

<b>JANUARY 1, 2024 REORGANIZATION MEETING</b>	
---	--

This Organization meeting of the Mayor and Council was held on Monday, January 1, 2024 was held hybrid.

Meeting was called to order by Mayor O'Brien at 12:02 P.M.

Invocation given by Deacon Andrzej Ozga, St. Stanislaus Kostka R.C. Church, followed by a Salute to the Flag.

**CERTIFICATION FROM COUNTY CLERK**

Municipal Clerk Morelos reported having received the Statement from the Middlesex County Clerk certifying the election of Mayor Kennedy O'Brien for a four year term and Councilmen Michael Colaci and John Zebrowski both for three year terms.

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

Roll Call: Councilpersons Roberts, Balka, Colaci, Onuoha, Synarski, Zebrowski, all Ayes. Carried.

**SWEARING IN**

Senator Joseph Vitale administered the Oaths of Office to the following:

- Mayor Kennedy O'Brien, for a four-year term
- Councilman Michael Colaci, for a three-year term
- Councilman John Zebrowski, for a three-year term

**STATEMENT OF NOTICE OF PUBLICATION**

Clerk Morelos announced that this Re-Organization Meeting of the Mayor and Council, being held on Monday, January 1, 2024 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, posting on the bulletin board, and filing with the Municipal Clerk.

- **ROLL CALL:**
  - Present: Councilpersons Balka, Colaci, Onuoha, Roberts, Synarski, Zebrowski
  - Absent: None
  - Others Present: Mayor Kennedy O'Brien  
Glenn Skarzynski, Business Administrator  
Denise Biancamano, C.F.O./Treasurer (telephone)  
Jessica Morelos, Municipal Clerk  
Matthew Moench, Esq., Borough Attorney  
Jay Cornell, P.E., Borough Engineer  
Nicole Waranowicz, Asst. Municipal Clerk
  - Others Absent: None

Mayor O'Brien presents Past Fire Chief Badge to:

- Past Chief: Matthew Johnsen

Clerk Administers Oaths of Office to the following Fire Chiefs:

- Fire Chief: Vincent Waranowicz, Jr.
- 1<sup>st</sup> Ass't. Chief: Anthony Mercado
- 2<sup>nd</sup> Ass't Chief: Richard Masterson

Clerk Administers Oaths of Office to the following Sayreville Emergency Squad, Inc. Officers:

- President: Dexter Thomas
- Captain: Hugo Medina
- Ass't. Captain: Kevin Ott

<b>JANUARY 1, 2024 REORGANIZATION MEETING</b>	
---	--

- 1<sup>st</sup>. Lt.: Jesus Velez
- 2<sup>nd</sup> Lt.: Roshan Mohankrishnan

Clerk Administers Oaths of Office to the following Morgan First Aid Squad Officers:

- Captain: Jessica Guarrera
- Ass't. Captain: Nicole Hogan
- 1<sup>st</sup>. Lt.: Loujaina Amir
- 2<sup>nd</sup> Lt.: Sebastian Guitierrez

- **REMARKS OF THE MAYOR AND COUNCIL**

**MAYOR KENNEDY O'BRIEN**

Mayor stated he is excited to take his 6<sup>th</sup> oath of office as Mayor. He stated that he had to take a break from politics because his wife had cancer and is now back because she is cancer free. Mayor that they are here to provide a service to the residents. He stated the number one issue that people complain about is the volume of traffic which is why he has been meeting the Police Chief to develop solutions address the traffic problem. Mayor stated another issue is the need to repair roads in town. He stated another issue is the quality and quantity of athletic fields for the children. Mayor stated he is ready to get back to work.

**COUNCILMAN MICHAEL COLACI**

Thanked everyone for coming today and their continued support. He stated they will do the best for the town.

**COUNCILMAN JOHN ZEBROWSKI**

Thanked everyone for coming today. He wished everyone a happy new year. Councilman Zebrowski stated that they want the residents to be proud of the elected officials and community. He thanked everyone for this opportunity to serve.

