

AGENDA FOR  
MONTGOMERY TOWNSHIP COMMITTEE  
REORGANIZATION MEETING  
January 6, 2022  
7:00 p.m.

1. Meeting called to order by Township Clerk.

"Under the provisions of the Open Public Meetings Act, notice of the time and place of this meeting has been posted and sent to the officially designated newspapers."

2. **SALUTE TO THE FLAG**

3. Meeting Statement - Under the provisions of the Open Public Meetings Act, notice of the time and place of this meeting has been posted and sent to the officially designated newspapers.

4. Administering of **OATH OF OFFICE** to Marvin Schuldiner by Assemblyman Roy Freiman

5. Administering of **OATH OF OFFICE** to Neena Singh by State Senator Andrew Zwicker

**ROLL CALL** - Committeeperson Schuldiner ( ), Committeeperson Keenan ( ), Committeeperson Huang ( ), Committeewoman Bell ( ), Committeeperson Singh ( )

**ALSO PRESENT** - Rubinstein ( ), Nieman( ), Pitts( ), Kukla( )

6. **ELECTION** of Mayor for 2022

Nomination of \_\_\_\_\_ by \_\_\_\_\_ second \_\_\_\_\_

**ROLL CALL VOTE:**

COMMITTEE MEMBER	YES	NO	ABSTAIN	ABSENT

6a. Administering of **OATH OF OFFICE** to Mayor \_\_\_\_\_ for 2022 by State Senator Andrew Zwicker.

**NEW MAYOR PRESIDES**

7a. **ELECTION** of Deputy Mayor for 2022

Nomination of \_\_\_\_\_ by \_\_\_\_\_ second \_\_\_\_\_

**ROLL CALL VOTE:**

COMMITTEE MEMBER	YES	NO	ABSTAIN	ABSENT

7b. Administering of **OATH OF OFFICE** to Deputy Mayor \_\_\_\_\_ for 2022 by Assemblyman Roy Freiman.

8. **REMARKS BY MAYOR, DEPUTY MAYOR, AND TOWNSHIP COMMITTEE**

9. **APPOINTMENTS BY TOWNSHIP COMMITTEE**

OFFICE	TERM	
Township Attorney	1 yr.	Wendy Rubinstein (DeCotiis, FitzPatrick, Cole & GIBLIN)
Tax Litigation/Appeals Attorney	1 yr.	Wendy Rubinstein (DeCotiis, FitzPatrick, Cole & GIBLIN)
Labor Counsel	1 yr.	Ellen O'Connell (Price, Meese, Shulman & D'Arminio, PC.)
Special Projects/Conflict Counsel	1 yr.	Bhavini Doshi (McManimon, Scotland & Baumann, LLC)
Special Projects/Conflict Counsel	1 yr.	Kevin Van Hise (Mason, Griffin & Pierson)
Bond Counsel	1 yr.	Andrea Kahn (McManimon, Scotland & Baumann, LLC)
Township Planners - Planning & Zoning	1 yr.	Michael Sullivan (Clarke Caton Hintz)

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OFFICE	TERM	
Auditor	1 yr.	Robert Swisher (Suplee, Clooney & Co.)
Communications Consultant	1 yr.	_____
Traffic Engineer	1 yr.	Joseph A. Fishinger, Jr. (Bright View Engineering)
Environmental Engineer	1 yr.	James Cosgrove (Kleinfelder, Inc.)
Landscape Architect	1 yr.	Richard Bartolone
Consulting Engineer	1 yr.	_____
Consulting Engineer	1 yr.	Melick-Tully Associates
Consulting Engineer	1 yr.	_____
Consulting Engineer	1 yr.	Environmental Resolutions, Inc.
Codifier of Township Ordinances	1 yr.	General Code
Financial Advisor	1 yr.	Public Financial Management
Appraiser	1 yr.	_____
Appraiser	1 yr.	Sockler Realty Services
Appraiser	1 yr.	_____
Appraiser	1 yr.	_____
Surveyor	1 yr.	Jeff Baldwin (JT Surveying)
Surveyor	1 yr.	_____
Tax Map Official	1 yr.	JT Surveying
Affordable Housing Administrative Agent & Community Grants, Planning & Housing	1 yr.	Community Grants, Planning & Housing
Township Physician (Medical Services)	1 yr.	Concentra Occupational Health
Risk Management Consultant	1 yr.	Acrisure, LLC
Health Benefits Consultant	1 yr.	Acrisure, LLC
Municipal Housing Liaison	1 yr.	Lori Savron
Deputy Township Clerk	1 yr.	Patricia Gravatt
Assessment Search Official	1 yr.	Donna Kukla
Tax Search Official	1 yr.	Michael Pitts
Flood Search Official	1 yr.	Gail Smith
Conservation Easement Officer	1 yr.	Ann Bell
Fire Marshal	1 yr.	Roy Mondi
Fire Prevention Inspector	1 yr.	Roy Mondi
Fire Prevention Inspector	1 yr.	Steven Milne
Fire Prevention Inspector	1 yr.	Ryan Pinella
Fire Protection Inspector	1 yr.	Roy Mondi
Fire Protection Inspector	1 yr.	_____
Clean Communities Coordinator	1 yr.	Arthur Villano
Recycling Coordinator	1 yr.	Arthur Villano
Americans w/Disabilities Compliance Coord.	1 yr.	Donato Nieman
Affirmative Action Compliance Official	1 yr.	Donato Nieman
Dog Canvasser	1 yr.	Jennifer LaStella
Court (concurrent with Hillsborough's term):		
Primary Prosecutor	1 yr.	Christopher Bateman
DUI Special Prosecutor	1 yr.	William Fox
Public Defender	1 yr.	Peter Cipparulo
DUI/Alternate Public Defender	1 yr.	Scott Mitzner
Alternate Prosecutors	1 yr.	Brain Davis, Kevin Hewitt, Brian Glicos Philip George, Dominic DiYanni, John Donnadio

OFFICE	TERM	RETIRING OFFICER	NEW APPOINTMENT
Board of Fire Prevention, Business Rep	1 yr.	<u>Vacant</u>	_____
Board of Health			
Regular Member	3 yrs.	McCreary	Kerry Anne McCreary
Regular Member	3 yrs.	Kaganowicz	Neha Saraiya
Regular Member	3 yrs.	Grayson	Jeremy Grayson
Alternate II (exp. 12/31/21)	2 yrs.	Saraiya	Janani Mohan_

