

REORGANIZATION MEETING AGENDA
Monday, January 6, 2020

Reorganization Meeting
Mayor and Council

Borough of Chatham
54 Fairmount Avenue
Chatham, NJ 07928

OATHS OF OFFICE – ELECTED OFFICIALS

Mayor Thaddeus J. Kobylarz
Council Member Irene Treloar
Council Member Karen Koronkiewicz

CALL MEETING TO ORDER The Reorganization meeting will be called to order at 7:30 p.m.

SALUTE TO THE FLAG

Boy and Girl Scouts

INVOCATION

Reverend Marie Bacchiocchi, Stanley Congregational Church

ADEQUATE NOTICE

Pursuant to the requirements of the Open Public Meetings Act, N.J.S.A. 10:4-7 et seq., adequate notice of this Reorganization meeting has been provided by including same in the Annual Notice, copies of which were posted on the Municipal Bulletin Board on the main floor of Borough Hall, emailed to the Daily Record, the Star Ledger, the Chatham Courier, the Chatham Patch, and TAPinto Chatham and filed with the Borough Clerk, all on January 17, 2019.

ROLL CALL

Mayor Thaddeus J. Kobylarz
Council Member Robert A. Weber, Sr.
Council Member Carolyn Dempsey
Council Member Jocelyn Mathiasen
Council Member Irene Treloar
Council Member Karen Koronkiewicz
Council Member (Vacant)
Stephen W. Williams, Borough Administrator
Tamar Lawful, Borough Clerk
James L. Lott, Jr., Borough Attorney

RESOLUTION #20-01

RESOLUTION APPOINTING A BOROUGH COUNCIL MEMBER FOR THE BOROUGH OF CHATHAM

WHEREAS, due to the resignation of Borough Council Member, Thaddeus J. Kobylarz, a vacancy was created in the Council of the Borough; and

WHEREAS, the Mayor and Council of the Borough of Chatham have determined that it is in the best interest of the Borough to appoint a Borough Council Member to fill the vacancy in the Council of the Borough of Chatham for the unexpired term for the remainder of 2020; and

WHEREAS, the Mayor and Council of the Borough deem it in the best interest of the Borough to appoint _____ (*appointed nominee*) as a Borough Council Member of the Borough of Chatham to fill said vacancy; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Chatham that _____ (*appointed nominee*) is hereby appointed to fill the vacancy for the unexpired term, ending on December 31, 2020; and

BE IT FURTHER RESOLVED that a copy of this Resolution shall be filed with the Municipal Clerk of the Borough of Chatham.

OATH OF OFFICE – APPOINTED COUNCIL MEMBER

RESOLUTION #20-02

RESOLUTION TO ADOPT COUNCIL MEETING MINUTES

BE IT RESOLVED by the Council of the Borough of Chatham that the minutes from the following meeting are approved as prepared and shall be filed as a permanent record in the Borough Clerk's office:

November 25, 2019
December 9, 2019; and
December 19, 2019

And,

BE IT FURTHER RESOLVED, by the Council of the Borough of Chatham that the minutes from the following Closed Session meeting(s) are approved as prepared and shall be filed as a permanent record in the Borough Clerk's office:

November 25, 2019
December 25, 2019; and
December 19, 2019

PROFESSIONAL SERVICE CONTRACTS

RESOLUTION #20-03

RESOLUTION AUTHORIZING THE AWARD OF NON-FAIR AND OPEN PROCESS PROFESSIONAL SERVICE CONTRACTS FOR THE YEAR 2020 FOR THE COMPANIES AND INDIVIDUALS REFERENCED HEREIN

WHEREAS, there exists a need to enter into non-fair and open professional service contracts for the year 2020 pursuant to the provisions of N.J.S.A. 40A:11-5(1)(a); and

WHEREAS, such services constitute professional services as defined by the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(i) and N.J.S.A. 19:44A-20.5, which may be awarded without advertisement for bids or bidding in that the required services must be performed by persons authorized by law to practice a recognized profession, whose practice is regulated by law, of the performance of which requires knowledge of an advanced and specialized type; and

WHEREAS, the following professional service contractors possess the experience necessary in their respective profession and the Mayor and Council have determined that the award of the contract would be in the best interests of the Borough; and

WHEREAS, each of the herein referenced professional service contractors, its subsidiaries, assigns or principals controlling in excess of 10% of the firm have submitted to the Borough a Business Entity Disclosure Certification pursuant to the New Jersey Pay-to-Play Act, N.J.S.A. 19:44A-1 et seq., a completed Disclosure of Investment Activities in Iran pursuant to Public Law 2012, C.25, a New Jersey Business Registration Certificate, a completed affirmative action report (Form AA-302) and a completed W-9 form; and

WHEREAS, the Acting Chief Financial Officer has certified that sufficient funds are available for the purpose of awarding each of the herein referenced professional service contracts, contingent upon the approval of the 2020 Budget, and has provided the maximum contract amount and budget account for the purpose of awarding each of the contracts.

BE IT RESOLVED, by the Borough Council of the Borough of Chatham that the following professional service contracts are hereby awarded for a one-year period:

<u>AWARDED TO</u>	<u>PROFESSIONAL SERVICE</u>	<u>MAXIMUM CONTRACT AMOUNT</u>
Riker Danzig, LLP (James L. Lott, Jr., Esq.)	Municipal Legal and Tax Attorney Services	\$235,000.00 Account: 0-01-20-155-201 Account: 0-01-20-150-223
Rogut McCarthy LLC (Steve Rogut, Esq.)	Bond Counsel Services	\$6,000.00 Account: C-04-55-919-000
Greenbaum, Rowe, Smith & Davis LLP (Robert Goldsmith, Esq.)	Special Legal Planning Services	\$45,000.00 Account: 0-01-20-100-301
Topology (Philip Abramson)	Special Planning Services	\$80,000.00 Account: 0-01-20-100-300
Piazza & Associates (Frank Piazza, Jr.)	Affordable Housing Administrative Agent Services	\$5,000.00 Account: 0-01-20-100-300
Phoenix Consulting Group (Jon Rheinhardt)	Financial Consultant Services	\$30,000.00 Account: 0-01-2-130-223
Hendricks Appraisal Company, LLC (Mark E. Hendricks)	Property Appraisal and Litigation Consultant Services	\$15,000.00 Account: 001-20-150-223
Dorsey and Semrau, LLC (Frederick Semrau)	Special Tax Counsel Services	\$8,000.00 Account: 0-01-20-150-223

And,

BE IT FURTHER RESOLVED, that the Borough Council authorizes the Mayor to enter into a contract with the referenced professional service contractors as provided herein, provided that their Business Disclosure Entity Certification and Determination of Value of the contract be placed on file by the business entity or individual with this resolution.

MAYOR'S ANNUAL MESSAGE

RESOLUTION #20-04

RESOLUTION OF THE MAYOR AND BOROUGH COUNCIL THANKING FORMER VOLUNTEERS FOR THEIR CONTRIBUTIONS TO CHATHAM DURING THEIR TERMS AS VOLUNTEERS ON VARIOUS BOARDS, COMMISSIONS AND COMMITTEES

WHEREAS, volunteers are the lifeblood of any community if a community is to be vibrant; and

WHEREAS, Chatham Borough has been fortunate enough to attract well-qualified, dedicated volunteers over the years who each make a sacrifice of their personal time, sometimes sacrificing family and other obligations in order to serve the Borough they love; and

WHEREAS, several long-term volunteers are choosing to step down from their assignments on Boards, Commissions and/or Committees; and

WHEREAS, the Mayor and Borough Council wish to publicly thank these exceptional individuals for their many contributions to Chatham.

BE IT RESOLVED, that the Mayor and Borough Council of the Borough of Chatham, County of Morris, State of New Jersey does hereby thank the following volunteers for their service and dedication to the community and wishes them every success and contentment in all their future endeavors:

<u>Name</u>	<u>Board, Commission, and/or Committee</u>
Susan V. Lenz	Affordable Housing Advisory Committee
Mary Ann McCabe	Board of Health
Rita Marts	Board of Health
Elaine Dangler	Chatham Community Emergency Response Team [C.E.R.T.]
Mary M. Foley	Chatham Community Emergency Response Team [C.E.R.T.]
Liz Holler	Chatham Community Emergency Response Team [C.E.R.T.]
Amy Nauta	Chatham Community Emergency Response Team [C.E.R.T.]
Janet Nauta	Chatham Community Emergency Response Team [C.E.R.T.]
Susan Nauta	Chatham Community Emergency Response Team [C.E.R.T.]
John Tunny	Chatham Community Emergency Response Team [C.E.R.T.]
Michael Kaczun	Communication and Technology
Kevin Murphy	Environmental Commission
Brian Klatt	Farmers Market Committee
Eleanor Smith	Historic Preservation Commission
Laura Ranji	MYCHATHAMNJ Committee
Susanne Doherty	MYCHATHAMNJ Committee
Helen Keskemety	Zoning Board

MEETING OPEN TO THE PUBLIC

NOTICE OF PUBLIC COMMENT TIME LIMIT

Hearing of citizens during the Public Comment section of the Agenda is an opportunity for any member of the public to be heard about issues which are/are not topics scheduled for Public Hearing tonight. To help facilitate an orderly meeting, and to permit all to be heard, speakers are asked to limit their comments to a reasonable length of time.

RESOLUTION #20-05

RESOLUTION APPOINTING OFFICERS OF THE CHATHAM BOROUGH VOLUNTEER FIRE DEPARTMENT FOR THE YEAR 2020

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the following officers shall be appointed to the Chatham Borough Volunteer Fire Department for the year 2020:

Fire Chief	Jeffrey Fricke
Deputy Chief 1	Don Almgren
Deputy Chief 2	Peter Gogolich
Battalion Chief	David Allan
Captain 1	Alexander Sweetin
Captain 2	Corey Duren
Engine Company #1	
Lieutenant	Dan Casey
Engine Company #2	
Lieutenant:	John Rickershauser
Hose Company #1	
Lieutenant:	George Sweetin
Hook & Ladder Company	
Lieutenant:	Tim Weichert
Rescue Company	
Lieutenant:	Daniel J. Smith
Wardens Company	
Lieutenant:	Donald Kidd

ADMINISTRATION OF THE OATHS OF OFFICE

Fire Department Appointments

MAYORAL APPOINTMENTS

As Mayor, I, Thaddeus J. Kobylarz do hereby make the following appointments:

STATUTORY BOARDS & COMMISSIONS

Environmental Commission [Regular Member appointments only]

Name	Position	Term
Torri Van Wie	Regular Member	01/01/2020 to 12/31/2022

Vacant (Kevin Murphy)	Regular Member	01/01/2020 to 12/31/2022
Vacant (Kyle Muir)	2 nd Alternate	01/01/2020 to 12/31/2021

Historic Preservation Commission

<u>Name</u>	<u>Position</u>	<u>Term</u>
Barbara Farricker	Regular Member	01/01/2020 to 12/31/2023
Vacant (Eleanor Smith)	1 st Alternate	01/01/2020 to 12/31/2023
Vacant (Frank Trulio)	2 nd Alternate	01/01/2019 to 12/31/2020

Library Board of Trustees

<u>Name</u>	<u>Position</u>	<u>Term</u>
Barbara Montague	Regular Member	01/01/2020 to 12/31/2024

Planning Board

<u>Name</u>	<u>Position</u>	<u>Term</u>
Susan Favate	Class IV Chair	01/01/2020 to 12/31/2023
Steven Williams	Class II	01/01/2020 to 12/31/2020
Torri Van Wie	Class IV Enviro Com	01/01/2020 to 12/31/2023
Vacant unexpired term (Matthew Engel)	1 st Alternate	01/01/2019 to 12/31/2020
Vacant (Kyle Muir)	2 nd Alternate	01/01/2020 to 12/31/2021

Shade Tree Commission

<u>Name</u>	<u>Position</u>	<u>Term</u>
Fran Drew	Regular Member	01/01/2020 to 12/31/2024
Vacant	2 nd Alternate	01/01/2020 to 12/31/2021

RESOLUTION #20-06

RESOLUTION APPROVING AND CONFIRMING MAYORAL APPOINTMENTS REQUIRING THE ADVICE AND CONSENT OF THE COUNCIL

RESOLUTION APPOINTING MEMBER TO THE BOARD OF HEALTH

BE IT RESOLVED, that the Council of the Borough of Chatham does hereby appoint the following individual as Members to the Board of Health for the term indicated:

Board of Health

<u>Name</u>	<u>Position</u>	<u>Term</u>
Lisa DeRosa	Regular Member	01/01/2020 to 12/31/2022
Lisbeth Bringgaard	Regular Member	01/01/2020 to 12/31/2022
Vacant-Unexpired Term (Rita Marts)	Regular Member	01/01/2019 to 12/31/2021
Shelliam Lee	2 nd Alternate	01/01/2020 to 12/31/2021

RESOLUTION #20-07

RESOLUTION APPOINTING MEMBERS TO THE ZONING BOARD OF ADJUSTMENT

BE IT RESOLVED, that the Council of the Borough of Chatham does hereby appoint the following individuals to the Zoning Board of Adjustment for the terms indicated:

Zoning Board of Adjustment

<u>Name</u>	<u>Position</u>	<u>Term Expires</u>
Alida Kass	Regular Member	01/01/2020 to 12/31/2023
Fredrick Infante	Regular Member	01/01/2020 to 12/31/2023
Patrick Tobia (Helen Kecskemety)	Regular Member	01/01/2018 to 12/31/2021
William DeRosa, Jr.	1 st Alternate	01/01/2020 to 12/31/2021
Peter Hoffman (William DeRosa, Jr.)	2 nd Alternate Member	01/01/2019 to 12/31/2020

ADMINISTRATION OF THE OATHS OF OFFICE

Boards and Commissions Appointments

COUNCIL PRESIDENT NOMINATIONS

Mayor Thaddeus Kobylarz will ask for nominations for Council President for the year 2020.

