

This Organization meeting of the Mayor and Council was held on Monday, January 3, 2023 was held hybrid.

Meeting was called to order by Mayor Kilpatrick at 7:15 P.M.

Invocation given by Rev. Marc Steele, St. George’s Anglican Church, followed by a Salute to the Flag.

STATEMENT OF NOTICE OF PUBLICATION

Clerk Morelos announced that this Re-Organization Meeting of the Mayor and Council, being held on Monday, January 3, 2023 has been advertised and posted in accordance with Open Public Meetings Act Chapter 231, P.L. 1975 by advertising in the Home News Tribune, notifying the Star Ledger and the Sentinel Publishing Co., posting on the bulletin board, and filing with the Municipal Clerk.

CERTIFICATION FROM COUNTY CLERK

Municipal Clerk Morelos reported having received the Statement from the Middlesex County Clerk certifying the election of Councilman Daniel Balka and Councilwoman Donna Roberts both for three-year terms.

Councilwoman Novak moved the Statement be received and filed on Roll Call Vote. Seconded by Councilwoman Roberts.

Roll Call: Councilpersons Novak, Balka, Conti, Dwumfour, Onuoha, Roberts, all Ayes. Carried.

SWEARING IN

Borough Attorney Kean administered the Oath of Office to the following:

- Municipal Clerk Jessica Morelos

Municipal Clerk Morelos administered the Oaths of Office to the following:

- Councilman Daniel Balka, for a three-year term
- Councilwoman Donna Roberts, for a three-year term

• **ROLL CALL:**

Present: Councilpersons Balka, Conti, Dwumfour, Novak, Onuoha, Roberts

Absent: None

Others Present: Mayor Victoria Kilpatrick
Glenn Skarzynski, Business Administrator
Denise Biancamano, C.F.O./Treasurer (telephone)
Jessica Morelos, Municipal Clerk
Sean Kean, Esq., Borough Attorney
Jay Cornell, P.E., Borough Engineer
Nicole Waranowicz, Asst. Municipal Clerk

Others Absent: None

• **REMARKS OF THE MAYOR AND COUNCIL**

MAYOR VICTORIA KILPATRICK

Mayor stated is she is excited to have a team that are dedicated to serving the Borough of Sayreville. She stated that they need to work together. Wished everyone the best for the coming year and hope for progress.

COUNCILMAN DANIEL BALKA

Thanked everyone for their support and promised that he will do his best for the town.

- **Public Agency Compliance Officer**-1 Yr. Term Danielle Maiorana

Mayor asked if there are if there was a motion.
Councilwoman Novak moved the appointments be approved. Seconded by Councilwoman Dwumfour.

Roll Call: Councilpersons Novak, Balka Conti, Dwumfour, Onuoha, Roberts. All ayes

Councilwoman Dwumfour nominated Councilman Onuoha for Council President.
Seconded by Councilman Balka.

Roll Call: Ayes: Councilpersons Dwumfour, Balka, Onuoha.
Nays: Councilpersons Conti, Novak, Roberts.
Clerk announced a 3-3 tie. Mayor voted aye.

OFFICIAL DESIGNATION OF THE STANDING COMMITTEES FOR THE YEAR 2023

- ADMINISTRATIVE & FINANCE:**
 - 1) Co. Daniel Balka
 - 2) Co. Christian Onuoha
 - 3) Co. Mary J. Novak

- PLANNING & ZONING:**
 - 1) Co. Christian Onuoha
 - 2) Co. Donna Roberts
 - 3) Co. Vincent Conti

- PUBLIC SAFETY:**
 - 1) Co. Eunice Dwumfour
 - 2) Co. Vincent Conti
 - 3) Co. Christian Onuoha

- PUBLIC WORKS:**
 - 1) Co. Vincent Conti
 - 2) Co. Daniel Balka
 - 3) Co. Eunice Dwumfour

- RECREATION:**
 - 1) Co. Mary J. Novak
 - 2) Co. Eunice Dwumfour
 - 3) Co. Donna Roberts

- WATER & SEWER/ENVIRONMENTAL:**
 - 1) Co. Donna Roberts
 - 2) Co. Mary J. Novak
 - 3) Co. Daniel Balka

Motion to accept the Standing Committees for 2023 was made by Councilwoman Dwumfour. Seconded by Councilman Balka.

Roll Call: Ayes: Councilpersons Dwumfour, Balka, Onuoha.
Nays: Councilpersons Conti, Novak, Roberts.
Clerk announced 3-3 tie. Mayor voted aye.

Mayor made the following appointments:

- PLANNING BOARD**
- 4 Yr. Class IV Member Daniel Buchanan
 - 1 Yr. Class II Member Anthony Sposato

- DEPUTY EMERGENCY MNGT COORD**
- 3 Yr. Daniel Plumacker (term 9/12/2022-9/11/25)
 - 3 Yr. Brian Braile (term 9/12/2022-9/11/25)
 - 3 Yr. Vincent Buffalino (term 9/12/2022-9/11/25)

- EMERGENCY MNGT COUNCIL 2023**
- 1 Yr. Alert Warning/Communications Vincent Buffalino
 - 1 Yr. Auxiliary Police Kelan Magee
 - 1 Yr. Damage Assessment Joseph J. Kupsch, Jr.

**JANUARY 3, 2023
REORGANIZATION
MEETING**

1 Yr.	Emg. Operations Cntr.	Kathy Moskal
1 Yr.	Emergency Medical Services Coord.	Dexter Thomas & Don Riley
1 Yr.	Evacuation	Brian Braile
1 Yr.	Shelter/Reception	Jennifer Bell
1 Yr.	Social Services	Jennifer Bell
1 Yr.	Fire	Tony Jackowski & Jim Kenny
1 Yr.	Environmental	Michael Pascone
1 Yr.	Hazmat	Tony Jackowski & Jim Kenny
1 Yr.	Law Enforcement	Daniel Plumacker
1 Yr.	Radiological Protection	David Wilkins
1 Yr.	Refugee Evacuation	Brian Braile
1 Yr.	Terrorism	Dave Erla
1 Yr.	Public Information	James Novak
1 Yr.	Public Health	Middlesex Cty. Dept. of Health and Senior Services
1 Yr.	Public Works	George Gawron & Phil Quigley
1 Yr.	Resource Management	Glenn Skarzynski
1 Yr.	Water and Sewer Management	Dave Leitner
1 Yr.	Bd. Of Ed. Annex Manager	Jeff Sprague
1 Yr.	Animal Disaster Response-Annex Mgr.	Walter and Wendy Wojtaszek
3 Yr	Chairman	Chris Bardsley
	Secretary	Kathy Moskal

OEM Annex Managers

Alert Warning/Communications	Vincent Buffalino
Sayreville Police Department	Daniel Plumacker
Sayreville Fire Department	Tony Jackowski & Jim Kenny
EMS Coordinator	Dexter Thomas & Don Riley
Environmental	Michael Pascone
Evacuation	Brian Braile
Sayreville Bd. Of Ed.	Jeff Sprague
Public Works	George Gawron & Phil Quigley
Sayreville Auxillary Police	Kelan Magee
Shelter	Jennifer Bell
DuPont	DuPont
Ashland Chemical	Ashland Chemical
Alzo, Inc.	Alzo Pharmetics
AES Red Oak	AES Red Oak
J.C.P. & L.	J.C.P. & L.
Gerdau Ameristeel	Gerdau Ameristeel
P.S.E.&G.	P.S.E.&G.
Reliant Energy	Reliant Energy
CME Associates	CME Associates
MCUA	MCUA

Mayor asked if there are if there was a motion.
Councilwoman Novak moved the appointments. Seconded by Councilman Onuoha.

Roll Call: Councilpersons Novak, Balka, Conti, Dwumfour, Onuoha, Roberts, All ayes.

CONSENT AGENDA RESOLUTIONS

Mayor Kilpatrick asked the Council if they have any questions or comments on the Consent Agenda Resolutions.

