

JEFFERSON TOWNSHIP COUNCIL
 1033 WELDON ROAD
 LAKE HOPATCONG, NJ 07849
 973-208-6100
 www.jeffersontownship.net

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|---------------------------------------------------------------------|
| TO THE EXTENT KNOWN AS OF 12.22.23 |
|---------------------------------------------------------------------|

JANUARY 3, 2024
 REORGANIZATION MEETING – 7:00 PM
 AGENDA

**** PLEASE SILENCE ALL CELL PHONES

1. CALL TO ORDER – Township Clerk

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of **January 3, 2024** was included in a list of meetings notice sent to the official newspapers of the Township, the Daily Record and the Star Ledger, on **January 6, 2023** and was posted on the bulletin board in the Municipal Building on **January 6, 2023** and has remained continuously posted as the required notices under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk.

2. ROLL CALL – Township Clerk

| | Present | Absent |
|-----------------------------|---------|--------|
| Mr. Birmingham | | |
| Mr. Dunham | | |
| Mr. Kalish | | |
| Mrs. Senatore | | |
| Mr. Smith | | |
| Mr. Ryan, Township Attorney | | |
| Ms. Reilly, Township Clerk | | |

Let the record reflect the following members of the administration are present: Mayor Wilsusen and Administrator Debi Millikin.

- 3. **SALUTE TO THE FLAG – Township Clerk**
- 4. **INVOCATION – Rev. Sean McDonnell, Pastor, Our Lady Star of the Sea RC Church**
- 5. **RECOGNITION OF DIGNITARIES – Township Clerk**
- 6. **ELECTION OF COUNCIL PRESIDENT – Township Clerk**
The Township Clerk will take nominations for Council President
- 7. **ELECTION OF COUNCIL VICE PRESIDENT – Council President**
The Council President will take nominations for Council Vice President
- 8. **MINUTES – December 13, 2023 (Regular) – Township Clerk**

| Council Member | By | 2 nd | Yes | No | Abstain | Absent |
|----------------|----|-----------------|-----|----|---------|--------|
| Mr. Birmingham | | | | | | |
| Mr. Dunham | | | | | | |
| Mr. Kalish | | | | | | |
| Mrs. Senatore | | | | | | |
| Mr. Smith | | | | | | |

9. CONSENT AGENDA* – Township Clerk

*Matters listed on the Consent Agenda Resolution are considered routine and will be enacted by one motion of the Council and one roll call vote. There will be no separate discussion of these items unless a Council member requests an item be removed for consideration.

*PERMITS/LICENSES: None for January 3, 2024

***APPOINTMENTS:**

| Member/Position | Appointment | Notes | Term | Expires |
|-----------------|---------------|-------|--------|----------|
| Deputy Clerk | Amanda Nevins | N/A | 1 year | 12/31/24 |

***CONSENT AGENDA RESOLUTIONS:**

- 24-01 Resolution Establishing 2024 Township Council Meeting Schedule
- 24-02 Resolution Designating Official Newspapers of the Township for 2024
- 24-03 Resolution Establishing Procedures for Written Requests of Regular 2024 Township Council Meeting Schedules, or Revisions Thereto, Pursuant to N.J.S.A. 10:4-19
- 24-04 Resolution Establishing Procedure for Public Comment Before the Jefferson Township Council
- 24-05 Resolution Certifying Compliance With The United States Equal Employment Opportunity Commission's 'Enforcement Guidance On The Consideration Of Arrest and Conviction Records In Employment Decisions Under Title VII Of The Civil Rights Act of 1964' Pursuant To P.L.2017, C. 183
- 24-06 Resolution Authorizing Participation in the Volunteer Tuition Credit Program
- 24-07 Resolution Appointing Special Police Officers
- 24-08 Resolution Appointing Assessment Search Officer
- 24-09 Resolution Appointing Public Agency Compliance Officer (PACO)
- 24-10 Resolution Authorizing Bonding for Township Officials and Employees
- 24-11 Resolution Authorizing Cancellation of Tax Overpayments or Delinquent Amounts Less Than \$10.00
- 24-12 Resolution Authorizing Water and Sewer Utility Billing Adjustments of Amounts Less Than \$10.00
- 24-13 Resolution Authorizing Recreation Department Billing Adjustments of Amounts Less Than \$5.00
- 24-14 Resolution Establishing the Rate of Interest to be Charged on Delinquent Taxes and Assessments
- 24-15 Resolution Establishing the Rate of Interest to be Charged on Delinquent Utility Payments
- 24-16 Resolution Authorizing a Formal Petty Cash Policy for All Departments Within the Township of Jefferson

- 24-17 Resolution Authorizing Municipal Change Funds
- 24-18 Resolution Authorizing Prior Claims of Payments
- 24-19 Resolution Authorizing Prior Claims of Payments for the Recreation Department
- 24-20 Resolution Authorizing Participation in the Morris County Adaptive Recreation Program (McARP)

- 24-21 Resolution Authorizing the Appointment of the Deputy Emergency Management Coordinators
- 24-22 Resolution Awarding a Contract to One Source EAP For The Employee Assistance Program
- 24-23 Resolution Appointing A Commissioner and Alternate Commissioner to the North Jersey Municipal Benefits Fund
- 24-24 Resolution Authorizing the Establishment of a Memorial Policy
- 24-25 Resolution Authorizing the Establishment of a Commemorative Organizational Display Policy
- 24-26 Resolution Authorizing the Establishment of a Street Light Installation Policy
- 24-27 Resolution of the Township of Jefferson Supporting the Lake Hopatcong Commission
- 24-28 Resolution Setting 2023 Salaries for the Council and the Council President Within the Range as Established by the Township's Salary Ordinance
- 24-29 Resolution Setting 2023 Salaries for the Township Clerk and Deputy Clerk Within the Range as Established by the Township's Salary Ordinance
- 24-30 Resolution Authorizing A Professional Services Agreement for Appraisal Services – Mc Nerney & Associates, Inc.
- 24-31 Resolution Authorizing a Professional Services Agreement for Auditing Services – Nisivoccia LLP
- 24-32 Resolution Authorizing A Professional Services Agreement for Bond Counsel Services - Hawkins, Delafield and Wood, LLP
- 24-33 Resolution Authorizing A Professional Services Agreement for Township Labor Attorney Services-Cleary, Giacobbe, Alfieri, Jacobs, LLC
- 24-34 Resolution Authorizing A Professional Services Agreement for Public Defender For the Township of Jefferson with the Law Office Of Daniel P. Agatino, LLC
- 24-35 Resolution Authorizing a Professional Services Agreement for Redevelopment Counsel – McManimon, Scotland & Baumann, LLC
- 24-36 Resolution Authorizing A Professional Services Agreement for Risk Management Services And Appointing the Risk Management Consultant - Willis Of New Jersey
- 24-37 Resolution Authorizing A Professional Services Agreement for Township Attorney Services - Laddey, Clark & Ryan, LLP
- 24-38 Resolution Authorizing A Professional Services Agreement for Township Planner – J. Caldwell & Associates, LLC
- 24-39 Resolution Authorizing A Professional Services Agreement for Licensed Water Operator and Utility Consulting Services for the Township of Jefferson Water and Sewer Utility – DeBlock Environmental Services, LLC.
- 24-40 Resolution Awarding a Contract to New Horizons Forestry Inc. (Tim Slavin) For Forestry Services
- 24-41 Resolution Authorizing Award of Non Fair & Open Contract for Water & Wastewater Management Engineering Services to H2M Architects & Engineers –
- 24-42 Resolution Authorizing Award of Non Fair & Open Contract for DPW Oil to Chemsearch FE – a Division of NCH Corp.
- 24-43 Resolution Authorizing Award of Non Fair & Open Contract for Supervisory Control & Data Acquisition Services to Uptime Automation LLC
- 24-44 Resolution Authorizing the Payment of Bills
- 24-45 Resolution Approving 2024 Cash Management Plan
- 24-46 Resolution Authorizing a Temporary Budget for the Calendar Year 2024

| Council Member | By | 2 nd | Yes | No | Abstain | Absent |
|----------------|----|-----------------|-----|----|---------|--------|
| Mr. Birmingham | | | | | | |
| Mr. Dunham | | | | | | |
| Mr. Kalish | | | | | | |
| Mrs. Senatore | | | | | | |
| Mr. Smith | | | | | | |

- 10. **PUBLIC COMMENT – Presiding Officer**
Please state and spell your name and address for the record. Each speaker is limited to one (1) comment of no more than five (5) minutes and no yielding of time to another person.

- 11. **ADJOURNMENT AT _____ PM - Presiding Officer**

Michele Reilly, RMC, CMR
Township Clerk
973-208-6133 mreilly@jeffersontownship.net

CONSENT AGENDA RESOLUTION #24-01

“RESOLUTION ESTABLISHING 2024 TOWNSHIP COUNCIL MEETING SCHEDULE”

WHEREAS, Chapter 231 of the Public Laws of the State of New Jersey for 1975, known as the “Open Public Meetings Act”, requires notification of meetings of public bodies.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the following schedule of Regular meetings of the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, for the year **2024** is hereby adopted.

BE IT FURTHER RESOLVED that Regular meetings, to discuss or act upon public business will **begin at 7:00 p.m.** on each of the dates set forth below, at the **Municipal Building, 1033 Weldon Road, Lake Hopatcong, New Jersey**, unless otherwise noticed below or as amended during the year by a vote of the Township Council.

REGULAR MEETING SCHEDULE

- | | |
|------------------------|------------------------|
| Wednesday, January 17 | Wednesday, July 17 |
| Wednesday, February 7 | Wednesday, August 14 |
| Wednesday, February 21 | Wednesday, September 4 |
| Wednesday, March 6 | Tuesday, September 17 |
| Wednesday, March 20 | Wednesday, October 2 |

Wednesday, April 3
Wednesday, April 17
Wednesday, May 8
Wednesday, May 22
Wednesday, June 12
Wednesday, June 26

Wednesday, October 16
Wednesday, November 13
Wednesday, December 4
Wednesday, December 18
Monday, January 6, 2025 - Reorganization

BE IT FURTHER RESOLVED that the Township Clerk be and is hereby authorized and directed to post the meeting schedule on the official bulletin board located in the Municipal Building of the Township, to mail a copy of this resolution to the Daily Record and the Star Ledger, and to mail a copy of such schedule to those persons who may request such mailing provided they comply with Resolution #24-03, adopted by the Township Council on January 3, 2024.

CONSENT AGENDA RESOLUTION #24-02

“RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS OF THE TOWNSHIP FOR 2024”

WHEREAS, Chapter 37 of the Public Laws of the State of New Jersey for 1975, known as the “Open Public Meetings Act”, requires every public body, at its annual organization meeting, to designate two (2) newspapers for the purpose of giving them the annual meeting schedule required by said Act, and copies of the Adequate Notice as required by said Act; and

WHEREAS, the Act further requires that one such newspaper shall be known as the “official” newspaper.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the following newspapers are most likely to inform the local public of public meetings and are therefore designated as follows:

1. That the official newspaper of the Township of Jefferson for the year 2024 is hereby designated as the Daily Record.
2. That the second newspaper required by said Act for the year 2024 is hereby designated as the Star Ledger.

CONSENT AGENDA RESOLUTION #24-03

“RESOLUTION ESTABLISHING PROCEDURES FOR WRITTEN REQUESTS OF REGULAR 2024 TOWNSHIP COUNCIL MEETING SCHEDULES, OR REVISIONS THERETO, PURSUANT TO N.J.S.A. 10:4-19”

WHEREAS, N.J.S.A. 10:4-19 allows for any person to request from the Township that he or she be mailed copies of any regular Township Council meeting schedule, or revision to said meeting schedule, together with the agenda of said meetings; and

WHEREAS, the Township Council wishes to set forth the procedures for such requests.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of Jersey, as follows:

1. Any such requests for the schedule of meetings or the agenda for all regular meetings, and any special meetings, or revisions to any of the regularly scheduled meetings, shall be made in writing to the Clerk of the Township; and
2. Such notices shall be forwarded to the person making the request at the time that they are made available to the general public; and
3. The person making the request can provide that the notifications and copies of the agenda be provided by regular mail or by email or by facsimile; and
4. The only obligation of the Township Clerk shall be to mail such notices to the address provided or to email such notices to the email address provided or by facsimile to the phone number provided; and
5. The Clerk shall keep a list containing the names and addresses of those persons making requests for mailings of notices, the date when such application was made, and shall also keep a record of the date which each and every notice was forwarded to said person.