RESOLUTION #20-08

RESOLUTION APPOINTING THE COUNCIL PRESIDENT FOR THE YEAR 2020

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that Council Member _____ is hereby appointed as Council President for the year 2020.

CLASS III PLANNING BOARD MEMBER APPOINTMENT

RESOLUTION #20-09

RESOLUTION APPOINTING COUNCIL MEMBER TO THE PLANNING BOARD

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that Council Member Irene Treloar is hereby appointed to the Planning Board Class III position for the year 2020.

RESOLUTION #20-10

RESOLUTION APPROVING COUNCIL COMMITTEE APPOINTMENTS

COUNCIL COMMITTEE APPOINTMENTS

Budget and Finance

*Financial oversight and planning;
budget preparation*

Jocelyn Mathiasen, Chair
Robert A. Weber, Sr.
Karen Koronkiewicz

Personnel

*Salary and benefits for all personnel;
administrative personnel matters*

_____, Chair
Jocelyn Mathiasen
Irene Treloar

Public Safety & Emergency Services
*Oversight of Police, coordination with
Emergency Squad and Fire Department*

Robert Weber, Sr., Chair
Carolyn Dempsey
Karen Koronkiewicz

Public Works Planning/Community Services
*Public Works services, infrastructure
planning, solid waste, recycling services,
community outreach, and Borough-sponsored
programs, activities and events*

Carolyn Dempsey, Chair
Irene Treloar

Shared Services & 3rd Party Agreements
*Evaluation and management of shared service
Arrangements. Service on shared services management
committees: Joint Court, MCJM, Construction Office,
Dept. of Health/Sanitarian, DPW equipment sharing*

Irene Treloar, Chair
Jocelyn Mathiasen
Carolyn Dempsey

Long Range Traffic & Pedestrian Safety Planning
*Planning of street traffic, sidewalk and parking
practices and improvements*

Karen Koronkiewicz, Chair
Robert Weber

RESOLUTION #20-11

RESOLUTION APPROVING COUNCIL LIAISON ASSIGNMENTS

MEMBER ASSIGNMENTS

Madison/Chatham Joint Meeting Finance
and Personnel Committee

Robert Weber
Karen Koronkiewicz

Joint Municipal Court

Jocelyn Mathiasen
Irene Treloar

Joint Recreation Advisory Committee

Robert A. Weber, Sr.
Carolyn Dempsey

Planning Board

Irene Treloar

LIAISON ASSIGNMENTS TO STATUTORY BOARDS AND COMMISSIONS

Board of Health

Robert A. Weber, Sr.

Environmental Commission

Jocelyn Mathiasen

Historic Preservation Commission
Shade Tree Commission

Carolyn Dempsey
Karen Koronkiewicz

ADVISORY COMMITTEE ASSIGNMENTS

Affordable Housing Advisory Committee

Jocelyn Mathiasen

Chatham Borough Recreation Advisory Committee

Robert A. Weber, Sr.

	Carolyn Dempsey
Chatham Joint Community Garden Advisory Committee	Karen Koronkiewicz
Communications & Technology Advisory Committee	Jocelyn Mathiasen Irene Treloar
Economic Development Advisory Committee	Jocelyn Mathiasen _____
Farmers' Market Advisory Committee	Karen Koronkiewicz
Historic Riverside Trail Advisory Committee	Carolyn Dempsey
Mayors' Wellness Advisory Committee	Karen Koronkiewicz
Municipal Pool Advisory Committee	Carolyn Dempsey
MyChathamNJ Advisory Committee	Irene Treloar
Open Space & Historic Preservation Trust Advisory Committee	Carolyn Dempsey
Public Arts Council (Advisory Committee)	Carolyn Dempsey
Traffic & Pedestrian Safety Advisory Committee	_____
Undergrounding Advisory Committee	Irene Treloar _____
Senior Citizens Advisory Committee	_____
9/11 Memorial Advisory Committee	Robert Weber
EXTERNAL ORGANIZATION ASSIGNMENTS	
Board of Education	Carolyn Dempsey
Municipal Alliance Committee of the Chathams	_____
Project Community Pride	_____
Senior Center of the Chathams	_____

RESOLUTION #20-12

RESOLUTION APPROVING COUNCIL COMMITTEE

APPOINTMENTS

COUNCIL COMMITTEE APPOINTMENTS

Budget and Finance

*Financial oversight and planning;
budget preparation*

Jocelyn Mathiasen, Chair
Robert A. Weber, Sr.
Karen Koronkiewicz

Personnel

*Salary and benefits for all personnel;
administrative personnel matters*

_____, Chair
Jocelyn Mathiasen
Irene Treloar

Public Safety & Emergency Services
*Oversight of Police, coordination with
Emergency Squad and Fire Department*

Robert Weber, Sr., Chair
Carolyn Dempsey
Karen Koronkiewicz

Public Works Planning/Community Services
*Public Works services, infrastructure
planning, solid waste, recycling services,
community outreach, and Borough-sponsored
programs, activities and events*

Carolyn Dempsey, Chair
Irene Treloar

Shared Services & 3rd Party Agreements
*Evaluation and management of shared service
Arrangements. Service on shared services management
committees: Joint Court, MCJM, Construction Office,
Dept. of Health/Sanitarian, DPW equipment sharing*

Irene Treloar, Chair
Jocelyn Mathiasen
Carolyn Dempsey

Long Range Traffic & Pedestrian Safety Planning
*Planning of street traffic, sidewalk and parking
practices and improvements*

Karen Koronkiewicz, Chair
Robert Weber

ADMINISTRATION OF THE OATHS OF OFFICE

Boards and Commissions Appointments

CONSENT AGENDA - PART I

The following items are considered to be routine by the Chatham Borough Mayor and Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

Resolution #20-13 through Resolution #20-28 have been placed on the Consent Agenda – Part I.

ADVISORY COMMITTEES

RESOLUTION #20-13

RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE AFFORDABLE HOUSING ADVISORY COMMITTEE FOR CALENDAR YEAR 2020

WHEREAS, N.J.S.A. 40A:60-7(d) authorizes Borough Councils to create “advisory councils” in the municipality; and

WHEREAS, the Council of the Borough of Chatham has determined that it desires to receive advice with respect to affordable housing matters.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the Affordable Housing Advisory Committee shall hereby be continued; and

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Chatham that the Affordable Housing Advisory Committee shall be responsible for providing advice to the Mayor and Council on:

1. Matters concerning the Borough’s compliance with State laws and regulations relating to providing affordable housing in the Borough, and

2. Identifying needs for affordable housing, and
3. Identifying and evaluating potential locations for affordable housing in the Borough; and said Committee shall meet as deemed advisable by the Committee; and

BE IT FURTHER RESOLVED, that the following individuals are hereby appointed to the Affordable Housing Advisory Committee for calendar year 2020:

Affordable Housing Advisory Committee

John E. Eyre

Susan W. Favate

Frank Piazza, Jr., Piazza & Associates, Assistant Housing Liaison/Administrative Agent

Stephen W. Williams, Borough Administrator and Municipal Housing Liaison Officer.

RESOLUTION #20-14

RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE BOROUGH RECREATION ADVISORY COMMITTEE FOR CALENDAR YEAR 2020

WHEREAS, N.J.S.A. 40A:60-7(d) authorizes Borough Councils to create “advisory councils” in the municipality; and

WHEREAS, Chapter 2, §2-32 of the Code of the Borough of Chatham provides that the Council shall have the discretion to establish by resolution such advisory committees as it deems necessary and advisable to assist in those aspects of government that require community involvement and that the membership, purpose and responsibilities of any such committee shall be set forth by resolution; and

WHEREAS, the Mayor and Council of the Borough of Chatham have determined that it would be beneficial to establish a Borough Recreation Advisory Committee (the “Committee”) to make recommendations regarding recreation programs, activities and facilities within the Borough of Chatham; and

WHEREAS, the Mayor and Council of the Borough of Chatham have incorporated the Municipal Pool Advisory Committee to be a part of the Borough Recreation Advisory Committee; and

BE IT FURTHER RESOLVED, that the members of this Committee shall include Chatham Borough Representatives serving on the Chatham Joint Recreation Advisory Committee as well as members of the Municipal Pool Advisory Committee; and

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the following individuals be appointed to the Chatham Recreation Advisory Committee:

Borough Recreation Advisory Committee

Bill Karpowic

Douglas Herbert

Jim LeMon

Suzanne Jenks

Julie Muller

RESOLUTION #20-15

RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS OF THE CHATHAM JOINT COMMUNITY GARDEN ADVISORY COMMITTEE FOR CALENDAR YEAR 2020

WHEREAS, Chatham Borough and Chatham Township have established a joint community garden; and

WHEREAS, N.J.S.A. 40A:60-7(d) authorizes Borough Councils to create “advisory councils” in the municipality; and

WHEREAS, the Borough Council adopted Resolution #13-337 on October 15, 2013, which authorized the creation of a Joint Community Garden Advisory Committee and established that five committee representatives shall be appointed from each community and also established that one member of the Chatham Borough Council and the Chatham Township Committee shall be appointed to serve as liaisons; and

WHEREAS, the Council of the Borough of Chatham has determined that it desires to receive advice with respect to the formation of policies for the operation and administration of the Joint Community Garden.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the following individuals are hereby appointed to the Joint Community Garden Advisory Committee, as the Borough’s five representatives, for calendar year 2020:

Chatham Joint Community Garden Advisory Committee

Mark Visco
William Sitar
Michael Kelly
Brian Foley
Elin Krhoun

RESOLUTION #20-16

RESOLUTION APPOINTING MEMBERS TO THE CHATHAM JOINT RECREATION ADVISORY COMMITTEE

WHEREAS, Chapter 195, Article I of the Codes of the Borough of Chatham established in and for the Borough of Chatham and in and for the Township of Chatham a Joint Recreation Advisory Committee, to be known as the "Joint Recreation Advisory Committee of the Chathams" and which provides for the appointment of members by the Governing Body of the Borough of Chatham and the Governing Body of the Township of Chatham and establishes the powers and duties of the Committee.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the following individuals be appointed to the Chatham Joint Recreation Advisory Committee:

Chatham Joint Recreation Advisory Committee

<u>Name</u>	<u>Position</u>	<u>Term</u>
Douglas Herbert	Member	01/01/2020 – 12/31/2022
Suzanne Jenks	1 st Alternate Member	01/01/2020 – 12/31/2020

RESOLUTION #20-17

RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE COMMUNICATIONS AND TECHNOLOGY ADVISORY COMMITTEE FOR CALENDAR YEAR 2020

WHEREAS, N.J.S.A. 40A:60-7(d) authorizes Borough Councils to create “advisory councils” in the municipality; and