Mayor opened the meeting for any questions or comments on Consent Agenda Resolutions.

Those commenting were:

- Jim Robinson, 11 Borelle Square
Mr. Robinson stated that the Class 3 member of the Planning Board is a member of the governing body.

**JANUARY 3, 2023
REORGANIZATION
MEETING**

Councilwoman Novak made a motion to appoint Council President Onuoha to Class 3 member of the Planning Board. Seconded by Councilman Conti.

Roll Call: Councilpersons Novak, Balka, Conti, Dwumfour, Onuoha, Roberts, all Ayes.

- John Wisniewski, 27 Fritz Drive

Mr. Wisniewski wished everyone a Happy New Year. He congratulated Councilwoman Roberts and Councilman Balka on their swearing in. Mr. Wisniewski stated that this Reorganization Meeting marks the 50th anniversary of his father being sworn in to his first term. He commented on differences between people and that is what makes the governing body stronger.

Councilwoman Novak moved the Public Portion be closed and the Consent Agenda Resolutions be approved on Roll Call Vote. Motion seconded by Councilwoman Roberts.

Roll Call: Councilpersons Novak, Balka, Conti, Dwumfour, Onuoha, Roberts (nay on Resolution #2023-8), all Ayes.

RESOLUTION #2023-01

BE IT AND IT IS HEREBY RESOLVED that the present Rules of Order of the Council of the Borough of Sayreville, Middlesex County, New Jersey, together with all amendments to date, shall be used as the **Rules of Order** and govern the proceedings of this Council during the year 2023 and until the further action of this body.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-02

BE IT AND IT HEREBY RESOLVED that all Regular and Agenda Session meetings of the Mayor and Borough Council of the Borough of Sayreville for the year 2023 shall be held on the second and fourth Mondays of each and every month and shall be called to order on or about 7:00 P.M. prevailing time, unless otherwise noticed or advertised.

BE IT FURTHER RESOLVED that the Standing Committees of the Mayor and Council of the Borough of Sayreville for the year 2023 shall be held on the Mondays preceding the second and fourth Mondays of each and every month, unless otherwise advertised according to law.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-03

**RESOLUTION ESTABLISHING A CASH MANAGEMENT
PLAN AND NAMING OFFICIAL DEPOSITORIES
FOR THE BOROUGH OF SAYREVILLE,
COUNTY OF MIDDLESEX FOR THE YEAR 2023**

WHEREAS, N.J.S.A. 40A: 5-14 mandates that a Governing Body shall, by resolution passed by a majority vote of the full membership, adopt a Cash Management Plan for the deposit and investment of public funds; and

WHEREAS, the Governing Body of the Borough of Sayreville wishes to comply with the noted statutes;

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Sayreville adopts the attached Cash Management Plan including the designated depositories for the year 2023.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

BOROUGH OF SAYREVILLE

2023

CASH MANAGEMENT PLAN

I. Purpose

To adopt a policy plan and procedures establishing a formal Cash Management Plan pursuant to N.J.S.A. 40A:5-14.

II. Authority

The Chief Financial Officer is designated as the custodian of all funds and the investment officer of the Borough of Sayreville, and is responsible for investment decisions and activities. All disbursements made by check will be signed by individuals holding the following positions:

- X Mayor
- X Borough Clerk
- X Treasurer / Chief Financial Officer (CFO)

Exceptions to the above are the Net Payroll and Payroll Agency Accounts which are signed by the Treasurer / CFO only. The Treasurer / CFO is authorized to execute wire transfers for purposes of placing investments of idle funds or payment of interest and principal of the Borough's debt.

Disbursements made on the following departmental revenue collection bank accounts will be as follows:

Borough Clerks Office	- Borough Clerk
Recreation Department	- Director of Recreation Treasurer/CFO
Office on Aging	- Supervisor of Senior Citizen Activities Treasurer / CFO
Police Department	- Chief of Police
Municipal Court	- Presiding Judge

III. Statement of Policy

It is the policy of the Borough of Sayreville that all cash, checks or any other form of payment received by all officials and employees of the Borough of Sayreville shall be handled, deposited, invested, and accounted for only as provided for in this plan. No deviation from the policies and procedures in the plan is permitted without prior written approval of the Chief Financial Officer.

It is also the policy of the Borough of Sayreville to attempt to earn the maximum rate of return or interest, on all funds, at all times, with the exception of Petty Cash or any other account so precluded by law. Investments shall be made based on statutory constraints. The applicable interest rates shall be the maximum available taking into account safety, liquidity and yield.

IV. Cash Management Procedures

In order to achieve these objectives, departments shall perform the following procedures:

A. Department Procedures

Most departments collect or receive money for various reasons such as permit fees, registration fees, fines, and tax receipts. Each department that collects money is responsible for preparing deposit slips where necessary and transmittal sheets detailing account coding for posting by the Finance Department or the Collection of Taxes. All monies are to be turned over to the Tax Collector or Treasurer for deposit within 48 hours of receipt as per N.J.S.A. 40A:5-15 unless a department head maintains a bank account approved by the Chief Financial Officer for purposes of making daily deposits. Should the department head maintain a bank account, all monies collected by the department must be deposited within 48 hours of receipt as per N.J.S.A. 40A: 5-15. If money or checks must be left over-night, they must be left in a locked, safe and secure location.

Whenever money is received on behalf of the borough, a receipt must be prepared and given to the person rendering the payment. A duplicate of this receipt must be kept. All payments and receipts must be recorded. Each department will be responsible for keeping the duplicate cash receipts in their own offices. The auditor or Chief Financial Officer may request the copy as part of any annual or internal audit.

B. Financial Procedures

Each of the various accounts for which there is a separate bank statement shall be reconciled on a timely basis.

All monies will be counted at the time they are delivered to the tax collector or finance department. Deposits will only be made to banks appearing on the list of depositories approved as part of the Cash Management Plan.

1. Daily Cash Balance Report

This report is compiled by adding each days' receipts as they are deposited or wired into each bank account to the balance of the previous day. Any disbursements by check or wire are subtracted to ascertain the amount of daily idle cash available for investment.

2. Analyzing Cash Flow

By using past history of receipts and disbursements, trends for tax collection and receipts of other miscellaneous revenues can be established. Payment schedules received from other sources can determine when grants and state aid will be received, as well as when items such as debt, county taxes and school taxes must be paid. Payroll dates and regular council meeting schedules help fix payment dates for payroll and the bill lists. The fiscal year budget also serves as an important tool in determining the timing of receipts and disbursements over the course of the year. All the aforementioned data can be utilized as a means to determine the duration that the available idle cash can be invested.

3. Investment of Borough Funds

All sources of investment are authorized by the Mayor and Council as part of this Cash Management Plan. All banks must receive a Certification of Governmental Unit Deposit Protection Act (GUDPA). The Chief Financial Officer must receive bi-annual certification from the banks. The various vehicles of investment are as follows:

- X Bonds or other obligations of the United States guaranteed by the United States government.
- X Government money market mutual funds.
- X Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a rate of interest not dependent on any index or other external factor.
- X Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located.
- X Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units.
- X Local government investment pools.
- X Deposits with the State of New Jersey Cash Management Fund.
- X Certificates of Deposit
- X Overnight Sweep Accounts
- X Bank Money Market Accounts

The investments should be diversified among types and institutions to guard against a sudden default by an institution that may cause a delay in obtaining the invested funds. The maximum amount of funds to be invested in any one type of investment is \$15,000,000.00.

When the amount of the investment has been determined, the approved depositories are called to obtain bids for the most competitive interest rate based upon the duration and the diversification criteria. All investments are flexible to the date required by the finance office to coincide with projected disbursements, rather than to some fixed date (ie. 30 days or 90 days). This flexibility is important, as it allows for maximization of interest realized. Since the cash flow analysis determines when disbursements will be made for all large items (ie. debt service, payroll, bill lists, county taxes, etc.), investments can be timed to mature on the day when payment must be made. This also avoids any chance of not having funds available to meet a payment, which could occur with a more rigid duration of investment.