**COUNCIL PRESIDENT DONNA ROBERTS**

She stated that she is looking forward to real leadership in the next four years and to work together for the people of this town.

**COUNCILMAN CHRISTIAN ONUOHA**

Congratulated the Mayor and Council who were sworn in today.

**COUNCILMAN DANIEL BALKA**

Congratulated everyone that was sworn in today.

**COUNCILMAN STANLEY SYNARSKI**

Thanked everyone for coming and everyone who helped with the campaign. He attended the Morgan 1<sup>st</sup> Aid Squad celebration for Joseph Scanlon who celebrated over 50 years with the squad. He thanked all the volunteers in town.

**MAYOR KENNEDY O'BRIEN**

Made the following appointments:

- **Borough Attorney** – 1 Year Term King, Moench & Collins, LLP
- **Borough Engineer** – 1 Year Term David J. Samuel - CME Associates
- **Labor Counsel** – 1 Year Term Rothstein, Mandell, Strohm, Halm & Cipriani, P.A.
- **Borough Auditor** – 1 Year Term Suplee, Clooney & Company
- **Bond Counsel** – 1 Year Term Archer & Greiner, PC
- **Financial Advisor** –1 Yr. Term Phoenix Advisors, LLC



**JANUARY 1, 2024  
REORGANIZATION  
MEETING**

**CULTURAL ARTS COUNCIL**

1 Yr.	Member	Moira McCormack
1 Yr.	Member	Andrew Wallentine
1 Yr.	Member	Meaghan Spezzi
1 Yr.	Member	Vijay Shah

**LIBRARY BOARD OF TRUSTEES**

5 Yr.	Member	Yvonne Kronowski
1 Yr.	Mayor's Designee	Karen Perno
1 Yr.	School Superintendent Designee	Lori Ann Dobrzynski

**SHADE TREE COMMISSION**

5 Yr.	Member	Heather Pawski
5 Yr.	Member	Christopher Cuneo
5 Yr.	Member	Joyce Major
5 Yr.	Member	Gaurang Raval

**RECREATION ADVISORY BOARD**

3 Yr.	Member	Regina Oriolo
3 Yr.	Member	William Tumbleson
3 Yr.	Member	Deborah Gordon
3 Yr.	Member	Bharat Trivedi
3 Yr.	Member	Joyce Major
3 Yr.	Member	Peggy Yanuzzelli
3 Yr.	Member	Paul Kulakis
3 Yr.	Member	Elyse Barone
3 Yr.	Member	Aloysius Ryan
3 Yr.	Member	Anna Marie Ruzanski
3 Yr.	Member	Erin Wern

**OPEN SPACE COMMITTEE**

3 Yr.	Member	Rajesh Kadakia
-------	--------	----------------

**RENT LEVELING BOARD**

3 Yr.	Member	Joyce Major
3 Yr.	Member	Julia Green
3 Yr.	Member	Darrell Hartsfield
3 Yr.	Member	Valentine Tarr

**SAFE**

3 Yr.	Member	Danielle Maiorana
3 Yr.	Member	Doreen Consulmango
3 Yr.	Member	Jeanne Cirillo
3 Yr.	Member	Jeanmarie O'Leary
3 Yr.	Member	Nicole Waranowicz
3 Yr.	Member	Elyse Barone

