



BOROUGH OF SEASIDE HEIGHTS
901 BOULEVARD
SEASIDE HEIGHTS, NJ 08751
Phone: (732)793-9100
Fax: (732)793-0319

Purchase Order

**THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.**

NO. 17-00345

ORDER DATE: 2/27/17

DELIVERY DATE: 38062

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732) 240-6000

VENDOR FAX #:

SHIP TO

Borough of Seaside Heights

901 Boulevard
Seaside Heights, N.J. 08751

VENDOR

Vendor #: GILMO005

GILMORE & MONAHAN ESQ.
10 ALLEN STREET
P.O. BOX 1540
TOMS RIVER, NJ 08754-0000

PAYMENT RECORD

CHECK NO.

DATE PAID

1-52-20-155-000-391

NOTICE: TAX EXEMPT - TAX ID: 21-6001170

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
	TO PROFESSIONAL SERVICES RENDERED For the period 1/27/17 through 2/21/17, as per the attached statement(s):			
	General Matters (expenses):			\$1,622.93
	Legal Fees As Per Professional Services Contract:			\$6,333.33
	Total:			\$7,956.26

(Signature)

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

VENDOR SIGN HERE

Borough Attorney 2/24/17

OFFICIAL POSITION DATE
22-2360167

TAX ID NO. OR SOCIAL SECURITY NO.

OFFICER'S CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

DEPT. HEAD DATE

VENDOR MUST SIGN CERTIFICATION STATEMENT ON THIS VOUCHER. MAIL VOUCHER & ITEMIZED BILLS TO:

BOROUGH OF SEASIDE HEIGHTS
901 BOULEVARD
SEASIDE HEIGHTS, NJ 08751

APPROVAL TO PURCHASE

DO NOT ACCEPT THIS ORDER UNLESS IT IS SIGNED BELOW

Chief Financial Officer

Chairperson

Gilmore & Monahan, P.A.

P.O. Box 1540

Toms River, NJ 08754-1540

Ph: 732-240-6000

Fax: 732-244-1840

Attn.: Ms. Barbara Risley, Chief Financial Officer
BOROUGH OF SEASIDE HEIGHTS
901 Boulevard
P.O. Box 38
Seaside Heights, NJ 08751

Date: 02/21/17
File #: 2800
Inv #: 38062
Atty.: JLC

RE: GENERAL MATTERS

Date	Professional Services Rendered	Hours
01/27/17	Draft correspondence to Office of Professional Responsibility re: expungement and DNA issue; telephone conference with Union County Prosecutor's Office re: DNA for juvenile and whether it was taken or not at time of sentencing.	0.5
01/31/17	Telephone call from attorney for Union County Prosecutor's Office re: Peter Manuella and DNA expungement.	0.2
	Receipt and review of correspondence from Borough Clerk re: OPRA request for employee contracts and certifications; draft correspondence in response to same.	0.5
02/01/17	Receipt and review of meeting agenda from Borough Administrator; draft ordinance re: various title and Civil Service job descriptions; draft resolution re: change of title and temporary leave for Deputy Clerk; draft resolution for Lincoln Avenue road improvements; receipt and review of correspondence from Police Dept. Records Custodian re: OPRA request and current negotiations; draft correspondence in response to same; draft resolution awarding contract to Stageline; draft correspondence to Borough Administrator re: Confidential Assistant appointment and term; receipt and review of correspondence in response to same; receipt and review of meeting agenda from Borough Administrator; receipt and review of correspondence from Borough Administrator re: Bay Boulevard infrastructure issue; telephone call from Borough Administrator re same; telephone conference with Asst. County Administrator re: drainage responsibility; draft revised resolution re: Bay Boulevard; telephone call from Bond Counsel re: needed summary of	6.0

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	pending tax appeal potential liability for Local Finance Board application; receipt and review of correspondence from redeveloper re: County resolution and Borough's acceptance of Bay Boulevard; receipt and review of correspondence from Borough Administrator re: same.	
	Attendance at Borough Council meeting.	1.8
02/02/17	Receipt and review of correspondence from Borough Administrator re: resolution for accidental disability application; receipt and review of correspondence from Land Use Board Planner and Attorney re: site plan approval for redevelopment.	0.7
	Receipt and review of correspondence and attachments from Borough Clerk re: request for concise statement for ordinance; draft concise statement for Ordinance 2017-04 for first reading of ordinance.	0.8
	Review of sight triangle easement; review of restrictive covenants for senior apartments development; draft correspondence re: same.	0.6
02/03/17	Receipt and review of correspondence from Township Clerk re: need for recycling tonnage grant.	0.2
	Receipt and review of correspondence from Borough Clerk re: concise statement for Ordinance 2017-04.	0.2
	Receipt and review of correspondence from Borough Clerk re: OPRA request for employee contracts and certifications; draft correspondence in response to same.	0.5
02/06/17	Receipt and review of correspondence from redeveloper re: requested deed restriction changes.	0.3
	Draft concise statement for Ordinance 2017-01; draft concise statement for Ordinance 2017-03, draft various correspondence to Borough Clerk forwarding same; receipt and review of correspondence in response to same and revisions to Ordinance 2017-03; draft correspondence to Police Dept. re: DNA expungement for Peter Manuella; telephone call from Union County Prosecutor's Office re: same.	2.3
02/07/17	Telephone conference with manager of CODIS Compliance Unit in New	2.3