V. Assuring Compliance

The Cash Management Plan of the Borough of Sayreville shall be subject to the Annual Audit conducted pursuant to N.J.S.A. 40A:5-4.

The official charged with the custody of the monies of the Borough shall deposit them as designated by the Cash Management Plan and shall thereafter be relieved of any liability or loss of such monies due to the insolvency or closing of any depository designated in the Cash Management Plan pursuant to N.J.S.A. 40A:5-14(3)f

VI. Approved Depositories and Brokerage Firms

The following financial institutions are approved depositories of borough funds:

- X PNC Bank
- X Amboy Bank
- X NJ Arbitrage Rebate Program
- X Garden State Community Bank
- X Capital One Bank
- X Wells Fargo
- X Bank of America
- X Provident Bank
- X Santander Bank
- X TD Bank
- X Columbia Bank
- X Northfield Bank

VI. Term of Plan

This Cash Management Plan shall be adopted by resolution annually in January of each year. The plan may be amended by resolution of the Mayor and Council if deemed necessary.

RESOLUTION #2023-04

BE IT AND IT IS HEREBY RESOLVED that the Borough Treasurer is authorized to re-open the following **Petty Cash Funds** after submission of properly executed vouchers in the same amount as in prior years:

- Municipal Clerk
- Police Department
- Sayreville Free Public Library
- Office on Aging
- Road & Sanitation Department
- Fire Department

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor’s signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-05

BE IT AND IT IS HEREBY RESOLVED that the Tax Collector and the Treasurer each be required to furnish a Bond conditioned for the true and faithful performance of their respective duties. Said bonds to be approved as to sufficiency of surety by the Finance Committee and as to form by the Borough Attorney.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

JANUARY 3, 2023 REORGANIZATION MEETING	
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<u>ASSESSMENT OF TAXES</u>	
Salaries and Wages	64,000.00
Other Expenses:	
Cost of Appraisals	18,000.00
Miscellaneous Other Expenses	10,000.00
 <u>COLLECTION OF TAXES</u>	
Salaries and Wages	54,000.00
Other Expenses	4,000.00
 <u>LEGAL SERVICES</u>	
Other Expenses	123,000.00
 <u>MUNICIPAL COURT</u>	
Salaries and Wages	119,000.00
Other Expenses	22,000.00
 <u>ENGINEERING SERVICES AND COSTS</u>	
Salaries and Wages	3,000.00
Other Expenses	27,500.00
 <u>PUBLIC BUILDINGS AND GROUNDS</u>	
Salaries and Wages	198,000.00
Other Expenses	100,000.00
 <u>PLANNING BOARD</u>	
Salaries and Wages	7,500.00
Other Expenses	10,000.00
 <u>BOARD OF ADJUSTMENT</u>	
Salaries and Wages	2,300.00
Other Expenses	5,000.00
 <u>MASTER PLANNING PROGRAM – COMPLETION AND CONTINUANCE</u>	
Other Expenses	1,500.00
 <u>ENVIRONMENTAL COMMISSION (R.S. 40:56A-1, et seq.)</u>	
Other Expenses	500.00
 <u>RECYCLING COMMISSION</u>	
Other Expenses	150.00
 <u>RENT LEVELING BOARD</u>	
Salaries and Wages	600.00
Other Expenses	1,500.00
 <u>HUMAN RELATIONS COMMISSION</u>	
Other Expenses	1,000.00
 <u>SHADE TREE COMMISSION</u>	
Other Expenses	1,500.00
 <u>CABLE TV ADVISORY BOARD</u>	
Other Expenses	0.00
 <u>AMERICANS WITH DISABILITIES COMMISSION</u>	
Other Expenses	0.00
 <u>GROUP INSURANCE PLANS FOR EMPLOYEES</u>	 2,270,000.00
 <u>OTHER INSURANCE PREMIUMS</u>	 357,000.00
 <u>FIRE</u>	
Other Expenses	90,000.00

JANUARY 3, 2023 REORGANIZATION MEETING	
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<u>AID TO VOLUNTEER FIRE COMPANIES</u>	2,200.00
<u>UNIFORM FIRE SAFETY CODE</u>	
Salaries and Wages	59,000.00
Other Expenses	3,000.00
<u>PROSECUTOR</u>	
Salaries and Wages	12,000.00
Other Expenses	0.00
<u>POLICE</u>	
Salaries and Wages	2,950,000.00
Other Expenses	112,000.00
Auto Purchases	0.00
<u>POLICE DISPATCH/911</u>	
Salaries and Wages	249,000.00
Other Expenses	4,000.00
<u>SCHOOL TRAFFIC GUARDS</u>	
Salaries and Wages	57,000.00
Other Expenses	1,200.00
<u>TRAFFIC CONTROL COSTS</u>	
Other Expenses	7,500.00
<u>CONTRIBUTION TO FIRST AID ORGANIZATIONS</u>	25,000.00
STATE UNIFORM CONSTRUCTION CODE CONSTRUCTION OFFICIAL (<u>Chief Administrator of Enforcement Agency</u>)	
Salaries and Wages	212,000.00
Other Expenses	4,000.00
<u>ZONING AND CODE ENFORCEMENT</u>	
Salaries and Wages	47,000.00
Other Expenses	1,000.00
<u>EMERGENCY MANAGEMENT SERVICE</u>	
Salaries and Wages	3,700.00
Other Expenses	4,000.00
<u>JUVENILE CONFERENCE COMMITTEE</u>	
Other Expenses	0.00
<u>ROAD REPAIRS & MAINTENANCE</u>	
Salaries and Wages	214,000.00
Other Expenses	34,000.00
<u>SNOW REMOVAL</u>	
Salaries and Wages	45,000.00
Other Expenses	52,000.00
<u>STORM WATER REGULATIONS (N.J.S.A. 40A-45.3)</u>	12,000.00
<u>STREET LIGHTING</u>	127,000.00
<u>GASOLINE</u>	
Other Expenses	147,000.00

JANUARY 3, 2023 REORGANIZATION MEETING	
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<u>GARBAGE AND TRASH REMOVAL</u>	
Salaries and Wages	315,000.00
Disposal Area Contract	321,000.00
Other Expenses	33,000.00
<u>RECYCLING PROGRAM</u>	
Salaries and Wages	9,500.00
Other Expenses	207,000.00
<u>SEWAGE TREATMENT & DISPOSAL</u>	
Salaries and Wages	164,000.00
Other Expenses	124,000.00
<u>MIDDLESEX COUNTY UTILITIES AUTHORITY</u>	
Sewer Contract	1,000,000.00
<u>VEHICLES & EQUIPMENT MAINTENANCE</u>	
Salaries and Wages	162,000.00
Other Expenses	118,000.00
<u>BOARD OF HEALTH</u>	
Salaries and Wages	17,000.00
Other Expenses	48,000.00
<u>ANIMAL CONTROL</u>	
Other Expenses	0.00
<u>CULTURAL ARTS COUNCIL</u>	
Other Expenses	1,500.00
<u>PARKS & PLAYGROUNDS – RECREATION</u>	
Salaries and Wages	81,000.00
Other Expenses	35,000.00
<u>PARKS & PLAYGROUNDS – DEVELOPMENT & MAINTENANCE</u>	
Salaries and Wages	173,000.00
Other Expenses	78,000.00
<u>CONSERVATION CORP</u>	
Salaries and Wages	0.00
Other Expenses	0.00
<u>COMMUTER PARKING LOT</u>	
Salaries and Wages	0.00
Other Expenses	1,000.00
<u>OFFICE ON AGING</u>	
Salaries and Wages	73,000.00
Other Expenses	51,000.00
<u>MEMORIAL DAY CELEBRATION</u>	
Other Expenses	3,500.00
<u>INDEPENDENCE DAY CELEBRATION</u>	
Other Expenses	5,000.00
<u>CELEBRATION OF SPECIAL EVENT</u>	
Other Expenses	2,000.00
<u>TELEPHONE</u>	
Other Expenses	50,000.00

