

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

**JANUARY 4, 2023
REORGANIZATION MEETING – 7:00 PM
MINUTES**

1. CALL TO ORDER

Township Clerk Michele Reilly called the meeting to order at 7:01 pm and read the meeting statement as follows: This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of **January 4, 2023** was included in a list of meetings notice sent to the official newspapers of the Township, the Daily Record and the Star Ledger, on **January 6, 2022** and was posted on the bulletin board in the Municipal Building on **January 6, 2022** and has remained continuously posted as the required notices under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk.

2. SALUTE TO THE FLAG

Ms. Reilly led the flag salute.

3. INVOCATION

Pastor Reverend Dr. Sue Jung Shin, of the Hurdtown United Methodist Church gave the invocation.

4. RECOGNITION OF DIGNITARIES

Ms. Reilly recognized the following elected officials in attendance: Senator Anthony Bucco, Assemblywoman Aura Dunn, Assemblywoman Mikie Sherrill’s representative Willy Tolba, Assemblyman Christian Barranco, Morris County Sherriff James Gannon, Morris County Clerk Ann Grossi, County Commissioners Stephen Shaw and Tayfun Selen, and Lake Hopatcong Foundation Chairman Marty Kane.

5. STATEMENT OF DETERMINATION OF THE BOARD OF COUNTY CANVASSERS

Ms. Reilly read the Statement of Determination into the record as follows:

A Statement of Determination of the Board of Canvassers, relative to an Election held in the Township of Jefferson, County of Morris and State of New Jersey, for the election of certain Municipal Officers for the Municipality on the 8th day of November, 2022.

The said Board does determine that at the said election:

- Eric F. Wilsusen was duly elected to the office of Mayor for the term of four (4) years.
- Melissa Senatore and Josh H. Kalish were duly elected to the office of Township Council for the term of four (4) years.

6. OATH OF OFFICE

Ms. Reilly introduced Senator Anthony Bucco, who administered the oath of office to:

- Eric F. Wilsusen, Mayor
- Melissa Senatore, Township Council
- Josh H. Kalish, Township Council

7. ROLL CALL

Ms. Reilly called the roll. All Council members were present. Also in attendance were Mayor Wilsusen and Administrator Debi Millikin.

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

8. ELECTION OF COUNCIL PRESIDENT

Ms. Reilly called for nominations for the position of Council President. Councilman Birmingham nominated Councilwoman Senatore. Councilman Dunham offered a second. With no other nominations offered, Ms. Reilly closed the nominations.

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

9. ELECTION OF COUNCIL VICE PRESIDENT

Council President Senatore called for nominations for the position of Council Vice President. Councilman Birmingham nominated Councilman Dunham and Councilman Kalish offered a second. With no other nominations offered, Council President Senatore closed the nominations.

Council Member	By	2 nd	Yes	No	Abstain	Absent
Mr. Birmingham	X		X			
Mr. Dunham			X			
Mr. Kalish		X	X			
Mr. Smith			X			
Council President Senatore			X			

10. MAYOR'S APPOINTMENTS

Council President Senatore recognized Mayor Wilsusen, who offered brief remarks to those in attendance. He thanked his family, highlighted some of the challenges and accomplishments of his administration throughout his first term, and said he was looking forward to the next four (4) years.

Council President Senatore recognized Assemblywoman Sherrill's representative Willy Tolba, who presented the Mayor, Council President Senatore, and Councilman Kalish, with certificates of recognition for their re-election.

MAYOR'S APPOINTMENTS

POSITION	NAME	TERM	EXPIRES
Administrative Assistant	Patricia Romano	Term Mayor	12/31/26
Communications Director	Paul Castimore	Term Mayor	12/31/26
Morris Co. Community Development	Mayor w/ Administrator as Alternate	1 year	12/31/23
Municipal Alliance	Kristine Wilsusen	2 years	12/31/24
	Wendy Stabile	2 years	12/31/24
	Desirae Nigro (nurse)	2 years	12/31/24
	Michael Lonie	2 years	12/31/24
	Lyndsay Vesia	2 years	12/31/24
	Dina Troha	2 years	12/31/24
	Anna Carramano	2 years	12/31/24
	Graham Smeilus	2 years	12/31/24
	5 Students	1 year	12/31/23
JT Connect	Melissa Kiritsis	2 years	12/31/24
	Chelsea Parisi	2 years	12/31/24
	Adrianna Dionisio	2 years	12/31/24
	Kimberly Vernieri	2 years	12/31/24

Land Use Board	Dennis DiFrisco	4 years	12/31/26
	John Palko	4 years	12/31/26
	Chief Paul Castimore – Class II	1 year	12/31/23
	Mayor Wilsusen – Class I	4 years	12/31/26
	Alternate #3 – C. Steelman	2 years	12/31/24
	Alternate #4 – D Macalle-Holly	2 years	12/31/24
Advisory Trail Committee	Mayor or Designee	Term Mayor	12/31/26
	John Burns	Term Mayor	12/31/26
	Grace Rhinesmith	Term Mayor	12/31/26
	Jim Jablonski	2 years	12/31/24
	Nick VanZile	2 years	12/31/24
	Mike Mazzilli	2 years	12/31/24
	Darren Hendershot	2 years	12/31/24
Police Matrons	Elizabeth Mueller	1 year	12/31/23
	Andrea Sherrer	1 year	12/31/23
Economic Advisory Board	Kim Finnegan	3 years	12/31/25
	Charlie Oberman	3 years	12/31/25
	Steve Rush	3 years	12/31/25
Library Board of Trustees	Mayor or Alternate	1 year	12/31/23
	Superintendent of Schools or Alternate	1 year	12/31/23
Zoning Officer	Thomas Mahoney	1 year	12/31/23
Recreation Advisory Secretary	Josephine Ramirez	1 year	12/31/23

MAYOR'S APPOINTMENTS WITH COUNCIL ADVICE AND CONSENT

POSITION	NAME	TERM	EXPIRES
Prosecutor	James La Sala, Esquire	1 Year	12/31/23
Alternate Prosecutor (1)	Lisa Thompson, Esquire	1 Year	12/31/23
Alternate Prosecutor (2)	Camile Kassar, Esquire	1 Year	12/31/23
Alternate Prosecutor (3)	Any Morris County Municipal Prosecutor	1 Year	12/31/23
Treasurer	William Eagen	Term Mayor	12/31/26
Deputy Treasurer	Jean Wilson	Term Mayor	12/31/26
Director, Dept. of Public Safety	Mayor Eric Wilsusen	Term Mayor	12/31/26
Director, Dept. of Municipal Parks	John Burns	Term Mayor	12/31/26
Director, Dept. of Recreation, Senior & Veteran Services	Grace Rhinesmith	Term Mayor	12/31/26
Tax Searcher & Cashier	Kathy Hammond	Term Mayor	12/31/26

Recreation Advisory Committee	Brian Molenhoff	3 years	12/31/25
	Dale Gallant	3 years	12/31/25
	Jeff Danyus	3 years	12/31/25
Library Board of Trustees	Carol Punterieri	1 year	12/31/23
	Michael Stewart	5 years	12/31/27

Council Member	By	2 nd	Yes	No	Abstain	Absent
Mr. Birmingham			X			
Mr. Kalish			X			
Mr. Smith	X		X			
Vice President Dunham			X			
President Senatore		X	X			

11. MINUTES – December 14, 2022 (Regular-Birmingham absent)

Council Member	By	2 nd	Yes	No	Abstain	Absent
Mr. Birmingham					X	
Mr. Kalish		X	X			
Mr. Smith	X		X			
Vice President Dunham			X			
President Senatore		X	X			

12. CONSENT AGENDA*

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

*PERMITS/LICENSES: None for January 4, 2023

*APPOINTMENTS:

Member/Position	Appointment	Notes	Term	Expires
Deputy Clerk	Amanda Nevins	N/A	1 year	12/31/23

*CONSENT AGENDA RESOLUTIONS:

- 23-01 Resolution Establishing 2023 Township Council Meeting Schedule
- 23-02 Resolution Designating Official Newspapers of the Township for 2023
- 23-03 Resolution Establishing Procedures for Written Requests of Regular 2023 Township Council Meeting Schedules, or Revisions Thereto, Pursuant to N.J.S.A. 10:4-19
- 23-04 Resolution Establishing Procedure for Public Comment Before the Jefferson Township Council
- 23-05 Resolution Certifying Compliance With The United States Equal Employment Opportunity Commission's 'Enforcement Guidance On The Consideration Of Arrest and Conviction Records In Employment Decisions Under Title VII Of The Civil Rights Act of 1964' Pursuant To P.L.2017, C. 183
- 23-06 Resolution Authorizing Participation in the Volunteer Tuition Credit Program
- 23-07 Resolution Appointing Special Police Officers
- 23-08 Resolution Appointing Assessment Search Officer
- 23-09 Resolution Appointing Public Agency Compliance Officer (PACO)
- 23-10 Resolution Authorizing Bonding for Township Officials and Employees
- 23-11 Resolution Authorizing Cancellation of Tax Overpayments or Delinquent Amounts Less Than \$10.00
- 23-12 Resolution Authorizing Water and Sewer Utility Billing Adjustments of Amounts Less Than \$10.00
- 23-13 Resolution Authorizing Recreation Department Billing Adjustments of Amounts Less Than \$5.00
- 23-14 Resolution Establishing the Rate of Interest to be Charged on Delinquent Taxes and Assessments
- 23-15 Resolution Establishing the Rate of Interest to be Charged on Delinquent Utility Payments
- 23-16 Resolution Authorizing a Formal Petty Cash Policy for All Departments Within the Township of Jefferson
- 23-17 Resolution Authorizing Municipal Change Funds
- 23-18 Resolution Authorizing Prior Claims of Payments
- 23-19 Resolution Authorizing Prior Claims of Payments for the Recreation Department
- 23-20 Resolution Authorizing Participation in the Morris County Adaptive Recreation Program (McARP)
- 23-21 Resolution Authorizing the Appointment of the Deputy Emergency Management Coordinators
- 23-22 Resolution Awarding a Contract to One Source EAP For The Employee Assistance Program
- 23-23 Resolution Awarding a Contract to New Horizons Forestry Inc. (Tim Slavin) For Forestry Services
- 23-24 Resolution Appointing A Commissioner and Alternate Commissioner to the North Jersey Municipal Benefits Fund
- 23-25 Resolution Appointing Statewide Insurance Fund Commissioners
- 23-26 Resolution Authorizing the Establishment of a Street Light Installation Policy
- 23-27 Resolution Authorizing the Establishment of a Memorial Policy
- 23-28 Resolution Authorizing the Establishment of a Commemorative Organizational Display Policy
- 23-29 Resolution of the Township of Jefferson Supporting the Lake Hopatcong Commission
- 23-30 Resolution Setting 2023 Salaries for the Council and the Council President Within the Range as Established by the Township's Salary Ordinance
- 23-31 Resolution Setting 2023 Salaries for the Township Clerk and Deputy Clerk Within the Range as Established by the Township's Salary Ordinance
- 23-32 Resolution Authorizing A Professional Services Agreement for Appraisal Services – McNerney & Associates, Inc.
- 23-33 Resolution Authorizing A Professional Services Agreement for Architectural Services – Fox Architectural Design, PC
- 23-34 Resolution Authorizing A Professional Services Agreement for Bond Counsel Services - Hawkins, Delafield and Wood, LLP
- 23-35 Resolution Authorizing A Professional Services Agreement for Township Labor Attorney Services-Cleary, Giacobbe, Alfieri, Jacobs, LLC

- 23-36 Resolution Authorizing A Professional Services Agreement for Township Planner – J. Caldwell & Associates, LLC
- 23-37 Resolution Authorizing A Professional Services Agreement for Public Defender For the Township of Jefferson with the Law Office Of Daniel P. Agatino, LLC
- 23-38 Resolution Authorizing a Professional Services Agreement for Redevelopment Counsel – McManimon, Scotland & Baumann, LLC
- 23-39 Resolution Authorizing A Professional Services Agreement for Risk Management Services And Appointing the Risk Management Consultant - Willis Of New Jersey
- 23-40 Resolution Authorizing A Professional Services Agreement for Tax Appeal Legal Services - Lavery, Selvaggi, Abromitis & Cohen, PC
- 23-41 Resolution Authorizing A Professional Services Agreement for Township Attorney Services - Laddey, Clark & Ryan, LLP
- 23-42 Resolution Authorizing the Appointment of a Municipal Court Judge
- 23-43 Resolution Authorizing the Refund of Overpayment(s) of Taxes
- 23-44 Resolution Authorizing the Refund of Planning Department Escrow Fees and the Closure of Certain Escrow Accounts
- 23-45 Resolution Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A. 40A:11-12a – Skylands Area Fire Equipment & Training LLC
- 23-46 Resolution Authorizing the Township of Jefferson to Accept a Subgrant Award of the Federal Fiscal Year 2022 American Rescue Plan FF Grant
- 23-47 Resolution of Support from the Township of Jefferson to Submit an Application and Abide by Concessions of the New Jersey Department of Community Affairs FY2023 Local Recreational Improvement Grant Program
- 23-48 Resolution Authorizing the Payment of Bills
- 23-49 Resolution Approving 2023 Cash Management Plan
- 23-50 Resolution Authorizing a Transfer of Appropriations
- 23-51 Resolution Authorizing a Temporary Budget for the Calendar Year 2023

Council Member	By	2 nd	Yes	No	Abstain	Absent
Mr. Birmingham		X	X			
Mr. Kalish			X			
Mr. Smith	X		X			
Vice President Dunham			X			
President Senatore			X			

12. PUBLIC COMMENT

Council President Senatore opened the public comment portion of the meeting with the consent of the members present and asked speakers to state their name and address for the record.

David Pisano – 43 South Lakeside

Mr. Pisano addressed Council in reference to conditions on his street and handed them a packet of pictures. He said the condition of the road is poor and the road gets very icy. He expressed concerns about pollutants running into the lake, and also concerns about children waiting for the school bus and animals being walked. He said excess salt is used as a remedy and this and the heavy machinery used is damaging to the environment and infrastructure. Mr. Pisano asked for a solution to his and his neighbor’s dilemma.

Council President Senatore asked Ms. Millikin to look into these concerns and to communicate with the resident.

13. ADJOURNMENT AT 7:35 PM

Motion made by Council Vice President Dunham, second by Councilman Kalish to adjourn the meeting at 7:35 pm, with all members in favor signifying by “Aye.”

January 4, 2023

Michele Reilly, RMC, Township Clerk

Melissa Senatore, Council President

CONSENT AGENDA RESOLUTION #23-01

“RESOLUTION ESTABLISHING 2023 TOWNSHIP COUNCIL MEETING SCHEDULE”

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the following schedule of Regular meetings of the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, for the year 2023 is hereby adopted.

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

REGULAR MEETING SCHEDULE

- | | |
|------------------------|---|
| Wednesday, January 18 | Wednesday, July 19 |
| Wednesday, February 1 | Wednesday, August 16 |
| Wednesday, February 15 | Wednesday, September 6 |
| Wednesday, March 1 | Tuesday, September 19 |
| Wednesday, March 15 | Wednesday, October 4 |
| Wednesday, April 5 | Wednesday, October 18 |
| Wednesday, April 19 | Wednesday, November 1 |
| Wednesday, May 10 | Wednesday, November 29 |
| Wednesday, May 24 | Wednesday, December 13 |
| Wednesday, June 14 | Wednesday, January 3, 2024 - Reorganization |
| Wednesday, June 28 | |

BE IT FURTHER RESOLVED that the Township Clerk be and is hereby authorized and directed to post the meeting schedule on the official bulletin board located in the Municipal Building of the Township, to mail a copy of this resolution to the Daily Record and the Star Ledger, and to mail a copy of such schedule to those persons who may request such mailing provided they comply with Resolution #23-03, adopted by the Township Council on January 4, 2023.

CONSENT AGENDA RESOLUTION #23-02

“RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS OF THE TOWNSHIP FOR 2023”

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

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

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

1. That the official newspaper of the Township of Jefferson for the year 2023 is hereby designated as the Daily Record.
 2. That the second newspaper required by said Act for the year 2023 is hereby designated as the Star Ledger.
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CONSENT AGENDA RESOLUTION #23-03

“RESOLUTION ESTABLISHING PROCEDURES FOR WRITTEN REQUESTS OF REGULAR 2023 TOWNSHIP COUNCIL MEETING SCHEDULES, OR REVISIONS THERETO, PURSUANT TO N.J.S.A. 10:4-19”

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

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

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

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

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

CONSENT RESOLUTION #23-04

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

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

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

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

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

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

CONSENT AGENDA RESOLUTION #23-05

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

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

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

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

CONSENT AGENDA RESOLUTION #23-06

"RESOLUTION AUTHORIZING PARTICIPATION IN THE VOLUNTEER TUITION CREDIT PROGRAM"

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

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

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

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

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

CONSENT AGENDA RESOLUTION #23-07

"RESOLUTION APPOINTING SPECIAL POLICE OFFICERS"

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

- **Peter Hausmann**
- **Joseph Macaluso**

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that said officers have been duly appointed for the **2023** calendar year in accordance with N.J.S.A. 40A:14-140 and 146:10.

