**BOROUGH OF CLIFTON HEIGHTS**

**AGENDA FOR COUNCIL ORGANIZATION MEETING**

**JANUARY 3, 2022**

**6:00 p.m.**

I. Pledge of Allegiance

II. Administration of Oath of Office to Elected Council Members

Each newly elected or reelected official presents the following to the Borough Secretary:

A. Certificate of Election

B. Affidavit of Residency

C. Written Oath of Office

The Honorable Kelly Micozzie-Aguirre administers the Oath of Office to each newly elected or reelected official.

III. Election of Council Officers (Mayor Chairs the Meeting)

A. Nominations and Election for President of Council

B. Nominations and Election for Vice-President of Council

C. Nominations and Election for *President Pro Tempore* of Council (to chair meetings in absence of President and Vice-President)

IV. Appointment of Borough Officers (Council President chairs meeting)

Motion and Second to appoint:

A. Borough Secretary

B. Borough Manager

C. Borough Treasurer

D. Borough Solicitor

E. Borough Engineer

F. Zoning Officer

G. Code Official

H. Code Enforcement Officer(s)

I. Representative to Muckininpates Sewer Authority

J. Representative to Darby Creek Joint Authority

K. Finance Officer

L. Fire Marshall

M. Assistant Fire Marshall

N. Vacancy Board Chair

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V. Approval of Resolution No. 2022-1 to appoint Borough Auditors

VI. Appointment to Borough Boards and Commissions (to fill any vacancies and unexpired terms)

A. Zoning Hearing Board

B. Planning Commission

C. Civil Service Commission

VII. Appointment of Depositories of Borough Funds

VIII. Appointment of Authorized Signers on Borough Accounts

IX. Judge or Mayor administers Oath of Office to officials present who have been appointed during Organization Meeting.

X. Adjournment