**HOUSING AUTHORITY**

5 Yr.	Member	Stephen Melanaski
-------	--------	-------------------

**IIE**

1 Yr.	Employee	Rebecca Garbowski
1 Yr.	Alternate	Denise Biancamano

**CBDG ADMINISTRATOR**

1 Yr.	Gwendolyn Knight
1 Yr.	Denise Biancamano

**LIAISON TO VETERAN'S ALLIANCE**

1 Yr.	VFW	Kenneth P. Kelly
1 Yr.	VFW	Stanley Drwal
1 Yr.	VFW	Stanley Przybylowski

**JANUARY 1, 2024  
REORGANIZATION  
MEETING**

1 Yr. American Legion Joel Bloom  
1 Yr. American Legion Frank Terzino

**EQUAL OPP. HOUSING OFFICER**

1 Yr. Glenn Skarzynski

**MAYOR'S DESIGNEE TO MIDD. CTY. SOLID WASTE ADV. COUNCIL**

1 Yr. Elyse Barone

**SERA**

5 Yr. Member Steven Grillo  
5 Yr. Member Robert Davis  
1 Yr. Councilmember John Zebrowski

**EMERGENCY MNGT COUNCIL 2024**

1 Yr. Alert Warning/Communications	Vincent Buffalino
1 Yr. Auxillary Police	Kelan Magee
1 Yr. Damage Assessment	Joseph J. Kupsch, Jr./Beverly Johns
1 Yr. Emg. Operations Cntr.	Kathy Moskal/James Kenny
1 Yr. Emergency Medical Services Coord.	Dexter Thomas
1 Yr. Evacuation	Brian Braile
1 Yr. Shelter/Reception	Jennifer Bell
1 Yr. Social Services	Jennifer Bell
1 Yr. Fire	Matthew Johnsen/ Jonathan Magaw
1 Yr. Environmental	Michael Pascone
1 Yr. Hazmat	Matthew Johnsen/ Jonathan Magaw
1 Yr. Law Enforcement	Daniel Plumacker
1 Yr. Radiological Protection	Michael Cinardo
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
1 Yr. Resource Management	Glenn Skarzynski
1 Yr. Water and Sewer Management	Dave Leitner
1 Yr. Bd. Of Ed. Annex Manager	Jeff Sprague/Daniel Ellmyer
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	Matthew Johnsen/ Jonathan Magaw
EMS Coordinator	Dexter Thomas
Morgan Squad Coordinator	Priya Kungamaraj
Environmental	Michael Pascone
Evacuation	Brian Braile
Sayreville Bd. Of Ed.	Jeff Sprague/Daniel Ellmyer
Public Works	George Gawron
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

**JANUARY 1, 2024  
REORGANIZATION  
MEETING**

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

Roll Call: Councilpersons Roberts, Balka, Colaci, Onuoha, Synarski, Zebrowski, All ayes.

**Councilman Zebrowski nominated Councilwoman Roberts for Council President.**  
Seconded by Councilman Synarski.

**Roll Call:** Councilpersons Zebrowski, Balka, Colaci, Onuoha, Roberts, Synarski, All Ayes.

**OFFICIAL DESIGNATION OF THE STANDING COMMITTEES FOR THE YEAR 2024**

**ADMINISTRATIVE & FINANCE:**  
1) Co. Daniel Balka  
2) Co. Donna Roberts  
3) Co. Stanley Synarski

**PLANNING & ZONING:**  
1) Co. John Zebrowski  
2) Co. Daniel Balka  
3) Co. Donna Roberts

**PUBLIC SAFETY:**  
1) Co. Christian Onuoha  
2) Co. Michael Colaci  
3) Co. Daniel Balka

**PUBLIC WORKS:**  
1) Co. Michael Colaci  
2) Co. Christian Onuoha  
3) Co. John Zebrowski

**RECREATION:**  
1) Co. Stanley Synarski  
2) Co. John Zebrowski  
3) Co. Michael Colaci

**WATER & SEWER/ENVIRONMENTAL:**  
1) Co. Donna Roberts  
2) Co. Stanley Synarski  
3) Co. Christian Onuoha

Motion to accept the Standing Committees for 2024 was made by Councilwoman Roberts. Seconded by Councilman Colaci.

**Roll Call:** Councilpersons Roberts, Balka, Colaci, Onuoha, Synarski, Zebrowski, All Ayes.

**CONSENT AGENDA RESOLUTIONS**

Mayor O'Brien 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.

There were no comments.

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

Roll Call: Councilpersons Roberts, Balka, Colaci, Onuoha, Synarski, Zebrowski, all Ayes.