BE IT FURTHER RESOLVED that there shall be no fee required to be paid to the Clerk for the providing of such notifications.

CONSENT RESOLUTION #24-04

“RESOLUTION ESTABLISHING PROCEDURE FOR PUBLIC COMMENT BEFORE THE JEFFERSON TOWNSHIP COUNCIL”

WHEREAS, the Jefferson Township Council provides for public comment during all of its public meetings; and

WHEREAS, Township Council is desirous of providing all members of the public with an opportunity to question or make comments to the Township Council; and

WHEREAS, the Township Council wishes to place a time limit on individual public comment.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson in the County of Morris and State of New Jersey, that there is hereby established a procedure for public comment before the Council whereby each speaker shall be granted no more than five (5) minutes and no more than one (1) appearance before each public comments section of any public meeting of the Council, unless said speaker specifically requests an extension of time and which extension is authorized by the Council.

BE IT FURTHER RESOLVED that this procedure shall not apply to any persons or parties that are scheduled to make a presentation before the Council.

CONSENT AGENDA RESOLUTION #24-05

**“RESOLUTION CERTIFYING COMPLIANCE
WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION’S
‘ENFORCEMENT GUIDANCE ON THE CONSIDERATION OF ARREST AND CONVICTION RECORDS IN EMPLOYMENT
DECISIONS UNDER TITLE VII OF THE CIVIL RIGHTS ACT OF 1964’
PURSUANT TO P.L. 2017, C. 183”**

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit’s hiring practices comply with the United States Equal Employment Opportunity Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964,” *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit’s hiring practices as they pertain to the consideration of an individual’s criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit’s hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

CONSENT AGENDA RESOLUTION #24-06

“RESOLUTION AUTHORIZING PARTICIPATION IN THE VOLUNTEER TUITION CREDIT PROGRAM”

WHEREAS, the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, deem it appropriate to enhance the recruitment and retention of volunteer firefighters and emergency medical volunteers in the Township of Jefferson; and

WHEREAS, the State of New Jersey has enacted P.L. 1998, c.145 which permits municipal governments to allow their firefighters and emergency medical volunteers to take advantage of the Volunteer Tuition Credit Program at no cost to the municipal government.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the Volunteer Tuition Credit Program as set forth in P.L. 1988, c.145 is herewith adopted for the volunteer firefighters and emergency medical volunteers in the municipality.

BE IT FURTHER RESOLVED that the Mayor’s Office of the Township of Jefferson is herewith delegated the responsibility to administer the program and is authorized to enter into all agreements and to maintain files of all documents as may be required under P.L. 1998, c.145.

BE IT FURTHER RESOLVED that copies of this resolution shall be forwarded to the Mayor’s Office, Fire Department #1, Fire Department #2, Jefferson Township Rescue Squad, and Milton First Aid Squad.

CONSENT AGENDA RESOLUTION #24-07

“RESOLUTION APPOINTING SPECIAL POLICE OFFICERS”

WHEREAS, the Chief of Police has recommended and the Mayor and Administrator have approved the following individuals to be appointed to serve as Special Police Officers as identified below.

-Joseph Macaluso

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that said officers have been duly appointed for the 2024 calendar year in accordance with N.J.S.A. 40A:14-140 and 146:10.

BE IT FURTHER RESOLVED that copies of this resolution shall be forwarded to the Chief of Police.

CONSENT AGENDA RESOLUTION #24-08

“RESOLUTION APPOINTING ASSESSMENT SEARCH OFFICER”

WHEREAS, N.J.S.A. 54:5-18.1 requires the governing body to provide by resolution for the making of official certificates of searches as to municipal improvements authorized by Ordinance of the municipality, but not assessed, affecting any parcel or tract of land in such municipality in that a future assessment will be made thereon pursuant to such Ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that Michele Reilly is hereby appointed to the position of Assessment Search Officer until such time a resolution stating otherwise is adopted.

BE IT FURTHER RESOLVED that a certified copy of this resolution is forwarded to the Assessment Search Officer.

CONSENT AGENDA RESOLUTION #24-09

“RESOLUTION APPOINTING 2024 PUBLIC AGENCY COMPLIANCE OFFICER (PACO)”

WHEREAS, in accordance with N.J.A.C. 17:27-3.5 a public agency must annually designate an officer to serve as its Public Agency Compliance Officer; and

WHEREAS, the Public Agency Compliance Officer is responsible for assuring that no public contract may be awarded nor any monies paid until the contractor has agreed to contract performance which complies with the approved Affirmative Action Plan; and

WHEREAS, a copy of this resolution shall be sent to the Division of Purchase and Property, Contract Compliance Audit Unit, EEO Monitoring Program, P.O. Box 206, Trenton, New Jersey, 08625-0206.

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey hereby appoint William Eagen as Public Agency Compliance Officer in the Township of Jefferson for the year 2024.

CONSENT AGENDA RESOLUTION #24-10

“RESOLUTION AUTHORIZING BONDING FOR TOWNSHIP OFFICIALS AND EMPLOYEES”

BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the following Township Officials and employees be bonded with a reputable bonding company in the amount set forth opposite their respective names.

BLANKET BOND COVERING ALL MUNICIPAL EMPLOYEES IN THE SUM OF..... \$ 1,000,000.00

BE IT FURTHER RESOLVED that copies of this resolution shall be forwarded to the Chief Financial Officer and the Municipal Auditor.

CONSENT AGENDA RESOLUTION #24-11

**“RESOLUTION AUTHORIZING CANCELLATION OF TAX OVERPAYMENTS
OR DELINQUENT AMOUNTS LESS THAN \$10.00”**

WHEREAS, N.J.S.A. 40A:5-17.1 allows for the cancellation of property tax overpayments or delinquent amounts of less than \$10.00; and

WHEREAS, the governing body may authorize the Tax Collector to process, without further action on their part, any cancellation of property tax overpayments or delinquencies of less than \$10.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the Tax Collector is hereby authorized to cancel said tax amounts as deemed necessary.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to the Tax Collector, the Chief Financial Officer and the Municipal Auditor.

CONSENT AGENDA RESOLUTION #24-12

**“RESOLUTION AUTHORIZING WATER AND SEWER UTILITY BILLING
ADJUSTMENTS OF AMOUNTS LESS THAN \$10.00”**

WHEREAS, under P.L. 1987 c.82 s.1, a Governing Body may authorize the approval of a Utility adjustment of an amount less than \$10.00; and

WHEREAS, the Auditor for the Township of Jefferson has recommended that these Water and Sewer Utility adjustments be approved by the Governing Body of the Township.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the proper officers are authorized to make billing adjustments in amounts less than \$10.00 to the Water and Sewer Utility rolls.

BE IT FURTHER RESOLVED that adjustments in amounts over \$10.00 must be authorized by the Governing Body.

BE IT FURTHER RESOLVED that copies of this resolution shall be forwarded to the Chief Financial Officer, Tax Collector, Utility Department and to the Municipal Auditor.

CONSENT AGENDA RESOLUTION #24-13

**“RESOLUTION AUTHORIZING RECREATION DEPARTMENT BILLING ADJUSTMENTS
OF AMOUNTS LESS THAN \$5.00”**

WHEREAS, the Auditor for the Township of Jefferson has recommended that the Recreation Department refunds of amounts over \$5.00 be approved by the Governing Body of the Township; and

WHEREAS, from time to time, due to program cancellations and/or failure to participate in a Recreation Department Program, a credit may exist in an amount of \$5.00 or less; and

WHEREAS, the Governing Body may authorize the Recreation Department to cancel such credits that exist in an amount of \$5.00 or less.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Township of Jefferson, County of Morris, State of New Jersey, that the proper officers are hereby authorized to cancel amounts less than \$5.00 in the Recreation Department account and transfer such amounts to the Camp Jefferson Scholarship account.

BE IT FURTHER RESOLVED that copies of this resolution shall be forwarded to the Chief Financial Officer, Recreation Director and to the Municipal Auditor.

CONSENT AGENDA RESOLUTION #24-14

**“RESOLUTION ESTABLISHING THE RATE OF INTEREST TO BE CHARGED
ON DELINQUENT TAXES AND ASSESSMENTS”**

WHEREAS, N.J.S.A. 54: 4-67 permits the governing body of a municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement or discount for the late payment of taxes; and

WHEREAS, N.J.S.A. 54:4-67 permits the fixing of a rate up to 8% per annum on the first \$1,500 of delinquency and up to 18% per annum on any delinquent amount in excess of \$1,500.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500 of delinquency and 18% per annum on any amount in excess of \$1,500 delinquency after the due date.

BE IT FURTHER RESOLVED that no interest shall be charged if payment of any installment is made within ten calendar days after the date on which same is payable; if the tenth calendar day falls on a Saturday, Sunday or legal holiday the grace period shall extend to the next calendar day.

BE IT FURTHER RESOLVED that copies of this resolution shall be forwarded to the Chief Financial Officer, Tax Collector and to the Municipal Auditor.

CONSENT AGENDA RESOLUTION #24-15

“RESOLUTION ESTABLISHING THE RATE OF INTEREST TO BE CHARGED ON DELINQUENT UTILITY PAYMENTS”

BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that in accordance with N.J.S.A. 54:4-67 and the Municipal Utility that the delinquent interest rate of the Township of Jefferson for the year **2024** shall be zero (0)% per annum for the first thirty (30) days of the delinquency and thereafter 8% per annum for the first \$1,500 of delinquency and 18% per annum of any amount in excess of \$1,500.

BE IT FURTHER RESOLVED that copies of this resolution shall be forwarded to the Chief Financial Officer, Tax Collector, Utility Department, and to the Municipal Auditor.

CONSENT AGENDA RESOLUTION #24-16

“RESOLUTION AUTHORIZING A FORMAL PETTY CASH POLICY FOR ALL DEPARTMENTS WITHIN THE TOWNSHIP OF JEFFERSON”

WHEREAS, the Township auditors have recommended that the Township of Jefferson adopt a formal petty cash policy for all departments; and

WHEREAS, the Township of Jefferson has the following petty cash funds:

- | | | |
|------------------------------------|---------------------------------|---------------|
| • Administration & Finance | William Eagen, Custodian | \$1,000.00 |
| • Police Department | Chief Paul Castimore, Custodian | \$750.00 |
| • Police Community Services Bureau | Sgt. Ryan McGowan | \$500.00; and |

WHEREAS, the Township of Jefferson’s Chief Financial Officer (CFO) recommends the following as part of the formal petty cash policy; and

- Purchases made via Petty Cash should only be done when necessary.
 - Township Officials/Employees are urged to seek other procurement options first.
 - Township Officials/Employees should utilize the Township’s Tax Exempt form for municipal purchase.
 - Township Officials/Employees will not be reimbursed sales taxes incurred for petty cash purchases.
- | | |
|----------------------------------------------------|----------|
| • Limit Per Transaction: | \$150.00 |
| • Annual Aggregate Limit Per Employee or Official: | \$425.00 |

WHEREAS, the CFO recommends that all Division of Motor Vehicle fees (including but not limited to registrations, titles, etc) will be exempt from these limits; and

WHEREAS, the Township of Jefferson will also adhere to all petty cash requirements set forth in N.J.S.A 40A: 5-21.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that a formal petty cash policy is hereby established.

BE IT FURTHER RESOLVED that copies of this resolution shall be forwarded to the Chief Financial Officer, the Custodians, and to the Municipal Auditor.

CONSENT AGENDA RESOLUTION #24-17

“RESOLUTION AUTHORIZING MUNICIPAL CHANGE FUNDS”

WHEREAS, there exists a need for certain departments to have municipal change funds for cash transactions; and

WHEREAS, it is recommended that the Township of Jefferson annually establish the municipal change funds; and

WHEREAS, the Township of Jefferson has the following change funds totaling \$750.00:

- | | |
|--------------------|---------------|
| • Tax Collections | \$225.00 |
| • Township Cashier | \$225.00 |
| • Municipal Court | \$200.00 |
| • Recreation | \$100.00, and |

WHEREAS, the Chief Financial Officer recommends the same allotments for the municipal change funds; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the municipal change funds are hereby established for the budget year.