JANUARY 3, 2023 REORGANIZATION MEETING	
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ELECTRICITY
Other Expenses 93,000.00

NATURAL GAS
Other Expenses 36,000.00

COMMISSION ON AGING
Other Expenses 1,000.00

YOUTH GUIDANCE COUNCIL
Other Expenses 250.00

MAINTENANCE FREE PUBLIC LIBRARY
Salaries and Wages 257,000.00
Other Expenses 219,000.00

SENIOR CITIZENS' ACTIVITIES
Other Expenses 4,000.00

FUEL OIL
Other Expenses 0.00

CAPITAL LEASING PROGRAM 0.00

CONTRIBUTION TO:
P.E.R.S. 0.00
Social Security System 273,000.00
Length of Service Awards Program 0.00
Police & Firemen's Retirement System 0.00
DCRP Contribution 2,700.00
\$12,340,840.00

CAPITAL IMPROVEMENT FUND 0.00

CAPITAL LOAN PROGRAM 0.00

DEBT SERVICE:
Interest on Bonds \$106,000.00

GENERAL APPROPRIATIONS – CURRENT FUND SUMMARY

Current Operations \$ 12,340,840.00
Capital Improvements 0.00
Capital Loan Program 0.00
Debt Service 106,000.00
TOTAL \$12,446,840.00

APPROPRIATIONS FOR WATER UTILITY

WATER OPERATING
Salaries and Wages \$ 615,000.00
Other Expenses 1,650,000.00

STATUTORY EXPENDITURES
Contributions to:
P.E.R.S. 0.00
Social Security System (O.A.S.I.) 42,000.00
Total Operations \$2,307,000.00

CAPITAL IMPROVEMENTS
Capital Outlay 28,000.00

DEBT SERVICE
Interest on Bonds 9,000.00
Water Loan 250,000.00

Total 259,000.00
\$2,594,000.00

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-07

WHEREAS, the Borough of Sayreville is presently self-insured for general liability; and

WHEREAS, the Borough wishes to confirm for the year 2022, the operable procedure for the settlement of claims against the Borough;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. **The Business Administrator** is hereby authorized to approve for payment any settlement, the gross sum of which is \$5,000.00 or less.
2. That the Business Administrator, with the consent and approval of the Borough Attorney, shall be authorized to approve for payment any settlement, the gross sum of which is \$10,000.00 or less.
3. Any proposed settlement in excess of \$10,000.00 shall be reviewed by the Business Administrator and Borough Attorney and a recommendation made thereof for the consideration by the governing body. All settlements in excess of \$10,000.00 are to be approved by resolution of the Mayor and Borough Council.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-08

**RESOLUTION CLARIFYING POWER OF COUNCIL
PRESIDENT TO SOLEMNIZE MARRIAGES WHEN THE
COUNCIL PRESIDENT IS ACTING IN THE CAPACITY OF
ACTING MAYOR OF THE BOROUGH OF SAYREVILLE AT
SUCH TIMES AS THE MAYOR IS "UNABLE TO PERFORM THE DUTIES"
AS DEFINED BY THE LAWS OF THE STATE OF NEW JERSEY
DEFINED BY THE LAWS OF THE STATE OF NEW JERSEY**

**JANUARY 3, 2023
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WHEREAS, pursuant to N 40A:60-3, "... the president of the council shall perform all duties of the mayor during any period in which the mayor is absent from the borough for three days or more or is unable to perform the duties of his office..."; and

WHEREAS, pursuant to N.J.S. 37:1-13, "...any mayor or deputy mayor, when authorized by the mayor or chairman of any township committee or village president of this State... are hereby authorized to solemnize marriages between such persons as may lawfully enter into the matrimonial relation..."; and

WHEREAS, when these statutes are read together, it is not entirely clear whether the Governor and State Legislature of the State of New Jersey intended that a Mayor of a Borough form of government be specifically required to authorize the President of a Borough Council to be empowered to solemnize marriages in each instance or at such times as the Mayor is legally deemed to be unable to perform the duties of his office; and

WHEREAS, it is extremely important for individuals who may be married by the Council President of the Borough of Sayreville to be assured that such a marriage has been legally solemnized pursuant to the laws of the State of New Jersey when the Mayor is absent from the Borough of Sayreville for three days or more or is otherwise unable to perform the duties of the office in accordance with N.J.S. 40A: 60-3, in such instances as the Council President performs such ceremony;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Sayreville, in the County of Middlesex, State of New Jersey, that the President of the Borough Council be and hereby is authorized to solemnize marriages between such persons as may lawfully enter into the matrimonial relation whenever the Mayor of the Borough of Sayreville is absent from the Borough of Sayreville for three days or more or is otherwise unable to perform the duties of the office in accordance with N.J.S. 40A:60-3, whereupon the President of the Council shall perform all duties of the Mayor; and

BE IT FURTHER RESOLVED that the Mayor of the Borough of Sayreville need not make a specific reference to the authorization of the President of the Council to solemnize a marriage in the Borough of Sayreville when the President of the Council is generally authorized to perform all the duties of the Mayor pursuant to N.J.S. 40A: 60-3.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-09

BE IT RESOLVED by the Mayor and Council of the Borough of Sayreville, County of Middlesex, State of New Jersey that:

The Home News Tribune is the official newspaper of the Borough of Sayreville and the Star Ledger and the Suburban are the secondary newspapers for advertising.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-10

**RESOLUTION AUTHORIZING THE BOROUGH OF SAYREVILLE
SPECIAL TAX COUNSEL TO FILE PETITIONS, COMPLAINTS,
ANSWERS AND COUNTER-CLAIMS IN THE TAX COURT OF THE
STATE OF NEW JERSEY, AS MAY BE NECESSARY IN THE BEST
INTERESTS OF THE BOROUGH OF SAYREVILLE**

WHEREAS, from time to time the Tax Assessor determines that in the course of real property appeals filed with the Tax Court of New Jersey, that a counterclaim is merited in order to assert the correct real property tax assessment; and

WHEREAS, the governing body of the Borough of Sayreville is desirous that every real property taxpayer pays its fair share of real property taxes; and

WHEREAS, if in the appropriate case a counterclaim is not asserted, the instant taxpayer so affected would not be paying its fair share of real property taxes; and

WHEREAS, by authorizing the filing of counterclaims in the appropriate tax appeals, the best interests of the Borough of Sayreville and its property tax paying taxpayers would be served, protected and preserved, as the case may be; and

NOW THEREFORE, BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF SAYREVILLE, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY as follows:

1. That the Borough of Sayreville Special Tax Counsel is hereby authorized during the year 2022 to file a Petition of Appeal, or a Complaint, or Answer and Counterclaim with the Tax Court of the State of New Jersey to seek the correct assessment and proper value of the affecting the real property in question and that a copy of such pleading under this Resolution be filed with the Borough Clerk.
2. That the Borough of Sayreville Special Tax Counsel is hereby authorized to execute stipulations of settlement on any tax appeal, Complaint and or Counterclaim filed by the taxing district or by a taxpayer in the tax year 2022;
3. That the Borough of Sayreville shall forward certified copies of this Resolution to the following:
 - A. Tax Assessor
 - B. Borough of Sayreville Special Tax Counsel
 - C. Middlesex County Board of Taxation or New Jersey Tax Court with any such Petition of Appeal, Complaint or Answer and Counterclaim.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-11
CANCELING SMALL BALANCES

WHEREAS, the Municipal Tax Collector informs that from time to time there are property tax credits or delinquencies on certain property located within the Borough of Sayreville, and