**RESOLUTION #2024-01**

**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 2024 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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**RESOLUTION #2024-02**

**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 2024 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. Schedule is attached.

/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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**RESOLUTION #2024-03**

**RESOLUTION ESTABLISHING A CASH MANAGEMENT  
PLAN AND NAMING OFFICIAL DEPOSITORIES  
FOR THE BOROUGH OF SAYREVILLE,  
COUNTY OF MIDDLESEX FOR THE YEAR 2024**

**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 2024.

**JANUARY 1, 2024  
REORGANIZATION  
MEETING**

/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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**BOROUGH OF SAYREVILLE**

**2024**

**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:

- X Borough Clerks Office - Borough Clerk
- X Recreation Department - Director of Recreation
- X Treasurer/CFO
- X Office on Aging - Supervisor of Senior Citizen Activities
- X Treasurer / CFO
- X Police Department - Chief of Police
- X 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:

**JANUARY 1, 2024  
REORGANIZATION  
MEETING**

- 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 #2024-04**

**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:

- 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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O’Brien  
Mayor

**RESOLUTION #2024-05**

**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)

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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O’Brien  
Mayor

**RESOLUTION #2024-06**

**TEMPORARY APPROPRIATIONS FOR OPERATIONS AND  
DEBT SERVICE FOR THE YEAR 2024**

<b>JANUARY 1, 2024 REORGANIZATION MEETING</b>	
---	--

**WHEREAS**, Section R.S. 40A: 4-19 of the Local Budget Act provides that (where any contracts, commitments or payments are to be made prior to the final adoption of the 2024 Budget) Temporary Appropriations should be made for the purpose and amounts required in the manner and time herein provided; and

**WHEREAS**, the date of this resolution is within the first thirty days of January, 2024; and

**WHEREAS**, one quarter of the total appropriations in the 2023 Budget, exclusive of any appropriations made for Debt Service and Capital Improvement Fund in said 2023 Budget is the sum of \$15,716,380.00 for the Current Fund and \$3,112,840.00 for the Water Utility Fund;

**NOW, THEREFORE, BE IT RESOLVED** that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Treasurer for her records:

**GENERAL APPROPRIATIONS – CURRENT FUND**

<b>MUNICIPAL CLERK</b>	
Salaries and Wages	\$71,250.00
Other Expenses:	
Central Mailing & Postage	16,250.00
Miscellaneous Other Expenses	12,250.00
Codification of Ordinances	
 <b>ADMINISTRATION</b>	
Salaries and Wages	120,000.00
Other Expenses	12,200.00
 <b>MAYOR AND COUNCIL</b>	
Salaries and Wages	9,600.00
Other Expenses	1,800.00
 <b>HUMAN RESOURCES</b>	
Salaries and Wages	0.00
Other Expenses	26,000.00
 <b>COMPUTER DATA PROCESSING</b>	
Salaries and Wages	53,500.00
Other Expenses	73,000.00
 <b>FINANCIAL ADMINISTRATION</b>	
Salaries and Wages	123,500.00
Other Expenses:	26,500.00
 <b>ASSESSMENT OF TAXES</b>	
Salaries and Wages	66,200.00
Other Expenses:	
Cost of Appraisals	18,000.00
Miscellaneous Other Expenses	13,000.00
 <b>COLLECTION OF TAXES</b>	
Salaries and Wages	57,000.00
Other Expenses	4,000.00
 <b>LEGAL SERVICES</b>	
Other Expenses	123,000.00
 <b>MUNICIPAL COURT</b>	
Salaries and Wages:	96,300.00
Other Expenses	28,000.00

