

This Organization meeting of the Mayor and Council was held on Wednesday, January 1, 2020 was held in the Council Chambers, 167 Main Street, Sayreville, NJ.

Meeting was called to order by Mayor Kilpatrick at 1:00 P.M.

Invocation given by Rev. Robert Pinnisi, Pastor of OLV Church, followed by a Salute to the Flag.

#### **CERTIFICATION FROM COUNTY CLERK**

Municipal Clerk Morelos reported having received the Statement from the Middlesex County Clerk certifying the election of Mayor Victoria Kilpatrick for a four year term and Councilwomen Michele Maher and Donna Roberts both for three year terms.

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

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts,  
all Ayes. Carried.

#### **SWEARING IN**

Mayor Kilpatrick called up former clerk Theresa Farbaniec to administer the Oath of Office to Jessica Morelos.

Senator Joe Vitale administered the Oath of Office to Mayor Victoria Kilpatrick.

Assemblywoman Yvonne Lopez of the 19<sup>th</sup> District administered the Oaths of Office to the following:

- Councilman Michele Maher, for a three year term
- Councilman Donna Roberts, for a three year term

Mayor recognized the following people in the audience:

Senator Joseph Vitale

Congressman Frank Pallone

Assemblywoman Yvonne Lopez

Freeholder Director Ron Rios

Freeholder Clarey

Freeholder Charlie Tomaro

Sheriff Millie Scott

Chairman Kevin McCabe

East Brunswick Mayor Dr. Cohen

County Clerk Elaine Flynn

South Amboy Councilwoman Zusette Dato

Chairman Bob Dato

Former Assemblyman Mike Baker

Former Councilpersons Stanley Drwal, Arthur Rittenhouse, Ken Olchaskey, and Dave McGill

Freeholder Shanti Narra

#### **STATEMENT OF NOTICE OF PUBLICATION**

Clerk Morelos announced that this Re-Organization Meeting of the Mayor and Council, being held on Wednesday, January 1, 2020 has been advertised and posted in accordance with Open Public Meetings Act Chapter 231, P.L. 1975 by advertising in the Home News Tribune, notifying the Star Ledger and the Sentinel Publishing Co., posting on the bulletin board, and filing with the Municipal Clerk.

Mayor called for the first official Roll Call of 2020.

Clerk Morelos took the roll.

Roll Call: Councilpersons Dalina, Enriquez, Maher, Novak, Roberts.

Absent: NONE

Others Present: Mayor Victoria Kilpatrick, Business Administrator Daniel Frankel, C.F.O./Treasurer Denise Biancamano, Borough Attorney Michael DuPont, Borough Engineer Jay Cornell, P.E., Municipal Clerk Jessica Morelos.

Mayor Kilpatrick presents Past Fire Chief Badge to:

- Past Chief: Kevin Krushinski

Clerk Administers Oaths of Office to the following Fire Chiefs:

- Fire Chief: Jonathan D. Magaw
- 1<sup>st</sup> Ass't. Chief: Anthony Mercado
- 2<sup>nd</sup> Ass't Chief: Nicholas Hubert

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

- President: Dexter Thomas (Not present)
- Captain: William Fetzke
- Ass't. Captain: Kevin Ott
- 1<sup>st</sup>. Lt.: Anthony Olsen

Mayor Kilpatrick stated that there will be a celebration party at Club Pure on Route 35 and all are invited to attend.

Mayor also recognized Freeholder Kenny Armwood.

Mayor Kilpatrick stated that it's an exciting day when you walk into Council Chambers and see it packed to capacity even on days when we know it's not for celebration.

- **REMARKS OF THE MAYOR AND COUNCIL**

**COUNCIL PRESIDENT MARY J. NOVAK**

Congratulated Vicky, Donna and Michele. She's looking forward to a productive year and wished everyone Happy New Year.

**COUNCILMAN KEVIN DALINA**

He looks forward to serving with Mayor Kilpatrick. He stated we had only one female Mayor which was back in 1968. He stated that during the last year he has worked with Vicky and knows that she is dedicated, compassionate and will move Sayreville forward. He looks forward to working with Michele and Donna to accomplish great things for this town. He wished everyone a Happy New Year.

**COUNCILMAN DAMON ENRIQUEZ**

Councilman Enriquez stated he's happy that Vicky is Mayor and that she helped him out immensely. He stated along with the other members of council that they can do great things and keep up the great work.

**COUNCILWOMAN MICHELE MAHER**

She thanked everyone. She stated that it has been a long road since March and we are finally here. She stated she can't believe she's sitting here right now. She congratulated Councilwoman Roberts on her campaign. She's excited for change.

**COUNCILWOMAN DONNA ROBERTS**

She thanked the people that encouraged her to get to this point. She hopes that she serves all the people of Sayreville well. Her goal is to represent Sayreville in the best light she can. She thanked everyone for the opportunity and looks forward to working with everyone.

**MAYOR VICTORIA KILPATRICK**

Mayor thanked her husband for the five years of being on this roller coaster with her and being by her side thru it all. She thanked her daughters and stated she does this for them. She thanked her parents and stated all the principles she has is because of





**PLANNING BOARD**

4 Yr	Class I Member	Michael D’Addio
1 Yr.	Class II Member	David Sivilli
1 Yr.	Class III Member	Co. Kevin Dalina
4 Yr.	Class IV Member	Robert Davis
4 Yr.	Class IV Member	Alexis Pawlowski
2 Yr.	Alt. I	Hina Patel
2 Yr.	Alt. II	Edna Ochenge

**BOARD OF HEALTH**

3 Yr.	Member	Barbara Egan
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Mayor asked if there are if there was a motion.  
Council President Novak moved the appointments. Seconded by Councilman Dalina.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

**ENVIRONMENTAL COMMISSION**

3 Yr.	Member	Michael Yetsko
3 Yr.	Member	David Sivilli
3 Yr.	Member	Shirley Read
1 Yr.	Council Liaison	Michele Maher

Mayor asked if there are if there was a motion.  
Council President Novak moved the appointments. Seconded by Councilman Dalina.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