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OFFICE	TERM	RETIRING OFFICER	NEW APPOINTMENT
<b>Board of Improvement Assessors</b>			
Regular Member	2 yrs.	Bucci	
Regular Member	2 yrs.	Lockwood	Colleen Lockwood
Regular Member	2 yrs.	Vacant	
<b>Emergency Services Coordinating Committee</b>			
OEM Representative	1 yr.	Devlin	Sean Devlin
Police Representative	1 yr.	Gill	Capt. Jim Gill
Chief, Fire Co. #1	1 yr.	Schroek	Kevin Schroeck
Chief, Fire Co. #2	1 yr.	Verducci	Adam Verducci
EMS President	1 yr.	Gershel	Ron Gerschel
EMS Captain	1 yr.	Prati	Joe Prati
Public Safety Technician, Advisor	1 yr.	Ferrara	Jack Ferrara
Fire District #1	1 yr.	Karsay	Tom Karsay
Fire District #2	1 yr.	Martin	Peter G. Martin
Staff Liaison	1 yr.	Carey	Devangi Patel
<b>Inclusion &amp; Equity Committee</b>			
Regular Member (exp. 12/31/23)	3 yrs.	Jaffer	Nancy Herrington
Regular Member (exp. 12/31/22)	2 yrs.	Powell	Samiro Ghani
Regular Member	3 yrs.	Wang	Vivian Wang
Regular Member	3 yrs.	_____	Vanessa Diaz
Township Committee Member	1 yr.		Shelly Bell
<b>Joint Insurance Fund</b>			
Commissioner	1 yr.	Pitts	Micheal Pitts
Alternate	1 yr.	Novak	Tamarah Novak
Special Fund Commissioner	1 yr.	Nieman	Donato Nieman
<b>License Appeals Board</b>			
Regular Member	1 yr.	Miller	Jim Miller
Regular Member	1 yr.	Karsay	Richard Karsay
Regular Member	1 yr.	Kennedy	Richard Kennedy
<b>Montgomery/Rocky Hill Municipal Alliance &amp; Youth Services Commission</b>			
Citizen-At-Large	1 yr.	Narayanan	Kharan Narayanan
Citizen-At-Large	1 yr.	Newman	Christine Newman
Citizen-At-Large	1 yr.	Huff	Lori Huff
Citizen-At-Large	1 yr.	Shapiro	Lisa Shapiro
Citizen-At-Large	1 yr.	_____	Gurpreet Chai
Citizen-At-Large	1 yr.	_____	
Citizen-At-Large	1 yr.	_____	
MHS	1 yr.	Grossman	Christine Grossman
Montgomery School District	1 yr.	Gaylord	Corie Gaylord
MUMS	1 yr.	Lachenauer	Stefanie Lachenauer
Board of Education Rep.	1 yr.	Chenette	_____
Local Civic Organization	1 yr.	Arons	Michael Arons
Police Dept. Liaison	1 yr.	Gill	Police Director Jim Gill
Police Dept. Liaison	1 yr.	Frascella	Lt. Tom Frascella
<b>Open Space Committee</b>			
Regular Member	4 yrs.	Boynton	Steven Boynton
<b>Planning Board</b>			
Class III	1 yr.	Schuldiner	Marvin Schuldiner
<b>Zoning Board of Adjustment</b>			
Regular Member (exp. 12/31/24)	4 yrs.	Stenull	Emad Abou-Sabe
Regular Member	4 yrs.	Kristjanson	Amy Rosenthal
Regular Member	4 yrs.	Fedun	John Wallmark
Regular Member	4 yrs.	DeRochi	Michael Wood
Regular Member (exp. 12/31/23)	4 yrs.	Iyer	Avinash Singh
Alternate I	2 yrs.	Rosenthal	Vincent Barragan
Alternate II (exp. 12/31/22)	2 yrs.	Wallmark	Eileen Bruns
Alternate III	2 yrs.	_____	Srinivas Diddi
Alternate IV (exp. 12/31/22)	2 yrs.	Chokshi	Kavin Mehta
<b>Raritan &amp; Millstone Rivers Flood Control Commission</b>			
Township Committee member	1 yr.	Huang	Kent Huang
Alternate I	1 yr.	Roberts	Sarah Roberts
Alternate II	1 yr.	DeRochi	Devra Keenan
<b>Recreation Committee</b>			
Regular Member	3 yrs.	Schaefer	Nehulkumar Barot
Regular Member	3 yrs.	Willis	Peter Willis
Regular Member (exp. 12/31/22)	3 yrs.	Barbour	Sreedhar Cherukuri
Regular Member	3 yrs.	Lee	Laura Lee
Regular Member	3 yrs.	Fong	Julie Fong
Alternate I (exp. 12/31/22)	3 yrs.	Vasagiri	_____
<b>Sewer Committee</b>			
Chair	1 yrs.	Keenan	Mayor

Shade Tree Committee  
 Regular Member 1 yr. Koplik Larry Koplik  
 Regular Member 1 yr. Trzaska Isha Narayanan  
 Regular Member 1 yr. Stein Irene Stein  
 Regular Member 1 yr. Pandey Rashmi Pandey  
 Regular Member 1 yr. Foti Carol Gell  
 Regular Member 1 yr. Dexter Sandra Richter  
 Regular Member 1 yr. Rosenthal Taraja Amoako-Poku

Somerset County Municipal Wastewater Management Planning Committee  
 Elected Official 1 yr. Keenan Devra Keenan

Sustainable Montgomery's "Green Team"  
 Regular Member 1 yr. Roberts Sarah Roberts  
 Regular Member 1 yr. Reece Mary Reece  
 Regular Member 1 yr. Kaganowicz Greg Kaganowicz  
 Regular Member 1 yr. Brown Susann Brown  
 Regular Member 1 yr. Salton Jeff Salton  
 Regular Member 1 yr. Jacob Michelle Jacob  
 Regular Member 1 yr. Derby Frank Derby  
 Alternate I 1 yr. Reyes Yasmin Reyes  
 Alternate II 1 yr. Zinn Brian Zinn

Veterans Memorial Advisory Committee  
 Regular Member ) 3 yrs. Heitkamp Chris Heitkamp  
 Regular Member 3 yrs. Bushong Jim Bushong  
 Regular Member 3 yrs. \_\_\_\_\_ Vincent Barragan

Motion \_\_\_\_\_ Second \_\_\_\_\_

**ROLL CALL VOTE:**

COMMITTEE MEMBER	YES	NO	ABSTAIN	ABSENT

10. **TOWNSHIP COMMITTEE APPOINTMENTS - LIAISONS/REPRESENTATIVES**

OFFICE	TERM	RETIRING OFFICER	NEW APPOINTMENT
Somerset Co. Solid Waste Adv. Council	1 yr.	Matthews	Donald Matthews
Somerset Co. Community Dev. Comm.	1 yr.	Roberts	Sarah Roberts
Somerset Co. Community Dev. Comm., Alternate	1 yr.	Savron	Lori Savron
Sourland Alliance Smart Growth Steering Committee Liaison	1 yr.	Czekanski	Robert Czekanski
Sourland Alliance Smart Growth Steering Committee Alternate	1 yr.	Lynch	Cathy Lynch

Motion \_\_\_\_\_ Second \_\_\_\_\_

**ROLL CALL VOTE:**

COMMITTEE MEMBER	YES	NO	ABSTAIN	ABSENT

11. **MAYORAL APPOINTMENTS WITH CONSENT OF TOWNSHIP COMMITTEE**

OFFICE	TERM	RETIRING OFFICER	NEW APPOINTMENT
Agricultural Advisory Committee			

Regular Member (exp. 12/31/23)	3 yrs.	McAlpin	Marie Voorhees
Regular Member	3 yrs.	Fiori	Clem Fiori
Regular Member	3 yrs.	Back	Steven Back
Economic Development Commission			
Regular Member (exp. 12/31/23)	3 yrs.	Singh	Andrew Garcia
Regular Member	3 yrs.	Tuveson	Karen Tuveson
Regular Member	3 yrs.	Baez	Kevin Baez
Regular Member	3 yrs.	Mancilla	Anna Mancilla