<b>JANUARY 1, 2024 REORGANIZATION MEETING</b>	
---	--

ENGINEERING SERVICES AND COSTS	
Salaries and Wages	3,000.00
Other Expenses	27,500.00
PUBLIC BUILDINGS AND GROUNDS	
Salaries and Wages	208,000.00
Other Expenses	109,000.00
PLANNING BOARD	
Salaries and Wages	8,200.00
Other Expenses	10,000.00
BOARD OF ADJUSTMENT	
Salaries and Wages	2,300.00
Other Expenses	5,000.00
MASTER PLANNING PROGRAM – COMPLETION AND CONTINUANCE	
Other Expenses	1,500.00
ENVIRONMENTAL COMMISSION (R.S. 40:56A-1, et seq.)	
Other Expenses	750.00
RECYCLING COMMISSION	
Other Expenses	150.00
RENT LEVELING BOARD	
Salaries and Wages	600.00
Other Expenses	1,500.00
HUMAN RELATIONS COMMISSION	
Other Expenses	1,000.00
SHADE TREE COMMISSSION	
Other Expenses	1,500.00
CABLE TV ADVISORY BOARD	
Other Expenses	0.00
AMERICANS WITH DISABILITIES COMMISSION	
Other Expenses	0.00
GROUP INSURANCE PLANS FOR EMPLOYEES	2,270,000.00
OTHER INSURANCE PREMIUMS	383,000.00
FIRE	
Other Expenses	100,000.00
AID TO VOLUNTEER FIRE COMPANIES	2,200.00
UNIFORM FIRE SAFETY CODE	
Salaries and Wages	61,000.00
Other Expenses	3,000.00
PROSECUTOR	
Salaries and Wages	43,000.00
Other Expenses	0.00

<b>JANUARY 1, 2024 REORGANIZATION MEETING</b>	
---	--

<b>POLICE</b>	
Salaries and Wages	3,455,000.00
Other Expenses	144,500.00
Auto Purchases	0.00
<b>POLICE DISPATCH/911</b>	
Salaries and Wages	260,000.00
Other Expenses	4,000.00
<b>SCHOOL TRAFFIC GUARDS</b>	
Salaries and Wages	58,000.00
Other Expenses	1,200.00
<b>TRAFFIC CONTROL COSTS</b>	
Other Expenses	7,500.00
<b>CONTRIBUTION TO FIRST AID ORGANIZATIONS</b>	
	25,000.00
<b>STATE UNIFORM CONSTRUCTION CODE CONSTRUCTION OFFICIAL (Chief Administrator of Enforcement Agency)</b>	
Salaries and Wages	239,000.00
Other Expenses	25,000.00
<b>ZONING AND CODE ENFORCEMENT</b>	
Salaries and Wages	49,500.00
Other Expenses	1,000.00
<b>EMERGENCY MANAGEMENT SERVICE</b>	
Salaries and Wages	3,700.00
Other Expenses	4,000.00
<b>JUVENILE CONFERENCE COMMITTEE</b>	
Other Expenses	0.00
<b>ROAD REPAIRS &amp; MAINTENANCE</b>	
Salaries and Wages	221,000.00
Other Expenses	41,000.00
<b>SNOW REMOVAL</b>	
Salaries and Wages	31,000.00
Other Expenses	52,000.00
<b>STORM WATER REGULATIONS (N.J.S.A. 40A-45.3)</b>	
	12,000.00
<b>STREET LIGHTING</b>	
	110,000.00
<b>GASOLINE</b>	
Other Expenses	179,000.00
<b>GARBAGE AND TRASH REMOVAL</b>	
Salaries and Wages	319,000.00
Disposal Area Contract	325,000.00
Other Expenses	54,000.00
<b>RECYCLING PROGRAM</b>	
Salaries and Wages	10,000.00
Other Expenses	207,000.00
<b>SEWAGE TREATMENT &amp; DISPOSAL</b>	