**HUMAN RELATIONS COMMISSION**

3 Yr.	Member	Gaynell O’Leary
3 Yr.	Member	Keith Kandel
3 Yr.	Member	Juan Rodriguez

Mayor asked if there are if there was a motion.  
Council President Novak moved the appointments. Seconded by Councilman Enriquez.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

**CULTURAL ARTS COUNCIL**

1 Yr.	Member	Edna Pilch
1 Yr.	Member	Dorothy Magee
1 Yr.	Member	Karen Astrom

Mayor asked if there are if there was a motion.  
Council President Novak moved the appointments. Seconded by Councilman Dalina.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

**SHADE TREE COMMISSION**

5 Yr.	Member	Stella Misiewicz
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Mayor asked if there are if there was a motion.  
Council President Novak moved the appointment. Seconded by Councilman Dalina.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

**RECREATION ADVISORY BOARD**

3 Yr. Member Joyce Major

Mayor asked if there are if there was a motion.

Council President Novak moved the appointment. Seconded by Councilman Dalina.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

**OPEN SPACE COMMITTEE**

3 Yr. Boro Citizen Donald Newton

Mayor asked if there are if there was a motion.

Council President Novak moved the appointment. Seconded by Councilman Dalina.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

**RENT LEVELING BOARD**

3 Yr. Member Valentine Tarr

3 Yr. Member Rosemary Zera

Mayor asked if there are if there was a motion.

Council President Novak moved the appointments. Seconded by Councilman Dalina.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

**HOUSING AUTHORITY OF THE BOS**

5 Yr. Member Ronald Green

Mayor asked if there are if there was a motion.

Council President Novak moved the appointment. Seconded by Councilman Enriquez.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

Mayor stated that the State Appointee has expired.

**JOINT INSURANCE FUND**

1 Yr. – Employee Dan Frankel

- Alternate Denise Biancanamo

Mayor asked if there are if there was a motion.

Council President Novak moved the appointments. Seconded by Councilman Dalina.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

**COMMUNITY DEVELOPMENT BLOCK GRANT ADMINISTRATOR**

1 Yr. Gwendolyn Knight

Denise Biancanamo – Alternate

Mayor asked if there are if there was a motion.

Councilman Dalina moved the appointments. Seconded by Councilman Enriquez.

Roll Call: Councilpersons Dalina, Enriquez, Maher, Novak – Nay on Gwendolyn Knight, Roberts.

**LIAISON - BOY & GIRL SCOUTS**

1 Yr. Boy Felix Wisniewski

Mayor asked if there are if there was a motion.

Councilman Dalina moved the appointment. Seconded by Councilman Enriquez.

Roll Call: Councilpersons Dalina, Enriquez, Maher, Novak, Roberts. All ayes.

**LIAISON-VETERANS ALLIANCE**

1 Yr. Term Kenneth P. Kelly  
1 Yr. Term Richard Kosmoski  
1 Yr. Term Joe Castellano  
1 Yr. Term Bill Maher  
1 Yr. Term Joe Myers  
1 Yr. Term Damon Enriquez

Mayor asked if there are if there was a motion.

Council President Novak moved the appointments. Seconded by Councilman Dalina.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

**LIAISON TO BOARD OF ED**

1 Yr. Hitesh Shah

Mayor asked if there are if there was a motion.

Councilman Dalina moved the appointment. Seconded by Councilman Enriquez.

Roll Call: Councilpersons Dalina, Enriquez, Maher, Novak, Roberts. All ayes.

**EQUAL OPPORTUNITY HOUSING OFFICER**

1 Yr. Daniel Frankel

Mayor asked if there are if there was a motion.

Council President Novak moved the appointments. Seconded by Councilman Dalina.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

**MAYORS DESIGNEE - MIDDLESEX COUNTY SOLID WASTE ADVISORY CO.**

1 Yr. Bernard Bailey

Mayor asked if there are if there was a motion.

Council President Novak moved the appointments. Seconded by Councilman Dalina.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

**LOWER RARITAN WATERSHED AREA STEERING COMMITTEE**

3 Yr. David Leitner

**WATERSHED MANAGEMENT AREA 9 REPRESENTATIVE**

3 Yr. David Leitner

Mayor asked if there are if there was a motion.

Council President Novak moved the appointments. Seconded by Councilman Enriquez.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

**SERA – ELECTED OFFICIALS**

Co. Mary J. Novak

Mayor asked if there are if there was a motion.  
Councilman Dalina moved the appointment. Seconded by Councilman Enriquez.

Roll Call: Councilpersons Dalina, Enriquez, Maher, Novak, Roberts. All ayes.

**MUNICIPAL HOUSING LIAISON** - Daniel Frankel

Mayor asked if there are if there was a motion.  
Council President Novak moved the appointments. Seconded by Councilman Dalina.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

Mayor acknowledged Assemblyman Craig Coughlin.

Assemblyman Coughlin stated this a special and historic day in Sayreville and was privileged to be here. He stated he looks forward to extraordinary good things from Mayor Kilpatrick. Congratulated Councilwomen Maher and Roberts on their victories.

Mayor then acknowledged the chairman from East Brunswick Sean Taylor.