Motion \_\_\_\_\_ Second \_\_\_\_\_

**ROLL CALL VOTE:**

COMMITTEE MEMBER	YES	NO	ABSTAIN	ABSENT

**12. MAYORAL APPOINTMENTS**

OFFICE	TERM	RETIRING OFFICER	NEW APPOINTMENT
Agricultural Advisory Committee Advisor	1 yr.		David McAlpin
Board of Health Advisor	1 yr.	Couch	Bert Mandelbaum, MD
Central Jersey Transportation Forum Representative	1 yr.	Smith	Gail Smith
Alternate	1 yr.	Nieman	Donato Nieman
Alternate	1 yr.	Savron	Lori Savron
Emergency Management Coordinator	3 yrs.	Devlin	Sean Devlin
Employee Efficiency Incentive Committee Township Committee Member	3 yrs.	_____	Devra Keenan
Inclusion & Equity Committee Advisor	1 yr.	_____	Jeff Knol
Environmental Commission Regular Member	3 yrs.	Brown	Susann Brown
Regular Member	3 yrs.	Jacob	Michelle Jacob
Regular Member	3 yrs.	Derby	Frank Derby
Alternate I	2 yrs.	Reyes	Yasmin I. Reyes
Advisor	1 yr.	Lynch	Kathy Lynch
Advisor	1 yr.	_____	Ratna Revankar
Landmarks Commission Class B	4 yrs.	Willis	Olivia Belfatto Crisp
Class C	4 yrs.	Matthews	Donald Matthews
Alternate I	1 yr.	_____	Sydney Jean Reisen
Alternate II	1 yr.	Yalamorty	_____
Local Emergency Planning Council OEM Coordinator	1 yr.	Devlin	Sean Devlin
Deputy OEM Coordinator	1 yr.	Ferrara	Jack Ferrara
Montgomery Board of Education Johnson & Johnson	1 yr.	McLoughlin	Mary McLoughlin
Fire Company #1, Chief	1 yr.	Romberger	Paul Romberger
Fire Company #2, Chief	1 yr.	Schroeck	Kevin Schroeck
Montgomery EMS	1 yr.	Verducci	Adam Verducci
Montgomery Township Engineer	1 yr.	Prati	Joe Prati
Mayor	1 yr.	Keenan	_____ Mayor
Fire Subcode Official	1 yr.	Mondi	Roy Mondi
Health Officer	1 yr.	Carey	Devangi Patel
Recreation Director	1 yr.	Zimmerman	Karen Zimmerman
DPW Superintendent	1 yr.	Villano	Arthur Villano
Open Space Committee Planning Board Member	1 yr.	Roberts	Sarah Roberts
Environmental Comm. Member	1 yr.	Derby	Frank Derby
Board of Education Member	1 yr.		
Recreation Comm. Member	1 yr.		
Advisor	1 yr.	Burkman	Kevin Burkman

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OFFICE	TERM	RETIRING OFFICER	NEW APPOINTMENT
Planning Board Class I	1 yr.	Keenan	_____ Mayor
Class II	1 yr.	DeRochi	Paul Blodgett

Class IV	4 yrs.	Matthews	Donald Matthews
Class IV	4 yrs.	Wilson	Patricia Todd
Alternate II	2 yrs.	Khan	Brian Hamilton
Advisor	1 yr.	Laskey	James Laskey
Advisor	1 yr.	_____	Balachandra Naik
Recreation Committee Advisor	1 yr.	Rosenthal	Matt Rosenthal
Shade Tree Committee Advisor	1 yr.	Zak	Ewa Zak
Advisor	1 yr.	Roberts	Sarah Roberts
Advisor	1 yr.		Eileen Foti
Advisor	1 yr.		Judy Dexter
Advisor	1 yr.		Amy Rosenthal
Sustainable Montgomery's "Green Team" Advisor	1 yr.	Lynch	Kathy Lynch
Advisor	1 yr.	Le	Thuy Anh Le
Advisor	1 yr.	_____	Ratna Revankar
Veterans Memorial Advisory Committee Advisor	1 yr.	Maloney	Mike Maloney
Advisor	1 yr.	DeGaglia	Tom DeGaglia
Advisor	1 yr.	Rayner	Peter Rayner
Advisor	1 yr.	Clark	Simon Clark
Advisor	1 yr.	Rosen	Harel Rosen
Advisor	1 yr.	Durga	Subhash Durga

13. **MAYORAL APPOINTMENTS - LIAISON/REPRESENTATIVES**

<u>OFFICE</u>	<u>TERM</u>	<u>RETIRING OFFICER</u>	<u>NEW APPOINTMENT</u>
Somerset Co. Community Dev. Comm. Regular Member	1 yr.	_____	Devra Keenan
Alternate	1 yr.	Nieman	Donato Nieman
Delaware & Raritan Canal Commission Regular Member	1 yr.	Massand	Rikki Massand
Somerset County Solid Waste Advisory Council Regular Member	1 yr.	Koplik	Larry Koplik
Somerset County Cultural & Heritage Commission Regular Member	1 yr.	Havens	Jessie Havens

14. **TOWNSHIP COMMITTEE LIAISONS AND REPRESENTATIVES**

<u>OFFICE</u>	<u>RETIRING OFFICER</u>	<u>NEW APPOINTMENT</u>
Agricultural Advisory Committee	Keenan	Devra Keenan
Board of Fire Prevention	Schuldiner	Marvin Schuldiner
Board of Health	Singh	Neena Singh
Economic Development Commission	Schuldiner	Marvin Schuldiner
Emergency Services Coordinating Comm.	Keenan	Devra Keenan
Environmental Commission/Sustainable Montgomery	Keenan	Devra Keenan
Inclusion & Equity Committee	Bell	Shelly Bell
Landmarks Commission	Huang	Shelly Bell
Liaison to Library Advisory Board Montgomery/Rocky Hill	Keenan	Devra Keenan
Municipal Alliance/Youth Services	Singh	Neena Singh
Open Space Committee	Huang	Kent Huang
Recreation Committee	Bell	Neena Singh
Shade Tree Committee	Keenan	Devra Keenan
Veterans Memorial Committee	Huang	Kent Huang
Wildlife Management Committee	Keenan	Devra Keenan
Zoning Board of Adjustment	Huang	Devra Keenan
Budget & Finance	Keenan	Devra Keenan
Budget & Finance	Schuldiner	Kent Huang
Somerset County Multi-Jurisdictional Hazard Mitigation Committee	Keenan	Devra Keenan
Transportation Advisory Committee	Schuldiner	Marvin Schuldiner

15. **PUBLIC COMMENT - 3 MINUTES PER PERSON**

To make a public comment, participants may comment by utilizing the "Raise Your Hand" feature in Zoom. For members of the public participating by phone, you may "Raise Your Hand" by dialing \*9

Members of the public may also submit comments in advance of any meeting by sending an Email to: [publiccomment@montgomerynj.gov](mailto:publiccomment@montgomerynj.gov) or by written letterform, delivered to the

Montgomery Township Municipal Building, 2261 Route 206, Belle Mead, New Jersey 08502. All advance comments must be received by 4:00 p.m. the day of the scheduled meeting and will be read by the Township Clerk during the public comment portion of the meeting.

We respectfully ask members of the public to limit your comments to approximately three (3) spoken minutes. Additionally, if your comments are similar to comments already made, instead of repeating them at length, we ask that you instead indicate that you join in or support those comments previously made.

16. **MAYORAL AUTHORIZATION TO PERFORM MARRIAGES - Deputy Mayor**

BE IT AUTHORIZED that the Deputy Mayor may solemnize marriage ceremonies in the absence of the Mayor.

17. **CONSENT AGENDA** - All matters listed hereunder are considered to be routine in nature and will be enacted in one motion. Any person may request that an item be removed for separate consideration.

A. **RESOLUTION #22-1-1 - PROFESSIONAL SERVICES RESOLUTION**

WHEREAS, there exists a need to acquire the following professional services for 2022 without a "fair and open process" as defined by P.L. 2004, c.19, the "Local Unit Pay-to-Play Law":

- (1) Bond, General, Labor/Special Projects/Conflict Counsel Legal Services and Tax Appeal Litigation Support; and
- (2) Auditing Services; and
- (3) Environmental and Traffic Engineering Services; and
- (4) Professional Planning Services; and
- (5) Appraisal Services; and
- (6) Landscape Architect; and
- (7) Municipal Finance Services.