WHEREAS, the Council of the Borough of Chatham has determined that it desires to receive advice with respect to certain communications and information technology matters, including, but not limited to, public access television, website, and social networking.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the Communications and Technology Advisory Committee is hereby re-established; and

BE IT FURTHER RESOLVED, that the Communications and Technology Advisory Committee shall be responsible for providing advice to the Mayor and Council on public communications matters, including, without limitation, the Borough's public access television channels, the Borough website, social networking, and related matters as may be requested by the Council; and

BE IT FURTHER RESOLVED, that the following individuals are hereby appointed to the Communications and Technology Advisory Committee for calendar year 2020:

Communications and Technology Committee

John S. Dey
Nicholas Eck
Ronald Partizian
Rozella Clyde

RESOLUTION #20-18

RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE FOR THE CALENDAR YEAR 2020

WHEREAS, N.J.S.A. 40A:60-7(d) authorizes borough councils to create "advisory councils" in the municipality; and

WHEREAS, the Council of the Borough of Chatham has determined that it desires to create an official body that will advise on ways to establish and preserve a flourishing economic and commercial sector in the Borough of Chatham; and

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the Economic Development Advisory Committee shall hereby be established; and

BE IT FURTHER RESOLVED, that said Committee shall meet as deemed advisable by the Committee; and all such meetings shall be open to the public, which shall be permitted to make comment during a public comment portion of the meeting and at other times as deemed appropriate by the Committee and except for closed sessions held in accordance with the Open Public Meetings Act; notices of all meetings shall be posted on the Borough website and other media as deemed advisable by the Borough Clerk and the Committee, but shall not be required to be published in the Official Newspapers and scheduled meetings shall not be canceled less than 48 hours in advance of the scheduled meeting date except in the event of an emergency;

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Chatham that the Economic Development Advisory Committee shall serve the following purpose to the Mayor and Council:

1. Promote the Borough as an attractive destination for technology and innovation economy firms;
2. Promote the Borough as an ideal place to open a secondary "support" economy business;
3. Promote the Borough as a great place to open a business in general; and
4. Promote a flourishing Main Street, River Road and Commerce Street commercial areas;

BE IT FURTHER RESOLVED, that the following individuals are hereby appointed to the Economic Advisory Committee for calendar year 2020:

Economic Development Advisory Committee

Bethany Gianusso
William Sitar
Leonard Resto
L. Rose Chen Siow
Curtis Villars
Phil Kagan
Gregory Xikes
Ronald Partizian
Rozella Clyde
Bruce Harris
James Collander

RESOLUTION #20-19

RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE CHATHAM BOROUGH FARMERS' MARKET ADVISORY COMMITTEE, AND AUTHORIZING THE OPERATION OF THE CHATHAM BOROUGH FARMERS' MARKET, ITS RULES AND REGULATIONS, AND APPLICATION, REGISTRATION AND ELECTRICAL USE FEES FOR CALENDAR YEAR 2020

WHEREAS, N.J.S.A. 40A:60-7(d) authorizes borough councils to create "advisory councils" in the municipality; and

WHEREAS, the Chatham Borough Farmers' Market will operate for a period of 23 weeks beginning on June 20, 2020 and ending on November 21, 2020 from 8 a.m. until 1 p.m. at the Chatham Borough Train Station South Plaza; and

WHEREAS, the Chatham Borough Farmers' Market depends on a volunteer force to assist with the set-up and operation of the Farmers' Market, as well as perform tasks as may be directed by the Farmers' Market Manager; and

WHEREAS, the Chatham Borough Farmers' Market requires rules and regulations, including required certificate(s) of insurance, as well as an application fee, registration fee, and an electricity use fee, as set forth in the Borough's Fee Schedule Resolution.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham, that they hereby authorize and approve the Chatham Borough Farmers' Market and the operation of the Chatham Borough Farmers' Market during the aforesaid designated days and hours during calendar year 2020; and

BE IT FURTHER RESOLVED, that the Chatham Borough Farmers' Market Advisory Committee is authorized to continue to develop and promulgate rules and regulations, which will include required certificate(s) of insurance, an application fee schedule, registration fee and an electricity use fee; and

BE IT FURTHER RESOLVED, that the use of volunteers should assist with the set-up and operation of the Farmers' Market, as well as for the performance of tasks as may be directed by the Farmers' Market Manager; and

BE IT FURTHER RESOLVED, that the following individuals are hereby appointed to the Farmers' Market Advisory Committee for calendar year 2020:

Farmers' Market Advisory Committee

Mary Goodbread
Joseph Mikulewicz
Dennis O'Brien
Jamie O'Brien
Kara Sibilis
Paul Danenburg
Sarah Lowe [Youth Advisory]
Jack Casano-Boris [Youth Advisory]
Lea Casano-Boris [Youth Advisory]
Owen Truppo [Youth Advisory]

RESOLUTION #20-20

RESOLUTION RE-ESTABLISHING THE HISTORIC RIVERSIDE TRAIL ADVISORY COMMITTEE

WHEREAS, N.J.S.A. 40A:60-7(d) authorizes Borough councils to create “advisory councils” in the municipality; and

WHEREAS, the Mayor and Council of the Borough of Chatham have determined that the Historic Riverside Trail Advisory Committee (the “Committee”) should be re-established for the purpose to help organize and plan for the construction and build-out of the Historic Riverside Trail Project and to present recommendations to the Mayor and Borough Council as appropriate.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the Historic Riverside Trail Advisory Committee is hereby re-established for the herein referenced purpose(s); and

BE IT FURTHER RESOLVED, that the following individuals are hereby appointed to the Historic Riverside Trail Advisory Committee for calendar year 2020:

Historic Riverside Trail Advisory Committee

Len Resto, Chair
Gerry Geisler
Axlyn Sommer
Kate Murphy
Bruce Harris
Pam Sutton
Helen Ann Rosenfeld
Vince DeNave, Borough Engineer
Janice Piccolo, Community Services Director
Stephen W. Williams, Borough Administrator

RESOLUTION #20-21

RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE MAYOR'S WELLNESS ADVISORY COMMITTEE

WHEREAS, N.J.S.A. 40A:60-7(d) authorizes borough councils to create “advisory councils” in the municipality; and

WHEREAS, the Council of the Borough of Chatham has determined that it should re-establish the Mayor's Wellness Advisory Committee to promote healthy behaviors and lifestyles among Borough residents and employees; and

WHEREAS, the Mayor's Wellness Advisory Committee will continue to be a joint committee with Chatham Township that works with mayors and key leaders to shape healthier lifestyles for the men, women and children in their communities, and

WHEREAS, the Mayor's Wellness Campaign will work to implement a comprehensive program of outreach, education and technical assistance activities to combat obesity and inactivity for interested residents of the Borough of Chatham.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the Mayor's Wellness Advisory Committee be hereby continued; and

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Chatham that said Committee shall be responsible for developing and implementing educational and other programs that promote healthy behaviors on the part of Borough residents and employees; and

BE IT FURTHER RESOLVED, that we encourage the residents of the Borough of Chatham to participate in Mayor's Wellness Campaign activities to promote exercise, eating properly and living healthier and better lives; and

BE IT FURTHER RESOLVED, the Mayor's Wellness Advisory Committee is hereby re-established, and the following individuals shall be appointed for calendar year 2020:

Mayor's Wellness Advisory Committee

Brian George
Joseph Goncalves
Dr. Joseph J. Murphy
Tory Stroker
Tom Salvas
Christina B. Esola
Bridget Colendenski
Cara Maksimow
Tom Salvas
Janice Piccolo, Community Services Director
Health Educator, Westfield Regional Health Department

RESOLUTION #20-22

RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE MUNICIPAL ALLIANCE COMMITTEE OF THE CHATHAMS

WHEREAS, P.L. 1989, c. 51 authorizes the governing body of a municipality to establish a municipal alliance for the purpose of coordinating community efforts to reduce alcoholism, drug abuse and crime.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that they approve the following list of appointments to the Municipal Alliance Committee of the Chathams from the Borough for calendar year 2020:

Municipal Alliance Committee of the Chathams

Kelly Loofbourrow	Acting MACC Coordinator
Vince Fiorito	MACC Co-Chair
Brian Colatrella	Chatham Borough Police
Andrew Chase	Juvenile Detective

Cindy Weiner	LAF Representative
Lisa DeRosa	Board of Health Representative
Carol Nauta	Recreation Coordinator
Kara Kelly	CHS PTO Representative
Selene Mahr	LAF PTO Representative
Kelly Medvin	K-3 SDOC Counselor
Nancy Kislin Flaum	Business Owner/MSW/LCSW
Melissa Thomas	Chatham Middle School PTO
Meagan Hess	WAS Representative
Bridget Colendenski	Westfield Board of Health
Amy Lewis	Westfield Health Department
Lisa Lattarulo	SAC at CHS Representative
Alex Mandala	SAC at CMS School
Christine Mahoney	SAC at CHS & CMS Representative
Maxine Silverman	ECLC Representative
Kristina McRae	Chatham High School PTO
Marianne Hauck	College Parent Representative
Janice Piccolo	Borough Community Director
Julie Reich	Senior Center of Chatham
Issy Shaw	CHS Student
Renee Hughes-Suh	Health and Wellness Content Specialist/Parent
Lisa Sprague	Project Community Pride
Deborah Fitzgerald	Library of the Chathams

RESOLUTION #20-23

RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE MYCHATHAMNJ ADVISORY COMMITTEE

WHEREAS, N.J.S.A. 40A:60-7(d) authorizes borough councils to create “advisory committees” in the municipality; and

WHEREAS, the Council of the Borough of Chatham has determined that it would be beneficial to re-establish the MyChathamNJ Advisory Committee to explore, develop and provide Borough-sponsored programs, events and activities that promote our community’s rich history and heritage; enhance a sense of community and community pride, and increase opportunities for volunteerism and community service for residents of all ages; and

WHEREAS, the MyChathamNJ Advisory Committee may establish ad hoc sub-committees from time-to-time with respect to the specific planning, organizing and running of Borough-sponsored events and activities throughout the year upon the approval of the Mayor and Council.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the MyChathamNJ Advisory Committee is hereby re-established and shall be responsible for exploring, developing and providing Borough-sponsored programs, events and activities, contingent upon the approval of the Mayor and Council; and

BE IT FURTHER RESOLVED, that the Borough Council of the Borough of Chatham does hereby appoint the following individuals to the MyChathamNJ Advisory Committee for calendar year 2020:

MyChathamNJ Advisory Committee

Christine Flood	Helen Ann Rosenfield
Roubi Stravropoulos	Janice Parcels
Diane Walsh	Jeff Davis

Ellen Eppie
David Ferguson
Jeff Davis
Janet Stori

Monica Panetta
Kara Sibia
Melissa Drozdoff
Janice Piccolo, Community Services Director

RESOLUTION #20-24

RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE OPEN SPACE AND HISTORIC PRESERVATION TRUST ADVISORY COMMITTEE

WHEREAS, N.J.S.A. 40A:60-7(d) authorizes borough councils to create “advisory councils” in the municipality; and

WHEREAS, the Council of the Borough of Chatham has determined that it needs advice with respect to matters relating to the acquisition, preservation and maintenance, and disposal of open space and the undertaking of projects to further the preservation of the Borough’s history and of other projects that would be eligible for funding from the Open Space and Historic Preservation Trust Fund; and

WHEREAS, past Councils created an Open Space Committee, and then later a Land and Historic Preservation Conservancy Committee, which provided advice on these matters and have assisted the Council in making decisions with respect to the acquisition and development of open space and the establishment of the community garden, among other things.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the Open Space and Historic Preservation Trust Advisory Committee be hereby continued; and

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Chatham that said Committee shall be responsible for providing advice to the Mayor and Council on:

1. Matters relating to the acquisition, preservation and maintenance, and disposal of open space and the undertaking of projects to further the preservation of the Borough’s history and of other projects that would be eligible for funding from the Open Space and Historic Preservation Trust Fund,
2. Projects that would use monies set aside in the Open Space and Historic Preservation Trust Fund,
3. New projects relating to open space and historic preservation in the Borough, and
4. Related matters as requested by the Council.