WHEREAS, N.J.S.A. 40A:5-17.1 provides that a municipality may adopt a resolution authorizing a municipal employee to process, without further action on their part, the cancellation of any property tax refund or delinquency of less than \$10.00, and

WHEREAS, that the Municipal Tax Collector is qualified, and recommends, to process said cancellation in his continuing effort to maintain the highest level of fiscal responsibility and

NOW, THEREFORE BE IT RESOLVED, by the Municipal Council of the Borough of Sayreville, that the Municipal Tax Collector is hereby authorized to process the cancelation of tax refunds or delinquency of less than Ten (\$10.00) dollars during the calendar year of **2023** in accordance with N.J.S.A. 40A:5-17.1.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-12

WHEREAS, pursuant to N.J.S.A. 54:4-66.1, taxes in municipalities billed under a calendar based fiscal year shall be payable for the first quarterly installment of the year on February 1, for the second quarterly installment on May 1, for the third quarterly installment on August 1, and for the fourth quarterly installment on November 1; and

WHEREAS, N.J.S.A. 54:4-67 provides that the governing body may fix the rate of interest to be charged for the non-payment of taxes, assessments &/or other municipal liens or charges; and

WHEREAS, N.J.S.A. 54:4-67(a), further provides that taxes shall not be subject to interest charges if payment of any installment is made within the tenth calendar day following the date upon which the same became payable; and

WHEREAS, N.J.S.A. 54:4-67 (c), provides that within the current fiscal year if any delinquency is in excess to \$10,000.00, a penalty not to exceed 6% may be charged; and

NOW, THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Sayreville, that in accordance with N.J.S.A. 54:4-66 et seq, the rate of interest to be charged on delinquent taxes and all other municipal liens or charges for the first, second, third and fourth quarterly installments of year **2023** shall be eight percent (8%) per annum on the first \$1,500.00 of delinquency and eighteen percent (18%) per annum on any amount in excess of \$1,500.00 to be calculated from the date the tax was payable until the date of actual payment to the collector is received provided that no interest

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shall be charged if payment of any installment is made on or before the tenth calendar day following the date upon which same became payable; and

BE IT FURTHER RESOLVED, that a penalty of six percent (6%) be charged on all delinquent municipal charges in excess of \$10,000.00 that are not paid prior to the end of the fiscal year.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-13

WHEREAS, all bills submitted to the Borough of Sayreville covering services, work, labor and material furnished the Borough of Sayreville have been duly audited by the appropriate committee;

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED that all bills properly verified according to law and properly audited by the appropriate committees be and the same are hereby ordered to be paid by the appropriate Borough officials.

/s/ Victoria Kilpatrick, Mayor

/s/ Daniel Balka, Councilman

/s/ Mary J. Novak, Councilwoman

/s/ Vincent Conti, Councilman

/s/ Christian Onuoha, Councilman

/s/ Eunice Dwumfour, Councilwoman

/s/ Donna Roberts, Councilwoman

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

Bill list of January 3, 2023 in the amount of \$8,837,693.71 in a separate Bill List File for 2023 (See Appendix Bill List 2023-A for this date).

RESOLUTION #2023-14

BE IT RESOLVED, that Danielle Maiorana is hereby appointed Public Agency Compliance Officer (**P.A.C.O.**), in accordance with the State Division of Contract Compliance & Equal Employment Opportunity in Public Contracts, for a term expiring on December 31, 2023.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

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Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

ATTEST: **BOROUGH OF SAYREVILLE**

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-15 (Borough Attorney)
A RESOLUTION OF THE BOROUGH OF SAYREVILLE
IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY,
APPOINTING SEAN KEAN OF THE FIRM CLEARY, GIACOBBE, ALFIERI,
JACOBS, LLC AS MUNICIPAL ATTORNEY - GENERAL MATTERS

WHEREAS, the Governing Body of the Borough of Sayreville are knowledgeable that the Borough requires the services of an Attorney to advise the Mayor and Council on any and all legal matters pertaining to the Borough; and

WHEREAS, the Laws of New Jersey provide for the appointment of a **Borough Attorney**; and

WHEREAS, funds are available for this purpose; and

WHEREAS, in accordance with the "Fair and Open Process" the Borough of Sayreville publicly advertised for a Request for Proposals and Qualifications for this and other various Professional Services; and

WHEREAS, said RFP's were received in the Office of the Municipal Clerk on December 13, 2022 at 12 Noon; and

WHEREAS, the Mayor and Council of the Borough of Sayreville wished to award this contract in accordance with the "Fair and Open Process" which has included public solicitation of qualifications for **BOROUGH ATTORNEY - GENERAL MATTERS**; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A: 11-1, et seq.) requires that the resolution authorizing the appointment of the Borough Attorney as required by the Borough for "professional services" without competitive bids must be publicly advertised;

BE IT AND IT IS HEREBY RESOLVED THAT by the Mayor and Borough Council of the Borough of Sayreville, in the County of Middlesex as follows:

1. That **Sean Kean** of the firm **Cleary, Giacobbe, Alfieri, Jacobs, LLC** is hereby appointed as **Borough Attorney - General Matters** for the term of one year, commencing on January 1, 2023 and terminating on December 31, 2023.

2. That the services to be rendered by the said **Borough Attorney** shall be in compliance with the Laws of New Jersey.

3. This appointment is made without competitive bidding as a "professional service" under the provisions of the Local Public Contracts Law because the services to be performed are to be performed by a recognized profession licensed and regulated by law.

4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be published as required by law within ten days from the date of adoption.

BE IT FURTHER RESOLVED that the Borough Attorney is directed to prepare a written employment contract to be executed by the **Borough Attorney** and the Borough, which shall include the following:

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are to be performed are to be performed by a recognized profession licensed and regulated by law.

4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be advertised as required by law within ten (10) days from the date adoption.

BE IT FURTHER RESOLVED that Dave J. Samuel of the firm of CME Associates is hereby directed to prepare a written employment contract to be executed by the **Borough Engineer** and the Borough which shall include the following:

- The flat monthly rate described in the proposal.
- What the fee covers.
- The amount to be charged for all other worked performed with a not to exceed figure.

BE IT FURTHER RESOLVED that a certified copy of the within Resolution shall be forwarded to the **Borough Engineer**, the Borough of Sayreville Business Administrator and the Director of Finance.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

ATTEST: **BOROUGH OF SAYREVILLE**

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-17

**A RESOLUTION OF THE BOROUGH OF SAYREVILLE
IN THE COUNTY OF MIDDLESEX, STATE OF
NEW JERSEY, APPOINTING THE FIRM ROTHSTEIN, MANDELL, STROHM, HALM &
CIPRIANI, P.A. AS LABOR COUNSEL**

WHEREAS, the Mayor and Council of the Borough of Sayreville, Middlesex County, New Jersey (hereinafter "Borough") has determined a need to contract the services of a **Labor Counsel**; and

WHEREAS, the Laws of the State of New Jersey Provide for the appointment of a **Labor Counsel**; and

WHEREAS, in accordance the "Fair and Open Process" the Borough of Sayreville publicly advertised for a Request for Proposals and Qualifications for a various professional services; and

WHEREAS, said Request for Professional Services were received in the Office of the Municipal Clerk no later than 12 Noon on December 13, 2022; and

WHEREAS, the Mayor and Council of the Borough of Sayreville wishes to award this contract in accordance with the "fair and open process" which has included public solicitation of qualifications for **Labor Counsel**; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires a resolution authorizing the appointment of a Labor Counsel as required by the Borough for "Professional Services".

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Sayreville as follows:

1. That the firm of Rothstein, Mandell, Strohm, Halm & Cipriani, P.A. is hereby appointed as **Labor Counsel** for the Borough of Sayreville for a term of one year, commencing on January 1, 2023 and terminating on December 31, 2023.
2. That the services to be rendered by the said **Labor Counsel** shall be in compliance with the Laws of the State of New Jersey.
3. This appointment is made without competitive bidding as a “professional service” under the provisions of the Local Public Contracts Law because these services are to be performed by a recognized profession licensed and regulated by law.
4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be advertised as required by law within ten (10) days from the date adoption.