<b>JANUARY 1, 2024 REORGANIZATION MEETING</b>	
---	--

Salaries and Wages	174,000.00
Other Expenses	147,000.00
<b>MIDDLESEX COUNTY UTILITIES AUTHORITY</b>	
Sewer Contract	952,000.00
<b>VEHICLES &amp; EQUIPMENT MAINTENANCE</b>	
Salaries and Wages	153,000.00
Other Expenses	129,000.00
<b>BOARD OF HEALTH</b>	
Salaries and Wages	4,700.00
Other Expenses	49,000.00
<b>ANIMAL CONTROL</b>	
Other Expenses	22,700.00
<b>CULTURAL ARTS COUNCIL</b>	
Other Expenses	1,500.00
<b>PARKS &amp; PLAYGROUNDS – RECREATION</b>	
Salaries and Wages	84,000.00
Other Expenses	36,000.00
<b>PARKS &amp; PLAYGROUNDS – DEVELOPMENT &amp; MAINTENANCE</b>	
Salaries and Wages	161,000.00
Other Expenses	86,000.00
<b>CONSERVATION CORP</b>	
Salaries and Wages	0.00
Other Expenses	0.00
<b>COMMUTER PARKING LOT</b>	
Salaries and Wages	0.00
Other Expenses	1,000.00
<b>OFFICE ON AGING</b>	
Salaries and Wages	78,000.00
Other Expenses	46,000.00
<b>MEMORIAL DAY CELEBRATION</b>	
Other Expenses	3,500.00
<b>INDEPENDENCE DAY CELEBRATION</b>	
Other Expenses	5,000.00
<b>CELEBRATION OF SPECIAL EVENT</b>	
Other Expenses	2,000.00
<b>TELEPHONE</b>	
Other Expenses	55,500.00
<b>ELECTRICITY</b>	
Other Expenses	111,000.00
<b>NATURAL GAS</b>	
Other Expenses	37,000.00
<b>COMMISSION ON AGING</b>	
Other Expenses	1,000.00

<b>JANUARY 1, 2024 REORGANIZATION MEETING</b>	
---	--

YOUTH GUIDANCE COUNCIL	
Other Expenses	250.00
MAINTENANCE FREE PUBLIC LIBRARY	
Salaries and Wages	265,000.00
Other Expenses	228,000.00
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.	354,000.00
Social Security System	287,500.00
Length of Service Awards Program	0.00
Police & Firemen's Retirement System	926,000.00
DCRP Contribution	<u>3,000.00</u>
	14,439,600.00
CAPITAL IMPROVEMENT FUND	0.00
CAPITAL LOAN PROGRAM	0.00
DEBT SERVICE:	
Interest on Bonds	50,000.00
GENERAL APPROPRIATIONS – CURRENT FUND SUMMARY	
Current Operations	14,439,600.00
Capital Improvements	0.00
Capital Loan Program	0.00
Debt Service	50,000.00
TOTAL	<u>\$14,489,600.00</u>
APPROPRIATIONS FOR WATER UTILITY	
WATER OPERATING	
Salaries and Wages	665,000.00
Other Expenses	1,727,000.00
STATUTORY EXPENDITURES	
Contributions to:	
P.E.R.S.	73,000.00
Social Security System (O.A.S.I.)	50,000.00
Total Operations	2,515,000.00
CAPITAL IMPROVEMENTS	
Capital Outlay	28,000.00
DEBT SERVICE	
Interest on Bonds	8,000.00
Water Loan	<u>250,000.00</u>
	258,000.00



Total \$2,801,000.00

/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/Matthew Moench, Borough Attorney

**ATTEST: BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**RESOLUTION #2024-07**

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

**WHEREAS**, the Borough wishes to confirm for the year 2024, 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/Matthew Moench, Borough Attorney

**ATTEST: BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**RESOLUTION #2024-08**

**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**

<b>JANUARY 1, 2024 REORGANIZATION MEETING</b>	
---	--

**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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O’Brien  
Mayor

**RESOLUTION #2024-09**

**WHEREAS**, pursuant to N.J.S.A. 10:4-7 the definition of an “official newspaper” is one that is paid, published and circulated in the municipality and/or the County; and

**WHEREAS**, the following newspapers meet the legal statutory criteria for an “official newspaper” and are hereby officially declared to be the official newspapers for the purpose of publishing official advertisements, legal notices and the production of two or more such newspapers may be utilized:

***THE HOME NEWS TRIBUNE and THE STAR LEDGER***

**BE IT RESOLVED**, that Tap into Raritan Bay shall be and is hereby designated as the electronic news source for the Borough of Sayreville for which notices and other

**JANUARY 1, 2024  
REORGANIZATION  
MEETING**

matters may be provided pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-6 et. seq.), but which shall not be required. Costs for any such publications of any statutory advertisements, legal notices or any other advertisements shall be at the expense of Tap into Raritan Bay. This designation of Tap into Raritan Bay shall not require or mandate that legal advertising or any other notices must or should be provided to them; and

**BE IT FURTHER RESOLVED** that a copy of this Resolution be forwarded to the following:

- 1. Jessica Morelos, Municipal Clerk
- 2. Beth Magnani, Planning Board Secretary
- 3. Joan Kemble, Zoning Board Secretary
- 4. All Borough Departments

/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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**RESOLUTION #2024-10**

**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 2024 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 2024;

**JANUARY 1, 2024  
REORGANIZATION  
MEETING**

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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**RESOLUTION #2024-11**  
**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 Borough 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 **2024** 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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**RESOLUTION #2024-12**

**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

**JANUARY 1, 2024  
REORGANIZATION  
MEETING**

**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 **2024** 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 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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**RESOLUTION #2024-13**

**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, 2024.

/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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**RESOLUTION #2024-14**  
**(Borough Attorney)**

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

JANUARY 1, 2024  
REORGANIZATION  
MEETING

**APPOINTING THE FIRM KING, MOENCH & COLLINS LLP 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 6, 2023 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 the firm **King, Moench & Collins LLP** is hereby appointed as **Borough Attorney – General Matters** for the term of one year, commencing on January 1, 2024 and terminating on December 31, 2024.

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:

The monthly 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 a true copy of this resolution to **King, Moench & Collins LLP**.

/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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**RESOLUTION #2024-15**  
**(Borough Engineer)**

**A RESOLUTION OF THE BOROUGH OF SAYREVILLE  
IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY,  
APPOINTING DAVE J. SAMUEL, P.E. OF THE FIRM OF  
C.M.E. ASSOCIATES AS BOROUGH ENGINEER**

**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 Engineer**; and

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

**WHEREAS**, in accordance the "Fair and Open Process" the Borough of Sayreville publicly advertised for a Request for Proposals and Qualifications for a **Borough Engineer** and other 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 6, 2023; 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 **Borough Engineer**; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires a resolution authorizing the appointment of a Borough Engineer 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 **Dave J. Samuel, P.E.** the firm of **CME Associates** is hereby appointed as **Borough Engineer** for the Borough of Sayreville for a term of one year, commencing on January 1, 2024 and terminating on December 31, 2024.

2. That the services to be rendered by the said **Borough Engineer** 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 these services 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:

JANUARY 1, 2024  
REORGANIZATION  
MEETING

- 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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**RESOLUTION #2024-16**

**A RESOLUTION OF THE BOROUGH OF SAYREVILLE  
IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY,  
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 6, 2023; 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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O’Brien  
Mayor

**RESOLUTION #2024-17**

**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 6, 2023; 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 **Borough Auditor**; and

JANUARY 1, 2024 REORGANIZATION MEETING	
--	--

**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, 2024 and terminating on December 31, 2024.
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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O’Brien  
Mayor

**RESOLUTION #2024-18**

**A RESOLUTION OF THE BOROUGH OF SAYREVILLE  
IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY,  
APPOINTING THE FIRM ARCHER & GREINER, PC  
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 6, 2023; 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 **Archer & Greiner, PC** is hereby appointed as **Bond Counsel** for the Borough of Sayreville for a term of one year, commencing on January 1, 2024 and terminating on December 31, 2024.
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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O’Brien  
Mayor

**RESOLUTION #2024-19**

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

**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

JANUARY 1, 2024  
REORGANIZATION  
MEETING

**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 6, 2023; 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, 2024 and terminating on December 31, 2024.

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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O’Brien  
Mayor

**RESOLUTION #2024-20**

**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 6, 2023; 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.

/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.