BE IT FURTHER RESOLVED, that said Committee shall meet as deemed advisable by the Committee; and all such meetings shall be open to the public, which shall be permitted to make comment during a public comment portion of the meeting and at other times as deemed appropriate by the Committee and except for closed sessions held in accordance with the Open Public Meetings Act; notices of all meetings shall be posted on the Borough website and other media as deemed advisable by the Borough Clerk and the Committee, but shall not be required to be published in the Official Newspapers and scheduled meetings shall not be canceled less than 48 hours in advance of the scheduled meeting date except in the event of an emergency; and

BE IT FURTHER RESOLVED, that the Borough Council of the Borough of Chatham does hereby appoint the following individuals to the Open Space and Historic Preservation Trust Advisory Committee for calendar year 2020:

Open Space and Historic Preservation Trust Advisory Committee

Environmental Commission Liaison
Historic Preservation Commission Liaison
Shade Tree Commission Liaison
Joint Community Gardens Advisory Committee Liaison
Carol Nauta, Recreation Coordinator

RESOLUTION #20-25

RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE PUBLIC ARTS COUNCIL (ADVISORY COMMITTEE)

WHEREAS, N.J.S.A. 40A:60-7(d) authorizes borough councils to create “advisory councils” in the municipality; and

WHEREAS, at the request of Borough residents, the Council of the Borough of Chatham has determined that it would be helpful to have a committee to provide advice on certain public art matters; and

WHEREAS, a Public Arts Council (Advisory Committee) will enhance the Borough’s downtown and facilitate the preservation of art objects and artifacts that may be displayed in public places.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the Public Arts Council (Advisory Committee) be hereby continued; and

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Chatham that the following individuals be appointed to the committee for calendar year 2020:

Public Arts Council (Advisory Committee)

Lara Dittman
Jennifer DuTeil
Allison Hooper
Jennifer Kaplan
Tara Mercandante
Dawn Paruta
Stephanie Yarcheski
Linda Yesline

RESOLUTION #20-26

RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE TRAFFIC AND PEDESTRIAN SAFETY ADVISORY COMMITTEE

WHEREAS, N.J.S.A. 40A:60-7(d) authorizes borough councils to create “advisory committees” in the municipality; and

WHEREAS, the Council of the Borough of Chatham has determined that it needs advice with respect to traffic and pedestrian safety matters.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the Traffic and Pedestrian Safety Advisory Committee is hereby continued; and

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Chatham that said Committee shall be responsible for providing advice to the Mayor and Council on traffic and pedestrian safety matters, including conducting studies concerning vehicular and pedestrian movements throughout the Borough, and, particularly, in the areas surrounding schools and churches, but also along the busier

roads in the Borough; and said Committee shall meet bi-monthly and as otherwise deemed advisable by the Committee; and all such meetings shall be open to the public, which shall be permitted to make comment during a public comment portion of the meeting and at other times as deemed appropriate by the Committee and except for closed sessions held in accordance with the Open Public Meetings Act; notices of all meetings shall be posted on the Borough website and other media as deemed advisable by the Borough Clerk and the Committee, but shall not be required to be published in the Official Newspapers (which, however, shall be provided copies of meeting notices); and scheduled meetings shall not be canceled less than 48 hours in advance of the scheduled meeting date except in the event of an emergency; and

BE IT FURTHER RESOLVED, that the Borough Council of the Borough of Chatham does hereby appoint the following individuals to the Traffic and Pedestrian Safety Advisory Committee for calendar year 2020:

Traffic and Pedestrian Safety Advisory Committee

Marc Boisclair

Jeff Stanton

Lara Freidenfelds

Vince DeNave, Borough Engineer

Roy George, Traffic Safety Officer

RESOLUTION #20-27

RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE SENIOR CITIZENS ADVISORY COMMITTEE FOR THE CALENDAR YEAR 2020

WHEREAS, N.J.S.A. 40A:60-7(d) authorizes borough councils to create “advisory councils” in the municipality; and

WHEREAS, the Council of the Borough of Chatham has determined that it desires to receive advice with respect to senior community; and to have participating members support senior programs and projects; and

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the Senior Citizens Advisory Committee shall hereby be established; and

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Chatham that the Senior Citizen Advisory Committee shall serve the following purpose to the Mayor and Council:

1. Establish a strategy that engages and supports the diverse groups of seniors working and living in the Borough of Chatham;
2. Identify the various segments of our senior community and develop methods of communication to best reach them with information regarding available programs and ways they can be constructively engaged;
3. Identify and communicate to the Borough Councils on issues and opportunities related to our senior community and associated recommendations for decisions and actions; and
4. Design and execute programs and projects benefiting the senior community and, when appropriate, cooperate and collaborate with related organizations and governments on priority projects.

BE IT FURTHER RESOLVED, that the following individuals are hereby appointed to the Senior Citizens Advisory Committee for calendar year 2020:

Senior Citizens Advisory Committee

John Crouthamel

RESOLUTION #20-28

**RESOLUTION RE-ESTABLISHING AND APPOINTING MEMBERS TO THE
9/11 MEMORIAL ADVISORY COMMITTEE FOR THE CALENDAR YEAR 2020**

WHEREAS, N.J.S.A. 40A:60-7(d) authorizes borough councils to create “advisory councils” in the municipality.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the following individuals be appointed to the 9/11 Memorial Advisory Committee:

9/11 Memorial Advisory Committee

Daniel Smith
George Sweetin
Doug Allan
Andrew Soccodato, Jr.
Jeffrey Fricke
Daniel McGookin
Bryan McGookin
Shaun McGookin

CONSENT AGENDA VOTE – PART I

Mayor Kobylarz asks Council Member _____ to proceed with the Resolutions listed on the Consent Agenda – Part I. Resolutions #20-13 through #20-28.

Council Member _____: I would like to make a motion to allow the resolution on this evening’s Consent Agenda – Part I to be approved by consent of the Council.

Seconded by Council Member _____:

CONSENT AGENDA - PART II

The following items are considered to be routine by the Chatham Borough Mayor and Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

Resolution #20-29 through Resolution #20-85 have been placed on the Consent Agenda – Part II.

RESOLUTION #20-29

**RESOLUTION SETTING THE MEETING DATES, TIME AND LOCATION FOR THE
MAYOR AND COUNCIL MEETINGS FOR CALENDAR YEAR 2020**

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., requires every public body to designate and publish its Annual Meeting Schedule and provide adequate notice of all meetings.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that for calendar year 2020, regular meetings of the Mayor and Council shall be held at 7:30 p.m., prevailing time unless noted otherwise, in the Council Chambers, Borough Hall, 54 Fairmount Avenue, Chatham, NJ as follows:

January 27, 2020	April 13, 2020	June 22, 2020	September 28, 2020
February 10, 2020	April 27, 2020	July 13, 2020	October 13, 2020*
February 24, 2020	May 11, 2020	July 27, 2020	October 26, 2020
March 9, 2020	May 26, 2020*	August 10, 2020	November 9, 2020
March 23, 2020	June 8, 2020	September 14, 2020	November 23, 2020
			December 14, 2020

* Meeting held on a Tuesday due to holiday

And,

BE IT FURTHER RESOLVED, that the 2021 Reorganization Meeting will be held on Monday, January 11, 2021; and

BE IT FURTHER RESOLVED, that in accordance with N.J.S.A. 10:4-12, notice is hereby given that an executive (closed) session may be convened at any scheduled meeting of the Mayor and Council; and

BE IT FURTHER RESOLVED, that in accordance with N.J.S.A. 10:4-18, copies of this resolution shall be mailed to the designated official newspapers, provided electronically to all designated online press, posted on the official bulletin board in Borough Hall, and filed with the Borough Clerk; and

BE IT FURTHER RESOLVED, a copy of this resolution shall be provided to any person who requests a copy of the regular meeting schedule of this public body pursuant to N.J.S.A. 10:4-19 upon prepayment of such sum to cover the costs of providing same if applicable; and

BE IT FURTHER RESOLVED, that the Borough Clerk shall publish this Resolution in the official newspaper(s) of the Borough and transmit this Resolution to all designated online press.

RESOLUTION #20-30

RESOLUTION DESIGNATING NEWSPAPERS AND ONLINE PRESS TO BE PROVIDED NOTICES OF PUBLIC MEETINGS OF THE MAYOR AND COUNCIL AND PROVIDING FOR THE PUBLIC REVIEW OF APPROVED MEETING MINUTES FOR CALENDAR YEAR 2020

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-18, provides that at least once each year, within 7 days following the annual reorganization meeting of a public body, the public body shall provide to newspapers and submit for public inspection throughout the year a schedule of the regular meetings of the public body to be held during the succeeding year.

BE IT FURTHER RESOLVED, that in accordance with N.J.S.A. 10:4-18, copies of the Annual Meeting Notice, as well as special meetings and rescheduled meetings of the Mayor and Council shall be:

1. Mailed to the designated official newspaper(s); and
2. Transmitted electronically to all designated online press; and
3. Posted on the official bulletin board in Borough Hall; and
4. Filed with the Borough Clerk

And,

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the Daily Record, the Star Ledger, the Chatham Courier, TAPintoChatham and the Chatham Patch are hereby designated as the newspapers and online press to receive notices of meetings of the Mayor and Council for calendar year 2020; and

BE IT FURTHER RESOLVED, that in accordance with N.J.S.A. 10:4-14, approved minutes of the meetings of the Mayor and Council shall be made available for public viewing in the Borough Clerk's office and on the Borough website. Paper copies of meeting minutes shall be provided to individuals who request same in accordance with the Open Public Records Act, N.J.S.A. 47:1A-1 et. seq.

RESOLUTION #20-31

RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPERS FOR THE PUBLICATION OF ADVERTISEMENTS AND ALL NOTICES REQUIRED BY LAW TO BE PUBLISHED BY THE BOROUGH OF CHATHAM FOR THE YEAR 2020

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that pursuant to N.J.S.A. 40:53-1, the Daily Record is hereby designated as the official newspaper for all advertisements and all notices required by law to be published by this municipality and the Chatham Courier is hereby designated as an alternate official newspaper; and

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be forwarded to the Chatham Borough Planning Board, Zoning Board of Adjustment, Board of Health, Environmental Commission, Historic Preservation Commission, Shade Tree Commission and any other board or body that shall have the occasion to publish a legal notice.

APPOINTMENTS

RESOLUTION #20-32

RESOLUTION APPOINTING SCHOOL CROSSING GUARDS FOR THE 2020 CALENDAR YEAR PURSUANT TO N.J.S.A. 40A:9-154.1

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that in accordance with N.J.S.A. 40A:9-154.1, the following School Crossing Guards are hereby appointed for the calendar year 2020:

David Achille	Barbara Jones	Beth Salinardi
Patricia Castellano	Anthony Lombardi	Julianna Stutchbury
Marge Conlan	Brian Martin	Alexander Sweetin
William Conroy	Emily Melander	Jacqueline Sweetin
Rich Crater	William Moore	Lorraine Tortorella
Kathleen Donnelly	Janice Parcells	Grace Walsh
Jennifer Duteil	Mario Rattrovo	Michael Yeakel
Maggie Grady	Nancy Renzulli	

RESOLUTION # 20-33

RESOLUTION APPOINTING PETER ATKINSON AS WATER PLANT OPERATOR PURSUANT TO N.J.S.A. 58:11-65

BE IT RESOLVED, that the Mayor and Council of the Borough of Chatham do hereby appoint Peter Atkinson as the 2020 Water Plant Operator for the Borough of Chatham effective January 1, 2020 as per N.J.S.A.58:11-65.

RESOLUTION #20-34

RESOLUTION APPOINTING ERMINIO (TONY) TORELLO AS STORMWATER COORDINATOR PURSUANT TO N.J.A.C. 7:15A-4

BE IT RESOLVED, that the Mayor and Council of the Borough of Chatham do hereby appoint Erminio (Tony) Torello as Stormwater Coordinator for the Borough of Chatham effective January 1, 2020 as per N.J.A.C. 7:15A-4.

RESOLUTION #20-35

RESOLUTION APPOINTING STAN SERBANICA AS SAFETY COORDINATOR AS REQUIRED BY THE MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that it hereby appoints Stan Serbanica as Safety Coordinator for the Borough of Chatham effective January 1, 2020 as required by the Morris County Municipal Joint Insurance Fund.