**EMERGENCY MNGT COORD**

3 Yr. Chief John Zebrowski (term 4/19/19-3/31/21)

**DEPUTY EMERGENCY MNGT COORD**

3 Yr. Daniel Plumacker (term 4/19/19-3/31/21)

3 Yr. Chris Bardsley (term 4/19/19-3/31/21)

Mayor asked if there are if there was a motion.  
Council President Novak moved the appointments. Seconded by Councilman Enriquez.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

**EMERGENCY MNGT COUNCIL 2020**

1 Yr.	Alert Warning/Communications	Anthony Magglio
1 Yr.	Auxiliary Police	Christopher Bardsley
1 Yr.	Damage Assessment	Joseph J. Kupsch, Jr.
1 Yr.	Emg. Operations Cntr.	Kathy Moskal
1 Yr.	Emergency Medical Services Coord.	Dexter Thomas & Don Riley
1 Yr.	Evacuation	Brian Braile
1 Yr.	Shelter/Reception	Jennifer Krushinski
1 Yr.	Social Services	Jennifer Krushinski
1 Yr.	Fire	Michael Fulham
1 Yr.	Environmental	Michael Pascone & Donald Newton
1 Yr.	Hazmat	Michael Fulham
1 Yr.	Law Enforcement	Daniel Plumacker
1 Yr.	Radiological Protection	David Wilkins
1 Yr.	Refugee Evacuation	Brian Braile
1 Yr.	Terrorism	Jack Fitzsimmons
1 Yr.	Public Information	Rebekah Morales
1 Yr.	Public Health	Middlesex Cty. Dept. of Health and Senior Services
1 Yr.	Public Works	Bernard Bailey & Fred Wistuba
1 Yr.	Resource Management	Dan Frankel
1 Yr.	Water and Sewer Management	Dave Leitner
1 Yr.	Bd. Of Ed. Annex Manager	Edward Aguiles
1 Yr.	Animal Disaster Response-Annex Mgr.	Walter and Wendy Wojtaszek
3 Yr	Chairman	John Zebrowski
	Secretary	Kathy Moskal

Mayor asked if there are if there was a motion.  
 Council President Novak moved the appointments. Seconded by Councilman Enriquez.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

**OEM Annex Managers**

Alert Warning/Communications	Anthony Magliocco
Sayreville Police Department	Daniel Plumacker
Sayreville Fire Department	Michael Fuham
EMS Coordinator	Dexter Thomas & Don Riley
Environmental	Michael Pascone & Donald Newton
Evacuation	Brian Braile
Sayreville Bd. Of Ed.	Edward Aguiles
Public Works	Bernard Bailey & Fred Wistuba
Sayreville Auxilary Police	Christopher Bardsely
Shelter	Jennifer Krushinski
DuPont	DuPont
Ashland Chemical	Ashland Chemical
Alzo, Inc.	Alzo Pharmetics
AES Red Oak	AES Red Oak
J.C.P. & L.	J.C.P. & L.
Gerdau Ameristeel	Gerdau Ameristeel
P.S.E.&G.	P.S.E.&G.
Reliant Energy	Reliant Energy
CME Associates	CME Associates
MCUA	MCUA

Mayor asked if there are if there was a motion.  
 Council President Novak moved the appointments. Seconded by Councilman Dalina.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts. All ayes.

Mayor acknowledged Karen Rubio from the Board of Education.

**CONSENT AGENDA RESOLUTIONS**

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

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

No one appeared.

Council President Novak moved the Public Portion be closed and the Consent Agenda Resolutions be approved on Roll Call Vote. Motion seconded by Councilman Dalina.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts, all Ayes.

**RESOLUTION #2020-01**

**BE IT AND IT IS HEREBY RESOLVED** that the present Rules of Order of the Council of the Borough of Sayreville, Middlesex County, New Jersey, together with all amendments to date, shall be used as the **Rules of Order** and govern the proceedings of this Council during the year 2020 and until the further action of this body.

/s/ Donna Roberts  
 Councilwoman  
 (Admin. & Finance Committee)

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

/s/ Michael R. DuPont  
Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/ Jessica Morelos, RMC  
Municipal Clerk

/s/ Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-02**

**BE IT AND IT HEREBY RESOLVED** that all Regular and Agenda Session meetings of the Mayor and Borough Council of the Borough of Sayreville for the year 2020 shall be held on the second and fourth Mondays of each and every month and shall be called to order on or about 7:00 P.M. prevailing time, unless otherwise noticed or advertised.

**BE IT FURTHER RESOLVED** that the Standing Committees of the Mayor and Council of the Borough of Sayreville for the year 2020 shall be held on the Mondays preceding the second and fourth Mondays of each and every month, unless otherwise advertised according to law.

/s/ Donna Roberts  
Councilwoman  
(Admin. & Finance Committee)

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

/s/ Michael R. DuPont  
Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/ Jessica Morelos, RMC  
Municipal Clerk

/s/ Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-03**

**RESOLUTION ESTABLISHING A CASH MANAGEMENT  
PLAN AND NAMING OFFICIAL DEPOSITORIES  
FOR THE BOROUGH OF SAYREVILLE,  
COUNTY OF MIDDLESEX FOR THE YEAR 2020**

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

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

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of the Borough of Sayreville adopts the attached Cash Management Plan including the designated depositories for the year 2020.

/s/ Donna Roberts  
Councilwoman  
(Admin. & Finance Committee)

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

/s/ Michael R. DuPont  
Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/ Jessica Morelos, RMC  
Municipal Clerk

/s/ Victoria Kilpatrick  
Mayor

**BOROUGH OF SAYREVILLE  
2020  
CASH MANAGEMENT PLAN**

**I. Purpose**

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

**II. Authority**

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

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

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

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

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

**III. Statement of Policy**

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

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

#### **IV. Cash Management Procedures**

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

##### **A. Department Procedures**

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

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

##### **B. Financial Procedures**

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

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

##### **1. Daily Cash Balance Report**

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

##### **2. Analyzing Cash Flow**

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

##### **3. Investment of Borough Funds**

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

- X Bonds or other obligations of the United States guaranteed by the United States government.