WHEREAS, the Montgomery Township Purchasing Agent has determined and certified in writing that the value of the services over the course of the contracts is anticipated to exceed \$17,500.00; and

WHEREAS, the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., authorizes the award of professional services contracts without competitive bidding; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available for the aforesaid services in accordance with the amounts set forth in the 2022 Temporary Budget, with performance of said services after March 31, 2022 being subject to the Township's amendment of the 2022 Temporary Budget, and/or adoption of the final 2022 Budget.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montgomery as follows:

- (1) The Mayor and Clerk are hereby authorized and directed to execute proper agreements for a not to exceed amount with the following:
  - Wendy Rubinstein of DeCotiis, FitzPatrick, Cole & Giblin as Township Attorney and Tax Litigation/Appeals Attorney - \$300,000.00 (Acct. #01-201-20-155-248)
  - Ellen O'Connell of Price, Meese, Shulman & D'Arminio, PC. as Labor Counsel - \$15,000 (Acct. #01-201-20-155-248)
  - Kevin Van Hise of Mason, Griffin and Pierson as Special Projects/Conflict Counsel - \$25,000 (Acct. #01-201-20-155-248)
  - Bhavini Doshi of McManimon, Scotland & Baumann, LLC as Special Projects/Conflict Counsel - \$3,000 (Acct. #01-201-20-155-248)
  - Andrea Kahn of McManimon Scotland & Baumann, LLC as Bond Counsel - \$20,000 (Acct. #01-201-20-155-248)
  - Michael Sullivan of Clarke Caton Hintz as Township Planner - \$109,000 (Acct. #01-201-21-185-251)
  - Suplee Clooney as Township Auditor - \$60,000 (Acct. #07-201-55-544-247)
  - Joseph A. Fishinger, Jr. of Bright View Engineering as Traffic Engineer - \$15,000 (Acct. #01-201-20-165-251)
  - James Cosgrove of Kleinfelder, Inc. as Environmental Engineer - \$556,000 (Acct. #08-215-55-901, 07-291-55)

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- Sockler Realty Services as Appraiser - \$7,000 (Acct. #01-201-20-150-251)
- Richard Bartolone as Landscape Architect - \$36,000 (Acct. #01-201-20-165-251)
- Public Finance Management as Municipal Finance Services - \$8,000 (Acct. #01-201-20-130-251)

- (2) These contracts are awarded for a period of one year, for the amounts set forth in each contract, and without competitive bidding as "Professional Services" under the provisions of the Local Public Contracts Law N.J.S.A. 40A:11-5(1)(a) as contracts for services to be performed by persons authorized by law to practice recognized professions that are regulated by law and because the services to be performed are not susceptible of quantifying in bid specifications.
- (3) These contractors have completed and filed with Montgomery Township a Campaign Contributions Affidavit as required by N.J.S.A. 19:44A-20.2 et seq. certifying they have not made any prohibited contributions to a candidate committee or municipal committee representing the elected officials of the Township.
- (4) A copy of this Resolution, the Certifications of Contract Value, the Campaign Contributions Affidavit, and the executed Agreements shall be placed on file in the office of the Township Clerk.
- (5) A notice of this action shall be published once in the official newspaper as required by law.
- (6) Performance of services under the terms of these contracts, and payment for the services, after March 31, 2022 is subject to the amendment of the 2022 Temporary Budget and/or adoption of the final 2022 Budget, and certification of availability of funds by the Chief Financial Officer.

**B. RESOLUTION #22-1-2 - PETTY CASH CHECKS**

BE IT RESOLVED that the Chief Financial Officer be authorized to draw checks, one in the amount of \$1,000 to the Township Clerk, custodian of the Township Clerk's Petty Cash Funds.

**C. RESOLUTION #22-1-3 - DEPOSITORY FOR TOWNSHIP MONIES**

BE IT RESOLVED that the depositories for the funds of the Township of Montgomery for the year 2022 shall be any bank licensed to do business in the State of New Jersey and who holds a Governmental Unit Deposit Protection Act Certificate.

**D. RESOLUTION #22-1-4 - OFFICIAL SIGNATURES**

BE IT RESOLVED that the Township officers authorized to sign the Township checks are \_\_\_\_\_, Mayor; Michael Pitts, Chief Financial Officer; Donna Kukla, Township Clerk.

**E. RESOLUTION #22-1-5 - OFFICIAL SIGNATURE - Assistant Chief Financial Officer**

BE IT RESOLVED that the Assistant Chief Financial Officer, Dale Melville, is hereby authorized to sign Township checks in 2022 in the absence of the Chief Financial Officer.

**F. RESOLUTION #22-1-6 - DEPUTY AND ADMINISTRATOR SIGNATURES**

BE IT RESOLVED that \_\_\_\_\_, Deputy Mayor is hereby authorized to sign Township checks in 2022 in the absence or inability to serve of the Mayor and that Patricia Gravatt, Deputy Township Clerk is authorized to sign Township checks in the year 2022 in the absence or inability to serve of the Township Clerk.

**G. RESOLUTION #22-1-7 - AUTHORIZATION TO ESTABLISH INTEREST ON TAX DELINQUENCIES AND TAX SALES**

WHEREAS, N.J.S.A. 54:4-67 permits the Township Committee to establish by resolution the rate of interest to be charged for the non-payment of taxes or assessments on any installment which is not made within the tenth calendar day following the date upon which same became due and payable; and

WHEREAS, Chapter 75, P.L. 1991, now permits the governing body to establish a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year; and

WHEREAS, The Township Committee of the Township of Montgomery finds it to be in the best interests of the Township to establish said penalty.

NOW, THEREFORE, BE IT RESOLVED By the Township Committee of the Township of Montgomery as follows:

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1. Pursuant to N.J.S.A. 54:4-67, the Township Committee of the Township of Montgomery reaffirms that the following interest shall be charged for the non-payment of taxes or assessments on any installment which is not made within the tenth calendar day following the date upon which same became payable: 8% per annum on the first \$1,500.00 of the delinquency and 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. The term "delinquent" as used herein shall mean the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years.



2. In addition, the Township Committee hereby fixes as a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year an additional sum of 6% of the amount of the delinquency.
3. This resolution shall take effect immediately.
4. A certified copy of this resolution shall be furnished by the Township Clerk to the Tax Collector.

H. **RESOLUTION #22-1-8 - GRACE PERIOD FOR DELINQUENT TAXES**

BE IT RESOLVED that the Tax Collector is hereby authorized to waive the interest charge on delinquent taxes where payment is received within 10 days after the due date and that any installment received after the expiration of this grace period bear interest from the due date.

**RESOLUTION #22-1-9 - AUTHORIZING A FEE FOR MAILING TAX SALE NOTICES**

WHEREAS, N.J.S.A. 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations promulgated by the Director of the Division of Government Services; and

WHEREAS, the rules and regulations allow a municipality to send two (2) notices of tax sale to all properties included in said sale; and

WHEREAS, the rules and regulations allow said municipality to charge a fee up to \$25.00 per notice for the creation, printing and mailing of said notice, and

WHEREAS, in effort to more fairly assign greater fiscal responsibility to the delinquent taxpayers, the Township of Montgomery wishes to charge \$25.00 per notice mailed which will be assessed specifically to the delinquent accounts that are causing the need for a tax sale and not to the general tax base.

NOW, THEREFORE, BE IF RESOLVED by the governing body of the Township of Montgomery, New Jersey, that a fee of \$25.00 to be established and is hereby authorized and directed to be charged for each notice of tax sale that is sent in conjunction with the 2019 electronic tax sale.

I. **RESOLUTION #21-1-10 - LEGAL NEWSPAPER**

BE IT RESOLVED that the newspapers for legal municipal advertising and notices in 2022 shall be the Courier News and/or the Star Ledger.