CONSENT AGENDA RESOLUTION #23-08

"RESOLUTION APPOINTING ASSESSMENT SEARCH OFFICER"

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

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

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

CONSENT AGENDA RESOLUTION #23-09

"RESOLUTION APPOINTING 2023 PUBLIC AGENCY COMPLIANCE OFFICER (PACO)"

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

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

WHEREAS, a copy of this resolution shall be sent to the Division of Contract Compliance & Equal Employment Opportunity in the Public Contracts office.

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey hereby appoint **William Eagen** as Public Agency Compliance Officer in the Township of Jefferson for the year **2023**.

CONSENT AGENDA RESOLUTION #23-10

“RESOLUTION AUTHORIZING BONDING FOR TOWNSHIP OFFICIALS AND EMPLOYEES”

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

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

CONSENT AGENDA RESOLUTION #23-11

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

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

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

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

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

CONSENT AGENDA RESOLUTION #23-12

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

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

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

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

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

CONSENT AGENDA RESOLUTION #23-13

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

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

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

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

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

CONSENT AGENDA RESOLUTION #23-14

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

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

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

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

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

CONSENT AGENDA RESOLUTION #23-15

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

BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that in accordance with N.J.S.A. 54:4-67 and the Municipal Utility that the delinquent interest rate of the Township of Jefferson for the year 2023 shall be zero (0)% per annum for the first thirty (30) days of the delinquency and thereafter 8% per annum for the first \$1,500 of delinquency and 18% per annum of any amount in excess of \$1,500.

CONSENT AGENDA RESOLUTION #23-16

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

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

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

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

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

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

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

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

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

CONSENT AGENDA RESOLUTION #23-17

“RESOLUTION AUTHORIZING MUNICIPAL CHANGE FUNDS”

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

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

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

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

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

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

CONSENT AGENDA RESOLUTION #23-18

“RESOLUTION AUTHORIZING PRIOR CLAIMS OF PAYMENT”

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

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

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

1. That payments for enumerated claims may be made between meetings to those accounts as listed below when the same are presented to the Township Council and Chief Financial Officer (CFO) of the Township.

2. That the CFO be and he is hereby authorized and directed to prepare the proper vouchers for payment of the below recited accounts when the same is properly presented to him for payment, and that thereafter said claim shall be listed on the List of Bills to be approved by the Township Council.
3. That a certified copy of this resolution be forwarded to the CFO of the Township of Jefferson.

ACCOUNTS

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

CONSENT AGENDA RESOLUTION #23-19

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

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

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

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

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

ACCOUNTS

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

Aristocrat Bus Company	Parsippany, NJ
Bob Messano, Guitar Bob's Music	Budd Lake, NJ
Bounce Around, LLC	Chester, NJ
Bronx Zoo	Bronx, NY
Camelbeach	Tannersville, PA

Chris Clark	Corning, NY
Circle Line Sightseeing Cruises	New York, NY
Color Me Mine of Denville	Denville, NJ
Colortime Crafts	Merrick, NY
County of Bergen, Department of Parks	Mahwah, NJ
Dave & Buster's	Wayne, NJ
Earl Heller, Sound Solutions	Pompton Lakes, NJ
Elysian Field Farms	Randolph, NJ
E&S Amusements	Oak Ridge, NJ
Expresso Yourself	Sparta, NJ
Flavian, Master of Mind Power	Caldwell, NJ
Fun Bus dba Nonos Playground LLC	Elmwood Park, NJ
Funtime Junction	Fairfield, NJ
Gamin' Ride of North Jersey	Warren, NJ
Golf Zone	Flanders, NJ
Hollyrock Entertainment	Jericho, NY
Imagine That	Florham Park, NJ
IMWRF – Frog Falls Aquatic Park	Picatinny Arsenal, NJ
Jack Branagan's Earth Matters	Blairstown, NJ
Jenkinson's Aquarium	Point Pleasant Beach, NJ
Jordan Transportation	Butler, NJ
Jump On In	Boonton, NJ
Keep the Country Dancing, Inc. c/o Pat Cannon's Foot & Fiddle Dance Co.	Sloatsburg, NY
Lakeland Bus Company	Dover, NJ
Lakeview Marina	Lake Hopatcong, NJ
Land of Make Believe	Hope, NJ
Laser One	Wantage, NJ
Let's Bloom Together	Morristown, NJ
Liberty Science Center	Jersey City, NJ
Mad Science of Morris & Sussex	Denville, NJ
Madison Square Garden/Radio City Music Hall	New York, NY
McDonald's	Lake Hopatcong, NJ
Morris County Park Commission	Morristown, NJ
Morristown Planetarium	Morristown, NJ
Mountain Creek	Vernon, NJ
Mt. Olive Recreation	Budd Lake, NJ
Music with Care	Cranford, NJ
Musical IQ	Englewood, NJ
New Vision Cinema LLC	Sparta, NJ
Paintball Depot	Kenvil, NJ
Party Perfect Rentals, LLC	Marlboro, NJ
Pinto's Pizza	Oak Ridge, NJ
Powerhouse Studios	East Hanover, NJ
Prudential Center (Devils Arena Entertainment)	Newark, NJ
Pump It Up	Randolph, NJ
Rizzo's Wildlife Discovery, LLC	Budd Lake, NJ
Runaway Rapids WaterPark	Keansburg, NJ
Simply the Best Inflatables, LLC	Fairfield, NJ
Skyland's Ice World	Stockholm, NJ
SkyZone Indoor Trampoline Park	Mount Olive, NJ
Sparta Lanes	Sparta, NJ
Space Farms Zoo	Sussex, NJ
Space Odyssey USA	Englewood, NJ
Split Rock Resort and Golf Club	Lake Harmony, PA
Subway	Sparta, NJ
Sussex Meat Packing	Wharton, NJ
Tagalongs LLC	Lake Hopatcong, NJ
The Bear Factory	Wixom, WI
The Funplex	East Hanover, NJ
The Jefferson Chronicle	Oak Ridge, NJ
The Music Den	Wharton & Ledgewood, NJ
Touch of Nature, Gerald V. Zelenka	Clifton, NJ
Trescape	Vernon, NJ
Turtleback Zoo	Orange, NJ
Vanderhoof Transportation	West Orange, NJ
Vinny & Son Three Inc.	Lake Hopatcong, NJ
Wallaby Tales	Pine Beach, NJ
Yosi Music LLC	Island Heights, NJ

CONSENT AGENDA RESOLUTION #23-20

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

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

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

WHEREAS, the Township of Jefferson's estimated Fair Share Assessment will be approximately **\$3,259.00**; and

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

3-01-20-110-112-255

\$3,259.00

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

**CONSENT AGENDA RESOLUTION #23-21
"RESOLUTION AUTHORIZING THE APPOINTMENT
OF THE DEPUTY EMERGENCY MANAGEMENT COORDINATORS"**

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

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that **James Perrier, Fred Claus, Travis Luecht, Mickey DeLoreto and Andrew Schmidt** are appointed to the position of Deputy Emergency Management Coordinator **for the one-year term January 1, 2023 through December 31, 2023**.

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

CONSENT AGENDA RESOLUTION #23-22

**"RESOLUTION AWARDING A CONTRACT TO ONE SOURCE EAP
FOR THE EMPLOYEE ASSISTANCE PROGRAM – FOR PERIOD ENDING DECEMBER 31, 2023"**

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

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

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

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and **totaling \$4,700.00**.

3-01-23-210-210-283

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that a contract is hereby awarded to **Saint Barnabas Management Services, LLC, d/b/a One Source EAP**, 95 Old Short Hills Road, West Orange, New Jersey, 07016 for the Township's **2023 EAP services in an amount not to exceed \$4,700.00**.

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

BE IT FURTHER RESOLVED that the term of this contract shall be for one year, from **January 1, 2023 through December 31, 2023**.

CONSENT AGENDA RESOLUTION #23-23

**"RESOLUTION AWARDING A CONTRACT TO NEW HORIZONS FORESTRY INC. (TIM SLAVIN)
FOR FORESTRY SERVICES – FOR PERIOD ENDING DECEMBER 31, 2023"**

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

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

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

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

3-01-30-422-422-235

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that a contract is hereby awarded to **New Horizons Forestry Inc (Tim Slavin)**, 319 Route 515, Stockholm, New Jersey, 07460 for the Township's **2023 Forestry Services in an amount not to exceed \$12,000.00 (\$95 per hour)**.