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

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

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

**V. Assuring Compliance**

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

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

**VI. Approved Depositories and Brokerage Firms**

The following financial institutions are approved depositories of borough funds:

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

**VI. Term of Plan**

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

**RESOLUTION #2020-04**

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

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

/s/ Donna Roberts  
Councilwoman  
(Admin. & Finance Committee)

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

/s/ Michael R. DuPont  
Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/ Jessica Morelos, RMC  
Municipal Clerk

/s/ Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-05**

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

/s/ Donna Roberts  
Councilwoman  
(Admin. & Finance Committee)

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

/s/ Michael R. DuPont  
Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/ Jessica Morelos, RMC  
Municipal Clerk

/s/ Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-06**

**TEMPORARY APPROPRIATIONS FOR OPERATIONS  
AND DEBT SERVICE FOR THE YEAR 2020**

**WHEREAS**, Section R.S. 40A: 4-19 of the Local Budget Act provides that (where any contracts, commitments or payments are to be made prior to the final adoption of the 2020 Budget) Temporary Appropriations should be made for the purpose and amounts required in the manner and time herein provided; and

**WHEREAS**, the date of this resolution is within the first thirty days of January, 2020; and

**WHEREAS**, one quarter of the total appropriations in the 2019 Budget, exclusive of any appropriations made for Debt Service and Capital Improvement Fund in said 2019 budget is the sum of \$13,857,283.00 for the Current Fund and \$2,081,028.00 for the Water Utility Fund;

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

**GENERAL APPROPRIATIONS – CURRENT FUND**

**MUNICIPAL CLERK**

Salaries and Wages	\$85,500.00
Other Expenses:	
Central Mailing & Postage	16,000.00
Miscellaneous Other Expenses	10,500.00
Codification of Ordinances	2,500.00

**ADMINISTRATION**

Salaries and Wages	64,000.00
Other Expenses	2,600.00

**MAYOR AND COUNCIL**

Salaries and Wages	10,200.00
Other Expenses	1,800.00

***HUMAN RESOURCES***

Salaries and Wages	0.00
Other Expenses	20,000.00

**COMPUTER DATA PROCESSING**

Salaries and Wages	37,000.00
Other Expenses	39,000.00

**FINANCIAL ADMINISTRATION**

Salaries and Wages	145,500.00
Other Expenses:	8,500.00

**ASSESSMENT OF TAXES**

Salaries and Wages	55,000.00
Other Expenses:	
Cost of Appraisals	15,000.00
Miscellaneous Other Expenses	4,000.00

**COLLECTION OF TAXES**

Salaries and Wages	63,000.00
Other Expenses	3,400.00

**LEGAL SERVICES**

Other Expenses	125,000.00
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**MUNICIPAL COURT**

Salaries and Wages:	
Magistrate	30,700.00
Clerks	123,000.00
Other Expenses	21,000.00

**ENGINEERING SERVICES AND COSTS**

Salaries and Wages	3,000.00
Other Expenses	26,000.00

**PUBLIC BUILDINGS AND GROUNDS**

Salaries and Wages	187,000.00
Other Expenses	80,000.00

**PLANNING BOARD**

Salaries and Wages	7,800.00
Other Expenses	10,500.00

**BOARD OF ADJUSTMENT**

Salaries and Wages	2,300.00
Other Expenses	5,900.00

**MASTER PLANNING PROGRAM – COMPLETION AND CONTINUANCE**

Other Expenses	1,500.00
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**ENVIRONMENTAL COMMISSION (R.S. 40:56A-1, et seq.)**

Other Expenses	500.00
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**RECYCLING COMMISSION**

Other Expenses	150.00
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**RENT LEVELING BOARD**

Salaries and Wages	650.00
Other Expenses	150.00

**HUMAN RELATIONS COMMISSION**

Other Expenses	900.00
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<b>SHADE TREE COMMISSION</b>	
Other Expenses	1,500.00
<b>CABLE TV ADVISORY BOARD</b>	
Other Expenses	0.00
<b>AMERICANS WITH DISABILITIES COMMISSION</b>	
Other Expenses	0.00
<b>GROUP INSURANCE PLANS FOR EMPLOYEES</b>	2,112,000.00
<b>OTHER INSURANCE PREMIUMS</b>	397,700.00
<b>FIRE</b>	
Other Expenses	84,000.00
<b>AID TO VOLUNTEER FIRE COMPANIES</b>	0.00
<b>UNIFORM FIRE SAFETY CODE</b>	
Salaries and Wages	58,800.00
Other Expenses	2,500.00
<b>PROSECUTOR</b>	
Salaries and Wages	13,000.00
Other Expenses	1,300.00
<b>POLICE</b>	
Salaries and Wages	3,244,000.00
Other Expenses	89,600.00
Auto Purchases	0.00
<b>POLICE DISPATCH/911</b>	
Salaries and Wages	232,300.00
Other Expenses	4,200.00
<b>SCHOOL TRAFFIC GUARDS</b>	
Salaries and Wages	60,900.00
Other Expenses	1,300.00
<b>TRAFFIC CONTROL COSTS</b>	
Other Expenses	6,500.00
<b>CONTRIBUTION TO FIRST AID ORGANIZATIONS</b>	26,000.00
<b>STATE UNIFORM CONSTRUCTION CODE</b>	
<b>CONSTRUCTION OFFICIAL</b>	
(Chief Administrator of Enforcement Agency)	
Salaries and Wages	197,000.00
Other Expenses	4,700.00

<b>ZONING AND CODE ENFORCEMENT</b>	
Salaries and Wages	37,800.00
Other Expenses	1,200.00
<b>EMERGENCY MANAGEMENT SERVICE</b>	
Salaries and Wages	3,800.00
Other Expenses	4,600.00
<b>JUVENILE CONFERENCE COMMITTEE</b>	
Other Expenses	0.00
<b>ROAD REPAIRS &amp; MAINTENANCE</b>	
Salaries and Wages	181,400.00
Other Expenses	30,000.00
<b>SNOW REMOVAL</b>	
Salaries and Wages	42,000.00
Other Expenses	60,000.00
<b>STORM WATER REGULATIONS (N.J.S.A. 40A-45.3)</b>	12,500.00
<b>STREET LIGHTING</b>	131,800.00
<b>GASOLINE</b>	
Other Expenses	112,900.00
<b>GARBAGE AND TRASH REMOVAL</b>	
Salaries and Wages	321,800.00
Disposal Area Contract	289,000.00
Other Expenses	11,600.00
<b>RECYCLING PROGRAM</b>	
Salaries and Wages	8,900.00
Other Expenses	95,500.00
<b>SEWAGE TREATMENT &amp; DISPOSAL</b>	
Salaries and Wages	161,200.00
Other Expenses	64,000.00
<b>MIDDLESEX COUNTY UTILITIES AUTHORITY</b>	
Sewer Contract	1,048,700.00
<b>VEHICLES &amp; EQUIPMENT MAINTENANCE</b>	
Salaries and Wages	140,700.00
Other Expenses	91,000.00
<b>BOARD OF HEALTH</b>	
Salaries and Wages	16,800.00
Other Expenses	48,000.00
<b>ANIMAL CONTROL</b>	
Other Expenses	0.00
<b>CULTURAL ARTS COUNCIL</b>	
Other Expenses	1,575.00