J. **RESOLUTION #21-1-11 - ADEQUATE NOTICE OF MEETINGS**

BE IT RESOLVED by the Township Committee of the Township of Montgomery that:

- (1) The Township Clerk is hereby authorized and directed to cause adequate notice to be given of every meeting of this body to be held during 2022, EXCEPTING only those meetings that are:
  - (a) Shown on the duly adopted and disseminated 2022 schedule of meetings and revisions thereof;
  - (b) Limited to matters of urgency, and as to which this body authorizes a meeting without adequate notice, as provided by Section 4b of the Open Public Meeting act; or
  - (c) Limited only to consideration of items as to which the public may be excluded pursuant to Section 7b of the Open Public Meetings Act.
- (2) The adequate notice required under paragraph 1 of this resolution shall be substantially in the following form:

NOTICE OF MEETING  
MONTGOMERY TOWNSHIP COMMITTEE  
BELLE MEAD, NJ  
Date: \_\_\_\_\_

Notice is hereby given that the Township Committee will hold a meeting on (date) at (time) at (location). The agenda for said meeting, to the extent known, and a statement whether or not formal action may be taken as to items on the agenda, are as follows:

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- (3) Said notice, at least 48 hours in advance of the meeting shall be:
  - (a) Prominently posted at the Municipal Building.
  - (b) Mailed, emailed, telephoned or hand delivered to the officially designated newspapers.
  - (c) Filed in the Office of the Township Clerk.
  - (d) Mailed to those persons who as of that time have requested and paid the charge for the same.

K. **RESOLUTION #21-1-12 - FIXED CHARGE FOR MEETING NOTICE**

BE IT RESOLVED by the Township Committee of the Township of Montgomery:

- (1) A charge of \$12.00 is hereby fixed to cover the cost of providing the 2022 schedule of regular meetings.
- (2) Said charge shall abate at the rate of \$1.00 for each full calendar month that shall have elapsed between the calendar year and the date such request is submitted.
- (3) Payment of such charge shall accompany said request and shall be payable to this body or such public agency as this body shall from time to time designate.
- (4) All such requests for notices shall terminate as of midnight on December 31, 2022.
- (5) Notwithstanding the foregoing, requests from news media (other than the newspapers to which notice is required to be given without charge pursuant to Sections 13, 4a and 3d of the Open Public Meetings Act) shall be honored free of charge.

L. **RESOLUTION #22-1-13 - TOWNSHIP COMMITTEE MEETING SCHEDULE**

BE IT RESOLVED that the following is established as a schedule of meetings of the Township Committee to be held during the year 2022 said meetings to be open to the public and publicized in accordance with the Open Public Meetings Act. All meetings will begin at approximately 7:00 p.m., unless otherwise noted. Except as otherwise noted the location shall be the Township Municipal Building, 2261 Van Horne Road, Belle Mead, NJ.

January	6	July	7
	20		21
February	3	August	4
	17		18
March	3	September	1
	17		15
April	7	October	6
	21		20
May	5	November	3
	19		10
June	2	December	1
	16		15

January 5, 2023, 7:00 p.m., Reorganization Meeting

In accordance with the dictate of the Open Public Meetings Act, a copy of this resolution shall be immediately:

- (a) Posted on the Municipal Bulletin Board and shall remain so posted for the Year 2022.
- (b) Sent to the officially designated newspapers.
- (c) Filed in the Office of the Township Clerk.
- (d) Sent to those persons who have requested and paid the charges for copies of the schedule and revisions thereto and shall be promptly sent to those persons who hereinafter make such request and prepay such charges.

M. **RESOLUTION #22-1-14 - STATE CONTRACT PURCHASING**

BE IT RESOLVED that the Township Purchasing Agent be authorized to purchase goods and services from firms having contracts with the State of New Jersey, and that a list of said firms be kept on file in the Purchasing Department and the contract numbers be listed on the appropriate Township vouchers for reference purposes.

N. **RESOLUTION #22-1-15 - AUTHORIZING ISSUANCE OF SOCIAL AFFAIRS PERMITS**

BE IT RESOLVED that the Township Clerk and Police Captain/Director or his designee are hereby authorized to endorse applications for Social Affairs Permits to the Director of the Division of Alcoholic Beverage Control, said applications to be in conformance with NJAC 13:2-5.1(d).

O. **RESOLUTION #22-1-16 - PROVISIONS FOR MAKING OF OFFICIAL CERTIFICATES OF SEARCHES AS TO MUNICIPAL IMPROVEMENTS AUTHORIZED BUT NOT ASSESSED**

BE IT RESOLVED that provision is hereby made for the making of official certificates of searches as to municipal improvements authorized by ordinance of the Township of Montgomery, but not assessed, affecting any parcel or tract of land in said Township in that a future assessment will be made thereon pursuant to such ordinance, and, further, the Township Clerk is hereby designated as the person who shall make such certificates.

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P. **RESOLUTION #22-1-17 - DESIGNATION OF OFFICIAL TO MAKE SEARCHES AS TO UNPAID MUNICIPAL LIENS AND TO CERTIFY THE RESULTS THEREOF**

The Township Committee of the Township of Montgomery hereby designates the Chief Financial Officer to make examinations of official records as to unpaid municipal liens and to certify the results thereof.

Q. **RESOLUTION #22-1-18 - AUTHORIZING THE CHIEF FINANCIAL OFFICER TO ISSUE NOTES**

BE IT RESOLVED that the Chief Financial Officer of the Township of Montgomery is hereby authorized to sell and issue Bond Anticipation Notes of the Township pursuant to all bond ordinances that have been finally adopted by the Township Committee; and

BE IT FURTHER RESOLVED that all Bond Anticipation Notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer, provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with notes issued pursuant to such ordinances, and the Chief Financial Officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of NJSA 40A:2-8(s). The Chief Financial Officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the dates of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to such ordinance is made. Such report must include the amount, description, the interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

R. **RESOLUTION #22-1-19 - AUTHORIZING THE SIGNING OF CERTAIN CHECKS IN THE ABSENCE OF TOWNSHIP COMMITTEE AUTHORIZATION**

BE IT RESOLVED by the Township Committee of the Township of Montgomery as follows:

The Mayor, Chief Financial Officer and Township Clerk of the Township of Montgomery are hereby authorized to sign, in the absence of Township Committee authorization, checks from current funds for payroll and payment to the Central Jersey Health Insurance Fund, as needed. In addition, such officials are hereby authorized to sign, as needed, checks from the Dog Tax Fund payable to the State of New Jersey, Department of Health, in accordance with the Statutes of the State of New Jersey and regulations thereunder. The Chief Financial Officer shall, forthwith, prepare vouchers in support of such checks and shall present the same to the Township Administrator for inclusion on the agenda of the next regularly scheduled Township Committee meeting for the consideration and approval of the Township Committee.

S. **RESOLUTION #22-1-20 - PLEDGING COMPLIANCE WITH REQUIREMENTS OF THE INTERNAL REVENUE CODE OF 1986 IN ORDER TO PRESERVE TAX EXEMPTION OF INTEREST ON MUNICIPAL OBLIGATIONS AND AUTHORIZING DESIGNATION AND QUALIFICATION OF BONDS WHERE APPLICABLE FOR FAVORABLE TAX TREATMENT FOR CERTAIN FINANCIAL INSTITUTIONS**

BE IT RESOLVED by the Township Committee of the Township of Montgomery, in the County of Somerset, New Jersey as follows:

Section 1. The Township hereby covenants that the representatives of the Township will take or will refrain from taking all actions within their control that are necessary upon the advice of Bond Counsel to assure that interest on the obligations of the Township is exempt from federal income taxation under the Internal Revenue Code of 1986.

Section 2. The Chief Financial Officer of the Township is hereby authorized to execute any necessary documents to indicate that the Township has covenanted to take all actions necessary to assure that interest on the obligations of the Township will be exempt from federal income taxation.