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

BE IT FURTHER RESOLVED that the term of this contract shall be for one year, from **January 1, 2023 through December 31, 2023**.

CONSENT AGENDA RESOLUTION #23-24

**“RESOLUTION APPOINTING
NORTH JERSEY MUNICIPAL EMPLOYEE BENEFITS FUND COMMISSIONERS”**

WHEREAS, the Township of Jefferson (hereinafter “Local Unit”) is a member of the North Jersey Municipal Employee Benefits Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and

WHEREAS, the Township of Jefferson will be a member for a period of three (3) years, effective from **January 1, 2023** and terminating on **January 1, 2026** at 12:01 a.m. standard time; and

WHEREAS, the Fund’s Bylaws require participating members to appoint a Fund Commissioner;

WHEREAS, Mayor Wilsusen, with the advice and consent of the Township Council recommends the appointment of **Debra Millikin** as the Fund Commissioner for the Local Unit for the **three (3) year period**; and

WHEREAS, Mayor Wilsusen, with the advice and consent of the Township Council recommends the appointment of **William Eagen** as the Alternate Fund Commissioner for the Local Unit for the **three (3) year period**.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey confirms the recommendation of Mayor Wilsusen and appoints **Debra Millikin** as the Fund Commissioner for the Local Unit and **William Eagen** as the Alternate Fund Commissioner for the Local Unit for the **three (3) year period**.

BE IT FURTHER RESOLVED that the Local Unit’s Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

CONSENT AGENDA RESOLUTION #23-25

“RESOLUTION APPOINTING STATEWIDE INSURANCE FUND COMMISSIONERS”

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

WHEREAS, the Township of Jefferson will be a member for a period of three (3) years, effective from **January 1, 2023** and terminating on **January 1, 2026** at 12:01 a.m. standard time; and

WHEREAS, the Fund’s Bylaws require participating members to appoint a Fund Commissioner;

WHEREAS, Mayor Wilsusen, with the advice and consent of the Township Council recommends the appointment of **William Eagen** as the Fund Commissioner for the Local Unit for the **three (3) year period**; and

WHEREAS, Mayor Wilsusen, with the advice and consent of the Township Council recommends the appointment of **Debra Millikin** as the Alternate Fund Commissioner for the Local Unit for the **three (3) year period**.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey confirms the recommendation of Mayor Wilsusen and appoints **William Eagen** as the Fund Commissioner for the Local Unit and **Debra Millikin** as the Alternate Fund Commissioner for the Local Unit for the **three (3) year period**.

BE IT FURTHER RESOLVED that the Local Unit’s Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

CONSENT AGENDA RESOLUTION #23-26

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

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

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

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

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

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

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

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

CONSENT AGENDA RESOLUTION #23-27

“RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A MEMORIAL POLICY”

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

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

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

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

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

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

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

CONSENT AGENDA RESOLUTION #23-28

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

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

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

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

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

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

CONSENT AGENDA RESOLUTION #23-29

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

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

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

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

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

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

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

CONSENT AGENDA RESOLUTION #23-30

**“RESOLUTION SETTING 2023 SALARIES FOR THE COUNCIL AND THE COUNCIL PRESIDENT
WITHIN THE RANGE AS ESTABLISHED BY THE TOWNSHIP’S SALARY ORDINANCE”**

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey, that the Township Council hereby sets the salary for members of the Council, said salary being within the parameters set by the Salary Ordinance previously adopted by the Council, at \$5,215 per year; and sets the salary within the parameters set forth by the Salary Ordinance previously adopted by the Council, for the Council President at \$6,258 per year.

CONSENT AGENDA RESOLUTION #23-31

**“RESOLUTION SETTING 2023 SALARIES FOR THE TOWNSHIP CLERK AND DEPUTY CLERK
WITHIN THE RANGE AS ESTABLISHED BY THE TOWNSHIP’S SALARY ORDINANCE”**

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey, that the Township Council hereby sets the salary for the Township Clerk, said salary being within the parameters set by the Salary Ordinance previously adopted by the Council, at \$104,200 effective January 1, 2023.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey, that the Township Council hereby sets the salary for the Deputy Township Clerk, said salary being within the parameters set by the Salary Ordinance previously adopted by the Council, at \$62,533 effective January 1, 2023.

CONSENT AGENDA RESOLUTION #23-32

**“RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT
FOR APPRAISAL SERVICES – MCNERNEY & ASSOCIATES, INC. –FOR PERIOD ENDING DECEMBER 31, 2023”**

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

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

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

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

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

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

3-01-20-150-150-236

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

BE IT ALSO RESOLVED:

Section 1. The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with McNerney & Associates, Inc. 266 Harriston Road#301, Glen Rock, New Jersey, 07442 for Appraisal services to the Township of Jefferson for an annual fee not to exceed \$17,500.00 per year.

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

Section 3. The term of this agreement shall be for one year, from January 1, 2023 through December 31, 2023.

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

- Section 5.** The resolution authorizing the award of contract for “Professional Services” and the contract itself must be available for public inspection per the requirement of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)
- Section 6.** The Business Entity Disclosure Certification and the Determinations of Value be placed on file with this resolution.

CONSENT AGENDA RESOLUTION #23-33

**“RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT
FOR ARCHITECTURAL SERVICES – FOX ARCHITECTURAL DESIGN, PC– FOR PERIOD ENDING DECEMBER 31, 2023”**

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

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

WHEREAS, Fox Architectural Design, PC has submitted a proposal indicating that Architectural services will be provided for an annual fee not to exceed \$30,000.00 per year; and

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

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

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

C-04-55-918-006-999
C-04-55-919-011-999
C-04-55-921-001-999
C-04-55-921-013-902
C-04-55-921-013-999
C-04-55-922-010-999

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

BE IT ALSO RESOLVED:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with Fox Architectural Design, PC, 546 State Route 10, Ledgewood, New Jersey, 07852 for Architectural services to the Township of Jefferson for an annual fee not to exceed \$30,000.00 per year.
- Section 2.** This contract is awarded as a “Professional Service” in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of this agreement shall be for one year, from January 1, 2023 through December 31, 2023.
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 5.** The resolution authorizing the award of contract for “Professional Services” and the contract itself must be available for public inspection per the requirement of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)
- Section 6.** The Business Entity Disclosure Certification and the Determinations of Value be placed on file with this resolution.

CONSENT AGENDA RESOLUTION #23-34

**“RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT
FOR BOND COUNSEL SERVICES – HAWKINS, DELAFIELD AND WOOD, LLP – FOR PERIOD ENDING DECEMBER 31, 2023”**

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

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

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

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

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

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

C-04-55-919-011-999 C-04-55-920-013-999 C-04-55-921-013-999 C-04-55-922-010-999

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

BE IT ALSO RESOLVED:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with **Hawkins, Delafield and Wood, LLP, One Gateway Center, Newark, New Jersey, 07102** for **Bond Counsel** services to the Township of Jefferson for an annual fee **not to exceed \$40,000.00 per year.**
- Section 2.** This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of this agreement shall be for one year, from **January 1, 2023 through December 31, 2023.**
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 5.** The resolution authorizing the award of contract for "Professional Services" and the contract itself must be available for public inspection per the requirement of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)
- Section 6.** The Business Entity Disclosure Certification and the Determinations of Value be placed on file with this resolution.

CONSENT AGENDA RESOLUTION #23-35

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

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

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

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

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

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

3-01-20-155-155-265
3-01-20-155-155-298

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

BE IT ALSO RESOLVED:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute and agreement with **Cleary, Giacobbe, Alfieri, Jacobs, LLC, 169 Ramapo Valley Road, UL 105, Oakland, NJ 07436** for **Township Labor Attorney** services to the Township of Jefferson for an annual fee **not to exceed \$52,000.00.**
- Section 2.** This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A: 11-5 (1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of the agreement shall be for six months, from **January 1, 2023 through December 31, 2023.**
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 5.** The resolution authorizing the award of the contract for "Professional Services" and the contract itself must be available for public inspection per the requirement of the Local Public Contract Law (N.J.S.A. 40A:11-1 et seq).
- Section 6.** The Business Entity Disclosure Certification and the Determination of Value be placed on file with the resolution.

CONSENT AGENDA RESOLUTION #23-36

"RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR TOWNSHIP PLANNER – J. CALDWELL & ASSOCIATES, LLC"

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

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

WHEREAS, J. Caldwell & Associates, LLC., has submitted a proposal indicating Planning services will be provided for an hourly rate: up to \$130.00; and

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

WHEREAS, the Chief Financial Officer (CFO) of the Township has determined and certified in writing that the value of the acquisition by the firm J. Caldwell & Associates will exceed \$50,000; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and totaling \$50,000.

