zile Rd.	Silence, Lorry	\$250.00

# **CERTIFICATION**

I, Lynnette lannarone, Clerk of the Township of Brick, County of Ocean and State of New Jersey, do certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council of the Township of Brick at a meeting of said Township Council on December 31, 2019.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal of this Township this 31<sup>st</sup> day of December, 2019.



**WHEREAS**, Jo Anne R. Lambusta, Tax Collector for the Township of Brick is advising the Township Council that there are overpayments of taxes for the year 2015.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council in the Township of Brick, County of Ocean and State of New Jersey, that the Township Treasurer be authorized to refund any and all monies due the individual property owner or bank who was responsible for the overpayment.

Block/Lot/Account #	<u>Name</u>	<u>Amount</u>
1386/10/C159/725515 286 Sawmill Rd.	Downing Holdings LLC	494.91
1386/10/C050/725406 1052 Sawmill Rd.	Downing Holdings LLC	540.39
1124/2.11/522408 12 Ryjac Ct.	Cohn, Eric R	443.61
1382/12/624872 103 Hill Top Dr.	Kernan, Edward J. & Joan M.	15.40
377.09/10/ 207513 102 Seaview Ave.	McGadey, Mary	293.03
1318/7/624049 311 Eastham Rd.	Hendrickson, W.&C. Claire	25.41
1192.02/100/520919 43 Patmore Rd.	Hazelgrove, Nancy G.	272.44
382.30/15/308438 238 Essex Ct.	Church, Buddy D & Napolitano, A	251.96
400.10/8/310216 505 Birch Bark Dr.	Puglisi, Michael	1573.79

### CERTIFICATION

I, Lynnette A. Iannarone, Clerk of the Township of Brick, County of Ocean and State of New Jersey, do certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council of the Township of Brick at a meeting of said Township Council on 31st day of December, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of this Township this 31st day of December, 2019.

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**WHEREAS**, Jo Anne R. Lambusta, Tax Collector for the Township of Brick is advising the Township Council that there are overpayments of taxes for the year 2019.

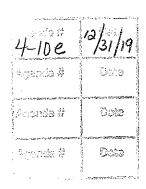
**NOW, THEREFORE, BE IT RESOLVED** by the Township Council in the Township of Brick, County of Ocean and State of New Jersey, that the Township Treasurer be authorized to refund any and all monies due the individual property owner or bank who was responsible for the overpayment.

Block/Lot/Account #	<u>Name</u>	<u>Amount</u>
870.11/24/417143 2 Golden Rod Ct	The Estate of Evelyn Miller	1178.00

#### CERTIFICATION

I, Lynnette A. Iannarone, Clerk of the Township of Brick, County of Ocean and State of New Jersey, do certify the foregoing to be a true and correct copy of a Resolution adopted by the Township Council of the Township of Brick at a meeting of said Township Council on 31<sup>st</sup> day of December, 2019.

**IN WITNESS WHEREOF, I** have hereunto set my hand and seal of this Township this 31st day of December, 2019.



IT IS HEREBY RESOLVED by the Township Council of the Township of Brick, in accordance with NJSA 54:4-67, to permit the fixing of interest to be charged on taxes and assessments at 8% per annum on the first \$1,500.00 and allows 18% on any amount in excess of \$1,500.00 to be calculated from statutory due date until actual payment. Additional penalty of 6% to be collected against a delinquency in excess of \$10,000.00 on properties that remain unpaid at the end of the calendar year. There will be allowed the maximum ten (10) day grace period on quarterly tax payments.

**BE IT FURTHER RESOLVED** that the statutory penalty on a tax sale redemption has been increased pursuant to NJSA 54:4-67 as follows:

- 1. 2% \$200.00 to \$4,999.00
- 2. 4% \$5,000.00 to \$9,999.00
- 3. 6% \$10,000.00 and over

NOW, THEREFORE BE IT RESOLVED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF BRICK, COUNTY OF OCEAN AND STATE OF NEW JERSEY, that the Tax Collector is hereby authorized and directed to charge the fees and interest described above.

#### **CERTIFICATION**

I, Lynnette A. Iannarone, Clerk for the Township of Brick, County of Ocean and State of New Jersey, certify that the foregoing resolution was duly passed by the Township Council this 31<sup>st</sup> day of December, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of this Township this 31<sup>st</sup> day of December, 2019.

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