Section 3. The appropriate representatives of the Township are hereby authorized to take all necessary actions to assure that interest on the obligations of the Township will remain exempt from federal income taxation.

Section 4. The Chief Financial Officer of the Township is authorized to execute the necessary documents on behalf of the Township to designate and to qualify municipal obligations of the Township where applicable for exemption from the loss of the interest expense deduction for bank indebtedness incurred to purchase or to carry tax-exempt obligations.

Section 5. This resolution will take effect immediately.

T. **RESOLUTION #22-1-21 - RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MONTGOMERY PROVIDING CERTAIN AUTHORIZATION TO THE TOWNSHIP'S TAX ASSESSOR (SETTLEMENT OF APPEALS; COMMENCEMENT OF APPEALS)**

WHEREAS, Glenn Stives, the Township's Tax Assessor, is a certified tax assessor (CTA) as recognized by the State of New Jersey, and possesses certain training and experience as municipal tax assessor; and

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WHEREAS, the Tax Assessor has the statutory responsibility under N.J.S.A. 54:4-23 to -36 to set assessments for properties in the Township, and to maintain the accuracy and equality of the Township's real property assessments; and

WHEREAS, it is in the best interests of the citizens of the Township to provide the Tax Assessor and Tax Appeal Counsel with certain authority to address and resolve tax appeals.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Montgomery, County of Somerset, New Jersey as follows:

1. The Tax Assessor and Tax Appeal Counsel be and hereby is authorized to resolve and settle any tax appeal filed with and/or heard by the Somerset County Tax Board without further action of the Township Committee.

2. The Tax Assessor and Tax Appeal Counsel be and hereby is authorized to determine when tax appeals, cross appeals, complaints and counterclaims should be pursued on behalf of the Township, and accordingly has the authority to consult with and direct the Township's Attorney, or any special tax counsel as the case may be, to file such pleadings with either the County Tax Board or the Tax Court, without further action of the Township Committee.
3. The Tax Assessor and Tax Appeal Counsel be and hereby is authorized to resolve and settle tax appeals pending before the New Jersey Tax Court. The Tax Assessor shall first present any proposed settlement of a New Jersey Tax Court appeal, which will result in a refund, or credit, of real property taxes to the Township Committee for approval by formal resolution.

U. **RESOLUTION #22-1-22 - AUTHORIZATION TO ISSUE DUPLICATE TAX SALE CERTIFICATES**

BE IT RESOLVED by the Township Committee of the Township of Montgomery in Somerset County, New Jersey that, pursuant to N.J.S.A. 54:5-52.1, the Tax Collector is authorized to issue duplicate tax sale certificates in the event of loss or destruction of the original certificate, the fee for issuance of each duplicate being \$100.00.

V. **RESOLUTION #22-1-23 - CONCERNING PROPERTY TAX REFUNDS AND DELINQUENCIES**

WHEREAS, N.J.S.A. 40A:5-17.1 authorizes a municipality to designate a municipal employee to process property tax refunds in amounts less than \$10.00, and further authorizes a municipality to designate an employee to cancel property tax refunds or delinquencies of less than \$10.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montgomery in Somerset County, New Jersey, that Michael Pitts, Tax Collector, is herewith authorized to (a) process, without further action by the Township Committee, any property tax refunds in amounts less than \$10.00 and (b) process, without further action by the Township Committee, the cancellation of any property property tax refunds or delinquencies in amounts less than \$10.00.

W. **RESOLUTION #22-1-24 - PROVIDING THE CASH MANAGEMENT PLAN FOR THE TOWNSHIP OF MONTGOMERY FOR THE YEAR 2022**

BE IT RESOLVED by the Township Committee of the Township of Montgomery County of Somerset for the year 2022, the following shall serve as the cash management plan.

The Chief Financial Officer is directed to use this cash management plan as a guide in depositing and investing the Township of Montgomery's funds.

The depositories for the funds of the Township of Montgomery for the year 2022 shall be any bank licensed to do business in the State of New Jersey and who holds a Government Unit Deposit Protection Act (GUDPA) Certificate.

All warrants and checks for the disbursement of money shall be made by the Mayor, Chief Financial Officer and Township Clerk. In the absence of the Chief Financial Officer the Assistant Chief Financial Officer will be considered an authorized signature. In the absence of the Mayor, the Deputy Mayor will be considered an authorized signature. In the absence of the Township Clerk, the Deputy Township Clerk will be considered an authorized signature.

The Chief Financial Officer and/or Assistant Financial Officer are empowered to invest cash funds as bank balances will allow from time to time in order to realize revenue. The above stated officers are authorized to transfer funds electronically for the purpose of investments.

The following are authorized as suitable investments:

- Interest-bearing bank accounts in banks as authorized above for deposit of local unit funds (GUDPA approved).
- Certificates of deposit in GUDPA approved banking institutions.
- Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America. This includes instruments such as Treasury Bills, Notes and Bonds.

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- Government money market mutual funds that comply with N.J.S.A. 40A:5-15.1(e).
- Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
- Bonds or other obligations of the local unit or school district of which the Town is a part.
- Any other obligations with maturities not exceeding 397 days, as permitted by the State Division of Investments.
- Local government investment pools which comply with N.J.S.A. 40A:5-15.1(e) and conditions set by the Division of Local Government Services.
- New Jersey Cash Management Fund.
- Repurchase agreements (repos) of fully collateralized securities which comply with N.J.S.A. 40A:5-15.1(e).
- New Jersey Asset & Rebate Management Program.
- New Jersey CLASS

There are no approved security brokers/dealers. In the event that a security broker/dealer should be approved during the year, the registered principal of said brokerage firm so approved shall be provided with and sign an acknowledgement that they have seen and reviewed the cash management plan.

This document shall constitute the cash management policy of the Township of Montgomery.

Any official involved with the selection of depositories, investments, broker/dealers shall disclose any material business or personal relationships to the Township Administrator and to the Local Finance Board or Local Ethics Board as applicable.

Any official who, in the course of his or her duties, deposits or invests in accordance with this plan shall be relieved of any liability for loss.

This document shall constitute the cash management policy of the Township of Montgomery.

Any official involved with the selection of depositories, investments, broker/dealers shall disclose any material business or personal relationships to the Township Administrator and to the Local Finance Board or Local Ethics Board as applicable.

X. **RESOLUTION #22-1-25 - APPOINTING PUBLIC AGENCY COMPLIANCE OFFICER PURSUANT TO PUBLIC LAW 1975, CHAPTER 127**

WHEREAS, New Jersey Public Law 1975, Chapter 127, Section 1, et seq., requires that a municipality annually designate an officer or employee as the Public Agency Compliance Officer in accordance with the aforesaid Statute to facilitate the implementation and compliance with the Affirmative Action requirements of the State of New Jersey.

NOW, THEREFORE, BE IT RESOLVED that Donna Kukla be and is hereby appointed as the Public Agency Compliance Officer for the Township of Montgomery for the calendar year 2022 and that a certified copy of this Resolution be filed with the appropriate agency as required by law.

Y. **RESOLUTION #22-1-26 - AUTHORIZING EXECUTION OF AN AGREEMENT TO CONTRACT FOR COPY AND PRINT SERVICES WITH THE COUNTY OF SOMERSET, NEW JERSEY**

WHEREAS, various Somerset County municipalities are desirous of contracting for copy and print services; and

WHEREAS, the County of Somerset is desirous of providing copy and print services to various municipalities in accordance with the terms of agreements, copies of which are on file with the Township Clerk; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 et seq.) authorizes and empowers the County of Somerset and various municipalities to enter into such agreements.