BE IT FURTHER RESOLVED that copies of this resolution shall be forwarded to the Chief Financial Officer, the administrators of the Change Funds, and the Municipal Auditor.

CONSENT AGENDA RESOLUTION #24-18

“RESOLUTION AUTHORIZING PRIOR CLAIMS OF PAYMENT”

WHEREAS, all claims of payment by the Township of Jefferson, County of Morris, State of New Jersey, are required to be first submitted to the Township Council for consideration before payment is made; and

WHEREAS, due to the nature of certain claims and the timing of the particular meeting involved, certain accounts should be paid when claims are presented which are statutory and regular in nature, rather than held for the next meeting of the Township Council.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris and State of New Jersey, as follows:

1. That payments for enumerated claims may be made between meetings to those accounts as listed below when the same are presented to the Township Council and Chief Financial Officer (CFO) of the Township.
2. That the CFO be and he is hereby authorized and directed to prepare the proper vouchers for payment of the below recited accounts when the same is properly presented to him for payment, and that thereafter said claim shall be listed on the List of Bills to be approved by the Township Council.
3. That a certified copy of this resolution be forwarded to the CFO of the Township of Jefferson.

ACCOUNTS

- Township of Jefferson payroll accounts, 1 thru 28 and payroll agency accounts
- Township of Jefferson, Board of Education
- Jefferson Municipal Library 1/3 Mill Quarterly Payments
- County Treasurer (County Taxes/Escrow Payments/Elections Payments)
- Banks for investment purposes/Interfund Transfers/Debt Service Payment/Inspection fee Transfers
- Township Attorney*, Labor Attorney *, Land Use Attorney*, Land Use Planner*, Township Prosecutor *, Township Auditor *
- North Jersey Municipal Employee Benefits Fund, State Health Benefits of NJ, Standard Life Insurance, VESO Life, Delta Dental Plan of NJ, Medicare Reimbursements
- A T & T/Verizon/Sprint*/Metropolitan Telecommunications/Optimum/ Optimum Lightpath/Spectrotel/Verizon Wireless
- Fidelity Leasing (lease for copier P.D.)
- Jersey Central Power & Light/Hudson Energy/Xoom Energy/Constellation Energy/Plymouth Rock Energy/AEP Energy* or other approved Energy Supplier (via Reverse Energy Auction)
- Great American Eastern Energy*
- NJ Natural Gas/Eastern Propane*
- Finch Fuel/Other Fuel Utility Vendors
- Petty Cash
- Recycling and garbage contractors, monthly contract only *
- Willis of New Jersey, General Insurance, Statewide Insurance Fund, VALIC Financial Advisors & The Hartford
- State of New Jersey – Application Fees, Permit Fees, DEP, Public Water Tax, License Fees, State Surcharges, Marriage License Fees, Rabies Control Fee, Pension Payments
- Miscellaneous disbursements approved by specific resolutions
- Reissue of checks after a stop payment has been enforced
- Morris County – Permit Fees and Application Fees/Morris County MUA
- Ten Percent (10%) Bid Bond Returns
- Employee Reimbursement for Prescription, Optical/Vision and Protective Footwear
- Chapter 48 Post-Retirement Medical Payments Reimbursement to Retirees
- Passaic Valley Sewerage Commission
- CMRS/FP
- Postmaster Lake Hopatcong and Dover
- Payments necessary to all vendors requiring compliance with Prompt Payment Laws, Chapter 96, whereby the Township of Jefferson shall pay the bill not more than (thirty) 30 calendar days after the billing date to avoid billable late charges
- Chase Paymentech
- Authorize.net
- Unsuccessful bidders for Bond Sales (return of good faith deposits received via wire transfer)
- New Jersey Motor Vehicle Commission
- Nestle Pure Life Direct
- Flexible Spending Vendors: Wameworks/Ameriflex/Colonial Life/American Fidelity
- Adams Addressing Associates, Inc.
- Home Depot
- Federal Motor Carrier Safety Administration Clearinghouse
- Federal Express (FEDEX)
- EZ Pass
- Daily Record/Gannett NJ/Local IQ
- Normal Retainer And/Or Regular Monthly Periodic Fees

BE IT FURTHER RESOLVED that copies of this resolution shall be forwarded to the Chief Financial Officer and the Municipal Auditor.

CONSENT AGENDA RESOLUTION #24-19

“RESOLUTION AUTHORIZING PRIOR CLAIMS OF PAYMENT FOR THE RECREATION DEPARTMENT”

WHEREAS, all claims of payment by the Township of Jefferson, County of Morris, State of New Jersey, are required to be first submitted to the Township Council for consideration before payment is made; and

WHEREAS, due to the nature of certain claims and the timing of the particular meeting involved, certain accounts should be paid when claims are presented which are statutory and regular in nature, rather than held for the next meeting of the Township Council.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris and State of New Jersey, as follows:

1. That payments for enumerated claims may be made between meetings to those accounts as listed below when the same are presented to the Township Council and Chief Financial Officer (CFO) of the Township.
2. That the CFO be and he is hereby authorized and directed to prepare the proper vouchers for payment of the below recited accounts when the same is properly presented to him for payment, and that thereafter said claim shall be listed on the List of Bills to be approved by the Township Council.
3. That a certified copy of this resolution be forwarded to the CFO of the Township of Jefferson and to the Recreation Department.

ACCOUNTS

Recreation Department Vendors involved in Camp Jefferson Summer Day Camp, department sponsored bus trips, etc.:

| | |
|------------------------------------------------|--------------------------|
| Bounce Around, LLC | Chester, NJ |
| Bronx Zoo | Bronx, NY |
| Camelbeach | Tannersville, PA |
| Circle Line Sightseeing Cruises | New York, NY |
| Color Me Mine of Denville | Denville, NJ |
| Colortime Crafts | Merrick, NY |
| County of Bergen, Department of Parks | Mahwah, NJ |
| Dave & Buster's | Wayne, NJ |
| Earl Heller, Sound Solutions | Pompton Lakes, NJ |
| Flavian, Master of Mind Power | Caldwell, NJ |
| Fun Bus dba Nonos Playground LLC | Elmwood Park, NJ |
| Funtime Junction | Fairfield, NJ |
| Golf Zone | Flanders, NJ |
| Hollyrock Entertainment | Jericho, NY |
| Imagine That | Florham Park, NJ |
| IMWRF – Frog Falls Aquatic Park | Picatinny Arsenal, NJ |
| Jenkinson's Aquarium | Point Pleasant Beach, NJ |
| Jordan Transportation | Butler, NJ |
| Jump On In | Boonton, NJ |
| Lakeland Bus Company | Dover, NJ |
| Lakeview Marina | Lake Hopatcong, NJ |
| Land of Make Believe | Hope, NJ |
| Liberty Science Center | Jersey City, NJ |
| Mad Science of Morris & Sussex | Denville, NJ |
| Madison Square Garden/Radio City Music Hall | New York, NY |
| McDonald's | Lake Hopatcong, NJ |
| Morris County Park Commission | Morristown, NJ |
| Mountain Creek | Vernon, NJ |
| Mt. Olive Recreation | Budd Lake, NJ |
| Musical IQ | Englewood, NJ |
| New Vision Cinema LLC | Sparta, NJ |
| Paintball Depot | Kenvil, NJ |
| Party Perfect Rentals, LLC | Marlboro, NJ |
| Pinto's Pizza | Oak Ridge, NJ |
| Powerhouse Studios | East Hanover, NJ |
| Primo-one LLC | Rockaway, NJ |
| Prudential Center (Devils Arena Entertainment) | Newark, NJ |
| Runaway Rapids WaterPark | Keansburg, NJ |
| Skyland's Ice World | Stockholm, NJ |
| SkyZone Indoor Trampoline Park | Mount Olive, NJ |
| Sparta Lanes | Sparta, NJ |
| Space Farms Zoo | Sussex, NJ |
| Space Odyssey USA | Englewood, NJ |
| Split Rock Resort and Golf Club | Lake Harmony, PA |
| Subway | Sparta, NJ |
| Sussex Meat Packing | Wharton, NJ |
| Tagalongs LLC | Lake Hopatcong, NJ |
| The Bear Factory | Wixom, WI |
| The Funplex | East Hanover, NJ |
| The Music Den | Wharton & Ledgewood, NJ |
| Trescape | Vernon, NJ |
| Turtleback Zoo | Orange, NJ |
| Ultimate Pizza of Oak Rdg LLC | Oak Ridge, NJ |
| Vanderhoof Transportation | West Orange, NJ |
| Vinny & Son Three Inc. | Lake Hopatcong, NJ |
| Wallaby Tales | Pine Beach, NJ |
| Yosi Music LLC | Island Heights, NJ |

BE IT FURTHER RESOLVED that copies of this resolution shall be forwarded to the Chief Financial Officer, Recreation Director and to the Municipal Auditor.

CONSENT AGENDA RESOLUTION #24-20

**“RESOLUTION AUTHORIZING PARTICIPATION IN THE
MORRIS COUNTY ADAPTIVE RECREATION PROGRAM (McARP)”**

WHEREAS, there has been created a Morris County Adaptive Recreation Program (McARP); and

WHEREAS, said program intends to provide recreational opportunities for persons with disabilities of all ages, and further to give said persons an opportunity to explore new leisure time opportunities in conjunction with their age and specific abilities; and

WHEREAS, the total project cost is estimated to exceed \$300,000.00;

WHEREAS, the Township of Jefferson cists with respect thereto will be approximately **\$3,259.00** according to the Fair Share Ratio schedule; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and **totaling \$3,259.00.**

4-01-20-110-112-255

\$3,259.00

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey that the Township of Jefferson hereby intends to join the Morris County Adaptive Recreation Program, (McARP) as described above and to contribute thereto in the amount not to exceed the Fair Share Assessment (FSA) for one year.

BE IT FURTHER RESOLVED that copies of this resolution shall be forwarded to the Chief Financial Officer, Recreation Director and to the Municipal Auditor.

CONSENT AGENDA RESOLUTION #24-21

**“RESOLUTION AUTHORIZING THE APPOINTMENT
OF THE DEPUTY EMERGENCY MANAGEMENT COORDINATORS”**

WHEREAS, the Mayor desires to appoint Deputy Emergency Management Coordinators; and

WHEREAS, **Ed Mangold**, is qualified to serve as a Deputy Emergency Management Coordinator for the Township of Jefferson; and

WHEREAS, **James Perrier**, is qualified to serve as a Deputy Emergency Management Coordinator for the Township of Jefferson; and

WHEREAS, **Fred Claus** is also qualified to serve as a Deputy Emergency Management Coordinator for the Township of Jefferson; and

WHEREAS, **Travis Luecht** is also qualified to serve as a Deputy Emergency Management Coordinator for the Township of Jefferson; and

WHEREAS, **Mickey DeLoreto** is also qualified to serve as a Deputy Emergency Management Coordinator for the Township of Jefferson; and

WHEREAS, **Andrew Schmidt** is also qualified to serve as a Deputy Emergency Management Coordinator for the Township of Jefferson; and

WHEREAS, the Township Council is desirous of giving advice and consent to the Mayor’s appointments of the Deputy Emergency Management Coordinators.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that **Ed Mangold, James Perrier, Fred Claus, Travis Luecht, Mickey DeLoreto and Andrew Schmidt** are appointed to the position of Deputy Emergency Management Coordinator **for the one-year term January 1, 2024 through December 31, 2024.**

BE IT FURTHER RESOLVED that a copy of this resolution be transmitted to the Morris County Office of Emergency Management.

CONSENT AGENDA RESOLUTION #24-22

**“RESOLUTION AWARDDING A CONTRACT TO ONE SOURCE EAP
FOR THE EMPLOYEE ASSISTANCE PROGRAM – FOR PERIOD ENDING DECEMBER 31, 2024”**

WHEREAS, there exists the need for **services related to an Employee Assistance Program (EAP)** for the employees of the Township of Jefferson; and

WHEREAS, the Township of Jefferson has received a proposal for **EAP services** from **Saint Barnabas Management Services, LLC. d/b/a One Source EAP;** and

WHEREAS, the Mayor has recommended acceptance of the proposal from **Saint Barnabas Management Services, LLC. d/b/a One Source EAP;** and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and **totaling \$5,000.00.**

4-01-23-210-210-283

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that a contract is hereby awarded to **Saint Barnabas Management Services, LLC. d/b/a One Source EAP**, 95 Old Short Hills Road, West Orange, New Jersey, 07016 for the Township’s **2024 EAP services in an amount not to exceed \$5,000.00.**

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are authorized to enter into and execute the contract on behalf of the Township.