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

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

BE IT ALSO RESOLVED:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute and agreement with J. Caldwell & Associates, LLC., 145 Spring Street, Newton, New Jersey 07860 for Planning services to the Township of Jefferson for an annual fee not to exceed \$50,000 per remainder of year.
- Section 2.** This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A: 11-5 (1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of the agreement shall be for one year, from January 1, 2023 through December 31, 2023.
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 5.** The resolution authorizing the award of the contract for "Professional Services" and the contract itself must be available for public inspection per the requirement of the Local Public Contract Law (N.J.S.A. 40A:11-1 et seq).
- Section 6.** The Business Entity Disclosure Certification and the Determination of Value be placed on file with the resolution.

CONSENT AGENDA RESOLUTION #23-37

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

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

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

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

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

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

T-15-56-860-000-806
3-01-43-491-491-261

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

BE IT ALSO RESOLVED AS FOLLOWS:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute and agreement with The Law Office of Daniel P. Agatino, LLC, 41 Lakeside Boulevard, Hopatcong, New Jersey 07843 for Public Defender services to the Township of Jefferson for an annual fee not to exceed \$14,000.00 per year.
- Section 2.** Daniel P. Agatino is designated as the Township's Public Defender.
- Section 3.** This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 4.** The term of this agreement shall be for one year, from January 1, 2023 through December 31, 2023.

- Section 5.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 6.** The resolution authorizing the award of contract for “Professional Services” and the contract itself must be available for public inspection per the requirement of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)
- Section 7.** The Business Entity Disclosure Certification and the Determinations of Value be placed on file with this resolution.

CONSENT AGENDA RESOLUTION #23-38

“RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR REDEVELOPMENT COUNSEL – MCMANIMON, SCOTLAND & BAUMANN, LLC – FOR PERIOD DECEMBER 31, 2023”

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

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

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

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

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

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

T-24-56-860-000-801

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

BE IT ALSO RESOLVED:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute and agreement with McManimon, Scotland & Baumann, LLC, 75 Livingston Avenue, Second Floor, Roseland, New Jersey 07068 for Redevelopment Counsel services for the Township of Jefferson for an amount not to exceed \$50,000.00.
- Section 2.** This contract is awarded as a “Professional Service” in accordance with N.J.S.A. 40A: 11-5 (1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of the agreement shall be for one year, from January 1, 2023 through December 31, 2023.
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 5.** The resolution authorizing the award of the contract for “Professional Services” and the contract itself must be available for public inspection per the requirement of the Local Public Contract Law (N.J.S.A. 40A:11-1 et seq).
- Section 6.** The Business Entity Disclosure Certification and the Determination of Value be placed on file with the resolution.

CONSENT AGENDA RESOLUTION #23-39

“RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR RISK MANAGEMENT SERVICES AND APPOINTING THE RISK MANAGEMENT CONSULTANT – WILLIS OF NEW JERSEY - FOR PERIOD ENDING DECEMBER 31, 2023”

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

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

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

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

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

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

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

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

3-01-23-220-220-200

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

BE IT ALSO RESOLVED that **John Moore of Willis of New Jersey** is hereby appointed as the **Risk Management Consultant for 2023.**

BE IT ALSO RESOLVED:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with **Willis of New Jersey** for **Risk Management** services to the Township of Jefferson.
- Section 2.** This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of this agreement shall be for one year, from **January 1, 2023 through December 31, 2023.**
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 5.** The resolution authorizing the award of contract for "Extraordinary Unspecified Services" and the contract itself must be available for public inspection per the requirement of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.).
- Section 6.** The contract is for insurance and insurance consultant services and is exempt from the bidding requirements under the Local Public Contracts Law, N.J.S.A. 40A:11-5(1) (m).
- Section 7.** The Business Entity Disclosure Certification and the Determinations of Value be placed on file with this resolution.

CONSENT AGENDA RESOLUTION #23-40

"RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR TAX APPEAL LEGAL SERVICES – LAVERY, SELVAGGI, ABROMITIS & COHEN, PC"

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

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

WHEREAS, **Lavery, Selvaggi, Abromitis and Cohen PC** has submitted a proposal indicating that **Tax Appeal Attorney** services and will be provided for an annual fee not to exceed \$35,000.00, and

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

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

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and **totaling \$35,000.00.**

3-01-20-155-155-265
3-01-20-155-155-270
3-01-55-300-000-007

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

BE IT ALSO RESOLVED:

- Section 1.** The Mayor and Township Clerk are hereby authorized and directed to execute and agreement with **Lavery, Selvaggi, Abromitis and Cohen PC, 1001 Route 517, Hackettstown, New Jersey 07840** for **Legal Services (Tax Appeal Attorney)** to the Township of Jefferson for an annual fee **not to exceed \$35,000.00.**
- Section 2.** This contract is awarded as a "Professional Service" in accordance with N.J.S.A. 40A: 11-5 (1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.
- Section 3.** The term of the agreement shall be for six months, from **January 1, 2023 through December 31, 2023.**

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

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

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

CONSENT AGENDA RESOLUTION #23-41

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

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

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

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

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

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

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

3-01-20-155-155-262
3-01-20-155-155-265
3-01-20-155-155-271

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

BE IT ALSO RESOLVED:

Section 1. The Mayor and Township Clerk are hereby authorized and directed to execute an agreement with Laddey, Clark and Ryan, LLP, 60 Blue Heron Road, Suite 300, Sparta, New Jersey 07871-2608 for Township Attorney services to the Township of Jefferson for an annual fee not to exceed \$139,160.00.

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

Section 3. The term of the agreement shall be for six months, from January 1, 2023 through December 31, 2023.

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

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

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

CONSENT AGENDA RESOLUTION #23-42

"RESOLUTION AUTHORIZING THE APPOINTMENT OF A MUNICIPAL COURT JUDGE"

WHEREAS, the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, desires to appoint a Municipal Court Judge to carry forth the proceedings of Jefferson Township's Municipal Court; and

WHEREAS, the current term of Judge Fido ends on December 31, 2022; and

WHEREAS, Mayor Wilsusen, with the advice and consent of the Council recommends the re-appointment of **Peter A. Fico, Esquire** as the Jefferson Township Municipal Judge for a three (3) year term commencing **January 1, 2023 and expiring December 31, 2025**.

NOW, THEREFORE BE IT RESOLVED, that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, confirms the recommendation of Mayor Wilsusen and appoints Peter A. Fico, Esquire as the Jefferson Township Municipal Judge for a three (3) year term commencing **January 1, 2023 and expiring December 31, 2025**.

CONSENT AGENDA RESOLUTION #23-43

"RESOLUTION AUTHORIZING THE REFUND OF OVERPAYMENT(S) OF TAXES"

WHEREAS, there appears on the tax records overpayment(s) as shown below; and

WHEREAS, said overpayment(s) were created by the reasons indicated; and

WHEREAS, the Collector of Taxes recommends the refund(s) of such overpayment(s).

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the proper officers are hereby authorized and directed to issue checks to refund such overpayment(s) as hereafter shown below:

CODE OF REASONS					
1. Incorrect Payment	2. Adjustment of Assessment	3. Homestead Rebate	4. Overbilled	5. Third Party Lien	
6. Duplicate Payment	7. Exempt	8. County/State Board Appeal	9. Overpayment		
10. Return of Premium	11. New Jersey Saver	12. Return of Recording Fee	13. Vets, Senior Citizen Deduction		

BLOCK	LOT	NAME	AMOUNT	CODE	YEAR
568	3	CORELOGIC	\$1,099.16	9&2	2023
					2023
			TOTAL	\$1,099.16	

CONSENT AGENDA RESOLUTION #23-44

“RESOLUTION AUTHORIZING THE REFUND OF PLANNING DEPARTMENT ESCROW FEES AND THE CLOSURE OF CERTAIN ESCROW ACCOUNTS”

WHEREAS, there appears on the Planning Department records escrow fees as shown below; and

WHEREAS, the Planning Department recommends the refund of such account balances as the projects have been completed; and

WHEREAS, refunding the account balances will result in a zero-dollar balance in such accounts.

NOW, THEREFORE, IT RESOLVED by the Township Council of the Township of Jefferson that the proper officers are hereby authorized and directed to issue checks to refund such escrow fees as hereafter shown below.