NOW, THEREFORE, BE IT RESOLVED that the Montgomery Township Committee does hereby authorize the Mayor and Clerk to execute agreements, as prepared by County Counsel and on file with the Township Clerk, to contract for the copy and print services to Montgomery Township as described in said agreements, during the calendar year January 1, 2022 through December 31, 2022.

Z. **RESOLUTION #22-1-27 - TO NOT REQUIRE CLAIMANT CERTIFICATIONS EXCEPT FOR THE ADVANCE OR REIMBURSEMENT OF EMPLOYEE EXPENSES OR FOR SERVICES PROVIDED EXCLUSIVELY AND ENTIRELY BY AN INDIVIDUAL**

WHEREAS, N.J.S.A. 40A:5-16 requires that the governing body of my local unit shall not pay out of its monies unless:

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- (a) The person claiming or receiving payment first presents a detailed bill of items or demand, specifying particularly how the bill or demand is made up (the Invoice), with the certification of the party claiming payment that the bill or demand is correct (the Claimant Certification).
- (b) The payment carries a written or electronic certification of some officer or duly designated employee of the local unit having knowledge of the facts that the goods have been received by, or the services rendered to, the local unit (certification receiving report of the user department); and

WHEREAS, N.J.A.C. 5:30-9A.6 and N.J.A.C. 5:31-4.1 allow greater flexibility for local units and authorities for enacting standard policies by resolution regarding claimant or vendor certifications as set forth in N.J.S.A. 40A:5- J 6; and

WHEREAS, a claimant or vendor certification is a "wet" signature for the party claiming that the demand for payment is correct; and

WHEREAS, the Chief Financial Officer and the Purchasing Agent have determined that a claimant certification will no longer be required except for the advance or reimbursement of employee expenses, or for services provided exclusively and entirely by an individual (e.g. sole proprietors); and

WHEREAS, eliminating the requirement for a claimant certification reduces the steps in making payments to vendors and will greatly expedite the process for paying vendors; and

WHEREAS, upon the approval of this resolution the Chief Financial Officer will communicate internal accounting controls as set forth below and has determined same to be sufficient to avoid errors and fraud in the processing of claims for payment.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Montgomery that the following internal accounting controls presented by the Chief Financial Officer are adopted as Township policy for the Payment of Claims:

1. All procurement transactions must originate by way of a requisition in the Township financial system. Requisitions will not be processed without an approval of the Department Director or a designee approved by the Department Director; and
2. Prior to claims for payment being submitted, invoices must be reviewed by the Department Director or designee to verify that the work was performed or the goods received as authorized and that the prices are consistent with original proposals; and
3. Submitted claims for payment (e.g. Purchase Order, Partial Payment Voucher, NC Voucher) must have a detailed invoice attached and be sign by the person responsible who has direct knowledge that the work was performed or goods received as well as by the Department Director; and

BE IT FURTHER RESOLVED that pursuant to N.J.A.C. 5:30-9A.6 and N.J.A.C. 5:3.1-4.1, the Township of Montgomery exercises its discretion to not require claimant certifications except for the advance or reimbursement of employee expenses or for services provided exclusively and entirely by an individual (e.g. sole proprietors); and

BE IT FURTHER RESOLVED that this resolution is effective upon its adoption for all claims to be paid.

AA. **RESOLUTION #22-1-28 - TO AUTHORIZE AND DIRECT THE TAX COLLECTOR TO CONDUCT AN ELECTRONIC TAX SALE**

WHEREAS, N.J.S.A.54:5-19.1 et seq. permits municipalities to conduct electronic tax sales pursuant to rules and regulations promulgated by the Director of the Division of Local Government Services; and

WHEREAS, the rule thus promulgated requires a municipality to authorize said electronic tax sale by resolution of the governing body; and

WHEREAS, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more effective tax sale process.

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery Township Committee does hereby authorize and direct the Tax Collector to conduct an electronic tax sale.

BB. **RESOLUTION 22-1-29 - AUTHORIZING RETURN OF SEWER DEPOSIT RESERVATION MM/PG Montgomery Properties, LLC.**

WHEREAS, MM/PG Montgomery Properties LLC has requested their sewer deposit reservation deposit returned to as the new developer will seek their own agreement for reservation; and

WHEREAS, Gail Smith, Township Engineer, has agreed to the request from MM/PG Montgomery Properties, LLC. Moreover, it is understood that there is a 5% discount of the amount deposited.

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NOW, THEREFORE, BE IT RESOLVED that the Montgomery Township Committee approves the return of the following funds:

Deposit was for -	\$ 1,556,435.00
Discount of 5% -	\$ 77,821.25
Total Returned -	\$ 1,478,613.25

CC. **RESOLUTION #22-1-30 - AUTHORIZING THE ISSUANCE OF 2022 TOWING LICENSES**

WHEREAS, the Township has received a completed towing application for a light-duty towing license and a heavy-duty towing license from Dave's Heavy Towing, LLC to provide towing services in 2022; and

WHEREAS, the Township has received a completed towing application for a light-duty towing license and a heavy-duty towing license from Stewarts Towing, Inc. to provide towing services in 2022; and

WHEREAS, the Township has received a completed towing application for a light-duty towing license from Rich's Off Road Towing to provide towing services in 2022; and

WHEREAS, the Police Department has reviewed said applications and conducted appropriate investigations pursuant to section 4A-2.2 of the Code of the Township of Montgomery (1984); and

WHEREAS, the Police Director has reviewed the results of said investigations, approved said applications, and recommended the issuance of light-duty and heavy-duty towing licenses to Dave's Heavy Towing, LLC. and Stewarts Towing, Inc. and a light-duty towing license to Rich's Off Road Towing.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Montgomery, County of Somerset, New Jersey, as follows:

1. The Township Clerk is hereby authorized to issue 2022 light-duty and heavy-duty licenses to:  
Dave's Heavy Towing, LLC.  
Stewarts Towing, Inc.
2. The Township Clerk is hereby authorized to issue a 2022 light-duty license to:  
Rich's Off Road Towing
3. All towing licenses are subject to the provisions set forth in Chapter IV-A of the Code of the Township of Montgomery (1984), and shall expire on December 31, 2022.
4. This resolution shall take effect immediately.

17-1. Motion to adopt **CONSENT AGENDA** \_\_\_\_\_ Second \_\_\_\_\_

**ROLL CALL VOTE:**

COMMITTEE MEMBER	YES	NO	ABSTAIN	ABSENT

**18. RESOLUTION #22-1-31 - 2022 TEMPORARY BUDGET**

WHEREAS, NJSA 40A:4-19 provides that temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of 2022; and

WHEREAS, the total appropriations in the 2021 Budget, less appropriations for Capital Improvement Fund, Debt Service and Public Assistance are as follows:

General	\$23,908,954.00
Sewer Utility	\$ 4,069,700.00

WHEREAS, 26.25% of the total appropriations in the 2021 Budget, less appropriations for the Capital Improvement Fund, Debt Service and Public Assistance in the said 2021 Budget is as follows:

General	\$6,276,100.43
Sewer Utility	\$1,068,296.25

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montgomery, County of Somerset, State of New Jersey, that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Finance Officer for his record.