RESOLUTION #20-36

RESOLUTION APPOINTING STEPHEN WILLIAMS AS THE MUNICIPAL RISK MANAGER, AND APPOINTING STEPHEN WILLIAMS AS THE MORRIS COUNTY JOINT INSURANCE FUND COMMISSIONER AND DAVID HOLLBERG AS THE ALTERNATE COMMISSIONER AS REQUIRED BY THE MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the need exists for a Municipal Risk Manager to serve as the liaison between the Borough and the Morris County Joint Insurance Fund ("Fund"); and

WHEREAS, the Municipal Risk Manager is responsible for scheduling Municipal Safety Committee meetings and implementing policy changes promulgated by the Fund; and

WHEREAS, pursuant to the by-laws of the Fund, the Mayor and Council must appoint a Commissioner to represent the Borough in the Fund, and that said appointment must be made by resolution; and

BE IT RESOLVED, that Stephen Williams, Borough Administrator, is hereby appointed as Municipal Risk Manager for the 2020 calendar year; and

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Chatham that Stephen Williams, Borough Administrator, is hereby appointed as Commissioner and David Hollberg, Interim Chief Financial Officer is hereby appointed as Alternate Commissioner to the Morris County Municipal Joint Insurance Fund for the 2020 calendar year.

RESOLUTION #20-37

RESOLUTION APPOINTING ERMINIO (TONY) TORELLO AS THE BOROUGH'S SAFETY DELEGATE AS REQUIRED BY THE MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND

BE IT RESOLVED, that the Mayor and Council of the Borough of Chatham do hereby appoint Erminio (Tony) Torello as the 2020 Safety Delegate for the Borough of Chatham effective January 1, 2020 as required by the Morris County Municipal Joint Insurance Fund.

RESOLUTION # 20-38

RESOLUTION APPOINTING ERMINIO (TONY) TORELLO AS THE CLEAN COMMUNITIES COORDINATOR PURSUANT TO THE CLEAN COMMUNITIES AND RECYCLING GRANT ACT N.J.S.A. 13:1E-213

BE IT RESOLVED, that the Mayor and Council of the Borough of Chatham do hereby appoint Erminio (Tony) Torello as the 2020 Clean Communities Coordinator for the Borough of Chatham effective January 1, 2020 as per N.J.S.A. 13:1E-213.

RESOLUTION # 20-39

RESOLUTION APPOINTING STAN SERBANICA AS THE RECYCLING ENFORCEMENT OFFICER PURSUANT TO N.J.S.A. 13:1E-99.16

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that it hereby appoints Stan Serbanica as Recycling Enforcement Officer with a term to expire on December 31, 2020 as per N.J.S.A. 13:1E-99.16.

RESOLUTION # 20-40

RESOLUTION APPOINTING STAN SERBANICA AS THE RECYCLING COORDINATOR PURSUANT TO N.J.S.A. 13:1E-99

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that it hereby appoints Stan Serbanica as Recycling Coordinator per N.J.S.A. 13:1E-99 for the year 2020.

RESOLUTION # 20-41

RESOLUTION APPOINTING MADELINE POLIDOR-LEBOEUF AS THE TAX SEARCH OFFICER PURSUANT TO N.J.S.A. 54:5-11

WHEREAS, N.J.S.A. 54:5-11 requires that governing bodies of municipalities designate, by resolution, a Tax Search Officer.

BE IT RESOLVED, that Madeline Polidor-LeBoeuf, Tax Collector of the Borough of Chatham, is hereby designated Tax Search Officer for the Borough of Chatham.

RESOLUTION # 20-42

RESOLUTION APPOINTING ANNE MANDAL AS THE ASSESSMENT SEARCH OFFICER PURSUANT TO N.J.S.A. 54:18-3

WHEREAS, N.J.S.A. 54:18-3 requires that governing bodies of municipalities designate, by resolution, an Assessment Search Officer.

BE IT RESOLVED, that Anne Mandal, the Senior Assessing Clerk of the Borough of Chatham is hereby designated Assessment Search Officer for said municipality.

RESOLUTION # 20-43

RESOLUTION DESIGNATING STEPHEN W. WILLIAMS AS THE PUBLIC AGENCY COMPLIANCE OFFICER PURSUANT TO N.J.A.C. 17:27-3.2

WHEREAS, in accordance with N.J.A.C. 17:27-3.2, the State of New Jersey Division of Contract Compliance and Equal Employment Opportunity requires that each public agency annually designate an officer or employee to serve as its public agency compliance officer (“PACO”) by January 10th; and

WHEREAS, the Borough Council has determined that the duties of the P.A.C.O. can be effectively and appropriately performed by the Borough Administrator.

BE IT RESOLVED, by the Council of the Borough of Chatham that Stephen W. Williams, Borough Administrator, is hereby designated as the Public Agency Compliance Officer (P.A.C.O.) for the Borough of Chatham in accordance with N.J.A.C. 17:27-3.2; and

BE IT FURTHER RESOLVED, that in the absence of Stephen W. Williams, then Dave Hollberg, Interim Chief Financial Officer, will assume the duties of the Public Agency Compliance Officer.

RESOLUTION # 20-44

RESOLUTION APPOINTING CARLOS TOBON AS THE INDOOR AIR QUALITY OFFICER IN ACCORDANCE WITH N.J.A.C. 12:100-13

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that Carlos Tobon is hereby appointed Indoor Air Quality Officer in accordance with N.J.A.C. 12:100-13.

RESOLUTION # 20-45

RESOLUTION APPOINTING STEPHEN W. WILLIAMS AS THE AMERICANS WITH DISABILITIES ACT COMPLIANCE OFFICER

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that Stephen W. Williams is hereby appointed as Americans with Disabilities Act Compliance Officer.

RESOLUTION # 20-46

RESOLUTION APPOINTING ERMINIO (TONY) TORELLO AS THE SHADE TREE ENFORCEMENT OFFICER

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that Erminio (Tony) Torello is hereby appointed as Shade Tree Enforcement Officer as per Chapter 314 of the Codes of the Borough of Chatham.

RESOLUTION # 20-47

RESOLUTION APPOINTING STEPHEN W. WILLIAMS AS THE MUNICIPAL HOUSING LIAISON FOR THE BOROUGH OF CHATHAM PURSUANT TO N.J.A.C. 5:94-7 AND N.J.A.C. 5:80-26.1 ET. SEQ.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that Stephen W. Williams is hereby appointed as Municipal Housing Liaison for the Borough of Chatham pursuant to N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq.

RESOLUTION #20-48

APPOINTING JON RHEINHARDT, OF PHOENIX CONSULTING GROUP, AS THE QUALIFIED PURCHASING AGENT FOR THE BOROUGH OF CHATHAM

WHEREAS, N.J.S.A. 40A:11-2 et seq. allows local contracting units in New Jersey to create the position of Purchasing Agent; and

WHEREAS, the Mayor and Council of the Borough of Chatham wish to appoint a Purchasing Agent pursuant to N.J.S.A. 40A:11-9.b to take advantage of the supplemental authority provided by N.J.S.A. 40A:11-3 and N.J.S.A. 40A:11-4.3 and to increase the bid threshold to \$40,000.00 pursuant to N.J.S.A. 40A:11-3(a); and

WHEREAS, John Rheinhardt of Phoenix Consulting Group, possesses the Qualified Purchasing Agent certification as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et. seq.

BE IT RESOLVED by the Mayor and Council of the Borough of Chatham, in the County of Morris, that Timothy B. Day is hereby appointed as the Qualified Purchasing Agent for the Borough of Chatham to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-2 et. seq. with the authority, responsibility, and accountability of the purchasing activity of the Borough; and

BE IT FURTHER RESOLVED that in pursuant with N.J.A.C. 5:34-5.2 the Borough Clerk is hereby directed to forward a certified copy of this resolution and a copy of Timothy B. Day's certification to the Director of the Division of Local Government Services.

RESOLUTION # 20-49

RESOLUTION DESIGNATING DEPUTY CUSTODIANS OF PUBLIC RECORDS

WHEREAS, the Open Public Records Act, N.J.S.A. 47:1A-1 et seq., commonly known as "OPRA" was enacted to increase public access to government records; and

WHEREAS, pursuant to OPRA, anyone wishing to review or obtain copies of government records must file a written request with the Custodian of Records, who at the municipal level of government is the Borough Clerk; and

WHEREAS, OPRA does not preclude a municipality from developing reasonable and practical measures for handling and responding to OPRA requests, including designating Deputy Custodians of Records to ensure that the public is efficiently served and requests for government records are granted or denied in a prompt and expeditious manner; and

WHEREAS, every municipal department within the Borough of Chatham generates and maintains government records pertaining to its respective business matters and by designating Deputy Custodians of Records the Borough can provide the public with direct access to government records from each municipal department with greater efficiency and timeliness.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that they deem it important to ensure that the public requests for government records are handled in a prompt and expeditious manner; and

BE IT FURTHER RESOLVED, that the following Borough employees shall be designated Deputy Custodians of Records for handling and fulfilling OPRA requests for those records that are maintained and kept in their respective departments:

- Administrative Assistant to the Borough Administrator
- Administrative Secretary to the Planning Board
- Administrative Secretary to the Zoning Board of Adjustment
- Borough Assessor
- Borough Engineer
- Chief Financial Officer

Community Services Director
Fire Official
Fire Safety Official
Minutes Clerk
Police Executive Administrative Assistant
Police Secretary
Public Works Director
Recreation Coordinator
Tax Collector
Utility Clerk
Zoning & Code Enforcement Officer

And,

BE IT FURTHER RESOLVED, all Deputy Custodian of Records shall comply with provisions set forth in the Open Public Records Act, as amended, and shall advise the Borough Clerk of any concerns that may arise in fulfilling a request for government records; and

BE IT FURTHER RESOLVED, that all requests for government records, together with the written responses and records, shall be maintained by the Borough Clerk of the Borough of Chatham in accordance with the prescribed Records Retention Schedule promulgated by the State of New Jersey; and

BE IT FURTHER RESOLVED, that all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

RESOLUTION # 20-50

RESOLUTION DESIGNATING THE MADISON CONSTRUCTION TECHNICAL ASSISTANT AS DEPUTY RECORDS CUSTODIAN FOR BOROUGH OF CHATHAM CONSTRUCTION RECORDS

WHEREAS, the Borough of Chatham and the Borough of Madison are parties to a shared service agreement whereby Madison Borough provides Chatham Borough with all state-mandated Uniform Construction Code Services; and

WHEREAS, because of said shared service agreement, Chatham Borough's construction records are physically located in Madison; and

WHEREAS, the Mayor and Borough Council wish to designate the Madison Construction Technical Assistant as a Deputy Records Custodian to assist the Chatham Borough Custodian of Records in the performance of duties related to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq., in connection with requests for Chatham Borough construction records.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that they hereby designate the Madison Construction Technical Assistant as a Deputy Records Custodian to assist the Chatham Borough Custodian of Records in the performance of duties related to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq., regarding requests for Chatham Borough construction records.

BE IT FURTHER RESOLVED, that all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

RESOLUTION #20-51

RESOLUTION APPOINTING STEVE DAVENPORT AS COORDINATOR AND ROBERT WEBER, SAM FRANCIS AND STEPHEN W. WILLIAMS AS DEPUTY COORDINATORS FOR THE OFFICE OF LOCAL EMERGENCY PLANNING COUNCIL (LEPC) IN THE BOROUGH OF CHATHAM

WHEREAS, Steve Davenport, Coordinator of the Local Emergency Planning Council, recommends the appointment of Robert Weber, Stephen W. Williams and Sam Francis as Deputy Coordinators for the office of Local Emergency Planning Council, formerly known as Office of Emergency Management.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that Robert Weber, Stephen W. Williams and Sam Francis are hereby appointed as Deputy Coordinators for the Local Emergency Planning Council.