BE IT FURTHER RESOLVED that the term of this contract shall be for one year, from January 1, 2024 through December 31, 2024.

CONSENT AGENDA RESOLUTION #24-23

**“RESOLUTION APPOINTING A COMMISSIONER AND ALTERNATE COMMISSIONER
TO THE NORTH JERSEY MUNICIPAL EMPLOYEE BENEFITS FUND”**

BE IT RESOLVED by the Council of the Township of Jefferson in the County of Morris in the State of New Jersey that Debra Millikin is hereby appointed as the 2024 Township Commissioner to the North Jersey Municipal Employee Benefits Fund.

BE IT FURTHER RESOLVED that Bill Eagen be and is appointed as 2024 Alternate Township Commissioner to the North Jersey Municipal Employee Benefits Fund.

CONSENT AGENDA RESOLUTION #24-24

“RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A MEMORIAL POLICY”

WHEREAS, the Township of Jefferson has a need to establish a memorial policy governing the establishment of memorials on Township owned property; and

WHEREAS, the purpose of this policy is to establish standards and a process for naming parks, public buildings, structures, facilities, and streets in the Township of Jefferson; and

WHEREAS, a sound policy can add meaning and significance to such actions that embody the value and heritage of this community; and

WHEREAS, a Memorial Policy has been presented to the Township Council and the Township Council has agreed this policy should be put into effect and reviewed on an annual basis each year through the reorganization meeting or shortly thereafter.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey, approve the Memorial Policy which is attached hereto and made a part hereof.

BE IT ALSO RESOLVED that this Resolution shall take effect immediately and that a copy of this Resolution shall be placed on file with the Clerk of the Township.

BE IT ALSO RESOLVED if any section, subsection, sentence, clause or phrase in this resolution is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this resolution.

CONSENT AGENDA RESOLUTION #24-25

“RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A COMMEMORATIVE/ORGANIZATIONAL DISPLAY POLICY”

WHEREAS, the Township of Jefferson wishes to establish guidelines regarding the display of commemorative or organizational flags or banners on any Township flag poles, facilities or structures located on any Township owned or Township maintained property; and

WHEREAS, a Commemorative/Organizational Display Policy has been presented to the Township Council and the Township Council has agreed this policy should be put into effect and reviewed on an annual basis each year through the reorganization meeting or shortly thereafter.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey, approve the Commemorative/Organizational Display Policy which is attached hereto and made a part hereof.

BE IT ALSO RESOLVED that this Resolution shall take effect immediately and that a copy of this Resolution shall be placed on file with the Clerk of the Township.

BE IT ALSO RESOLVED if any section, subsection, sentence, clause or phrase in this resolution is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this resolution.

CONSENT AGENDA RESOLUTION #24-26

“RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A STREET LIGHT INSTALLATION POLICY”

WHEREAS, the Township of Jefferson has a need to establish a street light installation policy governing the establishment of street lights on Township owned property; and

WHEREAS, the purpose of this policy is to establish a consistent and standardized process to be used by the Township of Jefferson to determine the placement of street lights; and

WHEREAS, the policy is intended to provide a procedure for review and approval/denial of street light requests, and to provide an ongoing system of prioritizing the need for future installation of street lights; and

WHEREAS, a Street Light Installation Policy has been presented to the Township Council and the Township Council has agreed this policy should be put into effect and reviewed on an annual basis each year through the reorganization meeting or shortly thereafter.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey, approve the Street Light Installation Policy which is attached hereto and made a part hereof.

BE IT ALSO RESOLVED that this Resolution shall take effect immediately and that a copy of this Resolution shall be placed on file with the Clerk of the Township.

BE IT ALSO RESOLVED if any section, subsection, sentence, clause or phrase in this resolution is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this resolution.

CONSENT AGENDA RESOLUTION #24-27

“RESOLUTION OF THE TOWNSHIP OF JEFFERSON SUPPORTING THE LAKE HOPATCONG COMMISSION”

WHEREAS, the Lake Hopatcong Commission was created to ensure sufficient oversight and protection of Lake Hopatcong and its watershed as a natural, scenic and recreational resource so that the lake may be enjoyed to the fullest possible extent; and

WHEREAS, the Lake Hopatcong Commission has fostered cooperation among various levels of government in the Lake Hopatcong area to achieve its goals; and

WHEREAS, due in large part to the continuing work of the Lake Hopatcong Commission, complaints about the condition of the lake have been dramatically reduced; and

WHEREAS, the itemized budget recently proposed by the Lake Hopatcong Commission is justified, well explained and required to protect this important State-owned regional asset.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Jefferson, in the County of Morris and State of New Jersey, as follows:

1. The Township of Jefferson strongly endorses the continuing efforts and the proposed budget of the Lake Hopatcong Commission.
2. The Township of Jefferson strongly urges the State to provide all necessary funding to allow the Lake Hopatcong Commission to continue its excellent work in preserving and improving Lake Hopatcong.
3. The Township Clerk is hereby authorized and directed to send a certified copy of this Resolution to the Governor of the State of New Jersey, the Commissioner of the Department of Environmental Protection, the Legislative Representatives of Morris and Sussex Counties, the Board of County Commissioners of Morris and Sussex Counties, and the Lake Hopatcong Commission.

CONSENT AGENDA RESOLUTION #24-28

“RESOLUTION SETTING 2024 SALARIES FOR THE COUNCIL AND THE COUNCIL PRESIDENT WITHIN THE RANGE AS ESTABLISHED BY THE TOWNSHIP’S SALARY ORDINANCE”

WHEREAS, N.J.S.A. 40A:9-165 permits the governing body of a municipality, by Ordinance, unless otherwise provided by law, to fix and determine the salaries, wages or compensation to be paid to the officers and employees of the municipality, including the members of the governing body; and

WHEREAS, the Township Council previously adopted a Salary Ordinance which provides for the range within which the salaries, wages or compensation of the governing body may be provided for; and

WHEREAS, the Township Council has made a careful examination of the salaries, wages, and compensation appropriate to compensate members of a municipal council.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey, that the Township Council hereby sets the salary for members of the Council, said salary being within the parameters set by the Salary Ordinance previously adopted by the Council, at \$5,320 per year; and sets the salary within the parameters set forth by the Salary Ordinance previously adopted by the Council, for the Council President at \$6,384 per year.

CONSENT AGENDA RESOLUTION #24-29

“RESOLUTION SETTING 2024 SALARIES FOR THE TOWNSHIP CLERK AND DEPUTY CLERK WITHIN THE RANGE AS ESTABLISHED BY THE TOWNSHIP’S SALARY ORDINANCE”

WHEREAS, N.J.S.A. 40A:9-165 permits the governing body of a municipality, by Ordinance, unless otherwise provided by law, to fix and determine the salaries, wages or compensation to be paid to the officers and employees of the municipality, including the members of the governing body; and

WHEREAS, the Township Council previously adopted a Salary Ordinance which provides for the range within which the salaries, wages or compensation of the Township Clerk and Deputy Township Clerk may be provided for.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey, that the Township Council hereby sets the salary for the Township Clerk, said salary being within the parameters set by the Salary Ordinance previously adopted by the Council, at \$108,675 effective January 1, 2024.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey, that the Township Council hereby sets the salary for the Deputy Township Clerk, said salary being within the parameters set by the Salary Ordinance previously adopted by the Council, at \$65, 219.00 effective January 1, 2024.

CONSENT AGENDA RESOLUTION #24-30

“RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR APPRAISAL SERVICES – MCNERNEY & ASSOCIATES, INC. –FOR PERIOD ENDING DECEMBER 31, 2024”

WHEREAS, the Township of Jefferson has a need for professional **Appraisal** services; and

WHEREAS, the Township of Jefferson has decided to award the contract for this service as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, **McNerney & Associates, Inc.** has submitted a proposal indicating that **Appraisal** services will be provided for an annual fee **not to exceed \$17,500.00 per year**; and

WHEREAS, **McNerney & Associates, Inc.** has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate, committee or employee for those positions listed on the Business Entity Disclosure Certification Form in the previous one year, and that the contract will prohibit **McNerney & Associates, Inc.** from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer (CFO) of the Township has determined and certified in writing that the value of each acquisition will **exceed \$17,500**; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and **totaling \$17,500.00**.

4-01-20-150-150-236

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey that this professional contract is hereby authorized and approved by the Township Council.

BE IT ALSO RESOLVED:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with **McNerney & Associates, Inc. 266 Harriston Road#301, Glen Rock, New Jersey, 07442** for **Appraisal** services to the Township of Jefferson for an annual fee **not to exceed \$17,500.00 per year**.
- Section 2.** This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of this agreement shall be for one year, from **January 1, 2024 through December 31, 2024**.
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 5.** The resolution authorizing the award of contract for "Professional Services" and the contract itself must be available for public inspection per the requirement of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)
- Section 6.** The Business Entity Disclosure Certification and the Determinations of Value be placed on file with this resolution.

CONSENT AGENDA RESOLUTION #24-31

**"RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT
FOR AUDITING SERVICES – NISIVOCIA LLP –FOR PERIOD ENDING DECEMBER 31, 2024"**

WHEREAS, the Township of Jefferson has a need for professional **Auditing** services; and

WHEREAS, the Township of Jefferson has decided to award the contract for this service as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, **Nisivoccia LLP** has submitted a proposal indicating that **Auditing** services will be provided for an annual fee **not to exceed \$102,440.00 per year**; and

WHEREAS, **Nisivoccia LLP** has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate, committee or employee for those positions listed on the Business Entity Disclosure Certification Form in the previous one year, and that the contract will prohibit **Nisivoccia LLP** from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer (CFO) of the Township has determined and certified in writing that the value of each acquisition will **exceed \$17,500**; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and **totaling \$102,440.00**.

| <u>Line Item No.:</u> | <u>Fund</u> | <u>Amount Certified:</u> |
|--------------------------|-----------------|--------------------------|
| 4-01-20-130-130-260 | Current | 31,250 |
| 4-05-55-500-000-570 | Water Op | 10,200 |
| 4-07-55-500-000-567 | Sewer Op | 4,700 |
| T-16-56-860-000-804 | Garbage | 2,700 |
| T-19-56-860-000-801 | Open Space | 4,700 |
| 3-01-25-265-268-260 | Current - LOSAP | 2,550 |
| Paid Directly By Library | n/a | 3,500 |
| Various bond ordinances | Capital | 42,840 |
| | | 102,440 |

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey that this professional contract is hereby authorized and approved by the Township Council.

BE IT ALSO RESOLVED:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with **Nisivoccia LLP, 200 Valley Road, Suite 300, Mt. Arlington, New Jersey 07856** for **Auditing** services to the Township of Jefferson for an annual fee **not to exceed \$102,440.00 per year**.
- Section 2.** This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of this agreement shall be for one year, from **January 1, 2024 through December 31, 2024**.
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 5.** The resolution authorizing the award of contract for "Professional Services" and the contract itself must be available for public inspection per the requirement of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)
- Section 6.** The Business Entity Disclosure Certification and the Determinations of Value be placed on file with this resolution.

CONSENT AGENDA RESOLUTION #24-32

"RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR BOND COUNSEL SERVICES – HAWKINS, DELAFIELD AND WOOD, LLP – FOR PERIOD ENDING DECEMBER 31, 2024"

WHEREAS, the Township of Jefferson has a need for professional **Bond Counsel** services; and

WHEREAS, the Township of Jefferson has decided to award the contract for this service as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, **Hawkins, Delafield and Wood, LLP** has submitted a proposal indicating that **Bond Counsel** services will be provided for an annual fee **not to exceed \$40,000.00 per year**; and

WHEREAS, **Hawkins, Delafield and Wood, LLP** has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate, committee or employee for those positions listed on the Business Entity Disclosure Certification Form in the previous one year, and that the contract will prohibit **Hawkins, Delafield and Wood, LLP** from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer (CFO) of the Township has determined and certified in writing that the value of each acquisition will **exceed \$17,500**; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and **totaling \$40,000.00**.