BE IT FURTHER RESOLVED that Rothstein, Mandell, Strohm, Halm & Cipriani, P.A. is directed to prepare a written employment contract to be executed by both parties and shall include the following:

- The flat monthly rate described in the proposal.
- What the fee covers.
- The amount to be charged for all other worked performed with a not to exceed figure.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to the Labor Counsel, the Borough of Sayreville Business Administrator and the C.F.O.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor’s signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-18

**A RESOLUTION OF THE BOROUGH OF SAYREVILLE IN THE
COUNTY OF MIDDLESEX, STATE OF NEW JERSEY,
APPOINTING THE FIRM SUPLEE, CLOONEY & COMPANY
AS BOROUGH AUDITOR**

WHEREAS, the Mayor and Council of the Borough of Sayreville, Middlesex County, New Jersey (hereinafter “Borough”) has determined a need to contract the services of a **Borough Auditor**; and

WHEREAS, the Laws of the State of New Jersey Provide for the appointment of a **Borough Auditor**; and

WHEREAS, in accordance the “Fair and Open Process” the Borough of Sayreville publicly advertised for a Request for Proposals and Qualifications for a various professional services; and

WHEREAS, said Request for Professional Services were received in the Office of the Municipal Clerk no later than 12 Noon on December 13, 2022; and

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WHEREAS, the Mayor and Council of the Borough of Sayreville wishes to award this contract in accordance with the “fair and open process” which has included public solicitation of qualifications for **Borough Auditor**; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires a resolution authorizing the appointment of a Labor Counsel as required by the Borough for “Professional Services”.

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Sayreville as follows:

1. That the firm of **Suplee, Clooney & Company** is hereby appointed as **Borough Auditor** for the Borough of Sayreville for a term of one year, commencing on January 1, 2023 and terminating on December 31, 2023.
2. That the services to be rendered by the said **Borough Auditor** shall be in compliance with the Laws of the State of New Jersey.
3. This appointment is made without competitive bidding as a “professional service” under the provisions of the Local Public Contracts Law because these services are to be performed by a recognized professional licensed and regulated by law.
4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be advertised as required by law within ten (10) days from the date adoption.

BE IT FURTHER RESOLVED that **Suplee, Clooney & Company** is hereby directed to prepare a written employment contract to be executed by both parties and shall include the following:

- The flat monthly rate described in the proposal.
- What the fee covers.
- The amount to be charged for all other worked performed with a not to exceed figure.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to the Borough Auditor, the Business Administrator and the C.F.O.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor’s signature.

/s/ Sean Kean, Borough Attorney

ATTEST: **BOROUGH OF SAYREVILLE**

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-19
A RESOLUTION OF THE BOROUGH OF SAYREVILLE
IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY,
APPOINTING THE FIRM McCARTER & ENGLISH, LLP
AS BOND COUNSEL

WHEREAS, the Mayor and Council of the Borough of Sayreville, Middlesex County, New Jersey (hereinafter “Borough”) has determined a need to contract the services of a **Bond Counsel**; and

WHEREAS, the Laws of the State of New Jersey Provide for the appointment of a **Bond Counsel**; and

WHEREAS, in accordance the “Fair and Open Process” the Borough of Sayreville publicly advertised for a Request for Proposals and Qualifications for a various professional services; and

WHEREAS, said Request for Professional Services were received in the Office of the Municipal Clerk no later than 12 Noon on December 13, 2022; and

WHEREAS, the Mayor and Council of the Borough of Sayreville wishes to award this contract in accordance with the “fair and open process” which has included public solicitation of qualifications for **Bond Counsel**; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires a resolution authorizing the appointment of a **Bond Counsel** as required by the Borough for “Professional Services”.

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Sayreville as follows:

1. That the firm of **McCarter & English, LLP** is hereby appointed as **Bond Counsel** for the Borough of Sayreville for a term of one year, commencing on January 1, 2023 and terminating on December 31, 2023.
2. That the services to be rendered by the said **Bond Counsel** shall be in compliance with the Laws of the State of New Jersey.
3. This appointment is made without competitive bidding as a “professional service” under the provisions of the Local Public Contracts Law because these services are to be performed by a recognized professional licensed and regulated by law.
4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be advertised as required by law within ten (10) days from the date adoption.

BE IT FURTHER RESOLVED that the **Bond Counsel** is directed to prepare a written employment contract to be executed by both parties which shall include the following:

- The flat monthly rate described in the proposal.
- What the fee covers.
- The amount to be charged for all other worked performed with a not to exceed figure.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to the Bond Counsel, the Borough Business Administrator and the C.F.O.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor’s signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-20

**A RESOLUTION OF THE BOROUGH OF SAYREVILLE
IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY,
APPOINTING A FINANCIAL ADVISOR**

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WHEREAS, the Mayor and Council of the Borough of Sayreville, Middlesex County, New Jersey (hereinafter "Borough") has determined a need to contract the services of a **Financial Advisor**; and

WHEREAS, the Laws of the State of New Jersey Provide for the appointment of a **Financial Advisor**; and

WHEREAS, in accordance the "Fair and Open Process" the Borough of Sayreville publicly advertised for a Request for Proposals and Qualifications for a various professional services; and

WHEREAS, said Request for Professional Services were received in the Office of the Municipal Clerk no later than 12 Noon on December 13, 2022; and

WHEREAS, the Mayor and Council of the Borough of Sayreville wishes to award this contract in accordance with the "fair and open process" which has included public solicitation of qualifications for **Financial Advisor**; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires a resolution authorizing the appointment of a **Financial Advisor** as required by the Borough for "Professional Services".

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Sayreville as follows:

1. That the firm of **Phoenix Advisors, LLC** is hereby appointed as **Financial Advisor** for the Borough of Sayreville for a term of one year, commencing on January 1, 2023 and terminating on December 31, 2023.
2. That the services to be rendered by the said **Financial Advisor** shall be in compliance with the Laws of the State of New Jersey.
3. This appointment is made without competitive bidding as a "professional service" under the provisions of the Local Public Contracts Law because these services are to be performed by a recognized professional, licensed and regulated by law.
4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be advertised as required by law within ten (10) days from the date adoption.

BE IT FURTHER RESOLVED that the **Financial Advisor** is directed to prepare a written employment contract to be executed by both parties which shall include the following:

- The flat monthly rate described in the proposal.
- What the fee covers.
- The amount to be charged for all other worked performed with a not to exceed figure.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to the Financial Advisor, the Borough Business Administrator and the C.F.O.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC _____
Municipal Clerk

/s/ Victoria Kilpatrick _____
Mayor

RESOLUTION #2023-21

**A RESOLUTION OF THE BOROUGH OF SAYREVILLE
IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY,
APPOINTING AN ACCOUNTING FIRM**

WHEREAS, the Mayor and Council of the Borough of Sayreville, Middlesex County, New Jersey (hereinafter "Borough") has determined a need to contract the services of an **Accounting Firm**; and

WHEREAS, the Laws of the State of New Jersey Provide for the appointment of an **Accounting Firm**; and

WHEREAS, in accordance the "Fair and Open Process" the Borough of Sayreville publicly advertised for a Request for Proposals and Qualifications for a various professional services; and

WHEREAS, said Request for Professional Services were received in the Office of the Municipal Clerk no later than 12 Noon on December 13, 2022; and

WHEREAS, the Mayor and Council of the Borough of Sayreville wishes to award this contract in accordance with the "fair and open process" which has included public solicitation of qualifications for an **Accounting Firm**; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires a resolution authorizing the appointment of an **Accounting Firm** as required by the Borough for "Professional Services".