RESOLUTION #20-52

RESOLUTION APPOINTING MEMBERS TO THE LOCAL EMERGENCY PLANNING COUNCIL (LEPC) FOR THE 2020 CALENDAR YEAR PURSUANT TO N.J.S.A. App. 40A:9-41

BE IT RESOLVED, that the Mayor and Council of the Borough of Chatham approve the following list of appointments to the Local Emergency Planning Council as authorized by N.J.S.A. App. 40A:9-41 for calendar year 2020:

Local Emergency Planning Council

Steve Davenport	Emergency Management Coordinator, CES Captain
Sam Francis	Senior Deputy LEPC Coordinator
Stephen Williams	Borough Administrator, Deputy LEPC Coordinator/Public Information Officer
Brian Gibbons	Police Chief
Jeffrey Fricke	Fire Chief
Thaddeus J. Kobylarz	Mayor
	Borough Council President
Robert Weber	Council Member, Public Safety Committee Chair, and Deputy Coordinator
Vince DeNave	Borough Engineer
Lisa DeRosa	Chatham Borough Board of Health
Megan Avallone	Health Officer, Westfield Regional Department of Health
Claudio Perez	Senior Disaster Program Manager, American Red Cross
Laurie Morse	Morris County Government Liaison, American Red Cross
Dr. Michael LaSusa	Superintendent of Schools
Chris Manak	Superintendent, Madison-Chatham Joint Meeting
James L. Lott	Borough Attorney
Chris Manak	Madison/Chatham Joint Meeting
Erminio (Tony) Torello	Director of Public Works

CONTRACTS/SHARED SERVICES

RESOLUTION # 20-53

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A 2020 SERVICE AGREEMENT WITH THE MADISON AREA YMCA FOR PROJECT COMMUNITY PRIDE

WHEREAS, the Borough of Chatham desires to renew the agreement with the Madison Area YMCA ("YMCA") to provide certain cognitive behavioral counseling services to children and teens attending Chatham schools and/or living in Chatham Borough and their families ("Borough residents") for calendar year 2020; and

WHEREAS, the YMCA desires to render said services to Borough residents as set forth in the Service Agreement; and

WHEREAS, the contract amount shall not exceed \$30,000.00; and

WHEREAS, the Chief Financial Officer has confirmed that sufficient funds are available in the Project Community Pride Current Fund Account #0-01-25-240-298 for the award of this contract, contingent on the approval of the 2020 Budget.

BE IT RESOLVED, by the Council of the Borough of Chatham that the Mayor is hereby authorized to execute the 2020 Service Agreement with the Madison Area YMCA to provide cognitive behavioral counseling services to Borough residents as set forth in the Agreement; and

BE IT FURTHER RESOLVED, that all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

RESOLUTION # 20-54

RESOLUTION FOR A PROGRAM TO PROVIDE RECREATIONAL OPPORTUNITIES FOR PEOPLE WITH DISABILITIES OF ALL AGES

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

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

WHEREAS, the Borough of Chatham's costs with respect thereto shall not exceed \$1,700.00 according to the Fair Share Ratio schedule, and

WHEREAS, the Chief Financial Officer has confirmed that sufficient funds are available in Current Fund Account 0-01-28-370-233 for the award of this contract, contingent upon the approval of the 2020 Budget.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the Borough of Chatham hereby intends to continue to participate in the recreation program of McARP as described herein and to contribute thereto in the amount not to exceed the Fair Share Assessment for one year.

RESOLUTION #20-55

RESOLUTION AUTHORIZING A CONTRACT WITH ANIMAL CONTROL SOLUTIONS, LLC FOR ANIMAL CONTROL SERVICES IN THE AMOUNT NOT TO EXCEED \$10,000.00

WHEREAS, there exists a need to contract for animal control services for the Borough; and

WHEREAS, the value of this contract is less than the bid threshold of \$40,000.00, and therefore may be awarded by soliciting competitive quotes without advertising for bids under the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, the Borough Administrator solicited competitive quotes from two (2) qualified contractors for animal control services for the 2020 calendar year; and

WHEREAS, only one (1) quote was received from Animal Control Solutions, LLC, 2 Marshall Drive, Flemington, NJ 08822; and

WHEREAS, based upon the recommendation of the Borough Administrator, the Mayor and Borough Council wish to authorize the award of the contract to Animal Control Solutions, LLC, 2 Marshall Drive, Flemington, NJ 08822 for animal control services for the 2020 calendar year; and

WHEREAS, the Chief Financial Officer has certified that the maximum dollar amount of the contract shall not exceed \$10,000.00 and that funds are currently available for the purpose of awarding the contract to Animal Control Solutions, LLC from the trust fund account #T-20-56-501-010.

BE IT RESOLVED, by the Council of the Borough of Chatham that the Mayor is hereby authorized to execute a contract with Animal Control Solutions, LLC for animal control services in accordance with the terms and conditions set forth in the proposal; and

BE IT FURTHER RESOLVED, that all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

FINANCE

RESOLUTION # 20-56

RESOLUTION SETTING FEES FOR DELINQUENT TAXES

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that pursuant to N.J.S.A. 54:4-67 the rate of interest on delinquent taxes and installments of assessments for local improvements shall be eight (8%) percent per annum of the first \$1,500.00 and eighteen (18%) percent per annum on any amounts in excess of \$1,500.00, an additional six (6%) percent per annum for those properties whose delinquency of taxes equals or exceeds \$10,000.00, except that the Tax Collector is hereby authorized to waive the collection of interest for a period not exceeding ten calendar days after the due date for current taxes in each quarter, i.e., February first, May first, August first and November first.

BE IT FURTHER RESOLVED, that there will be a \$5.00 charge for a duplicate copy of a property tax bill.

RESOLUTION # 20-57

RESOLUTION ESTABLISHING THE PAY FREQUENCY FOR BOROUGH EMPLOYEES

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the Chief Financial Officer is hereby authorized to pay Borough employees from the Borough of Chatham Payroll Account semi-monthly and that all payroll checks shall be signed by the Chief Financial Officer, the Assistant Finance Officer, or Accounts Payable Clerk or Borough Administrator.

RESOLUTION # 20-58

RESOLUTION TO ESTABLISH PETTY CASH FUNDS AND CHANGE FUNDS

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund; and

WHEREAS, it is the desire of the Council of the Borough of Chatham that the following Petty Cash Funds and Change Funds be established:

<u>CASH FUND</u>	<u>AMOUNT</u>	<u>CUSTODIAN</u>
Administration	\$100	Cheri Morris
Police Department	\$400	Chief Brian Gibbons
Public Works Department	\$100	Erminio (Tony) Torello
<u>CHANGE FUND</u>	<u>AMOUNT</u>	<u>CUSTODIAN</u>
Tax Collector	\$200	Madeline L. Polidor-LeBoeuf
Recreation	\$100	Carol Nauta

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the herein referenced Cash Funds and Change Funds shall be established; and

BE IT FURTHER RESOLVED, that the Custodians of the Funds shall be required to be bonded in an amount not less than \$1,000 and will maintain said funds in accordance with the laws and regulations covering its operation.

RESOLUTION #20-59

RESOLUTION DESIGNATING DEPOSITORIES AND CHECK SIGNATURE AUTHORIZATION

WHEREAS, revised statutes 40A:5-15 of the State of New Jersey provide that the Governing Body of every municipality shall designate the depository or depositories wherein all public monies and other funds of the municipality shall be kept.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the following financial institutions are designated as the depositories wherein all such public monies and funds shall be deposited to the credit of the Borough of Chatham and the custodian shall be:

Bank of America
HSBC Bank
Investors Bank
J.P. Morgan Chase Bank
Kearny Bank
Lakeland Bank
Millington Bank
NJ Arbitrage Rebate Management Program (NJARM)
Peapack-Gladstone Bank
PNC Bank
State of New Jersey Cash Management Fund
TD Bank
The Provident Bank
Valley Bank
Wells Fargo Bank

And,

BE IT FURTHER RESOLVED, by the Borough Council of the Borough of Chatham that one signature from each of the following three groups of officials is required on checks and drafts of the Borough of Chatham, with the exception of checks to transfer funds from interim accounts to regular accounts of the Borough and to refund deposits or to pay dedicated funds to appropriate state agencies in which cases only the signature of the Chief Financial Officer, Administrator or Assistant Finance Officer is required:

Group I

Thaddeus J. Kobylarz, Mayor, or the Council President

Group II

Stephen W. Williams, Borough Administrator/Acting Chief Financial Officer, or Vince DeNave, Borough Engineer

Group III

Dave Hollberg, Interim Chief Financial Officer, or Anne Mandal, Accounts Payable Clerk

And,

BE IT FURTHER RESOLVED, that the Borough of Chatham hereby authorizes and directs Investors Bank to accept and pay out of the monies on deposit with said Bank to the credit of this Borough any and all checks drawn from the Claims account upon said Bank in the name of this Borough bearing the facsimile signature(s) of its officer(s) now or hereafter authorized to sign checks on behalf of the Borough of Chatham, no matter by whom or how said facsimile signature(s) shall have been impressed thereon, the said facsimile signature(s) to be in the form of a specimen furnished to said Bank.

RESOLUTION #20-60

RESOLUTION AUTHORIZING INVESTMENT OF IDLE ACCOUNTS

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham, New Jersey that the Acting Chief Financial Officer be authorized to invest idle Borough of Chatham funds from the Water Department, Sewer Department, Current Account and Trust Account at the best rate of interest available at the time, in the following institutions:

Bank of America
HSBC Bank
Investors Bank
J.P. Morgan Chase Bank
Kearny Bank
Lakeland Bank
Millington Bank
NJ Arbitrage Rebate Management Program (NJARM)
Peapack-Gladstone Bank
PNC Bank
State of New Jersey Cash Management Fund
TD Bank
The Provident Bank
Valley Bank
Wells Fargo Bank

And,

BE IT FURTHER RESOLVED, that various other financial institutions may be utilized for borrowing or investment purposes, provided such institutions have furnished the Borough with proof of their approval as a depository of public funds by the State of New Jersey.

RESOLUTION #20-61

RESOLUTION APPOINTING THE ACTING CHIEF FINANCIAL OFFICER AS THE BOROUGH'S EMPLOYER SPONSOR TO THE SECTION 457 DEFERRED COMPENSATION PLAN FOR THE YEAR 2020

WHEREAS, pursuant to the Section 457 deferred compensation plan, the Mayor and Council must appoint an employer sponsor to represent the Borough in the plan, and that said appointment must be made by resolution.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that Stephen Williams, the Acting Chief Financial Officer, is hereby appointed as Employer Sponsor to the Section 457 deferred compensation plan for 2020.

RESOLUTION # 20-62

RESOLUTION AUTHORIZING DISBURSEMENT OF HOSPITALIZATION AND HEALTH BENEFITS

WHEREAS, Employee Health Insurance must be paid at the time bills are submitted.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the Chief Financial Officer is hereby authorized to disburse the monies due at the time bills are submitted and same shall be included on the current bill list with vouchers attached.

RESOLUTION # 20-63

RESOLUTION ESTABLISHING A CASH MANAGEMENT PLAN

WHEREAS, it is in the best interest of the Borough of Chatham to earn additional revenue through the investment and prudent management of its cash receipts; and

WHEREAS, P.L. 1983, Chapter 8, approved January 18, 1983, is an act concerning the Local Fiscal Affairs law and amends N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-15; and

WHEREAS, this law requires that each local unit shall adopt a cash management plan.

BE IT RESOLVED, that the following shall constitute the Cash Management Plan for the Borough of Chatham and the Borough of Chatham shall deposit and manage its funds pursuant to this plan:

DEFINITIONS:

1. Governing Body shall mean the Mayor and Council of the Borough of Chatham.
2. Chief Financial Officer shall mean the Chief Financial Officer of the Borough of Chatham.
3. Fiscal Year shall mean the twelve-month period ending December 31.
4. Cash Management Plan shall mean that plan as approved by resolution by the Council of the Borough of Chatham

DESIGNATION OF DEPOSITORIES:

1. At least once each fiscal year at its organization meeting, the Council shall, by resolution, designate the depositories for the Borough in accordance with N.J.S.A. 40A:5-15.
2. Designated official depositories are required to submit to the Chief Financial Officer, a copy of the Governmental Unit Deposit Protection Act Notification of eligibility, which is filed semi-annually with the Department of Banking each June 30 and December 31.

CASH MANAGEMENT:

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

2. The Chief Financial Officer shall minimize the possibility of idle cash accumulating in accounts by assuring that the amounts in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.
3. The method of calculating banking fees and compensating balances shall be reviewed at least annually.
4. Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer.
5. Change Funds will be balanced at every deposit. Only bonded personnel will have access to the fund. The auditing firm does a random cash count at least twice a year.

PERMISSIBLE INVESTMENTS:

The Chief Financial Officer shall invest at his/her discretion in any securities approved by the State of New Jersey in accordance with N.J.S.A. 40A:5-15-1.

AUTHORITY TO INVEST:

The Council, at its organization meeting, shall pass a resolution designating the Borough officer(s) who shall make and be responsible for municipal deposits and investments.