**PARKS & PLAYGROUNDS – RECREATION**

Salaries and Wages	84,200.00
Other Expenses	32,900.00

**PARKS & PLAYGROUNDS – DEVELOPMENT  
& MAINTENANCE**

Salaries and Wages	155,600.00
Other Expenses	67,000.00

**CONSERVATION CORP**

Salaries and Wages	0.00
Other Expenses	0.00

**COMMUTER PARKING LOT**

Salaries and Wages	2,000.00
Other Expenses	1,000.00

**OFFICE ON AGING**

Salaries and Wages	69,600.00
Other Expenses	70,600.00

**MEMORIAL DAY CELEBRATION**

Other Expenses	3,700.00
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**INDEPENDENCE DAY CELEBRATION**

Other Expenses	5,200.00
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**CELEBRATION OF SPECIAL EVENT**

Other Expenses	2,100.00
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**TELEPHONE**

Other Expenses	43,900.00
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**ELECTRICITY**

Other Expenses	98,500.00
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**NATURAL GAS**

Other Expenses	31,500.00
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**COMMISSION ON AGING**

Other Expenses	1,000.00
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**YOUTH GUIDANCE COUNCIL**

Other Expenses	250.00
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**MAINTENANCE FREE PUBLIC LIBRARY**

Salaries and Wages	245,000.00
Other Expenses	200,000.00

**SENIOR CITIZENS' ACTIVITIES**

Other Expenses	3,900.00
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**FUEL OIL**

Other Expenses	0.00
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**CAPITAL LEASING PROGRAM** 0.00

**CONTRIBUTION TO:**

P.E.R.S.	0.00
Social Security System	235,000.00
Length of Service Awards Program	0.00
Police & Firemen's Retirement System	0.00
DCRP Contribution	2,600.00
	<u>\$12,019,175.00</u>

**CAPITAL IMPROVEMENT FUND** \$100,000.00

**CAPITAL LOAN PROGRAM** 0.00

**DEBT SERVICE:**

Interest on Bonds	\$396,000.00
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**GENERAL APPROPRIATIONS – CURRENT FUND SUMMARY**

Current Operations	\$ 12,019,175.00
Capital Improvements	100,000.00
Capital Loan Program	0.00
Debt Service	<u>396,000.00</u>
TOTAL	<u>\$12,515,175.00</u>

**APPROPRIATIONS FOR WATER UTILITY**

**WATER OPERATING**

Salaries and Wages	\$ 582,000.00
Other Expenses	1,358,000.00

**STATUTORY EXPENDITURES**

Contributions to:

P.E.R.S.	0.00
Social Security System (O.A.S.I.)	<u>45,000.00</u>
Total Operations	<u>\$1,985,000.00</u>

**CAPITAL IMPROVEMENTS**

Capital Outlay	<u>57,000.00</u>
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**DEBT SERVICE**

Interest on Bonds	116,000.00
Water Loan	<u>278,000.00</u>
	<u>394,000.00</u>
Total	<u>\$2,436,000.00</u>

/s/ Donna Roberts  
Councilwoman  
(Admin. & Finance Committee)

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

/s/ Michael R. DuPont  
Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/ Jessica Morelos, RMC  
Municipal Clerk

/s/ Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-07**

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

**WHEREAS**, the Borough wishes to confirm for the year 2020, the operable procedure for the settlement of claims against the Borough;

**NOW, THEREFORE, BE IT RESOLVED** as follows:

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

/s/ Donna Roberts  
Councilwoman  
(Admin. & Finance Committee)

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

/s/ Michael R. DuPont  
Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/ Jessica Morelos, RMC  
Municipal Clerk

/s/ Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-08**

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

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

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

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

**WHEREAS**, it is extremely important for individuals who may be married by the Council President of the Borough of Sayreville to be assured that such a marriage has

been legally solemnized pursuant to the laws of the State of New Jersey when the Mayor is absent from the Borough of Sayreville for three days or more or is otherwise unable to perform the duties of the office in accordance with N.J.S. 40A: 60-3, in such instances as the Council President performs such ceremony;

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

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

/s/ Donna Roberts  
Councilwoman  
(Admin. & Finance Committee)

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

/s/ Michael R. DuPont  
Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/ Jessica Morelos, RMC  
Municipal Clerk

/s/ Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-09**

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

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

/s/ Donna Roberts  
Councilwoman  
(Admin. & Finance Committee)

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

/s/ Michael R. DuPont  
Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/ Jessica Morelos, RMC  
Municipal Clerk

/s/ Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-10**

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

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

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

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

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

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

1. That the Borough of Sayreville Special Tax Counsel is hereby authorized during the year 2020 to file a Petition of Appeal, or a Complaint, or Answer and Counterclaim with the Tax Court of the State of New Jersey to seek the correct assessment and proper value of the affecting the real property in question and that a copy of such pleading under this Resolution be filed with the Borough Clerk.

2. That the Borough of Sayreville Special Tax Counsel is hereby authorized to execute stipulations of settlement on any tax appeal, Complaint and or Counterclaim filed by the taxing district or by a taxpayer in the tax year 2020;

3. That the Borough of Sayreville shall forward certified copies of this Resolution to the following:

- A. Tax Assessor
- B. Borough of Sayreville Special Tax Counsel
- C. Middlesex County Board of Taxation or New Jersey Tax Court with any such Petition of Appeal, Complaint or Answer and Counterclaim.