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Sayreville as follows:

1. That the firm of **PKF O'Connor Davies** is hereby appointed as an **Accounting Firm** for the Borough of Sayreville for a term of one year, commencing on January 1, 2023 and terminating on December 31, 2023.
2. That the services to be rendered by the said **Accounting Firm** shall be in compliance with the Laws of the State of New Jersey.
3. This appointment is made without competitive bidding as a "professional service" under the provisions of the Local Public Contracts Law because these services are to be performed by a recognized professional, licensed and regulated by law.
4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be advertised as required by law within ten (10) days from the date adoption.

BE IT FURTHER RESOLVED that the **Accounting Firm** is directed to prepare a written employment contract to be executed by both parties which shall include the following:

- The flat monthly rate described in the proposal.
- What the fee covers.
- The amount to be charged for all other worked performed with a not to exceed figure.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to the Accounting Firm, the Borough Business Administrator and the C.F.O.

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/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-22

BE IT RESOLVED that the following person is hereby appointed to the following position in the following department:

NAME OF APPOINTEE: James Weber, Esq.
POSITION: Presiding Judge – 3 Year Term
DEPARTMENT: Municipal Court
EFFECTIVE DATE: January 1, 2023

BE IT FURTHER RESOLVED that the compensation to be paid such appointee shall be fixed and determined by the Salary Ordinance or appropriate resolution adopted there under fixing the compensation to be paid municipal employees.

/s/ Eunice Dwumfour, Councilwoman
(Public Safety Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-23
(Special Counsel-Tax Matters)

WHEREAS, the Mayor and Council of the Borough of Sayreville are knowledgeable that the Borough may require the services of a **Special Tax Counsel** to advise the Mayor and Council on various property tax matters pertaining to the Borough; and

WHEREAS, the Laws of New Jersey provide for such services; and

WHEREAS, funds are available for this purpose;

WHEREAS, in accordance with the "Fair and Open Process" the Borough of Sayreville publicly advertised for a Request for Proposals and Qualifications for this and various other Professional Services; and

WHEREAS, said RFP's were received in the Office of the Municipal Clerk no later than 12 Noon on December 13, 2022; and

WHEREAS, the Mayor and Council of the Borough of Sayreville wishes to award this contract in accordance with the “fair and open process” which has included public solicitation of qualifications for **Special Tax Counsel**; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires a resolution authorizing such appointment as “Professional Services”.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Sayreville, in the County of Middlesex as follows:

1. That **Rothstein, Mandell, Strohm, Halm & Cipriani, P.A.** is hereby appointed as **Special Tax Counsel for property tax matters** for the term of one year, commencing on January 1, 2023 and terminating on December 31, 2023.
2. That the services to be rendered by the said Rothstein, Mandell, Strohm & Cipriani, P.A. shall be in compliance with the Laws of New Jersey.
3. This appointment is made without competitive bidding as a “professional service” under provisions of the Local Public Contracts Law because the services to be performed are to be performed by a recognized professional licensed and regulated by law.
4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be published as required by law within ten (10) days from the date of adoption.

BE IT FURTHER RESOLVED that the **Special Tax Counsel** is directed to prepare a written employment contract to be executed by both parties which shall include the following:

- Hourly Rate to be charged for the work assigned
- What the retainer fee covers
- A provision that a “not to exceed” amount be set for each project assigned pursuant to the terms of the contract to be executed by both parties; and
-

BE IT FURTHER RESOLVED that the Borough Clerk be and she is hereby authorized to forward to true copy of this resolution to **Rothstein, Mandell, Strohm, Halm & Cipriani, P.A.**

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor’s signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-24
Special Counsel – ABC Matters

WHEREAS, the Mayor and Council of the Borough of Sayreville are knowledgeable that the Borough may require the services of a **Special Counsel – ABC Matters** to advise the Mayor and Council on various Alcoholic Beverage Control matters pertaining to the Borough; and

WHEREAS, the Laws of New Jersey provide for such services; and

WHEREAS, funds are available for this purpose;

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WHEREAS, in accordance with the “Fair and Open Process” the Borough of Sayreville publicly advertised for a Request for Proposals and Qualifications for this and various other Professional Services; and

WHEREAS, said RFP’s were received in the Office of the Municipal Clerk no later than 12 Noon on December 13, 2022; and

WHEREAS, the Mayor and Council of the Borough of Sayreville wishes to award this contract in accordance with the “fair and open process” which has included public solicitation of qualifications for **Special Counsel – ABC Matters**; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq) requires a resolution authorizing such appointment as “Professional Services”.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Sayreville, in the County of Middlesex as follows:

1. That the firm of **Savo, Schalk, Corsini, Warner, Gillespie, O’Grodnick & Fisher, P.A.** is hereby appointed as **Special Counsel – ABC Matters** for the term of one year, commencing on January 1, 2023 and terminating on December 31, 2023.
2. That the services to be rendered by **Savo, Schalk, Corsini, Warner, Gillespie, O’Grodnick & Fisher, P.A.**, shall be in compliance with the Laws of New Jersey.
3. This appointment is made without competitive bidding as a “professional service” under provisions of the Local Public Contracts Law because the services to be performed are to be performed by a recognized professional, licensed and regulated by law.
4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be published as required by law within ten (10) days from the date of adoption.

BE IT FURTHER RESOLVED that the said **Special Counsel covering ABC Matters** is directed to prepare a written employment contract to be executed by the Special Counsel and the Borough which shall include the following:

- Hourly Rate to be charged for the work assigned
- What the retainer fee covers
- A provision that a “not to exceed” amount be set for each project assigned pursuant to the terms of the contract to be executed by both parties; and

BE IT FURTHER RESOLVED that the Borough Clerk be and she is hereby authorized to forward to true copy of this resolution the firm of **Savo, Schalk, Corsini, Warner, Gillespie, O’Grodnick & Fisher, P.A.**, the Borough Business Administrator and the C.F.O.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor’s signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-25
SPECIAL COUNSEL – RENT LEVELING BOARD MATTERS

WHEREAS, the Mayor and Council of the Borough of Sayreville are knowledgeable that the Borough may require the services of a **Special Counsel for Rent Leveling Board Matters** to advise Board and the Mayor and Council on various issues pertaining to the Rent Leveling Board; and

WHEREAS, the Laws of New Jersey provide for such services; and

WHEREAS, funds are available for this purpose;

WHEREAS, in accordance with the “Fair and Open Process” the Borough of Sayreville publicly advertised for a Request for Proposals and Qualifications for this and various other Professional Services; and

WHEREAS, said RFP’s were received in the Office of the Municipal Clerk no later than 12 Noon on December 13, 2022; and

WHEREAS, the Mayor and Council of the Borough of Sayreville wishes to award this contract in accordance with the “fair and open process” which has included public solicitation of qualifications for **Special Counsel – Rent Leveling Board Matters**; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq) requires a resolution authorizing such appointment as “Professional Services”.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Sayreville, in the County of Middlesex as follows:

1. That the firm of **James P. Nolan & Associates, LLC** is hereby appointed as **Special Counsel – Rent Leveling Board Matters** for the term of one year, commencing on January 1, 2023 and terminating on December 31, 2023.

2. That the services to be rendered by **James P. Nolan & Associates, LLC** shall be in compliance with the Laws of New Jersey.

3. This appointment is made without competitive bidding as a “professional service” under provisions of the Local Public Contracts Law because the services to be performed are to be performed by a recognized professional, licensed and regulated by law.

4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be published as required by law within ten (10) days from the date of adoption.