BE IT FURTHER RESOLVED that the Chief Financial Officer of the municipality is authorized to take such steps as are necessary to close these accounts.

ACCOUNT #	APPLICANT	AMOUNT
20-08	Fifteen South Realty Co., LLC	\$612.50
20-09	Route 15 Properties, LLC	\$1,218.00
		\$1,830.50

CONSENT AGENDA RESOLUTION #23-45

“RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 40A:11-12a - SKYLANDS AREA FIRE EQUIPMENT & TRAINING LLC.”

WHEREAS, the Township of Jefferson, may by resolution and without advertising for bids in accordance with N.J.S.A. 40A:11-12a and N.J.A.C.5:34-7.29 (c), purchase goods and services under the State of New Jersey Cooperative Purchasing Program for any state contracts entered into on behalf of the State of the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Township of Jefferson has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, State Contracts, 17-FLEET-00809 & 17-FLEET-00810 were awarded to Skylands Area Fire Equipment & Training, LLC., 23 Hamburg Turnpike, Unit A, Riverdale, NJ 07457 for Fire Protection Clothing & Equipment; and

WHEREAS, the Township of Jefferson desires to purchase, in an amount not to exceed \$20,000.00 for Fire Protection Clothing & Equipment through this resolution and properly executed contract, which shall be subject to all the conditions applicable to the current New Jersey Cooperative Purchasing Program contracts; and

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

C-04-55-922-011-912
 C-04-55-922-011-913
 2-01-25-255-255-200
 2-01-25-255-256-200

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson that the Township Administrator is authorized to purchase Fire Protection Clothing & Equipment in an amount not to exceed \$20,000.00 from Skylands Area Fire Equipment & Training, LLC., 23 Hamburg Turnpike, Unit A, Riverdale, NJ 07457.

CONSENT AGENDA RESOLUTION #23-46

“RESOLUTION AUTHORIZING THE TOWNSHIP OF JEFFERSON TO ACCEPT A SUBGRANT AWARD OF THE FEDERAL FISCAL YEAR 2022 AMERICAN RESCUE PLAN FF GRANT”

WHEREAS, the Township of Jefferson has been awarded American Rescue Plan FF Grant through New Jersey Department of Community Affairs application #2022-04989-1260 in the amount of \$23,600 and application #2022-04989-1476 in the amount of \$23,500; and

WHEREAS, the Township of Jefferson will use the funds to purchase turnout gear for Fire Company #1 and Fire Company #2; and

NOW, THEREFORE, BE IT RESOLVED that the Township of Jefferson does hereby except the grant amount and conditions of \$23,500 and \$23,600 and authorizes the Mayor and the Municipal Clerk execute the grant agreement.

CONSENT AGENDA RESOLUTION #23-47

“RESOLUTION OF SUPPORT FROM THE TOWNSHIP OF JEFFERSON TO SUBMIT AN APPLICATION AND ABIDE BY CONCESSIONS OF THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FY2023 LOCAL RECREATIONAL IMPROVEMENT GRANT PROGRAM “

WHEREAS, the Township of Jefferson desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$100,000.00 to carry out a project to install a new and safer playground at the Township’s municipal complex, with a provided local match of \$257,000.00 and total project cost of \$357,000.00.

NOW, THEREFORE, BE IT RESOLVED that the Township of Jefferson does hereby authorize the application for such a grant; and,

BE IT FURTHER RESOLVED that the Township of Jefferson does hereby recognize and accept that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township of Jefferson and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED that the persons whose names, titles, and signatures appear below are authorized to sign the application and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

CONSENT AGENDA RESOLUTION #23-48

“RESOLUTION AUTHORIZING THE PAYMENT OF BILLS”

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the current bills, dated December 31, 2022 and on file and available for public inspection in the Office of the Treasurer and approved by him/her for payment, be paid.

CONSENT AGENDA RESOLUTION #23-49

“RESOLUTION APPROVING 2023 CASH MANAGEMENT PLAN”

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

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, approves the Cash Management Plan for the Township of Jefferson for the period January 1, 2023 to December 31, 2023.

1. CASH MANAGEMENT AND INVESTMENT OBJECTIVES

The Township of Jefferson objectives in this area are:

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

2. DESIGNATION OF OFFICIAL DEPOSITORIES

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

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

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

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

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

3. CASH MANAGEMENT

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

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

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

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

4. PERMISSIBLE INVESTMENTS

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

B. Government money market mutual funds.

C. Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.

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

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

F. Local government investment pools.

G. New Jersey State Cash Management Fund.

H. Repurchase agreements of fully collateralized securities.

5. AUTHORITY FOR INVESTMENT MANAGEMENT

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

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

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

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

6. SAFEKEEPING

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

7. REPORTING

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

8. SAFE DEPOSIT BOX

A. The access to the Safe Deposit Box in the name of the Township of Jefferson in the vaults of Lakeland Bank, or other designated Bank, of Jefferson Township will be given to the following until otherwise notified in writing by the Township Council. The Administrator and the Township Clerk shall hold the two safe deposit keys.

Business Administrator, Debra Millikin
Township Clerk, Michele Reilly
Chief Financial Officer, William Eagen

9. AUDIT

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

CONSENT AGENDA RESOLUTION #23-50

“RESOLUTION AUTHORIZING A TRANSFER OF APPROPRIATIONS”

WHEREAS, there is a need for an appropriation transfer for 2022 Current Fund; and

WHEREAS, there are sufficient funds to meet the current needs.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris and State of New Jersey that, as authorized by N.J.S.A. 40A:4-58, the Chief Financial Officer (CFO) is hereby authorized and directed to make the following transfers:

Appropriation Transfers - 2022 Budget		
For January 4, 2023 Township Council Meeting		
Transfer Dated 12/31/2022		
	CURRENT FUND	
FROM:	ACCOUNT No.	AMOUNT:
Legal OE	01-20-155-155-200	3,300.00
		3,300.00
TO:	ACCOUNT No.	AMOUNT
Info Technology SW	01-20-140-140-100	3,300.00
		3,300.00

CONSENT AGENDA RESOLUTION #23-51

“RESOLUTION AUTHORIZING A TEMPORARY BUDGET FOR THE CALENDAR YEAR 2023”

WHEREAS, N.J.S.A. 40A:4-19, Local Budget Law, provides that temporary appropriations may be made prior to the adoption of the 2023 Budget for the purposes and amounts required in the manner therein provided; and

WHEREAS, the total appropriations in the 2022 Adopted Budget are as follows; and

Current Fund	\$ 30,760,063.96
Water Operating Fund	\$ 2,503,890.00
Sewer Operating Fund	\$ 1,271,069.38
Garbage District Fund	\$ 2,742,740.00

WHEREAS, 26.25% of the total appropriations in the 2023 Budget (Debt Service, Pension& Insurances excluded per Statute) are as follows:

Current Fund	\$ 15,029,865.30
Water Operating Fund	\$ 1,305,495.28
Sewer Operating Fund	\$ 338,891.96
Garbage District Fund	\$ 719,969.25