/s/ Donna Roberts  
Councilwoman  
(Admin. & Finance Committee)

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

/s/ Michael R. DuPont  
Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/ Jessica Morelos, RMC  
Municipal Clerk

/s/ Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-11**  
**CANCELING SMALL BALANCES**

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

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

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

**NOW, THEREFORE BE IT RESOLVED**, by the Municipal Council of the Borough of Sayreville, that the Municipal Tax Collector is hereby authorized to process the cancelation of tax refunds or delinquency of less than Ten (\$10.00) dollars during the calendar year of **2019** in accordance with N.J.S.A. 40A:5-17.1.

/s/ Donna Roberts  
Councilwoman  
(Admin. & Finance Committee)

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

/s/ Michael R. DuPont  
Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/ Jessica Morelos, RMC  
Municipal Clerk

/s/ Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-12**

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

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

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

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

**NOW, THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Sayreville, that in accordance with N.J.S.A. 54:4-66 et seq, the rate of interest to be charged on delinquent taxes and all other municipal liens or charges for the first, second, third and fourth quarterly installments of year **2020** shall be eight percent (8%) per annum on the first \$1,500.00 of delinquency and eighteen percent (18%) per annum on any amount in excess of \$1,500.00 to be calculated from the date the tax was payable until the date of actual payment to the collector is received provided that no interest shall be charged if payment of any installment is made on or before the tenth calendar day following the date upon which same became payable; and

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

/s/ Donna Roberts  
Councilwoman  
(Admin. & Finance Committee)

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

/s/ Michael R. DuPont  
Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/ Jessica Morelos, RMC  
Municipal Clerk

/s/ Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-13 (Borough Attorney)**  
**A RESOLUTION OF THE BOROUGH OF SAYREVILLE**  
**IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY,**  
**APPOINTING MICHAEL DuPONT OF THE FIRM McKENNA, DuPONT, HIGGINS**  
**& STONE AS MUNICIPAL ATTORNEY – GENERAL MATTERS**

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

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

**WHEREAS**, funds are available for this purpose; and

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

**WHEREAS**, said RFP's were received in the Office of the Municipal Clerk on November 27, 2019 at 12 Noon; and

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

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

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

1. That **Michael DuPont** of the firm **McKenna, DuPont, Higgins and Stone** is hereby appointed as **Borough Attorney – General Matters** for the term of one year, commencing on January 1, 2020 and terminating on December 31, 2020.
2. That the services to be rendered by the said **Borough Attorney** shall be in compliance with the Laws of New Jersey.
3. This appointment is made without competitive bidding as a "professional service" under the provisions of the Local Public Contracts Law because the services to be performed are to be performed by a recognized profession licensed and regulated by law.

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

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

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

**BE IT FURTHER RESOLVED** that the Borough Clerk be and she is hereby authorized to forward a true copy of this resolution to **McKenna, DuPont, Higgins & Stone**.

/s/Donna Roberts, Councilwoman  
(Admin. & Finance Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-14**  
**(Borough Engineer)**

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

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

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

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

**WHEREAS**, said Request for Professional Services were received in the Office of the Municipal Clerk no later than 12 Noon on November 27, 2019; and

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

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

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

1. That **Dave J. Samuel, P.E.** the firm of **CME Associates** is hereby appointed as **Borough Engineer** for the Borough of Sayreville for a term of one year, commencing on January 1, 2020 and terminating on December 31, 2020.

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

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

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

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

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

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

/s/Donna Roberts, Councilwoman  
(Admin. & Finance Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-15**

**A RESOLUTION OF THE BOROUGH OF SAYREVILLE  
IN THE COUNTY OF MIDDLESEX, STATE OF  
NEW JERSEY, APPOINTING ROBERT CLARKE, ESQ.  
OF THE FIRM APRUZZESE, Mc DERMOTT, MASTRO & MURPHY  
AS LABOR COUNSEL**

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

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

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

**WHEREAS**, said Request for Professional Services were received in the Office of the Municipal Clerk no later than 12 Noon on November 27, 2019; and

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

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

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

1. That the **Robert Clarke, Esq.** of the firm of **Apruzzese, McDermott, Mastro & Murphy** is hereby appointed as **Labor Counsel** for the Borough of Sayreville for a term of one year, commencing on January 1, 2020 and terminating on December 31, 2020.

2. That the services to be rendered by the said **Labor Counsel** shall be in compliance with the Laws of the State of New Jersey.

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

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

**BE IT FURTHER RESOLVED** that the **Robert Clarke, Esq.** is directed to prepare a written employment contract to be executed by both parties and shall include the following:

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

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

/s/Donna Roberts, Councilwoman  
(Admin. & Finance Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-16**

**A RESOLUTION OF THE BOROUGH OF SAYREVILLE IN THE  
COUNTY OF MIDDLESEX, STATE OF NEW JERSEY,  
APPOINTING THE FIRM WISS & CO. AS BOROUGH AUDITOR**

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

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

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

**WHEREAS**, said Request for Professional Services were received in the Office of the Municipal Clerk no later than 12 Noon on November 27, 2019; and

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

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

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

1. That the firm of **Wiss & Company** is hereby appointed as **Borough Auditor** for the Borough of Sayreville for a term of one year, commencing on January 1, 2020 and terminating on December 31, 2020.

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

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

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

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

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

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

/s/Donna Roberts, Councilwoman  
(Admin. & Finance Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-17**  
**A RESOLUTION OF THE BOROUGH OF SAYREVILLE**  
**IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY,**  
**APPOINTING THE FIRM McCARTER & ENGLISH, LLP**  
**AS BOND COUNSEL**

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

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

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

**WHEREAS**, said Request for Professional Services were received in the Office of the Municipal Clerk no later than 12 Noon on November 27, 2019; and

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

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

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

1. That the firm of **McCarter & English, LLP** is hereby appointed as **Bond Counsel** for the Borough of Sayreville for a term of one year, commencing on January 1, 2020 and terminating on December 31, 2020.