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2022 TEMPORARY BUDGET

General Admin - Salary & Wages	\$ 65,000.00
General Admin - O & E	\$ 15,000.00
Committee Expenses - O & E	\$ 25,000.00
Mayor & Council - Salary & Wages	\$ 7,000.00
Mayor & Council - O & E	\$ 2,000.00
Municipal Clerk - Salary & Wages	\$ 57,000.00
Municipal Clerk - O & E	\$ 25,000.00
Newsletter - O & E	\$ 5,000.00
Financial Administration - Salary & Wages	\$ 140,000.00
Financial Administration O & E	\$ 20,000.00
Data Processing - Salary & Wages	\$ 31,000.00
Data Processing - O & E	\$ 37,000.00
Geographic Information Sys. - Salary & Wages	\$ 16,000.00
Geographic Information Sys. - O & E	\$ 12,000.00
Revenue Administration - Salary & Wages	\$ 14,000.00
Revenue Administration - O & E	\$ 10,000.00
Tax Assessment Administration - Salary	\$ 42,000.00
Tax Assessment Administration - O & E	\$ 6,000.00
Legal Services - O & E	\$ 91,000.00

Engineering Services - Salary & Wages	\$ 127,000.00
Engineering Services - O & E	\$ 14,000.00
Economic Development - O & E	\$ 2,000.00
Landmarks Commission - O & E	\$ 3,000.00
Veterans Committee - O & E	\$ 2,000.00
Planning Board - Salary & Wages	\$ 59,000.00
Planning Board - O & E	\$ 7,000.00
Master Plan - O & E	\$ 16,000.00
Zoning Board of Adjustments - Salary & Wages	\$ 36,000.00
Zoning Board of Adjustments - O & E	\$ 3,000.00
Other Code Enforcement Functions - Salary & Wages	\$ 149,000.00
Other Code Enforcement Functions - Other	\$ 7,000.00
Liability Insurance - O & E	\$ 463,000.00
Long Term Disability - O & E	\$ 20,000.00
Worker Compensation Insurance - O & E	\$ 245,000.00
Employee Group Insurance - O & E	\$ 500,000.00
Employee Health Benefit Waiver	\$ 45,000.00
Deferred Compensation - O & E	\$ 52,500.00
Police Department - Salary & Wages	\$1,093,000.00
Police Department - O & E	\$ 110,000.00
Emergency Management - O & E	\$ 2,000.00
Emergency Service Committee - O & E	\$ 125.00
Aid to Volunteer Ambulance Companies - O & E	\$ 9,000.00
Fire Prevention - Salary & Wages	\$ 52,000.00
Fire Prevention - O & E	\$ 4,000.00
Fire Hydrants - O & E	\$ 174,000.00
Streets & Road Maintenance - Salary & Wages	\$ 256,000.00
Streets & Road Maintenance - O & E	\$ 200,000.00
Public Works - Salary & Wages	\$ 32,000.00
Public Works - O & E	\$ 25,000.00
Shade Tree - O & E	\$ 6,000.00
Buildings & Grounds - Salary & Wages	\$ 49,000.00
Buildings & Grounds - O & E	\$ 100,000.00
Vehicle Maintenance - O & E	\$ 250,000.00
Community Services Act - O & E	\$ 27,000.00
Environmental Commission - O & E	\$ 2,000.00
Public Health Services - Salary & Wages	\$ 200,000.00
Public Health Services - O & E	\$ 25,000.00
Environmental Health Services - O & E	\$ 1,000.00
Animal Control - Salary & Wages	\$ 15,000.00
Animal Control - O & E	\$ 2,000.00
Welfare/Administration - O & E	\$ 131.00
Recreation Services & Programs - Salary & Wages	\$ 100,000.00
Recreation Service & Programs - O & E	\$ 15,000.00
Adult School - Salaries & Wages	\$ 28,000.00
Adult School - O & E	\$ 35,000.00
Senior Center - Salary & Wages	\$ 2,000.00
Senior Center - O & E	\$ 17,000.00
Maintenance of Parks - Salary & Wages	\$ 129,000.00
Maintenance of Parks - O & E	\$ 25,000.00
Summer Camp - Salary & Wages	\$ 22,000.00
Summer Camp - O & E	\$ 3,000.00
Electricity	\$ 49,000.00
Street Lighting	\$ 18,000.00
Telephone	\$ 33,000.00
Water	\$ 14,000.00
Natural Gas	\$ 22,000.00
Gasoline	\$ 100,000.00
Solid Waste Disposal - O & E	\$ 35,000.00
Recycle - O & E	\$ 60,000.00
P.E.R.S.	\$ 50,000.00
P.E.R.S. - DCRP	\$ 4,000.00
Social Security - F.I.C.A & Medicare	\$ 300,000.00
P.F.R.S	\$ 50,000.00
Municipal Court - O & E	\$ 50,000.00
Total Temporary Approp. for Operating Purposes	\$6,113,000.00

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2022 DEBT SERVICE OPERATING FUND

Payment Bond Principal	\$ 610,000.00
Interest on Bonds	\$ 555,000.00
Improvement Authority	\$ 630,000.00
Total Temporary Operating Fund Debt Service	\$ 1,795,000.00

2022 SEWER TEMPORARY BUDGET

Salary & Wages	\$ 350,000.00
O & E	\$ 700,000.00
Total 2021 Temporary Appropriations for Sewer Purposes	\$ 1,050,000.00

2022 DEBT SERVICE SEWER FUND

Bond Principal/Interest	\$ 495,000.00
NJEIT	\$ 400,000.00
Total Temporary Sewer Debt Service	\$ 895,000.00

Motion \_\_\_\_\_ Second \_\_\_\_\_



**ROLL CALL VOTE:**

COMMITTEE MEMBER	YES	NO	ABSTAIN	ABSENT

19. **ORDINANCE #22-1676** - Acquisition by Gift of Property Identified as Block 27001 Lots 19.01 and 19.02 (246 Opossum Road - Introduction)

- A. Title: AN ORDINANCE OF THE TOWNSHIP OF MONTGOMERY AUTHORIZING THE ACQUISITION BY GIFT OF PROPERTY IDENTIFIED AS BLOCK 27001 LOTS 19.01 and 19.02 LOCATED AT 246 OPOSSUM ROAD IN THE TOWNSHIP OF MONTGOMERY
- B. BE IT RESOLVED by the Township Committee of the Township of Montgomery that the foregoing ordinance be hereby passed on first reading and that the same be published in an official newspaper as required by law together with a Notice of Pending Ordinance fixing January 20, 2022 at approximately 7:00 p.m. as the date and time when said ordinance will be further considered for final adoption.

Motion \_\_\_\_\_ Second \_\_\_\_\_

**ROLL CALL VOTE:**

COMMITTEE MEMBER	YES	NO	ABSTAIN	ABSENT

20. **APPROVAL OF MINUTES**

If there are no corrections, the Regular Session minutes for December 16, 2021 stand approved.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Abstain \_\_\_\_\_

**TENTATIVE JANUARY 20 AGENDA**

**ORDINANCE #22-1676** - Acquisition by Gift of Property Identified as Block 27001 Lots 19.01 and 19.02 (246 Opossum Road - Public Hearing)  
Authorizing the Township to Renew Membership in the Passaic County Co-Op

**UPCOMING MEETINGS**

21. **RESOLUTION TO CLOSE MEETING TO THE PUBLIC**

BE IT RESOLVED by the Township Committee of the Township of Montgomery in Somerset County, New Jersey as follows:

1. The Township Committee will now convene in a closed session that will be limited only to consideration of items with respect to which the public may be excluded pursuant to Section 7B of the Open Public Meetings Act.
2. The general nature of the subject to be discussed in this session is as follows:
  - Police Officer interviews;
3. It is unknown precisely when the matter discussed in this session will be disclosed to the public. Appointments shall only be authorized by the Township Committee in a public session. It is possible at the conclusion of the closed session; the Township Committee will reconvene in open session for the purpose of taking action on some of the matters discussed in closed session.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Abstain \_\_\_\_\_

21-1. MOTION TO REOPEN THE MEETING IN PUBLIC SESSION

Motion \_\_\_\_\_ Second \_\_\_\_\_ Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Abstain \_\_\_\_\_

ADJOURNMENT at \_\_\_\_\_ p.m. Motion \_\_\_\_\_ Second \_\_\_\_\_ Favor \_\_\_\_\_ Opposed \_\_\_\_\_