RECORDS AND REPORTS:

1. The Chief Financial Officer shall report all investments in accordance with N.J.S.A. 40A:5-15.2.
2. At a minimum, the Chief Financial Officer shall:
 - Keep a record of all investments
 - Keep a cash position record, which reveals on a daily basis, the status of the Borough's cash in its bank accounts.
 - Report investments to the Council at regularly scheduled meetings of the governing body.
 - Report monthly to the Council as to the status of cash balances in bank accounts, revenue collection, interest rates and interest earned.

AUDIT REQUIREMENT:

1. The Cash Management Plan shall be subject to an annual audit conducted pursuant to N.J.S.A. 40A:5-15.2.

RESOLUTION # 20-64

RESOLUTION DESIGNATING THE ACTING CHIEF FINANCIAL OFFICER AS THE RESPONSIBLE AUTHORITY FOR MUNICIPAL DEPOSITS AND INVESTMENTS FOR THE BOROUGH OF CHATHAM

WHEREAS, the Local Fiscal Affairs Law, N.J.S.A. 40A:5-1 et al., requires that each local unit shall adopt a Cash Management Plan; and

WHEREAS, Resolution #20-62 establishes a Cash Management Plan for the Borough of Chatham and further requires that the Council, at its organization meeting, shall pass a resolution designating the Borough officer(s) who shall make and be responsible for municipal deposits and investments.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that it hereby designates David Hollberg, Interim Chief Financial Officer and Stephen Williams, Acting Chief Financial Officer, as the Borough officer who shall make and be responsible for municipal deposits and investments for the Borough of Chatham.

RESOLUTION # 20-65**RESOLUTION AUTHORIZING THE ACTING CHIEF FINANCIAL OFFICER TO WIRE TRANSFER FUNDS FOR INVESTMENT AND PAYMENT OF CAPITAL DEBT**

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the Acting Chief Financial Officer is hereby authorized to wire transfer funds for investment and payment of capital debt, as they become available, provided that all investments are reported to the Mayor and Council.

RESOLUTION # 20-66**RESOLUTION ADOPTING THE 2020 FEE SCHEDULE**

WHEREAS, the Borough of Chatham desires to establish a schedule of fees for calendar year 2020 to set rates for permits, fees, applications, and miscellaneous services of the Borough; and

WHEREAS, there is a need to amend the 2020 Fee Schedule for reflect the following towing and storage charges:

Add:

Towing Fee	Day Charge	Night/Weekend/Holiday Charge
Medium Duty Towing Fee	\$250.00	\$300.00
Recovery Fee	\$350.00	\$450.00
Heavy Duty Towing Fee	\$500.00	\$550.00
Recovery Fee	\$500.00	\$600.00
Storage Fee	Fee Amount	
Medium Duty Outside Fee	\$90.00	
Medium Duty Inside Fee	\$250.00	
Cargo Fee	Fee Amount	
Cargo Outside Fee	No Charge (as per job)	
Cargo Inside Fee	No Charge (as per job)	

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the schedule of fees, attached hereto and made part of this Resolution, shall be established for calendar year 2020; and

BE IT FURTHER RESOLVED, that all Borough officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

RESOLUTION # 20-67**RESOLUTION AUTHORIZING PRE-PAYMENT OF MORRIS COUNTY TAXES**

WHEREAS, Morris County taxes are due quarterly on February 15, May 15, August 15, and November 15, 2020.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the Chief Financial Officer is hereby authorized to pre-pay these quarterly payments.

RESOLUTION # 20-68**RESOLUTION AUTHORIZING THE ACTING CHIEF FINANCIAL OFFICER TO DISBURSE FUNDS FOR THE PAYMENT OF STATUTORY EXPENSES**

BE IT RESOLVED, by the Borough of Chatham that the Acting Chief Financial Officer is hereby authorized to disburse funds for payment of statutory expenses as they become due, provided that such disbursements are reported to the Mayor and Council.

RESOLUTION #20-69

RESOLUTION TO DESIGNATE SIGNATORIES ON THE FOLLOWING BANK ACCOUNTS

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the signatures of one of the three below named officials are required for the issuance of checks and drafts from the following referenced accounts:

Stephen Williams, Acting Chief Financial Officer
David Hollberg, Interim Chief Financial Officer
Anne Mandal, Accounts Payable Clerk
Tyrina Cittrich, Assistant Finance Officer

INVESTORS BANK

Agency Payroll	Net Payroll Account
Animal Control	Open Space Trust
Current Fund (General)	Recreation
COAH Trust	Solid Waste
General Capital	Special Law Enforcement
General Trust	Special Police (Off Duty)
	Unemployment
	Water Capital
	Water Operating

PEAPACK-GLADSTONE BANK (Investment Accounts)

General
General Capital
General Trust
Money Market
Solid Waste
Water Capital

PEAPACK-GLADSTONE BANK (Non-investment Account)

Parking Account

RESOLUTION #20-70

RESOLUTION AUTHORIZING THE ACTING CHIEF FINANCIAL OFFICER TO ACCEPT CREDIT CARD PAYMENTS IN CONNECTION WITH RECREATION PROGRAM FEES AND PARKING FEES AND TO AUTHORIZE AND TO PAY FOR THE SERVICE CHARGES THEREON

WHEREAS, the Borough of Chatham accepts credit cards for the payment of recreation program fees into its Recreation Account at Investors Bank; and

WHEREAS, recreation program online credit card service fees are charged electronically once a month by the Borough of Chatham's merchant account, Heartland, directly to the recreation department account set forth above and are offset by the recreation fees collected; and

WHEREAS, the Borough of Chatham accepts parking machine credit cards for the payment of parking fees into its General/Parking Accounts at Investors Bank and Peapack-Gladstone Bank; and

WHEREAS, parking service fees are charged electronically by the Borough of Chatham's merchant account, Heartland, through the Borough of Chatham's banking service compensating balance account; and

WHEREAS, the collection of these fees is facilitated by the merchant account with Heartland and duly deposited into the respective accounts at Investors Bank; and

WHEREAS, N.J.A.C. 5:30-9.9 and 5:30-9.10 by ordinance or resolution authorize the Borough of Chatham, through its Chief Financial Officer, to approve and to pay for the service charges on electronic receipt transactions, without the need to voucher the provider.

BE IT RESOLVED, that the Council of the Borough of Chatham authorizes the Acting Chief Financial Officer to accept credit card payments in connection with recreation program fees and parking fees and to authorize and to pay for the service charges thereon in accordance with the procedures established by the Borough of Chatham for setting the collection of such fees and for the payment of the electronic service charges with respect to the use of credit cards online for recreation programs or by use of the parking machines.

RESOLUTION #20-71

RESOLUTION AUTHORIZING THE BOROUGH ADMINISTRATOR TO APPROVE PARKING REFUNDS IN THE AMOUNT NOT TO EXCEED \$500.00, CANCEL TAX OVERPAYMENTS, APPROVE COMMUNITY GARDEN REFUNDS AND RECREATION FEE REFUNDS

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that it hereby authorizes the Borough Administrator to approve parking refunds not to exceed \$500.00, cancel tax overpayments, approve Community Garden refunds and Recreation fee refunds.

RESOLUTION #20-72

RESOLUTION RE-ESTABLISHING DEDICATION BY RIDER TRUST FUND ACCOUNTS

WHEREAS, pursuant to N.J.S.A. 40A:4-39, the Director of Local Government Services approved the following Dedication by Rider Trust Fund Accounts for the Borough of Chatham for certain programs when the receipt of revenues are not subject to reasonably accurate estimates in advance of the adoption of the municipal budget:

<u>Revenue Title</u>	<u>LGS Approval Date</u>
Housing and Community Development Act of 1974	08-Jan-76
Recycling Program	24-Jan-86
Developer's Escrow Fund (N.J.S.A. 40:55D-53.1)	03-Mar-87
Disposal of Forfeited Property	21-Mar-88
Parking Offenses Adjudication Act	07-May-93
Developer's Fees – Housing Trust Funds	05-May-00
Open Space, Recreation, Farmland and Historic Preservation Trust	21-Dec-01
September 11, 2001 World Trade Center Donations (N.J.S.A.40A:5-29)	14-Feb-02
Outside Employment of Off-Duty Municipal Police Officers	18-Jan-02
Recreation Trust Fund	18-Jan-02
Donations Open Space Trust (N.J.S.A. 40A:5-29)	29-Jan-02
Storm Recovery Trust Fund (N.J.S.A. 40A:4-62.1)	23-Oct-02
Uniform Fire Safety Act Penalty Monies (N.J.S.A.552:27D-192)	23-Oct-02

Accumulated Absences (N.J.A.C.5:30-15)	10-Aug-05
Municipal Public Defender	17-Apr-07
Drug & Alcohol Training and Equipment (from Estate of Kevin Coughlin Donations)	18-Feb-09
Arts Council Donations	06-Mar-09
Green Team Donations	04-Oct-13
Bringing Back the White Lights Campaign Donations	23-Oct-13
“Explore Chatham” Photography Contest Donations	31-Oct-13
Chatham Spring Clean (MyChathamNJ) Donations	31-Jan-14
Bee Garden Trust Donations	04-Sep-14
Monuments & Memorials Donations	21-Sep-15
Fishawack Trust Fund	14-Dec-15
Shade Tree Trust Fund	02-Nov-18

Bequest of Estate of John M. Kruski for Police and Fire Departments [pending DLGS approval]

BE IT RESOLVED by the Mayor and Council of the Borough of Chatham, that they hereby reestablish the herein-referenced Dedication by Rider Trust Accounts for the exclusive purpose of depositing and expending funds paid by individuals to offset the costs of operating municipal programs.

RESOLUTION #20-73

RESOLUTION TO APPROVE PAYMENT OF VOUCHERS

WHEREAS, vouchers for payment have been submitted to the Borough Council by the various municipal departments.

BE IT RESOLVED, by the Borough Council of the Borough of Chatham that all vouchers approved by the Finance Chairman be paid subject to the certification of the availability of funds by the Chief Financial Officer.

LAW & PUBLIC SAFETY

RESOLUTION #20-74

RESOLUTION AFFIRMING THE BOROUGH OF CHATHAM’S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS

WHEREAS, it is the policy of the Borough of Chatham to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act; and

WHEREAS, the Council of the Borough of Chatham has determined that certain procedures need to be established to accomplish this policy.

BE IT RESOLVED, by the Council of the Borough of Chatham that:

Section 1. No official, employee, appointee, or volunteer of the Borough of Chatham by whatever title known, or any entity that is in any way a part of the Borough of Chatham shall engage, either directly or indirectly in any act, including the failure to act, that constitutes discrimination, harassment or a violation of any person’s constitutional rights while such official, employee, appointee volunteer, or entity

is engaged in or acting on behalf of the Borough of Chatham's business or using the facilities or property of the Borough of Chatham.

Section 2. The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Borough of Chatham to provide services that otherwise could be performed by the Borough of Chatham.

Section 3. Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4. The Borough Administrator shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5. No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6. The Borough Administrator shall establish written procedures that require all officials, employees, appointees and volunteers of the Borough of Chatham as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7. The Borough Administrator shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8. At least annually, the Administrator shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the Borough of Chatham. This communication shall include a statement from the Council expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Borough of Chatham's website.

Section 9. This resolution shall take effect immediately.

Section 10. A copy of this resolution shall be published in the official newspapers of the Borough of Chatham in order for the public to be made aware of this policy and the Borough of Chatham's commitment to the implementation and enforcement of this policy.

RESOLUTION # 20-75

RESOLUTION FOR POLICE OFF-DUTY EMPLOYMENT

WHEREAS, the Borough of Chatham has determined that a policy is needed to manage temporary off-duty police work by establishing requirements for private employers, as defined herein, to follow when the services of off-duty police are required; and

WHEREAS, management of off-duty police work requires established payment schedules, timetables for making requests, hourly rates for off-duty police officers, Workers' Compensation coverage, liability insurance coverage and fees for the use of municipal vehicles.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that any private employer must adhere to the following requirements whenever utilizing Chatham Borough police officers for temporary off-duty assignments.