2. That the services to be rendered by the said **Bond Counsel** shall be in compliance with the Laws of the State of New Jersey.

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

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

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

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

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

/s/Donna Roberts, Councilwoman  
(Admin. & Finance Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-18**

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

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

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

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

**WHEREAS**, said Request for Professional Services were received in the Office of the Municipal Clerk no later than 12 Noon on November 27, 2019; and

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

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

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

1. That the firm of **NW Financial Group, LLC** is hereby appointed as **Financial Advisor** for the Borough of Sayreville for a term of one year, commencing on January 1, 2020 and terminating on December 31, 2020.
2. That the services to be rendered by the said **Financial Advisor** shall be in compliance with the Laws of the State of New Jersey.
3. This appointment is made without competitive bidding as a "professional service" under the provisions of the Local Public Contracts Law because these services are to be performed by a recognized professional, licensed and regulated by law.
4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be advertised as required by law within ten (10) days from the date adoption.

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

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

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

/s/Donna Roberts, Councilwoman  
(Admin. & Finance Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-19**

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

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

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

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

**WHEREAS**, said Request for Professional Services were received in the Office of the Municipal Clerk no later than 12 Noon on November 27, 2019; and

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

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

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

1. That the firm of **PKF O'Connor Davies** is hereby appointed as an **Accounting Firm** for the Borough of Sayreville for a term of one year, commencing on January 1, 2020 and terminating on December 31, 2020.

2. That the services to be rendered by the said **Accounting Firm** shall be in compliance with the Laws of the State of New Jersey.

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

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

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

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

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

/s/Donna Roberts, Councilwoman  
(Admin. & Finance Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-20**  
(Prosecutor)

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

NAME OF APPOINTEE:	Francis McIntosh Womack
POSITION:	Municipal Prosecutor – 2020
DEPARTMENT:	Municipal Court
EFFECTIVE DATE:	January 1, 2020

**BE IT FURTHER RESOLVED** that the compensation to be paid such appointee shall be fixed and determined by the Salary Ordinance or appropriate resolution adopted thereunder fixing the compensation to be paid municipal employees and that this appointment shall include all prosecutorial duties including prosecution of building, zoning and ABC violations if necessary.

/s/ Damon Enriquez, Councilman  
(Public Safety Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-21**

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

NAME OF APPOINTEE: Frederick D. Roselli, Esq.  
Roselli & Roselli

POSITION: Public Defender - 2020

DEPARTMENT: Municipal Court

EFFECTIVE DATE: January 1, 2020

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

/s/ Damon Enriquez, Councilman  
(Public Safety Committee)

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

/s/ Michael R. DuPont, Borough Attorney

**ATTEST: BOROUGH OF SAYREVILLE**

/s/ Jessica Morelos, RMC  
Municipal Clerk

/s/ Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-22**  
**(Special Counsel-Tax Matters)**

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

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

**WHEREAS**, funds are available for this purpose;

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

**WHEREAS**, said RFP's were received in the Office of the Municipal Clerk no later than 12 Noon on November 27, 2019; and

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

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

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

1. That **James P. Nolan & Associates, LLC, 61 Green Street, Woodbridge,**

**NJ 07095** be and are hereby appointed as **Special Tax Counsel for property tax matters** for the term of one year, commencing on January 1, 2020 and terminating on December 31, 2020.

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

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

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

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

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

**BE IT FURTHER RESOLVED** that the Borough Clerk be and she is hereby authorized to forward to true copy of this resolution to **James P. Nolan & Associates, LLC, 61 Green Street, Woodbridge, NJ 07095**.

/s/ Donna Roberts, Councilwoman  
(Admin. & Finance Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-23**  
**Special Counsel – ABC Matters**

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

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

**WHEREAS**, funds are available for this purpose;

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

**WHEREAS**, said RFP’s were received in the Office of the Municipal Clerk no later than 12 Noon on November 27, 2019; and

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

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

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

1. That the firm of **Antonelli Kantor, PC**, is hereby appointed as **Special Counsel – ABC Matters** for the term of one year, commencing on January 1, 2020 and terminating on December 31, 2020.
2. That the services to be rendered by of **Antonelli Kantor, PC, 1000 Stuyvesant Ave., Suite 1, Union, NJ 07083** shall be in compliance with the Laws of New Jersey.
3. This appointment is made without competitive bidding as a “professional service” under provisions of the Local Public Contracts Law because the services to be performed are to be performed by a recognized professional, licensed and regulated by law.
4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be published as required by law within ten (10) days from the date of adoption.

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

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

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

/s/ Donna Roberts, Councilwoman  
(Admin. & Finance Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**Resolution #2020-24**  
**SPECIAL COUNSEL – RENT LEVELING BOARD MATTERS**

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

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

**WHEREAS**, funds are available for this purpose;

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

**WHEREAS**, said RFP’s were received in the Office of the Municipal Clerk no later than 12 Noon on November 27, 2019; and

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

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

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

1. That the firm of **James P. Nolan & Associates, LLC** is hereby appointed as **Special Counsel – Rent Leveling Board Matters** for the term of one year, commencing on January 1, 2020 and terminating on December 31, 2020.
2. That the services to be rendered by **James P. Nolan & Associates, LLC** shall be in compliance with the Laws of New Jersey.
3. This appointment is made without competitive bidding as a “professional service” under provisions of the Local Public Contracts Law because the services to be performed are to be performed by a recognized professional, licensed and regulated by law.
4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be published as required by law within ten (10) days from the date of adoption.

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

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

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

/s/ Donna Roberts, Councilman  
(Admin. & Finance Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-25**  
**Special Counsel – Other Matters**

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

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

**WHEREAS**, funds are available for this purpose;

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

**WHEREAS**, said RFP’s were received in the Office of the Municipal Clerk no later than 12 Noon on November 27, 2019; and

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

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

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

1. That the firm of **Weiner Law Group, LLP** hereby appointed as **Special Counsel – Other Matters** for the term of one year, commencing on January 1, 2020 and terminating on December 31, 2020.