C-04-55-920-013-999
C-04-55-921-013-999
C-04-55-922-010-999
C-04-55-923-012-999

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey that this professional contract is hereby authorized and approved by the Township Council.

BE IT ALSO RESOLVED:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with **Hawkins, Delafield and Wood, LLP, One Gateway Center, Newark, New Jersey, 07102** for **Bond Counsel** services to the Township of Jefferson for an annual fee **not to exceed \$40,000.00 per year**.
- Section 2.** This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of this agreement shall be for one year, from **January 1, 2024 through December 31, 2024**.
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 5.** The resolution authorizing the award of contract for "Professional Services" and the contract itself must be available for public inspection per the requirement of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)
- Section 6.** The Business Entity Disclosure Certification and the Determinations of Value be placed on file with this resolution.

CONSENT AGENDA RESOLUTION #24-33

"RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR TOWNSHIP LABOR ATTORNEY SERVICES – CLEARY, GIACOBBE, ALFIERI, JACOBS, LLC"

WHEREAS, the Township of Jefferson has a need for professional Township Labor Attorney services; and

WHEREAS, the Township of Jefferson has decided to award the contract for this service as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Cleary, Giacobbe, Alfieri, Jacobs, LLC has submitted a proposal indicating that Township Labor Attorney services will be provided for an annual fee not to exceed \$52,000.00, and

WHEREAS, Cleary, Giacobbe, Alfieri, Jacobs, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate, committee or employee for those positions listed on the Business Entity Disclosure Certification Form in the previous one year, and that the contract will prohibit Cleary, Giacobbe, Alfieri, Jacobs, LLC from making any reportable contributions through the term of the contract; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and totaling \$52,000.00.

4-01-20-155-155-265
4-01-20-155-155-298

NOW THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey that this professional contract is hereby authorized and approved by the Township Council.

BE IT ALSO RESOLVED:

Section 1. The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with Cleary, Giacobbe, Alfieri, Jacobs, LLC, 169 Ramapo Valley Road, UL 105, Oakland, NJ 07436 for Township Labor Attorney services to the Township of Jefferson for an annual fee not to exceed \$52,000.00.

Section 2. This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A: 11-5 (1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.

Section 3. The term of the agreement shall be for six months, from January 1, 2024 through December 31, 2024.

Section 4. A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.

Section 5. The resolution authorizing the award of the contract for "Professional Services" and the contract itself must be available for public inspection per the requirement of the Local Public Contract Law (N.J.S.A. 40A:11-1 et seq).

Section 6. The Business Entity Disclosure Certification and the Determination of Value be placed on file with the resolution.

CONSENT AGENDA RESOLUTION #24-34

"RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR PUBLIC DEFENDER FOR THE TOWNSHIP OF JEFFERSON WITH THE LAW OFFICE OF DANIEL P. AGATINO, LLC."

WHEREAS, the Township of Jefferson has a need for professional Public Defender services; and

WHEREAS, the Township of Jefferson has decided to award the contract for this service as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, The Law Office of Daniel P. Agatino, LLC., has submitted a proposal indicating Public Defender services will be provided for an annual fee not to exceed \$14,000.00 per year; and

WHEREAS, The Law Office of Daniel P. Agatino, LLC., has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate, committee or employee for those positions listed on the Business Entity Disclosure Certification Form in the previous one year, and that the contract will prohibit The Law Office of Daniel P. Agatino, LLC. from making any reportable contributions through the term of the contract; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and totaling \$14,000.00

T-15-56-860-000-806
4-01-43-491-491-261

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey that this professional contract is hereby authorized and approved by the Township Council.

BE IT ALSO RESOLVED AS FOLLOWS:

Section 1. The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with The Law Office of Daniel P. Agatino, LLC, 41 Lakeside Boulevard, Hopatcong, New Jersey 07843 for Public Defender services to the Township of Jefferson for an annual fee not to exceed \$14,000.00 per year.

Section 2. Daniel P. Agatino is designated as the Township's Public Defender.

Section 3. This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.

Section 4. The term of this agreement shall be for one year, from January 1, 2024 through December 31, 2024.

Section 5. A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.

- Section 6.** The resolution authorizing the award of contract for “Professional Services” and the contract itself must be available for public inspection per the requirement of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)
- Section 7.** The Business Entity Disclosure Certification and the Determinations of Value be placed on file with this resolution.

CONSENT AGENDA RESOLUTION #24-35

“RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR REDEVELOPMENT COUNSEL – MCMANIMON, SCOTLAND & BAUMANN, LLC – FOR PERIOD DECEMBER 31, 2024”

WHEREAS, the Township of Jefferson has a need for professional Redevelopment Counsel; and

WHEREAS, the Township of Jefferson, has decided to award the contract for this service as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, McManimon, Scotland & Baumann, LLC, has submitted a proposal indicating that Redevelopment Counsel Services will be provided for a fee not to exceed \$50,000.00; and

WHEREAS, McManimon, Scotland & Baumann, LLC, has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate, committee or employee for those positions listed on the Business Entity Disclosure Certification Form in the previous one year, and that the contract will prohibit McManimon, Scotland & Baumann, LLC, from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer (CFO) of the Township has determined and certified in writing that the value of the acquisition by the firm McManimon, Scotland & Baumann, LLC; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and totaling not to exceed \$50,000.00.

T-15-56-860-000-871
T-24-56-860-000-801

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey that this professional contract is hereby authorized and approved by the Township Council.

BE IT ALSO RESOLVED:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with McManimon, Scotland & Baumann, LLC, 75 Livingston Avenue, Second Floor, Roseland, New Jersey 07068 for Redevelopment Counsel services for the Township of Jefferson for an amount not to exceed \$50,000.00.
- Section 2.** This contract is awarded as a “Professional Service” in accordance with N.J.S.A. 40A: 11-5 (1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of the agreement shall be for one year, from January 1, 2024 through December 31, 2024.
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 5.** The resolution authorizing the award of the contract for “Professional Services” and the contract itself must be available for public inspection per the requirement of the Local Public Contract Law (N.J.S.A. 40A:11-1 et seq).
- Section 6.** The Business Entity Disclosure Certification and the Determination of Value be placed on file with the resolution.

CONSENT AGENDA RESOLUTION #24-36

“RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR RISK MANAGEMENT SERVICES AND APPOINTING THE RISK MANAGEMENT CONSULTANT – WILLIS OF NEW JERSEY - FOR PERIOD ENDING DECEMBER 31, 2024”

WHEREAS, the Township of Jefferson has joined the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and

WHEREAS, the bylaws of the Fund require participating members to appoint a Risk Management Consultant; as those positions are defined in the Bylaws, if requested to do so by the “Fund”; and

WHEREAS, the Township of Jefferson therefore has a need for professional Risk Management services; and

WHEREAS, the Township of Jefferson has decided to award the contract for this service as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Willis of New Jersey has submitted a proposal indicating that Risk Management services will be provided for an annual fee as set by the Fund, not to exceed six percent (6%) of worker’s compensation, seven and one half percent (7.5%) of all lines assessment, and ten percent (10%) of umbrella assessment; and

WHEREAS, Willis of New Jersey has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate, committee or employee for those positions listed on the Business

Entity Disclosure Certification Form in the previous one year, and that the contract will prohibit Willis of New Jersey from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer (CFO) of the Township has determined and certified in writing that, although the vendor receives no direct payments for rendering services from the Township, it is expected that the vendor will earn in excess of \$17,500 from insurance commissions; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and totaling \$64,000.00.

4-01-23-220-220-200

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey that this professional contract is hereby authorized and approved by the Township Council.

BE IT ALSO RESOLVED that **John Moore of Willis of New Jersey** is hereby appointed as the Risk Management Consultant for 2024.

BE IT ALSO RESOLVED:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with Willis of New Jersey for Risk Management services to the Township of Jefferson.
- Section 2.** This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of this agreement shall be for one year, from January 1, 2024 through December 31, 2024.
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 5.** The resolution authorizing the award of contract for "Extraordinary Unspecified Services" and the contract itself must be available for public inspection per the requirement of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.).
- Section 6.** The contract is for insurance and insurance consultant services and is exempt from the bidding requirements under the Local Public Contracts Law, N.J.S.A. 40A:11-5(1) (m).
- Section 7.** The Business Entity Disclosure Certification and the Determinations of Value be placed on file with this resolution.

CONSENT AGENDA RESOLUTION #24-37

"RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR TOWNSHIP ATTORNEY SERVICES – LADDEY, CLARK & RYAN, LLP"

WHEREAS, the Township of Jefferson has a need for professional Township Attorney services; and

WHEREAS, the Township of Jefferson has decided to award the contract for this service as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Laddey, Clark and Ryan, LLP has submitted a proposal indicating that Township Attorney services will be provided for an annual fee not to exceed \$139,160.00, and

WHEREAS, Laddey, Clark and Ryan, LLP has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate, committee or employee for those positions listed on the Business Entity Disclosure Certification Form in the previous one year, and that the contract will prohibit Laddey, Clark and Ryan, LLP from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer (CFO) of the Township has determined and certified in writing that the value of each acquisition will exceed \$17,500; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and totaling \$139,160.00.

4-01-20-155-155-262
4-01-20-155-155-265
4-01-20-155-155-271

NOW THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey that this professional contract is hereby authorized and approved by the Township Council.

BE IT ALSO RESOLVED:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with Laddey, Clark and Ryan, LLP, 60 Blue Heron Road, Suite 300, Sparta, New Jersey 07871-2608 for Township Attorney services to the Township of Jefferson for an annual fee not to exceed \$139,160.00.
- Section 2.** This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A: 11-5 (1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of the agreement shall be for six months, from January 1, 2024 through December 31, 2024.

- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 5.** The resolution authorizing the award of the contract for “Professional Services” and the contract itself must be available for public inspection per the requirement of the Local Public Contract Law (N.J.S.A. 40A:11-1 et seq).
- Section 6.** The Business Entity Disclosure Certification and the Determination of Value be placed on file with the resolution.

CONSENT AGENDA RESOLUTION #24-38

**“RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT
FOR MUNICIPAL PLANNER – J. CALDWELL & ASSOCIATES, LLC”**

WHEREAS, the Township of Jefferson has a need for professional Planning services; and

WHEREAS, the Township of Jefferson has decided to award the contract for this service as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, J. Caldwell & Associates, LLC., has submitted a proposal indicating Planning services will be provided for an hourly rate: up to \$150.00; and

WHEREAS, J. Caldwell & Associates, LLC., has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate, committee or employee for those positions listed on the Business Entity Disclosure Certification Form in the previous one year, and that the contract will prohibit J. Caldwell & Associates, LLC., from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer (CFO) of the Township has determined and certified in writing that the value of the acquisition by the firm J. Caldwell & Associates will exceed \$60,000; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and totaling \$60,000.

4-01-20-110-110-235
4-01-21-187-187-260
T-15-56-860-000-827
T-24-56-860-000-801
3-01-40-857-000-201

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey that this professional contract is hereby authorized and approved by the Township Council.

BE IT ALSO RESOLVED:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with J. Caldwell & Associates, LLC., 145 Spring Street, Newton, New Jersey 07860 for Planning services to the Township of Jefferson for an annual fee not to exceed \$60,000 per remainder of year.
- Section 2.** This contract is awarded as a “Professional Service” in accordance with N.J.S.A. 40A: 11-5 (1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of the agreement shall be for one year, from January 1, 2024 through December 31, 2024.
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 5.** The resolution authorizing the award of the contract for “Professional Services” and the contract itself must be available for public inspection per the requirement of the Local Public Contract Law (N.J.S.A. 40A:11-1 et seq).
- Section 6.** The Business Entity Disclosure Certification and the Determination of Value be placed on file with the resolution.