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

		2022	2023
ACCOUNT ID	DESCRIPTION	ADOPTED BUDGET	TEMP. BUDGET*
2-01-00-000-000-000	<u>CURRENT FUND</u>		
2-01-20-110-110-000	ADMINISTRATION		
2-01-20-110-110-100	ADMINISTRATION SALARY & WAGE	260,324.00	68,335.05
2-01-20-110-110-200	ADMINISTRATION OTHER EXPENSE	84,650.00	22,220.63
2-01-20-110-111-000	MAYOR		
2-01-20-110-111-100	MAYOR SALARY & WAGE	12,404.00	3,256.05
2-01-20-110-111-200	MAYOR OTHER EXPENSE	9,410.00	2,470.13
2-01-20-110-112-000	TWP. COUNCIL		
2-01-20-110-112-100	TWP. COUNCIL SALARY & WAGE	26,520.00	6,961.50
2-01-20-110-112-200	TWP.COUNCIL OTHER EXPENSE	8,734.00	2,292.68
2-01-20-120-000-000	TWP. CLERK		
2-01-20-120-000-100	TWP. CLERK SALARY & WAGE	162,867.00	42,752.59
2-01-20-120-000-200	TWP. CLERK OTHER EXPENSE	26,550.00	6,969.38
2-01-20-130-130-000	FINANCE		
2-01-20-130-130-100	FINANCE SALARY & WAGE	411,060.00	107,903.25
2-01-20-130-130-200	FINANCE OTHER EXPENSE	82,170.00	21,569.63
2-01-20-140-140-000	INFORMATION TECHNOLOGY		
2-01-20-140-140-100	INFORMATION TECHNOLOGY SALARY & WAGE	149,866.00	39,339.83
2-01-20-140-140-200	INFORMATION TECHONOLOGY OTHER EXPENSE	143,402.50	37,643.16
2-01-20-145-145-000	TAX COLLECTION		
2-01-20-145-145-100	TAX COLLECTION Salary & Wage	203,386.00	53,388.83
2-01-20-145-145-200	TAX COLLECTION Other Expense	18,145.00	4,763.06
2-01-20-145-146-000	LIQ.TTL & FORCE.PROP		
2-01-20-145-146-200	LIQ.TTL & FORCE PROP Other Exp	10,000.00	2,625.00
2-01-20-150-150-000	ASSESSMENTS		
2-01-20-150-150-100	ASSESSMENTS Salary & Wage	159,464.00	41,859.30
2-01-20-150-150-200	ASSESSMENTS Other Expense	28,820.00	7,565.25
2-01-20-155-155-000	LEGAL		
2-01-20-155-155-200	LEGAL Other Expense	237,660.00	62,385.75
2-01-20-165-165-000	ENGINEERING		
2-01-20-165-165-100	ENGINEERING SALARY & WAGE	276,744.00	72,645.30
2-01-20-165-165-200	ENGINEERING Other Expense	27,500.00	7,218.75
2-01-20-175-175-000	HISTORICAL SOCIETY		
2-01-20-175-175-200	HISTORICAL SOC. Other Expense	8,670.00	2,275.88
2-01-21-187-187-000	LAND USE BOARD		
2-01-21-187-187-100	LAND USE BOARD SALARY & WAGE	38,925.00	10,217.81
2-01-21-187-187-200	LAND USE BOARD OTHER EXPENSE	15,750.00	4,134.38
2-01-22-195-195-000	BUILDING DEPARTMENT		
2-01-22-195-195-100	BUILDING DEPT. Salary & Wage	366,035.00	96,084.19
2-01-22-195-195-200	BUILDING DEPT. Other Expense	6,300.00	1,653.75
2-01-22-195-197-000	PLUMBING INSP.		
2-01-22-195-197-100	PLUMBING INSP. Salary & Wage	36,621.00	9,613.01
2-01-22-195-198-000	CODE ENFORCEMENT		
2-01-22-195-198-200	CODE ENFORCEMENT OTHER EXPENSE	5,000.00	1,312.50
2-01-23-210-210-000	HEALTH INS.		
2-01-23-210-210-100	HEALTH INS. SALARY & WAGE	63,000.00	63,000.00
2-01-23-210-210-200	HEALTH INS. Other Expense	3,324,500.00	3,324,500.00
2-01-23-220-220-000	LIABILITY INSURANCE		
2-01-23-220-220-200	LIAB. INS. Other Expense	792,873.00	792,873.00
2-01-23-225-225-000	INSURANCE-DISABILITY		
2-01-23-225-225-200	INS.-DISABILITY Other Expense	43,000.00	11,287.50
2-01-23-225-226-000	UNEMPLOYMENT INSURANCE		
2-01-23-225-226-200	UNEMPLOYMENT INS-Other Expense	31,000.00	8,137.50
2-01-25-240-240-000	POLICE		

2-01-25-240-240-100	POLICE Salary & Wage	5,563,201.00	1,460,340.26
2-01-25-240-240-200	POLICE Other Expense	347,450.00	273,616.88
2-01-25-240-241-000	HOMELAND SECURITY		
2-01-25-240-241-200	HOMELAND SECURITY Other Expense	5,500.00	1,443.75
2-01-25-250-250-000	COMMUNICATIONS		
2-01-25-250-250-200	COMMUNICATIONS Other Expense	247,275.00	64,909.69
2-01-25-252-252-000	EMERGENCY MGT.		
2-01-25-252-252-100	EMERGENCY MGT. Salary & Wage	27,000.00	7,087.50
2-01-25-252-252-200	EMERGENCY MGT. Other Expense	10,200.00	2,677.50
2-01-25-255-255-000	FIRE CO. #1		
2-01-25-255-255-200	FIRE CO.#1 Other Expense	90,000.00	23,625.00
2-01-25-255-256-000	FIRE CO. #2		
2-01-25-255-256-200	FIRE CO.#2 Other Expense	90,000.00	23,625.00
2-01-25-260-260-000	FIRST AID CONTRIBUTIONS		
2-01-25-260-260-200	CONTRIBUTION-Jefferson Rescue	50,000.00	13,125.00
2-01-25-260-261-000	MILTON FIRST AID CONTRIBUTION		
2-01-25-260-261-200	CONTRIBUTION-Milton First Aid	50,000.00	13,125.00
2-01-25-265-265-000	FIRE BUREAU		
2-01-25-265-265-100	FIRE BUREAU SALARY & WAGE	132,229.00	34,710.11
2-01-25-265-265-200	FIRE BUREAU Other Expense	13,100.00	3,438.75
2-01-25-265-267-000	UNIFORM FIRE SAFETY		
2-01-25-265-267-200	UNIFORM SAFETY Other Expense	13,476.00	3,537.45
2-01-25-265-268-000	STAT.EXP.LOSAP		
2-01-25-265-268-200	STAT.EXP.LOSAP Other Expense	168,000.00	44,100.00
2-01-25-275-275-000	MUNICIPAL PROSECUTOR		
2-01-25-275-275-100	MUNICIPAL PROS. Salary & Wage	26,568.00	6,974.10
2-01-26-260-291-000	ROADS		
2-01-26-260-291-100	ROADS Salary & Wage	1,556,095.00	408,474.94
2-01-26-260-291-200	ROADS Other Expense	446,550.00	117,219.38
2-01-26-260-292-000	ROADS - SNOW REMOVAL		
2-01-26-260-292-100	SNOW REMOVAL - SNOW O/T SALARY & WAGE	190,000.00	49,875.00
2-01-26-260-292-200	SNOW REMOVAL Other Expense	400,000.00	105,000.00
2-01-26-290-290-000	PUBLIC WORKS		
2-01-26-290-290-100	PUBLIC WORKS Salary & Wage	60,346.00	15,840.83
2-01-26-290-290-200	PUBLIC WORKS Other Expense	3,000.00	787.50
2-01-26-310-310-000	BUILDINGS & GROUNDS		
2-01-26-310-310-200	BLDGS.& GROUNDS Other Expense	91,700.00	24,071.25
2-01-26-325-325-000	MUN. SERVICE/KELLY BILL		
2-01-26-325-325-200	MUN.SERV/KELLY BILL Other Exp.	10,000.00	2,625.00
2-01-27-330-330-000	HEALTH & WELFARE		
2-01-27-330-330-100	HEALTH & WELFARE Salary & Wage	347,644.00	91,256.55
2-01-27-330-330-200	HEALTH & WELFARE Other Expense	33,050.00	8,675.63
2-01-27-330-331-000	DIAL-A-RIDE		
2-01-27-330-331-100	DIAL-A-RIDE Salary & Wage	128,767.00	33,801.34
2-01-27-330-331-200	DIAL-A-RIDE Other Expense	11,100.00	2,913.75
2-01-27-335-335-000	ENVIRONMENTAL COMMISSION		
2-01-27-335-335-100	ENVIRON. COMM.Salary & Wage	100.00	26.25
2-01-27-335-335-200	ENVIRON COMM. Other Expense	400.00	105.00
2-01-27-340-340-000	ANIMAL CONTROL		
2-01-27-340-340-100	ANIMAL CNTRL Salary & Wage	127,233.00	33,398.66
2-01-27-340-340-200	ANIMAL CONTROL Other Expense	10,450.00	2,743.13
2-01-27-346-346-000	CDL TESTING O/E		
2-01-27-346-346-200	CDL TESTING OTHER EXPENSE	3,000.00	787.50
2-01-28-370-370-000	RECREATION		
2-01-28-370-370-100	RECREATION Salary & Wage	164,380.00	43,149.75
2-01-28-370-370-200	RECREATION Other Expense	111,590.00	29,292.38