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Jersey Criminal Justice Unit re: DNA expungement for Peter Manuella; receipt and review of various correspondence from Office of Professional Responsibility, Borough Police Dept. re: same; draft correspondence in response to same; receipt and review of correspondence from Office of Professional Responsibility, Borough Police Dept. re: confirmation of correspondence sent as to DNA expungement; receipt and review of various correspondence from Borough Building Dept. re: current condition of 255 Hierung Avenue; draft correspondence in response to same; receipt and review of correspondence from Borough Building Dept. re: owner search for 136 Fremont Avenue; draft correspondence in response to same.

Telephone call from Borough Engineer re: subpoena for records received; receipt and review of correspondence from Township Engineer re: same; telephone conference with attorney for Jamali Developers re: subpoena; review of file re: documents previously produced in another lawsuit to determine whether this firm has the documents requested. 1.0

Receipt and review of correspondence from Borough Clerk re: OPRA request for employee information. 0.2

02/08/17 Receipt and review of correspondence from Borough Building Dept. re: status of 225 Hierung Avenue and confirmation of receipt of Borough's intention to seek an owner search. 0.2

02/10/17 Receipt and review of draft agenda from Borough Clerk. 0.2

02/14/17 Draft cap bank ordinance; draft recycling tonnage grant resolution; draft resolution and employment agreement for Tax Collector. 3.0

Telephone conference with attorney for LM Insurance Corp. re: subpoena sent to Borough for certified payroll records for work performed by Jamali in connection with the Boardwalk reconstruction project; review of records previously requested; draft correspondence to Borough Engineer re: payroll records; receipt and review of correspondence in response to same. 1.2

02/15/17 Draft resolution re: disability retirement; legal research re: same; receipt and review of correspondence from Borough Clerk re: retirement date. 1.1

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	Attendance at Borough Council meeting.	2.2
02/16/17	Receipt and review of correspondence from Borough Administrator re: filing permits; legal research re: same; draft correspondence to Borough Administrator re: same and sample ordinance.	0.8
	Receipt and review of correspondence from Borough Clerk re: request for concise statement for Ordinances 17-02, 17-05 and 17-04; draft concise statement for Ordinance 17-02; draft concise statement for Ordinance 17-04; draft concise statement for Ordinance 17-05; draft various correspondence to Borough Clerk re: concise statement for Ordinances 17-02 and 17-04.	2.2
	Draft correspondence to Borough Engineer re: copies of certified payrolls; receipt and review of correspondence in response to same; draft correspondence to attorney for LM Insurance Corp. re: subpoena for certified payroll records for Boardwalk reconstruction and beach handicap ramps projects; receipt and review of correspondence from Borough Engineer re: certified payroll records for Boardwalk reconstruction and beach handicap ramps projects; draft correspondence to attorney for LM Insurance Corp. forwarding same.	1.8
02/17/17	Receipt and review of correspondence from Borough Administrator re: title search company; draft resolution and contract addendum for Public Defender necessitated by bail reform legislation.	1.7
	Receipt and review of correspondence from Township Clerk re: Ordinance 2017-05.	0.2
02/21/17	Receipt and review of various correspondence from title company re: closing documents status; receipt and review of correspondence from Borough Administrator re: Bay Boulevard status; draft correspondence to Asst. County Administrator re: same; receipt and review of correspondence in response to same; receipt and review of FAST shared services agreement from Borough Clerk; receipt and review of correspondence from Borough Administrator forwarding information from Labor Counsel concerning Rice notice case; draft correspondence to redeveloper re: executed contract for records; receipt and review of correspondence in response to same.	2.0

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Total Services Rendered

\$0.00 34.7

Date	Disbursements	Amt. Disb'd	Receipts
	/Online Legal Research	1,293.94	
	/Photocopies	0.25	
	/Postage	7.66	
	/Telephone	266.67	
01/24/17	Federal Express		
	/Overnight Mail	34.84	
02/01/17	Federal Express		
	/Overnight Mail	19.57	
	Total Disbursements/Total Receipts	\$1,622.93	\$0.00
	TOTAL DUE FOR THIS BILLING PERIOD:		\$1,622.93