CONSENT AGENDA RESOLUTION #24-39

**“RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR LICENSED WATER OPERATOR AND UTILITY
CONSULTING SERVICES FOR THE TOWNSHIP OF JEFERSON WATER AND SEWER UTILITY –
DE BLOCK ENVIRONMENTAL SERVICES, LLC”**

WHEREAS, the Township of Jefferson has a need to for a licensed water operator and utility consulting services for the Jefferson Water and Sewer Utility; and

WHEREAS, the Township of Jefferson received a proposal from De Block Environmental Service, LLC. for the consulting cost of \$10,000 per month; and hourly rate for other items as required; and

WHEREAS, De Block Environmental Services, LLC., has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political candidate, committee or employee for those positions listed on the Business Entity Disclosure Certification Form in the previous one year, and that the contract will prohibit De Block Environmental Services, LLC., from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer (CFO) of the Township has determined and certified in writing that the value of the acquisition by the De Block Environmental Services, LLC will exceed \$17,500; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and **totaling \$145,000.00**.

4-05-55-500-000-501
4-05-55-500-000-564
4-07-55-500-000-501
4-07-55-500-000-562

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey that this professional contract is hereby authorized and approved by the Township Council.

BE IT ALSO RESOLVED:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute an agreement **with De Block Environmental Services, LLC.**, for **Licensed Water Operator and Utility Consulting Services** to the Township of Jefferson for Jefferson Water and Sewer Utility as set forth in a **proposal received** for an annual fee **not to exceed \$145,000.00**.
- Section 2.** This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A: 11-5 (1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of the agreement shall be for the remainder of the year.
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 5.** The resolution authorizing the award of the contract for "Professional Services" and the contract itself must be available for public inspection per the requirement of the Local Public Contract Law (N.J.S.A. 40A:11-1 et seq).
- Section 6.** The Business Entity Disclosure Certification and the Determination of Value be placed on file with the resolution.

CONSENT AGENDA RESOLUTION #24-40

**"RESOLUTION AWARDING A CONTRACT TO NEW HORIZONS FORESTRY INC. (TIM SLAVIN)
FOR FORESTRY SERVICES – FOR PERIOD ENDING DECEMBER 31, 2024"**

WHEREAS, there exists the need for **Forestry Services** for the residents of the Township of Jefferson; and

WHEREAS, the Township of Jefferson has received a proposal for **Forestry Services** from **New Horizons Forestry Inc. (Tim Slavin)**; and

WHEREAS, the Mayor and Administrator have recommended acceptance of the proposal from **New Horizons Forestry Inc. (Tim Slavin)**; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and **totaling \$12,000.00**.

4-01-30-422-422-235

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that a contract is hereby awarded to **New Horizons Forestry Inc (Tim Slavin)**, 319 Route 515, Stockholm, New Jersey, 07460 for the Township's **2024 Forestry Services in an amount not to exceed \$12,000.00 (\$100 per hour)**.

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are authorized to enter into and execute the contract on behalf of the Township.

BE IT FURTHER RESOLVED that the term of this contract shall be for one year, from **January 1, 2024 through December 31, 2024**.

CONSENT AGENDA RESOLUTION #24-41

**"RESOLUTION AUTHORIZING AWARD OF NON-FAIR AND OPEN CONTRACT
TO H2M ARCHITECTS AND ENGINEERS FOR WATER & WASTEWATER MANAGEMENT ENGINEERING SERVICES
FOR THE JEFFERSON TOWNSHIP MUNICIPAL WATER & SEWER UTILITIES"**

WHEREAS, the Township of Jefferson has a need for water and wastewater management engineering services for the Jefferson Municipal Water and Sewer Utilities; and

WHEREAS, the Township of Jefferson has decided to award the contract for this service as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5; and

WHEREAS, the Township of Jefferson received a proposal from H2M Architects and Engineers, dated November 20, 2023, with billing rates for work that may be needed during 2024; and

WHEREAS, **H2M Architects and Engineers**, has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political candidate, committee or employee for those positions listed on the Business Entity Disclosure Certification Form in the previous one year, and that the contract will prohibit **H2M Architects and Engineers**, from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer (CFO) of the Township has determined and certified in writing that the value of the acquisition by the firm **H2M Architects and Engineers will exceed \$17,500**; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and **totaling \$50,000.00**.

4-05-55-500-000-555
4-07-55-500-000-555
C-06-55-523-011-599
C-08-55-521-012-599
C-08-55-522-008-599
C-08-55-523-010-501

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey that this professional contract is hereby authorized and approved by the Township Council.

BE IT ALSO RESOLVED:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute an agreement **with H2M Architects and Engineer** for **Water and Wastewater Management Engineering** services for the Township of Jefferson Municipal Water & Sewer Utilities as set forth in a proposal revised **November 20, 2023** for an amount **not to exceed \$50,00.00**.
- Section 2.** This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A: 11-5 (1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of this agreement shall be for one year, from **January 1, 2024 through December 31, 2024**.
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 5.** The resolution authorizing the award of the contract for "Professional Services" and the contract itself must be available for public inspection per the requirement of the Local Public Contract Law (N.J.S.A. 40A:11-1 et seq).
- Section 6.** The Business Entity Disclosure Certification and the Determination of Value be placed on file with the resolution.

CONSENT AGENDA RESOLUTION #24-42

"RESOLUTION AUTHORIZING AWARD OF NON-FAIR AND OPEN CONTRACT FOR DPW OIL TO CHEMSEARCH FE - A DIV. OF NCH CORP."

WHEREAS, the Township of Jefferson has a need for DPW Oil; and

WHEREAS, the Township of Jefferson has decided to award the contract for goods and services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, **CHEMSEARCH FE - A DIV. OF NCH CORP.** has submitted a proposal dated indicating that **DPW Oil** will be provided for a fee **not to exceed \$20,000.00**; and

WHEREAS, **CHEMSEARCH FE - A DIV. OF NCH CORP.** has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate, committee or employee for those positions listed on the Business Entity Disclosure Certification Form in the previous one year, and that the contract will prohibit **CHEMSEARCH FE - A DIV. OF NCH CORP.** from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer (CFO) of the Township has determined and certified in writing that the value of the services will **exceed \$17,500 but will not to exceed \$20,000.00**; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and **totaling \$20,000.00**.

4-01-26-260-291-229

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey that this Non-Fair and Open contract is hereby authorized and approved by the Township Council.

BE IT ALSO RESOLVED:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with **CHEMSEARCH FE - A DIV. OF NCH CORP. 2727 Chemsearch Blvd., Irving, TX 75062.** for **DPW Oil** to the Township of Jefferson for a fee **not to exceed \$20,000.00**.
- Section 2.** The Business Entity Disclosure Certification and the Determinations of Value be placed on file with this resolution.
- Section 3.** The term of this agreement shall be for up to 24 months.

CONSENT AGENDA RESOLUTION #24-43

"RESOLUTION AUTHORIZING AWARD OF NON-FAIR AND OPEN CONTRACT FOR SUPERVISORY CONTROL AND DATA ACQUISITION SERVICES TO UPTIME AUTOMATION LLC."

WHEREAS, the Township of Jefferson has a need for Supervisory Control and Data Acquisition (SCADA) Services; and

WHEREAS, the Township of Jefferson has decided to award the contract for goods and services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, UPTIME AUTOMATION LLC. has submitted a proposal dated indicating that SCADA Services will be provided for a fee not to exceed \$30,250.00; and

WHEREAS, UPTIME AUTOMATION LLC. has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate, committee or employee for those positions listed on the Business Entity Disclosure Certification Form in the previous one year, and that the contract will prohibit UPTIME AUTOMATION LLC. from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer (CFO) of the Township has determined and certified in writing that the value of the services will exceed \$17,500 but will not to exceed \$30,250.00; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and totaling \$30,250.00.

C-06-55-517-009-501
C-06-55-518-010-502
C-06-55-520-008-501

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey that this Non-Fair and Open contract is hereby authorized and approved by the Township Council.

BE IT ALSO RESOLVED:

Section 1. The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with **UPTIME AUTOMATION LLC. 132 Lewis Street, Unit B1, Eatontown, NJ 07724.** for **SCADA Services** to the Township of Jefferson for a fee not to exceed \$30,250.00.

Section 2. The Business Entity Disclosure Certification and the Determinations of Value be placed on file with this resolution.

Section 3. The term of this agreement shall be for up to 24 months, or completion of the project.

CONSENT AGENDA RESOLUTION #24-44

“RESOLUTION AUTHORIZING THE PAYMENT OF BILLS”

WHEREAS, the Business Administrator has reviewed and approved purchase orders requested by the Township Department Heads; and

WHEREAS, the Finance Office has certified that funds are available in the proper account; and

WHEREAS, the Finance Office has approved payment, upon certification from the Township Department Heads that the goods and/or services have been rendered to the Township; and

WHEREAS, purchases under State Contract or under Morris County Cooperative Purchasing Agreement were made where applicable.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the current bills, dated December 31, 2023 and on file and available for public inspection in the Office of the Treasurer and approved by him/her for payment, be paid.

CONSENT AGENDA RESOLUTION #24-45

“RESOLUTION APPROVING 2024 CASH MANAGEMENT PLAN”

WHEREAS, the Local Fiscal Affairs Law (N.J.S.A. 40A:5-14 et seq.) requires that counties, municipalities, and authorities annually adopt a Cash Management Plan designed to assure the investment of local funds in interest bearing accounts and other permitted investments.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, approves the Cash Management Plan for the Township of Jefferson for the period January 1, 2024 to December 31, 2024.

1. CASH MANAGEMENT AND INVESTMENT OBJECTIVES

The Township of Jefferson objectives in this area are:

- A. Preservation of capital.
- B. Adequate safekeeping of assets.
- C. Maintenance of liquidity to meet operating needs.
- D. Diversification of the Township's portfolio to minimize risks associated with individual investments.
- E. Investment of assets in accordance with State and Federal Laws and regulations.

2. DESIGNATION OF OFFICIAL DEPOSITORIES

- A. The following Government Unit Depository Protection Act approved banks are authorized depositories for deposit funds:

- Bank of America
- Gibraltar Savings Bank
- Lakeland Bank
- Provident Bank
- NJ Cash Management Fund
- Fulton Bank
- Chase Bank
- TD Bank
- Valley Bank
- Santander Bank
- or an institution insured by the G.U.D.P.A.

B. The funds of said Township of Jefferson deposited in said banks shall be subject to withdrawal upon checks, notes, drafts, bills of exchange acceptances, undertaking or other orders for the payment of money when made, signed drawn, accepted or endorsed on behalf of said Township of Jefferson by the Mayor and Chief Financial Officer and in the absences of the Mayor, the Business Administrator, and in the absence of the Chief Financial Officer, by the Assistant Municipal Treasurer.

C. Designated official depositories are required to comply with the Governmental Unit Deposit Protection Act (GUDPA) Notification requirements, which include filing notifications quarterly. Quarterly GUDPA certificates are available at https://www.state.nj.us/dobi/division_banking/depositories/gudpa/gudpacertlist.htm.

D. Designated official depositories shall make available a copy of the institution's "Annual Report" via its official website.

3. CASH MANAGEMENT

A. All funds shall be deposited within 48 hours of receipt in accordance with N.J.S.A. 40A:5-15.

B. The Chief Financial Officer shall minimize the possibility of idle cash accumulating in accounts by assuring that the amounts in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.

C. The method of calculating banking fees and compensating balances shall be reviewed on a monthly basis.

D. Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer.

4. PERMISSIBLE INVESTMENTS

A. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America.

B. Government money market mutual funds.

C. 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.

D. Bonds or other obligations of the local unit or school districts of which the local unit is a part.

E. Any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments.

F. Local government investment pools.

G. New Jersey State Cash Management Fund.

H. Repurchase agreements of fully collateralized securities.

5. AUTHORITY FOR INVESTMENT MANAGEMENT

A. It is desirable that idle funds of the Township of Jefferson be invested in legal investment vehicles at all times. The Chief Financial Officer is authorized and directed to make investments on behalf of the Township. All investment decisions shall be consistent with this plan and all appropriate regulatory constraints.

B. The Township Council of the Township of Jefferson does hereby authorize the Chief Financial Officer to request bids and to place orders for the investment of idle funds solely in legally authorized investment vehicles, such investments to the investing institutions; and

C. Be it further resolved that the Chief Financial Officer is hereby authorized to transfer funds solely by wire for the following purposes and subject to all pertinent regulations.

1. To or from Jefferson Township checking or savings accounts to other township accounts.
2. To or from Jefferson Township checking or savings accounts specified by the banks or the State of New Jersey Cash Management Funds solely for the purpose of investing for the account of the Township of Jefferson.