2-01-28-370-371-000	DIVISION OF PARKS		
2-01-28-370-371-100	DIVISION OF PARKS SALARY & WAGE	473,140.00	124,199.25
2-01-28-370-371-200	DIVISION OF PARKS OTHER EXPENSE	66,600.00	17,482.50
2-01-28-370-372-000	SENIOR CITIZENS - LAKELAND		
2-01-28-370-372-200	LAKELAND SENIORS	7,500.00	1,968.75
2-01-28-370-375-000	SENIOR CITIZENS - MILTON		
2-01-28-370-375-200	MILTON GOLDEN AGE	7,500.00	1,968.75
2-01-29-390-390-000	PUBLIC LIBRARY		
2-01-29-390-390-200	PUBLIC LIBRARY	966,446.00	253,692.08
2-01-30-415-415-000	ACCUMULATED ABSENCE COMPENSATION		
2-01-30-415-415-100	ACCUMULATED ABSENCES SALARY & WAGE	100,000.00	26,250.00
2-01-30-420-420-000	CELEBRATION PUBLIC EVENTS		
2-01-30-420-420-200	CEL.PUB.EVENTS Other Exp.	42,000.00	11,025.00
2-01-30-422-422-000	TOWNSHIP FORESTER		
2-01-30-422-422-200	TWSP.FORESTER Other Expense	12,000.00	3,150.00
2-01-30-425-425-000	SALARY ADJ. ACCOUNT		
2-01-30-425-425-100	SALARY ADJ.ACCT Salary & Wage	50,000.00	13,125.00
2-01-30-426-426-000	RESERVE FOR TAX APPEALS		
2-01-30-426-426-200	RESERVE FOR TAX APPEALS OTHER EXPENSE	60,000.00	15,750.00
2-01-31-430-430-000	TOWNSHIP UTILITIES		
2-01-31-430-430-200	TOWNSHIP UTILITIES Other Expen	705,838.00	185,282.48
2-01-36-471-471-000	STAT.EXP/PERS		
2-01-36-471-471-200	STAT.EXP/PERS Other Expense	787,648.00	787,648.00
2-01-36-472-472-000	STAT.EXP/O.A.S.I.		
2-01-36-472-472-200	STAT.EXP/O.A.S.I.Other Expense	780,000.00	204,750.00
2-01-36-475-475-000	STAT.EXP/PFRS		
2-01-36-475-475-200	STAT.EXP/PFRS Other Expense	1,436,972.00	1,436,972.00
2-01-36-476-476-000	DCRP		
2-01-36-476-476-200	DCRP OTHER EXPENSE	20,000.00	5,250.00
2-01-41-701-000-001	RECYCLING TONNAGE	27,180.24	0.00
2-01-41-702-000-001	ALCOHOL EDUCATION & REHAB	0.00	0.00
2-01-41-703-000-000	MUNICIPAL ALLIANCE-LOCAL		
2-01-41-703-000-200	MUNICIPAL ALLIANCE - LOCAL	2,200.00	577.50
2-01-41-704-000-001	MUNICIPAL ALLIANCE GRANT	8,650.00	0.00
2-01-41-710-000-001	County of Morris Paratransit	0.00	0.00
2-01-41-725-000-003	NJ HIGHLANDS Water Use Conservation Plan	148,000.00	0.00
2-01-41-725-000-004	NJ HIGHLANDS Trout Habitat Study Plan	0.00	0.00
2-01-41-745-000-001	Drunk Driving Enforcement	8,872.91	0.00
2-01-41-754-000-001	Body Armor - State	1,916.21	0.00
2-01-41-757-000-001	DRIVE SOBER OR GET PULLED OVER	0.00	0.00
2-01-41-760-000-001	DISTRACTED DRIVING GRANT	0.00	0.00
2-01-41-770-000-001	Clean Communities	0.00	0.00
2-01-41-790-000-001	AMERICAN RESCUE PLAN	702,100.00	0.00
2-01-41-791-000-001	Teen Mental Health Grant	500.00	0.00
2-01-42-196-196-000	BLDG - MT. ARLINGTON - INTERLOCAL	0.00	0.00
2-01-42-196-196-100	BLDG INTERLOCAL MT.ARLINGTON S&W	82,600.00	21,682.50
2-01-42-240-240-000	POLICE - Shared Service Shooting Range	0.00	0.00
2-01-42-240-240-200	POLICE - Shared Service Shooting Range	2,250.00	590.63
2-01-42-330-330-000	HEALTH SHARE SERVICE		
2-01-42-330-330-200	HEALTH OTHER EXPENSE	64,500.00	16,931.25
2-01-43-490-490-000	MUNICIPAL COURT		
2-01-43-490-490-100	MUNICIPAL COURT Salary & Wage	298,916.00	78,465.45
2-01-43-490-490-200	MUNICIPAL COURT Other Expense	7,850.00	2,060.63
2-01-43-491-491-200	PUBLI DEFENDER Other Expense	14,000.00	3,675.00
2-01-44-901-901-000	CAPITOL IMP. FUND		
2-01-44-901-901-200	CAPITOL IMP.FUND OTHER EXPENSE	1,146,130.10	300,859.15

2-01-45-920-920-000	DEBT SERV/BOND PRINC		
2-01-45-920-920-200	DEBT SERV/BOND PRINC Other Exp	1,825,000.00	1,825,000.00
2-01-45-925-925-000	DEBT SERV/NOTE PYMT		
2-01-45-925-925-200	DEBT SERV/NOTE PYMT OTHER EXP	995,000.00	995,000.00
2-01-45-930-930-000	DEBT SERV/BOND INT		
2-01-45-930-930-200	DEBT SERVICE/BOND INT.Other Ex	141,000.00	141,000.00
2-01-45-935-935-000	DEBT SERV/NOTE INT		
2-01-45-935-935-200	DEBT SERV/NOTE INT. OTHER EXP	137,000.00	137,000.00
2-01-46-888-888-000	DEFICIT IN ASSESSMENT BUDGET		
2-01-50-899-000-001	Reserve for Uncollected Taxes	<u>2,030,000.00</u>	<u>532,875.00</u>
		30,760,063.96	15,029,865.30
2-05-00-000-000-000	<u>WATER OPERATING</u>		
2-05-55-500-000-500	WATER OP S&W	528,847.00	138,822.34
2-05-55-500-000-550	WATER OP - O/E	895,769.06	235,139.38
2-05-55-501-000-550	WATER-CAPITAL		
2-05-55-511-000-001	Capital Improvement Fund	40,000.00	10,500.00
2-05-55-520-000-000	WATER: DEBT SERVICE		
2-05-55-520-000-001	Payment of Bond Principal	735,000.00	735,000.00
2-05-55-522-000-001	Interest On Bonds	138,232.00	138,232.00
2-05-55-523-000-001	Interest On Notes	1,450.00	1,450.00
2-05-55-524-000-001	NJEIT LOAN	4,266.00	4,266.00
2-05-55-530-000-000	DEFERRED CHARGES/STAT. EXPEND.	0.00	0.00
2-05-55-532-000-001	Deficit In Operations-PriorYrs	45,978.94	12,069.47
2-05-55-533-000-001	DEFERRED CHARGES - CAPITAL ORDINANCES	5,000.00	1,312.50
2-05-55-540-000-001	P.E.R.S. Contribution	60,347.00	15,841.09
2-05-55-541-000-001	Social Security System (OASI)	45,000.00	11,812.50
2-05-55-542-000-001	Unemployment Compensation Ins.	<u>4,000.00</u>	<u>1,050.00</u>
		2,503,890.00	1,305,495.28
2-07-00-000-000-000	<u>SEWER OPERATING</u>		
2-07-55-500-000-500	SEWER OP S&W	342,327.00	89,860.84
2-07-55-500-000-550	SEWER OPERATING O/E	636,637.00	167,117.21
2-07-55-505-000-001	Debt Service-Interest on Notes	7,100.00	7,100.00
2-07-55-508-000-001	Statutory Exp.-P.E.R.S	22,169.00	5,819.36
2-07-55-509-000-001	Statutory Exp.-O.A.S.I Soc.Sec	26,000.00	6,825.00
2-07-55-510-000-001	DEBT SERVICE - NJEIT (SCHOOL)	83,336.38	21,875.80
2-07-55-511-000-001	Capital Improvement Fund	150,000.00	39,375.00
2-07-55-542-000-001	SEWER OP UNEMPLOYMENT INS	<u>3,500.00</u>	<u>918.75</u>
		1,271,069.38	338,891.96
2-16-00-000-000-000	<u>GARBAGE DISTRICT</u>		
2-16-56-850-800-201	Tipping Fees	1,500.00	393.75
2-16-56-850-800-202	Contractual Services	2,637,000.00	692,212.50
2-16-56-850-800-203	Salary	75,000.00	19,687.50
2-16-56-850-800-204	Other Expenses	22,000.00	5,775.00
2-16-56-850-800-205	STATUTORY EXPENDITURES- OASI	6,640.00	1,743.00
2-16-56-850-800-206	GARBAGE - UNEMPLOYMENT	<u>600.00</u>	<u>157.50</u>
		2,742,740.00	719,969.25

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