2. That the services to be rendered by the said **Weiner Law Group, LLP** all be in compliance with the Laws of New Jersey.

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

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

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

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

**BE IT FURTHER RESOLVED** that the Borough Clerk be and she is hereby authorized to forward to true copy of this resolution the firm of **Weiner Law Group, LLP, 629 Parsippany Road, PO Box 0438, Parsippany 07054**, the Borough Business Administrator and the C.F.O.

/s/ Donna Roberts, Councilwoman  
(Admin. & Finance Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-26**  
**Special Counsel – Litigation**

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

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

**WHEREAS**, funds are available for this purpose;

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

**WHEREAS**, said RFP's were received in the Office of the Municipal Clerk no later than 12 Noon on November 27, 2019; and

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

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

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

1. That the firm of **Weiner Law Group, LLP**, is hereby appointed as **Special Counsel – Litigation** for the term of one year, commencing on January 1, 2020 and terminating on December 31, 2020.

2. That the services to be rendered by the said **Weiner Law Group, LLP** shall be in compliance with the Laws of New Jersey.

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

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

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

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

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

/s/ Donna Roberts, Councilwoman  
(Admin. & Finance Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-27**

**BE IT RESOLVED** that Hackensack Meridian Health (JFK Medical Center) is hereby appointed to serve as the Borough of Sayreville's Occupational Health Services/Alternate Borough Physician for the year 2020.

/s/ Donna Roberts, Councilwoman  
(Admin. & Finance Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-28**  
**Municipal Planner**

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

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

**WHEREAS**, funds are available for this purpose;

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

**WHEREAS**, said RFP's were received in the Office of the Municipal Clerk no later than 12 Noon on November 27, 2019; and

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

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

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

1. That **Heyer, Gruel & Assoc.** is hereby appointed as **Municipal Planner** for the term of one year, commencing on January 1, 2020 and terminating on December 31, 2020.
2. That the services to be rendered by **Heyer, Gruel & Assoc.** shall all be in compliance with the Laws of New Jersey.
3. This appointment is made without competitive bidding as a “professional service” under provisions of the Local Public Contracts Law because the services to be performed are to be performed by a recognized professional, licensed and regulated by law.
4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be published as required by law within ten (10) days from the date of adoption.

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

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

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

/s/ Kevin Dalina, Councilman  
(Planning & Zoning Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**RESOLUTION #2020 - 29**  
**Special Counsel – COAH Matters**

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

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

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

**WHEREAS**, funds are available for this purpose;

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

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

1. The firm **Surenian, Edwards and Nolan, LLC** is hereby appointed as **Special Counsel-COAH obligations, litigation and appeal process for the** Borough for the term of one year terminating on December 31, 2020.

2. That the services to be rendered by said **Surenian, Edwards and Nolan, LLC** shall be in compliance with the Laws of the State of New Jersey.

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

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

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

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

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

/s/ Kevin Dalina, Councilman  
(Planning & Zoning Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-30**  
**Special Counsel – Water Matters**

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

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

**WHEREAS**, funds are available for this purpose;

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

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

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

1. That the firm of **McManimon, Scotland & Bauman, LLC**, is hereby appointed as **Special Counsel – Water Matters** for the term of one year, commencing on January 1, 2020 and terminating on December 31, 2020.
2. That the services to be rendered by the said **McManimon, Scotland & Bauman, LLC** all be in compliance with the Laws of New Jersey.
3. This appointment is made without competitive bidding as a “professional service” under provisions of the Local Public Contracts Law because the services to be performed are to be performed by a recognized professional, licensed and regulated by law.
4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be published as required by law within ten (10) days from the date of adoption.

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

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

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

/s/ Michele Maher, Councilwoman  
(Water & Sewer Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-31**  
**Municipal Architect**

**WHEREAS**, the Mayor and Council of the Borough of Sayreville are knowledgeable that the Borough may require the services of an **Architect** to advise the Mayor and Council on various Architectural matters pertaining to the Borough; and

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

**WHEREAS**, funds are available for this purpose;

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

**WHEREAS**, said RFP’s were received in the Office of the Municipal Clerk no later than 12 Noon on November 27, 2019; and

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

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

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

1. That the firm of **USA Architects, 20 N. Doughty Ave., Somerville, NJ 08876**, is hereby appointed as the **Municipal Architect** for the term of one year, commencing on January 1, 2020 and terminating on December 31, 2030.
2. That the services to be rendered by the said **USA Architects** all be in compliance with the Laws of New Jersey.
3. This appointment is made without competitive bidding as a “professional service” under provisions of the Local Public Contracts Law because the services to be performed are to be performed by a recognized professional, licensed and regulated by law.
4. A copy of this resolution, certified to be a true copy by the Borough Clerk shall be published as required by law within ten (10) days from the date of adoption.

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

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

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

/s/ Donna Roberts, Councilwoman  
(Admin. & Finance Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

**RESOLUTION #2020-32**

**BE IT RESOLVED**, that *Daniel E. Frankel* is hereby appointed Public Agency Compliance Officer (**P.A.C.O.**), in accordance with the State Division of Contract Compliance & Equal Employment Opportunity in Public Contracts, for a term expiring on December 31, 2020.

/s/Donna Roberts, Councilwoman  
(Admin. & Finance Committee)

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

/s/Michael R. DuPont, Borough Attorney

**ATTEST:**

**BOROUGH OF SAYREVILLE**

/s/Jessica Morelos, RMC  
Municipal Clerk

/s/Victoria Kilpatrick  
Mayor

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

There were no appearances.:

Council President Novak moved the public portion be closed. Seconded by Councilwoman Dalina.

Roll Call: Councilpersons Novak, Dalina, Enriquez, Maher, Roberts, all Ayes.

Closing prayer given by Venerable Dr. Richard Lafferty, St. George's Anglican Church.

- **ADJOURNMENT**

No further business Council President Novak moved to adjourn. Seconded by Councilman Dalina.

Roll Call: Voice Vote, all Ayes.  
Time 2:04 P.M.

SIGNED:

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

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