6. SAFEKEEPING

A. Securities purchased on behalf of the Township shall be delivered electronically or physically to the Township's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the Township.

7. REPORTING

A. The Chief Financial Officer shall report to the Township Council all purchases of investments in accordance with N.J.S.A. 40A:5-15.2.

9. AUDIT

A. The Cash Management Plan shall be subject to annual audit conducted pursuant to N.J.S.A. 40A: 5-14.

CONSENT AGENDA RESOLUTION #24-46

“RESOLUTION AUTHORIZING A TEMPORARY BUDGET FOR THE CALENDAR YEAR 2024”

WHEREAS, N.J.S.A. 40A:4-19, Local Budget Law, provides that temporary appropriations may be made prior to the adoption of the **2024** Budget for the purposes and amounts required in the manner therein provided; and

WHEREAS, the total appropriations in the **2023** Adopted Budget are as follows; and

| | |
|------------------------------|------------------|
| Current Fund | \$ 31,988,990.21 |
| Water Operating Fund | \$ 2,589,926.00 |
| Sewer Operating Fund | \$ 1,400,274.05 |
| Garbage District Fund | \$ 2,825,740.00 |

WHEREAS, **26.25%** of the total appropriations in the **2024** Budget (Debt Service, Pension& Insurances excluded per Statute) are as follows:

| | |
|------------------------------|------------------|
| Current Fund | \$ 15,877,898.53 |
| Water Operating Fund | \$ 1,396,136.21 |
| Sewer Operating Fund | \$ 337,663.58 |
| Garbage District Fund | \$ 741,756.75 |

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the following temporary appropriations be made and a copy of this shall be transmitted to the Chief Financial Officer for his/her records.

| <u>ACCOUNT ID</u> | <u>DESCRIPTION</u> | <u>2023 ADOPTED BUDGET</u> | <u>2024 TEMORARY BUDGET*</u> |
|---------------------|---------------------------------------|--------------------------------|----------------------------------|
| 3-01-00-000-000-000 | CURRENT FUND | | |
| 3-01-20-110-110-000 | ADMINISTRATION | | |
| 3-01-20-110-110-100 | ADMINISTRATION SALARY & WAGE | 274,885.00 | 72,157.31 |
| 3-01-20-110-110-200 | ADMINISTRATION OTHER EXPENSE | 85,800.00 | 22,522.50 |
| 3-01-20-110-111-000 | MAYOR | | |
| 3-01-20-110-111-100 | MAYOR SALARY & WAGE | 9,638.00 | 2,529.98 |
| 3-01-20-110-111-200 | MAYOR OTHER EXPENSE | 12,910.00 | 3,388.88 |
| 3-01-20-110-112-000 | TWP. COUNCIL | | |
| 3-01-20-110-112-100 | TWP. COUNCIL SALARY & WAGE | 27,117.00 | 7,118.21 |
| 3-01-20-110-112-200 | TWP.COUNCIL OTHER EXPENSE | 8,734.00 | 2,292.68 |
| 3-01-20-120-000-000 | TWP. CLERK | | |
| 3-01-20-120-000-100 | TWP. CLERK SALARY & WAGE | 169,733.00 | 44,554.91 |
| 3-01-20-120-000-200 | TWP. CLERK OTHER EXPENSE | 55,070.00 | 14,455.88 |
| 3-01-20-130-130-000 | FINANCE | | |
| 3-01-20-130-130-100 | FINANCE SALARY & WAGE | 437,141.00 | 114,749.51 |
| 3-01-20-130-130-200 | FINANCE OTHER EXPENSE | 83,470.00 | 21,910.88 |
| 3-01-20-140-140-000 | INFORMATION TECHNOLOGY | | |
| 3-01-20-140-140-100 | INFORMATION TECHNOLOGY SALARY & WAGE | 177,114.00 | 46,492.43 |
| 3-01-20-140-140-200 | INFORMATION TECHONOLOGY OTHER EXPENSE | 148,103.00 | 38,877.04 |
| 3-01-20-145-145-000 | TAX COLLECTION | | |
| 3-01-20-145-145-100 | TAX COLLECTION Salary & Wage | 215,259.00 | 56,505.49 |
| 3-01-20-145-145-200 | TAX COLLECTION Other Expense | 17,563.25 | 4,610.35 |
| 3-01-20-145-146-000 | LIQ.TTL & FORCE.PROP | | |
| 3-01-20-145-146-200 | LIQ.TTL & FORCE PROP Other Exp | 10,000.00 | 2,625.00 |
| 3-01-20-150-150-000 | ASSESSMENTS | | |
| 3-01-20-150-150-100 | ASSESSMENTS Salary & Wage | 167,884.00 | 44,069.55 |
| 3-01-20-150-150-200 | ASSESSMENTS Other Expense | 34,870.00 | 9,153.38 |
| 3-01-20-155-155-000 | LEGAL | | |
| 3-01-20-155-155-200 | LEGAL Other Expense | 234,660.00 | 61,598.25 |
| 3-01-20-165-165-000 | ENGINEERING | | |
| 3-01-20-165-165-100 | ENGINEERING SALARY & WAGE | 298,117.00 | 78,255.71 |
| 3-01-20-165-165-200 | ENGINEERING Other Expense | 33,000.00 | 8,662.50 |
| 3-01-20-175-175-000 | HISTORICAL SOCIETY | | |
| 3-01-20-175-175-200 | HISTORICAL SOC. Other Expense | 8,390.00 | 2,202.38 |
| 3-01-21-187-187-000 | LAND USE BOARD | | |

JEFFERSON TOWNSHIP COUNCIL
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| | | | |
|---------------------|---------------------------------------|--------------|--------------|
| 3-01-21-187-187-100 | LAND USE BOARD SALARY & WAGE | 40,488.00 | 10,628.10 |
| 3-01-21-187-187-200 | LAND USE BOARD OTHER EXPENSE | 25,900.00 | 6,798.75 |
| 3-01-22-195-195-000 | BUILDING DEPARTMENT | | |
| 3-01-22-195-195-100 | BUILDING DEPT. Salary & Wage | 387,131.00 | 101,621.89 |
| 3-01-22-195-195-200 | BUILDING DEPT. Other Expense | 6,450.00 | 1,693.13 |
| 3-01-22-195-197-000 | PLUMBING INSP. | | |
| 3-01-22-195-197-100 | PLUMBING INSP. Salary & Wage | 37,607.00 | 9,871.84 |
| 3-01-22-195-198-000 | CODE ENFORCEMENT | | |
| 3-01-22-195-198-200 | CODE ENFORCEMENT OTHER EXPENSE | 5,000.00 | 1,312.50 |
| 3-01-23-210-210-000 | HEALTH INS. | | |
| 3-01-23-210-210-100 | HEALTH INS. SALARY & WAGE | 93,000.00 | 93,000.00 |
| 3-01-23-210-210-200 | HEALTH INS. Other Expense | 3,403,500.00 | 3,403,500.00 |
| 3-01-23-220-220-000 | LIABILITY INSURANCE | | |
| 3-01-23-220-220-200 | LIAB. INS. Other Expense | 736,808.00 | 736,808.00 |
| 3-01-23-225-225-000 | INSURANCE-DISABILITY | | |
| 3-01-23-225-225-200 | INS.-DISABILITY Other Expense | 43,000.00 | 11,287.50 |
| 3-01-23-225-226-000 | UNEMPLOYMENT INSURANCE | | |
| 3-01-23-225-226-200 | UNEMPLOYMENT INS-Other Expense | 31,000.00 | 8,137.50 |
| 3-01-25-240-240-000 | POLICE | | |
| 3-01-25-240-240-100 | POLICE Salary & Wage | 5,810,354.00 | 1,525,217.93 |
| 3-01-25-240-240-200 | POLICE Other Expense | 426,900.00 | 112,061.25 |
| 3-01-25-240-241-000 | HOMELAND SECURITY | | |
| 3-01-25-240-241-200 | HOMELAND SECURITY Other Expense | 5,500.00 | 1,443.75 |
| 3-01-25-250-250-000 | COMMUNICATIONS | | |
| 3-01-25-250-250-200 | COMMUNICATIONS Other Expense | 239,375.00 | 62,835.94 |
| 3-01-25-252-252-000 | EMERGENCY MGT. | | |
| 3-01-25-252-252-100 | EMERGENCY MGT. Salary & Wage | 42,000.00 | 11,025.00 |
| 3-01-25-252-252-200 | EMERGENCY MGT.Other Expense | 11,290.00 | 2,963.63 |
| 3-01-25-255-255-000 | FIRE CO. #1 | | |
| 3-01-25-255-255-200 | FIRE CO.#1 Other Expense | 95,000.00 | 24,937.50 |
| 3-01-25-255-256-000 | FIRE CO. #2 | | |
| 3-01-25-255-256-200 | FIRE CO.#2 Other Expense | 95,000.00 | 24,937.50 |
| 3-01-25-260-260-000 | FIRST AID CONTRIBUTIONS | | |
| 3-01-25-260-260-200 | CONTRIBUTION-Jefferson Rescue | 55,000.00 | 14,437.50 |
| 3-01-25-260-261-000 | MILTON FIRST AID CONTRIBUTION | | |
| 3-01-25-260-261-200 | CONTRIBUTION-Milton First Aid | 55,000.00 | 14,437.50 |
| 3-01-25-265-265-000 | FIRE BUREAU | | |
| 3-01-25-265-265-100 | FIRE BUREAU SALARY & WAGE | 135,090.00 | 35,461.13 |
| 3-01-25-265-265-200 | FIRE BUREAU Other Expense | 14,000.00 | 3,675.00 |
| 3-01-25-265-267-000 | UNIFORM FIRE SAFETY | | |
| 3-01-25-265-267-200 | UNIFORM SAFETY Other Expense | 13,476.00 | 3,537.45 |
| 3-01-25-265-268-000 | STAT.EXP.LOSAP | | |
| 3-01-25-265-268-200 | STAT.EXP.LOSAP Other Expense | 168,000.00 | 44,100.00 |
| 3-01-25-275-275-000 | MUNICIPAL PROSECUTOR | | |
| 3-01-25-275-275-100 | MUNICIPAL PROS. Salary & Wage | 27,580.00 | 7,239.75 |
| 3-01-26-260-291-000 | ROADS | | |
| 3-01-26-260-291-100 | ROADS Salary & Wage | 1,592,237.00 | 417,962.21 |
| 3-01-26-260-291-200 | ROADS Other Expense | 479,800.00 | 125,947.50 |
| 3-01-26-260-292-000 | ROADS - SNOW REMOVAL | | |
| 3-01-26-260-292-100 | SNOW REMOVAL - SNOW O/T SALARY & WAGE | 190,000.00 | 49,875.00 |
| 3-01-26-260-292-200 | SNOW REMOVAL Other Expense | 400,000.00 | 105,000.00 |
| 3-01-26-290-290-000 | PUBLIC WORKS | | |
| 3-01-26-290-290-100 | PUBLIC WORKS Salary & Wage | 62,850.00 | 16,498.13 |
| 3-01-26-290-290-200 | PUBLIC WORKS Other Expense | 3,000.00 | 787.50 |
| 3-01-26-310-310-000 | BUILDINGS & GROUNDS | | |