JANUARY 1, 2024 REORGANIZATION MEETING	
--	--

/s/Matthew Moench, Borough Attorney

**ATTEST:** **BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**RESOLUTION #2024-21**

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

NAME OF APPOINTEE: Robert Scott LaMountain & John Krenzel  
POSITION: Municipal Prosecutor – 1 Year Term  
DEPARTMENT: Municipal Court  
EFFECTIVE DATE: January 1, 2024

**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/Christian Onuoha, Councilman  
(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/Matthew Moench, Borough Attorney

**ATTEST:** **BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**RESOLUTION #2024-22**

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

NAME OF APPOINTEE: Roselli & Roselli, Esq.  
POSITION: Public Defender – 1 Year Term  
DEPARTMENT: Municipal Court  
EFFECTIVE DATE: January 1, 2024

**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/Christian Onuoha, Councilman  
(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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**RESOLUTION #2024-23**

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

NAME OF APPOINTEE:      Spencer Robbins, Esq.  
POSITION:                      Presiding Judge – 3 Year Term  
DEPARTMENT:                Municipal Court  
EFFECTIVE DATE:            January 1, 2024

**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/Christian Onuoha, Councilman  
(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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**RESOLUTION #2024-24**  
**(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 6, 2023; 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

<b>JANUARY 1, 2024 REORGANIZATION MEETING</b>	
---	--

**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 **James P. Nolan & Associates, LLC** are hereby appointed as **Special Tax Counsel for property tax matters** for the term of one year, commencing on January 1, 2024 and terminating on December 31, 2024.

2. That the services to be rendered by the said **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 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 **James P. Nolan & Associates, LLC**.

/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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O’Brien  
Mayor

**RESOLUTION #2024-25**  
**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;



<b>JANUARY 1, 2024 REORGANIZATION MEETING</b>	
---	--

**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 6, 2023; 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, 2024 and terminating on December 31, 2024.
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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O’Brien  
Mayor

JANUARY 1, 2024  
REORGANIZATION  
MEETING

**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 6, 2023; 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, 2024 and terminating on December 31, 2024.
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)

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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**RESOLUTION #2024-27**  
**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 6, 2023; 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, 2024 and terminating on December 31, 2024.
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** 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

JANUARY 1, 2024 REORGANIZATION MEETING	
--	--

**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/Matthew Moench, Borough Attorney

**ATTEST:** **BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O'Brien  
Mayor

**RESOLUTION #2024-28**  
**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 6, 2023; 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 **Acuity Consulting Services** is hereby appointed as **Municipal Planner** for the term of one year, commencing on January 1, 2024 and terminating on December 31, 2024.
2. That the services to be rendered by **Acuity Consulting Services** 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.

**BE IT FURTHER RESOLVED** that **Acuity Consulting Services** 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 **Acuity Consulting Services** the Borough Business Administrator and the C.F.O.

/s/Christian Onuoha, Councilman  
(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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O’Brien  
Mayor

**RESOLUTION #2024-29**  
**Special Council – 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 **DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C.** 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 **DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C.** 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

JANUARY 1, 2024 REORGANIZATION MEETING	
--	--

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 **DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C.** the Borough Business Administrator and the C.F.O.

/s/Christian Onuoha, Councilman  
(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/Matthew Moench, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Kennedy O’Brien  
Mayor

- PUBLIC PORTION

At this time Mayor O’Brien opened the meeting for questions or comments from the Public.

There were no comments.

Councilwoman Roberts moved the public portion be closed. Seconded by Councilman Colaci.

Roll Call: Voice Vote, all Ayes.

Closing prayer given by **Iman.**

- ADJOURNMENT

No further business Councilwoman Roberts moved to adjourn. Seconded by Councilman Colaci.

Roll Call: Voice Vote, all Ayes.

Time 12:54 P.M

\_\_\_\_\_  
Jessica Morelos, RMC  
Municipal Clerk

Date Approved: \_\_\_\_\_