BE IT FURTHER RESOLVED that said **Special Counsel covering Rent Leveling Board Matters** is directed to prepare a written employment contract to be executed by the Special Counsel and the Borough which shall include the following:

- Hourly Rate to be charged for the work assigned
- What the retainer fee covers
- A provision that a “not to exceed” amount be set for each project assigned pursuant to the terms of the contract to be executed by both parties; and

BE IT FURTHER RESOLVED that the Borough Clerk be and she is hereby authorized to forward to true copy of this resolution the firm of **James P. Nolan & Associates, LLC**, the Borough Business Administrator and the C.F.O.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

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Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-26
Special Counsel - Litigation

WHEREAS, the Mayor and Council of the Borough of Sayreville are knowledgeable that the Borough may require the services of a **Special Counsel - Litigation** to advise the Mayor and Council on various matters pertaining to the Borough; and

WHEREAS, the Laws of New Jersey provide for such services; and

WHEREAS, funds are available for this purpose;

WHEREAS, in accordance with the "Fair and Open Process" the Borough of Sayreville publicly advertised for a Request for Proposals and Qualifications for this and various other Professional Services; and

WHEREAS, said RFP's were received in the Office of the Municipal Clerk no later than 12 Noon on December 13, 2022; and

WHEREAS, the Mayor and Council of the Borough of Sayreville wishes to award this contract in accordance with the "fair and open process" which has included public solicitation of qualifications for **Special Counsel - Litigation**; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq) requires a resolution authorizing such appointment as "Professional Services".

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Sayreville, in the County of Middlesex as follows:

1. That the firm of **King, Moench & Collins, LLP** is hereby appointed as **Special Counsel - Litigation** for the term of one year, commencing on January 1, 2023 and terminating on December 31, 2023.
2. That the services to be rendered by the said **King, Moench & Collins, LLP** shall be in compliance with the Laws of New Jersey.
3. This appointment is made without competitive bidding as a "professional service" under provisions of the Local Public Contracts Law because the services to be performed are to be performed by a recognized profession licensed and regulated by law.
4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be published as required by law within ten (10) days from the date of adoption.

BE IT FURTHER RESOLVED that said **Special Counsel covering Litigation Matters** is directed to prepare a written employment contract to be executed by both parties and shall include the following:

- Hourly Rate to be charged for the work assigned
- What the retainer fee covers
- A provision that a "not to exceed" amount be set for each project assigned pursuant to the terms of the contract to be executed by

both parties; and

BE IT FURTHER RESOLVED that the Borough Clerk be and she is hereby authorized to forward to true copy of this resolution the firm of **King, Moench & Collins, LLP**, the Borough Business Administrator and the C.F.O.

/s/ Daniel Balka, Councilman
(Admin. & Finance Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor's signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-27
Municipal Planner

WHEREAS, the Mayor and Council of the Borough of Sayreville are knowledgeable that the Borough may require the services of a **Municipal Planner** to advise the Mayor and Council on various matters pertaining to the Borough; and

WHEREAS, the Laws of New Jersey provide for such services; and

WHEREAS, funds are available for this purpose;

WHEREAS, in accordance with the "Fair and Open Process" the Borough of Sayreville publicly advertised for a Request for Proposals and Qualifications for this and various other Professional Services; and

WHEREAS, said RFP's were received in the Office of the Municipal Clerk no later than 12 Noon on December 13, 2022; and

WHEREAS, the Mayor and Council of the Borough of Sayreville wishes to award this contract in accordance with the "fair and open process" which has included public solicitation of qualifications for **Municipal Planner**; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq) requires a resolution authorizing such appointment as "Professional Services".

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Sayreville, in the County of Middlesex as follows:

1. That **Heyer, Gruel & Assoc.** is hereby appointed as **Municipal Planner** for the term of one year, commencing on January 1, 2023 and terminating on December 31, 2023.
2. That the services to be rendered by **Heyer, Gruel & Assoc.** shall all be in compliance with the Laws of New Jersey.
3. This appointment is made without competitive bidding as a "professional service" under provisions of the Local Public Contracts Law because the services to be performed are to be performed by a recognized professional, licensed and regulated by law.
4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be published as required by law within ten (10) days from the date of adoption.

JANUARY 3, 2023 REORGANIZATION MEETING	
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BE IT FURTHER RESOLVED that **Heyer, Gruel & Assoc.** is hereby directed to directed to prepare a written employment contract to be executed by both parties and shall include the following:

- Hourly Rate to be charged for the work assigned
- What the retainer fee covers
- A provision that a “not to exceed” amount be set for each project assigned pursuant to the terms of the contract to be executed by both parties; and

BE IT FURTHER RESOLVED that the Borough Clerk be and she is hereby authorized to forward to true copy of this resolution to **Heyer, Gruel & Assoc.** the Borough Business Administrator and the C.F.O.

/s/ Christian Onuoha, Councilman
(Planning & Zoning Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor’s signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

RESOLUTION #2023-28
Special Counsel – COAH Matters

WHEREAS, the Mayor and Council of the Borough of Sayreville are knowledgeable that the Borough may require the services of a **Special Counsel – COAH Matters** to advise the Mayor and Council on various matters pertaining to the Borough; and

WHEREAS, the Mayor and Council of the Borough of Sayreville are knowledgeable that the Borough requires the services of a Special Counsel for the purpose of reviewing and/or representing the Borough of Sayreville with respect to its Affordable Housing and COAH Obligations, litigation and appeal process; and

WHEREAS, the Laws of New Jersey provide for such services; and

WHEREAS, funds are available for this purpose;

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A: 11-1, et seq.) requires that the resolution authorizing the appointment of a Special Counsel as required by the Borough for “professional services” without competitive bidding must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Sayreville, in the County of Middlesex as follows:

1. The firm **Surenian, Edwards and Nolan, LLC** is hereby appointed as **Special Counsel-COAH obligations, litigation and appeal process for the** Borough for the term of one year terminating on December 31, 2023.
2. That the services to be rendered by said **Surenian, Edwards and Nolan, LLC** shall be in compliance with the Laws of the State of New Jersey.
3. This appointment is made without competitive bidding as a “professional service” under provisions of the Local Public Contracts Law because the services to be performed are to be performed by a recognized profession licensed and regulated by law.

4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be published as required by law within ten days from the date of adoption.

BE IT FURTHER RESOLVED that said **Special Counsel covering COAH Matters** is directed to prepare a written employment contract to be executed by both parties and shall include the following:

- Hourly Rate to be charged for the work assigned
- What the retainer fee covers
- A provision that a “not to exceed” amount be set for each project assigned pursuant to the terms of the contract to be executed by both parties; and

BE IT FURTHER RESOLVED that the Borough Clerk be and she is hereby authorized to forward to true copy of this resolution the firm of **Surenian, Edwards and Nolan, LLC** the Borough Business Administrator and the C.F.O.

/s/ Christian Onuoha, Councilman
(Planning & Zoning Committee)

Reviewed by the Borough Attorney and is approved as to form and the Resolution satisfies all of the legal requirements for the Mayor’s signature.

/s/ Sean Kean, Borough Attorney

ATTEST:

BOROUGH OF SAYREVILLE

/s/ Jessica Morelos, RMC
Municipal Clerk

/s/ Victoria Kilpatrick
Mayor

• PUBLIC PORTION

At this time the Kilpatrick opened the meeting for questions or comments from the Public.

Those commenting were:

- Ken Olchaskey, 108 North Edward Street

Mr. Olchaskey wished everyone a Happy New Year. He stated that he’s disappointed with some of the professionals on the boards. Mr. Olchaskey commented on the Hercules Redevelopment area. He stated so many municipalities are against the mega warehouses.

No other comments.

Councilwoman Novak moved the public portion be closed. Seconded by Councilwoman Roberts.

Roll Call: Voice Vote, all Ayes.

Closing prayer given by Rev. Marc Steele, St. George’s Anglican Church.

• ADJOURNMENT

No further business Councilwoman Novak moved to adjourn. Seconded by Councilwoman Roberts.

Roll Call: Voice Vote, all Ayes.

JANUARY 3, 2023 REORGANIZATION MEETING	
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Time 8:08 P.M

Jessica Morelos, RMC
Municipal Clerk

Date Approved: _____