| | | | |
|---------------------|-----------------------------------------|--------------|--------------|
| 3-01-26-310-310-200 | BLDGS.& GROUNDS Other Expense | 91,700.00 | 24,071.25 |
| 3-01-26-325-325-000 | MUN. SERVICE/KELLY BILL | | |
| 3-01-26-325-325-200 | MUN.SERV/KELLY BILL Other Exp. | 10,000.00 | 2,625.00 |
| 3-01-27-330-330-000 | HEALTH & WELFARE | | |
| 3-01-27-330-330-100 | HEALTH & WELFARE Salary & Wage | 361,435.00 | 94,876.69 |
| 3-01-27-330-330-200 | HEALTH & WELFARE Other Expense | 32,150.00 | 8,439.38 |
| 3-01-27-330-331-000 | DIAL-A-RIDE | | |
| 3-01-27-330-331-100 | DIAL-A-RIDE Salary & Wage | 133,509.00 | 35,046.11 |
| 3-01-27-330-331-200 | DIAL-A-RIDE Other Expense | 1,100.00 | 288.75 |
| 3-01-27-335-335-000 | ENVIRONMENTAL COMMISSION | | |
| 3-01-27-335-335-100 | ENVIRON. COMM.Salary & Wage | 100.00 | 26.25 |
| 3-01-27-335-335-200 | ENVIRON COMM. Other Expense | 400.00 | 105.00 |
| 3-01-27-340-340-000 | ANIMAL CONTROL | | |
| 3-01-27-340-340-100 | ANIMAL CNTRL Salary & Wage | 121,683.00 | 31,941.79 |
| 3-01-27-340-340-200 | ANIMAL CONTROL Other Expense | 10,450.00 | 2,743.13 |
| 3-01-27-346-346-000 | CDL TESTING O/E | | |
| 3-01-27-346-346-200 | CDL TESTING OTHER EXPENSE | 3,000.00 | 787.50 |
| 3-01-28-370-370-000 | RECREATION | | |
| 3-01-28-370-370-100 | RECREATION Salary & Wage | 174,046.00 | 45,687.08 |
| 3-01-28-370-370-200 | RECREATION Other Expense | 120,155.00 | 31,540.69 |
| 3-01-28-370-371-000 | DIVISION OF PARKS | | |
| 3-01-28-370-371-100 | DIVISION OF PARKS SALARY & WAGE | 499,140.00 | 131,024.25 |
| 3-01-28-370-371-200 | DIVISION OF PARKS OTHER EXPENSE | 70,300.00 | 18,453.75 |
| 3-01-28-370-372-000 | SENIOR CITIZENS - LAKELAND | | |
| 3-01-28-370-372-200 | LAKELAND SENIORS | 7,500.00 | 1,968.75 |
| 3-01-28-370-375-000 | SENIOR CITIZENS - MILTON | | |
| 3-01-28-370-375-200 | MILTON GOLDEN AGE | 7,500.00 | 1,968.75 |
| 3-01-29-390-390-000 | PUBLIC LIBRARY | | |
| 3-01-29-390-390-200 | PUBLIC LIBRARY | 1,030,960.00 | 270,627.00 |
| 3-01-30-415-415-000 | ACCUMULATED ABSENCE COMPENSATION | | |
| 3-01-30-415-415-100 | ACCUMULATED ABSENCES SALARY & WAGE | 100,000.00 | 26,250.00 |
| 3-01-30-420-420-000 | CELEBRATION PUBLIC EVENTS | | |
| 3-01-30-420-420-200 | CEL.PUB.EVENTS Other Exp. | 42,000.00 | 11,025.00 |
| 3-01-30-422-422-000 | TOWNSHIP FORESTER | | |
| 3-01-30-422-422-200 | TWSP.FORESTER Other Expense | 12,000.00 | 3,150.00 |
| 3-01-30-425-425-000 | SALARY ADJ. ACCOUNT | | |
| 3-01-30-425-425-100 | SALARY ADJ.ACCT Salary & Wage | 50,000.00 | 13,125.00 |
| 3-01-30-426-426-000 | RESERVE FOR TAX APPEALS | | |
| 3-01-30-426-426-200 | RESERVE FOR TAX APPEALS OTHER EXPENSE | 100,000.00 | 26,250.00 |
| 3-01-31-430-430-000 | TOWNSHIP UTILITIES | | |
| 3-01-31-430-430-200 | TOWNSHIP UTILITIES Other Expen | 719,100.00 | 188,763.75 |
| 3-01-36-471-471-000 | STAT.EXP/PERS | | |
| 3-01-36-471-471-200 | STAT.EXP/PERS Other Expense | 855,898.00 | 938,477.00 |
| 3-01-36-472-472-000 | STAT.EXP/O.A.S.I. | | |
| 3-01-36-472-472-200 | STAT.EXP/O.A.S.I.Other Expense | 795,000.00 | 208,687.50 |
| 3-01-36-475-475-000 | STAT.EXP/PFRS | | |
| 3-01-36-475-475-200 | STAT.EXP/PFRS Other Expense | 1,604,385.00 | 1,625,327.00 |
| 3-01-36-476-476-000 | DCRP | | |
| 3-01-36-476-476-200 | DCRP OTHER EXPENSE | 21,000.00 | 5,512.50 |
| 3-01-40-857-000-000 | ARP Local Fiscal Recovery Funds | | |
| 3-01-40-857-000-200 | ARP Local Fiscal Recovery OTHER EXPENSE | 424,500.00 | |
| 3-01-41-701-000-001 | RECYCLING TONNAGE | 28,416.21 | |
| 3-01-41-702-000-001 | ALCOHOL EDUCATION & REHAB | | |
| 3-01-41-703-000-000 | MUNICIPAL ALLIANCE-LOCAL | | |
| 3-01-41-703-000-200 | MUNICIPAL ALLIANCE - LOCAL | 2,200.00 | 577.50 |
| 3-01-41-704-000-001 | MUNICIPAL ALLIANCE GRANT | 8,650.00 | |

| | | | |
|----------------------------|----------------------------------------|----------------------|----------------------|
| 3-01-41-710-000-001 | County of Morris Paratransit | 0.00 | |
| 3-01-41-725-000-004 | NJ HIGHLANDS Trout Habitat Study Plan | 0.00 | |
| 3-01-41-754-000-001 | Body Armor - State | 2,594.97 | |
| 3-01-41-755-000-001 | BULLETPROOF VEST PARTNERSHIP | 3,029.94 | |
| 3-01-41-760-000-001 | DISTRACTED DRIVING GRANT | 0.00 | |
| 3-01-41-770-000-001 | Clean Communities | 0.00 | |
| 3-01-41-791-000-001 | Teen Mental Health Grant | 0.00 | |
| 3-01-41-792-000-001 | NATIONAL OPIOID SETTLEMENT FUNDS | 12,680.84 | |
| 3-01-41-793-000-002 | ARP - FIREFIGHTERS GRANT (FIRE CO.#1) | 23,500.00 | |
| 3-01-42-196-196-000 | BLDG - MT. ARLINGTON - INTERLOCAL | | |
| 3-01-42-196-196-100 | BLDG INTERLOCAL MT.ARLINGTON S&W | 92,317.00 | 24,233.21 |
| 3-01-42-240-240-000 | POLICE - Shared Service Shooting Range | | |
| 3-01-42-240-240-200 | POLICE - Shared Service Shooting Range | 1,250.00 | 328.13 |
| 3-01-42-330-330-000 | HEALTH SHARE SERVICE | | |
| 3-01-42-330-330-200 | HEALTH OTHER EXPENSE | 65,800.00 | 17,272.50 |
| 3-01-43-490-490-000 | MUNICIPAL COURT | | |
| 3-01-43-490-490-100 | MUNICIPAL COURT Salary & Wage | 277,786.00 | 72,918.83 |
| 3-01-43-490-490-200 | MUNICIPAL COURT Other Expense | 11,350.00 | 2,979.38 |
| 3-01-43-491-491-200 | PUBLI DEFENDER Other Expense | 14,000.00 | 3,675.00 |
| 3-01-44-901-901-000 | CAPITOL IMP. FUND | | |
| 3-01-44-901-901-200 | CAPITOL IMP.FUND OTHER EXPENSE | 1,241,960.00 | 326,014.50 |
| 3-01-45-920-920-000 | DEBT SERV/BOND PRINC | | |
| 3-01-45-920-920-200 | DEBT SERV/BOND PRINC Other Exp | 1,150,000.00 | 1,150,000.00 |
| 3-01-45-925-925-000 | DEBT SERV/NOTE PYMT | | |
| 3-01-45-925-925-200 | DEBT SERV/NOTE PYMT OTHER EXP | 1,820,000.00 | 1,820,000.00 |
| 3-01-45-930-930-000 | DEBT SERV/BOND INT | | |
| 3-01-45-930-930-200 | DEBT SERVICE/BOND INT.Other Ex | 92,750.00 | 92,750.00 |
| 3-01-45-935-935-000 | DEBT SERV/NOTE INT | | |
| 3-01-45-935-935-200 | DEBT SERV/NOTE INT. OTHER EXP | 425,900.00 | 425,900.00 |
| 3-01-46-888-888-000 | DEFICIT IN ASSESSMENT BUDGET | | |
| 3-01-50-899-000-001 | Reserve for Uncollected Taxes | 2,075,000.00 | 544,687.50 |
| | TOTAL | 31,988,990.21 | 15,877,898.53 |
| | | | |
| 3-05-00-000-000-000 | <u>WATER OPERATING</u> | | |
| 3-05-55-500-000-500 | WATER OP S&W | 533,277.00 | 139,985.21 |
| 3-05-55-500-000-550 | WATER OP - O/E | 970,000.00 | 254,625.00 |
| 3-05-55-501-000-550 | WATER-CAPITAL | | |
| 3-05-55-511-000-001 | Capital Improvement Fund | 50,000.00 | 13,125.00 |
| 3-05-55-520-000-000 | WATER: DEBT SERVICE | | |
| 3-05-55-520-000-001 | Payment of Bond Principal | 730,000.00 | 730,000.00 |
| 3-05-55-521-000-001 | Payment On Notes | 30,000.00 | 30,000.00 |
| 3-05-55-522-000-001 | Interest On Bonds | 113,472.00 | 113,472.00 |
| 3-05-55-523-000-001 | Interest On Notes | 19,335.00 | 19,335.00 |
| 3-05-55-524-000-001 | NJEIT LOAN | 4,266.00 | 4,266.00 |
| 3-05-55-530-000-000 | DEFERRED CHARGES/STAT. EXPEND. | | |
| 3-05-55-533-000-001 | DEFERRED CHARGES - CAPITAL ORDINANCES | 20,000.00 | 5,250.00 |
| 3-05-55-540-000-001 | P.E.R.S. Contribution | 65,576.00 | 71,903.00 |
| 3-05-55-541-000-001 | Social Security System (OASI) | 50,000.00 | 13,125.00 |
| 3-05-55-542-000-001 | Unemployment Compensation Ins. | 4,000.00 | 1,050.00 |
| | TOTAL | 2,589,926.00 | 1,396,136.21 |
| | | | |
| 3-07-00-000-000-000 | <u>SEWER OPERATING</u> | | |
| 3-07-55-500-000-500 | SEWER OP S&W | 345,945.00 | 90,810.56 |
| 3-07-55-500-000-550 | SEWER OPERATING O/E | 671,400.00 | 176,242.50 |

| | | | |
|----------------------------|--------------------------------|---------------------|-------------------|
| 3-07-55-503-000-001 | Debt Service-Principal on Note | 60,000.00 | 15,750.00 |
| 3-07-55-505-000-001 | Debt Service-Interest on Notes | 30,900.00 | 8,111.25 |
| 3-07-55-508-000-001 | Statutory Exp.-P.E.R.S | 24,089.00 | 26,415.00 |
| 3-07-55-509-000-001 | Statutory Exp.-O.A.S.I Soc.Sec | 27,000.00 | 7,087.50 |
| 3-07-55-510-000-001 | DEBT SERVICE - NJEIT (SCHOOL) | 87,440.05 | 22,953.01 |
| 3-07-55-511-000-001 | Capital Improvement Fund | 150,000.00 | 39,375.00 |
| 3-07-55-542-000-001 | SEWER OP UNEMPLOYMENT INS | <u>3,500.00</u> | <u>918.75</u> |
| | TOTAL | 1,400,274.05 | 387,663.58 |
| | | | |
| 3-16-00-000-000-000 | GARBAGE DISTRICT | | |
| 3-16-56-850-800-201 | Tipping Fees | 1,500.00 | 393.75 |
| 3-16-56-850-800-202 | Contractual Services | 2,715,000.00 | 712,687.50 |
| 3-16-56-850-800-203 | Salary | 80,000.00 | 21,000.00 |
| 3-16-56-850-800-204 | Other Expenses | 22,000.00 | 5,775.00 |
| 3-16-56-850-800-205 | STATUTORY EXPENDITURES- OASI | 6,640.00 | 1,743.00 |
| 3-16-56-850-800-206 | GARBAGE - UNEMPLOYMENT | <u>600.00</u> | <u>157.50</u> |
| | TOTAL | 2,825,740.00 | 741,756.75 |

*Amount posted to Finance system may be off penny due rounding.