1. For purposes of this Resolution, the term private employer shall mean any entity, public or private, other than the Borough of Chatham that is hiring a police officer of the Borough of Chatham to provide security, traffic control or other police related services for the private employer's business, project or function.
2. Borough police officers may work for a private employer on their off-duty hours with the approval of the Chief of Police or his/her designee and provided that the Chief determines, in his/her sole discretion, that there are sufficient police personnel available for such work, that the off-duty work will not interfere with the needs of the Borough, and that sufficient funds have been deposited in an escrow account with the Chief Financial Officer to cover the anticipated costs of such off-duty police related services.
3. Any private employer desiring to retain the services of Borough police officers for off-duty police related services shall be required to enter into a contract with the Borough. Said contract shall include, but shall not be limited to, the nature of the duties to be performed, the location of said duties, the date and hours of service, the rate of payment for services of the officers, administrative fees to the Borough, and fees for the use of Borough-owned vehicles and equipment. The Borough Administrator is hereby authorized to execute a contract for off-duty police related services with a private employer on behalf of the Borough in accordance with the terms and conditions of this Resolution.
4. The Borough imposes a two (2) hour minimum for off-duty police related services by a Borough police officer.
5. Any private employer requesting the services of a Borough police officer for off-duty police related services shall estimate the number of hours that such services are required. This estimate shall be submitted, in writing, to the Chief of Police, or his/her designee.
6. Where the number of hours cannot be reasonably estimated, the private employer requesting off-duty police related services shall deposit with the Chief Financial Officer an amount sufficient to cover the rate of compensation and administration fees for the equivalent of 80 hours (10 working days).
7. At least five (5) business days prior to the commencement of services, the private employer shall deposit with the Chief Financial Officer an amount sufficient to cover the rates of compensation and administrative fees set forth herein for the total estimated hours of off-duty police related services.
8. The Borough hereby establishes an escrow account dedicated to the payment of Borough police officers for off-duty police related services at the rate set forth herein. The Chief Financial Officer shall cause all funds for the payment of off-duty employees to be deposited into said escrow account.
9. If, at any time, the deposit in the escrow account is less than the amount of funds that are needed to pay for off-duty police related services, the Borough Administrator or his/her designee shall notify the private employer of same and the private employer shall replenish the escrow account. If the private employer fails to replenish the escrow account, the Borough Administrator may in consultation with the Chief of Police terminate provision of the off-duty police related services to the private employer.
10. All sums remaining in the escrow account after completion of the off-duty police related services shall be refunded to the private employer.
11. All Borough police officers performing off-duty police related services shall be required to submit pay slips to the Chief Financial Officer in a form approved by the Chief of Police and the Borough Administrator.

12. Chatham Borough marked police cars may be assigned to off-duty work by the Chief of Police, if available, for a daily fee of \$75.00. Rates for other equipment shall be established at the time of contracting.
13. The hourly rate to be paid to Borough police officers performing off-duty police related activity shall be the overtime rate of the top step patrol officer, per hour or part thereof in the amount of \$95.26 for the year 2020.
14. In addition to all other compensation paid to Borough police officers pursuant to this Resolution, the Borough shall be paid \$10.00 per hour or part thereof as an administrative fee for processing the payments by the private employer in order to issue additional checks to Borough police officers and to cover other administrative tasks associated with the provision of off-duty police related services to private employers.
15. A Borough police officer required to work in excess of eight (8) hours during a twenty-four (24) period shall receive premium pay in the amount of an additional \$10.00 per hour. The twenty-four-hour period begins at the start time of the officer's assignment.
16. Private employers will be billed a minimum of four (4) hours when work is cancelled with less than two hours' notice.
17. Private employers will be billed a minimum of four (4) hours for off-duty police related services that is scheduled for a duration of four (4) or more hours. The Borough Administrator and/or the Chief of Police, or his/her designee, may waive this requirement for good cause as may be demonstrated to the satisfaction of the Borough Administrator or Chief of Police.
18. Private employers shall provide Workers' Compensation coverage in the event an off-duty police officer is injured while working an approved off-duty assignment.
19. Private employers shall supply any traffic cones or other traffic control devices required for the job.
20. The private employer must provide the signed Indemnification and Hold Harmless Agreement and Certificate of Insurance from an insurance company authorized to do business in New Jersey with an A.M. Best Rating of A-(minus) or better. The Workers' Compensation and Employers' Liability coverage shall be in accordance with the laws of the State of New Jersey. The Commercial General Liability insurance coverage policy limits must be not less than \$1,000,000.00 per occurrence and \$2,000,000.00 general aggregate for bodily injury and property damage; including premises/operations and broad form contractual liability. Said Certificate shall name Chatham Borough as an additional insured for all coverages except Workers' Compensation.
21. Before a Borough police officer begins work, the Indemnification and Hold Harmless Agreement and Certificate of Insurance from an insurance company acceptable to the Borough of Chatham must be submitted to the Borough Administrator.
22. In the case of bona-fide emergencies, where there is no opportunity to execute an agreement in advance, the private employer shall be billed for the services with payment required to be made within two (2) weeks.
23. Notwithstanding anything contained herein to the contrary, the Borough Administrator in consultation with the Chief of Police may waive the deposit requirement for public utility companies that are under the jurisdiction of and regulated by the New Jersey Board of Public Utilities and public entities, in his/her sole discretion, provided satisfactory alternate arrangements are made to assure prompt payment for the off-duty police related services provided by Borough police officers.

And,

BE IT FURTHER RESOLVED, that all Borough employees and officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

RESOLUTION #20-76**RESOLUTION LISTING AUTOMOBILE AND TRUCK TOWING CONTRACTORS TO BE UTILIZED BY THE POLICE DEPARTMENT ON A ROTATING BASIS FOR 2020 AND TO ESTABLISH A FEE SCHEDULE PURSUANT TO CHAPTER 256 OF THE CODE OF THE BOROUGH OF CHATHAM ENTITLED “TOWING”**

WHEREAS, Chapter 256 of the Code of the Borough of Chatham, entitled “Towing”, establishes “Fee Schedules” for Towing.

BE IT RESOLVED, by the Council of the Borough of Chatham, pursuant to Chapter 256 of the Code of the Borough of Chatham, entitled “Towing,” and upon the recommendation of the Police Department, as follows:

1. The following automobile towing contractors are to be utilized by the Police Department on a rotating basis through December 31, 2020, or until further resolution by the Council, whichever is later.

AUTOMOBILE TOWING

Bauer Automotive	27 Watchung Avenue, Chatham, NJ 07928
Specialized AutoCraft	19 Ogden Street, Chatham, NJ 07928
DeFalco’s Instant Towing	26 Commerce Street, Chatham, NJ 07928

2. The following truck towing contractors are to be utilized by the Police Department on a rotating basis through December 31, 2020, or until further resolution by the Council, whichever is later.

TRUCK TOWING

Bauer Automotive	27 Watchung Avenue, Chatham, NJ 07928
DeFalco’s Instant Towing	26 Commerce Street, Chatham, NJ 07928

And,

BE IT FURTHER RESOLVED, that all towing contractors shall be subject to the Borough of Chatham’s towing ordinance.

PERSONNEL**RESOLUTION # 20 -77****RESOLUTION TO APPROVE REVISED BOROUGH OF CHATHAM PERSONNEL POLICIES AND PRACTICES HANDBOOK**

WHEREAS, the Borough of Chatham participates in the Morris County Joint Insurance Fund’s (“MCJIF”) model employment practices risk control program; and

WHEREAS, in accordance with MCJIF’s employment practices risk control program, the Mayor and Borough Council wish to approve the revised Borough of Chatham Personnel Policies and Practices Handbook.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the revised Borough of Chatham Personnel Policies and Practices Handbook is approved and adopted in its entirety; and

BE IT FURTHER RESOLVED, that the Personnel Policies and Practices Handbook may be further amended and supplemented from time to time upon the recommendation of the Borough Administrator and subsequent approval by the Borough Council; and

BE IT FURTHER RESOLVED, that all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

RECREATION

RESOLUTION # 20-78

RESOLUTION ADOPTING POLICY & PROCEDURES GOVERNING INITIAL AND SUPPLEMENTAL BACKGROUND CHECKS FOR CHATHAM BOROUGH RECREATION PROGRAM VOLUNTEERS AND EMPLOYEES

WHEREAS, by Resolution #14-148 dated March 10, 2014, the Mayor and Borough Council of the Borough of Chatham adopted a policy and procedures governing initial and supplemental background checks for Chatham Borough Recreation Program volunteers and employees.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that it does hereby adopt the policy and procedures governing initial and supplemental background checks for Chatham Borough Recreation Program volunteers and employees for calendar year 2020; and,

BE IT FURTHER RESOLVED, that all Borough of Chatham officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this resolution.

RESOLUTION # 20-80

RESOLUTION APPROVING CERTAIN HOURS FOR SCHEDULING ORGANIZED PLAY AT LUM ARTIFICIAL TURF FIELD AND THE POSTING OF “NO PETS ALLOWED” SIGNAGE AND THE USE OF TEMPORARY LIGHTS

WHEREAS, the Governing Body has undertaken due diligence regarding the use of Lum Field for organized play and determined that field use must be limited to certain hours in the public interest.

BE IT RESOLVED, that the Mayor and Council of the Borough of Chatham authorize the use of Lum Field for organized play limited to the following hours based upon a weekly schedule as follows:

When ECLC is in session:

Weekdays:	3:30pm-8:00pm	no start of a new inning/quarter after 8 pm
Saturdays:	9:00am-6:00pm	no start of a new inning/quarter after 6 pm
Sundays:	1:00pm-6:00 pm	no start of a new inning/quarter after 6 pm

When ECLC is not in session:

Weekdays:	9:00am-8:00 pm	no start of a new inning/quarter after 8 pm
Saturdays:	9:00am-6:00 pm	no start of a new inning/quarter after 6 pm
Sundays:	1:00pm-6:00 pm	no start of a new inning/quarter after 6 pm

BE IT FURTHER RESOLVED, that the foregoing hours of use are subject to weather and lighting conditions for safe play; and

BE IT FURTHER RESOLVED, that portable and temporary light units will be allowed in 2020 on no more than three nights per week from 6 pm to 8:10 pm in the fall for football only and only as needed; and

BE IT FURTHER RESOLVED, play under the lights will not extend past 8:00 pm.; and

BE IT FURTHER RESOLVED, the lights shall be turned off at 8:10 pm.; and

BE IT FURTHER RESOLVED, the Borough Administrator is authorized to adjust the times and dates based on extenuating circumstances; and

BE IT FURTHER RESOLVED, that “NO PETS ARE ALLOWED” on Lum Field and appropriate signage will be placed at the field regarding this prohibition; and

BE IT FURTHER RESOLVED, that certain provisions of Chapter 79 entitled “Animal and Rabies Control,” specifically Section 79-10 entitled “Defiling or Damaging Property” and Section 79-11 entitled “Disposal of Pet Waste” as well as Section 79-18 entitled “Violations and Penalties” are incorporated into this Resolution by reference.

RESOLUTION # 20-80

RESOLUTION OF AGREEMENT FOR THE JOINT CHATHAM RECREATION PROGRAM FOR BASEBALL, SOFTBALL, FOOTBALL, FIELD HOCKEY, SOCCER, LACROSSE, BASKETBALL AND WRESTLING CLUBS

WHEREAS, Chatham Borough (the “Borough”) and Chatham Township (the “Township”) have sponsored joint sports programs through the Joint Recreation Advisory Committee (the “Joint Chatham Recreation Program”) for over twenty years; and

WHEREAS, the Baseball Club of Chatham, N.J., Inc., the Chatham Basketball Club, Inc., the Chatham Field Hockey Club, Inc., the Chatham Football Club, Inc., the Softball Club of the Chathams, Inc., the Chatham United Soccer, Inc., the Chatham Youth Wrestling Club Association, Inc., and the Cougar Lacrosse Club, Inc. (collectively, the “Clubs”) are not-for-profit organizations that manage various sports programs for the Joint Chatham Recreation Program; and

WHEREAS, the Borough and the Township recognize that they will from time to time provide support and assistance to the Clubs through the Borough and Township’s respective designees; and

WHEREAS, the Borough and Township recognize that municipal and/or the School District of the Chathams facilities are needed to support participation; and

WHEREAS, the Clubs shall pay the facility maintenance trust fee that is recommended annually by the Joint Recreation Advisory Committee and established by the Chatham Township Committee and Chatham Borough Council that is considered ordinary and commensurate with the fee charged to other sports for same. The fee shall be paid within thirty (30) days from the activity registration closing date. All monies shall be deposited in a dedicated recreation trust account to be held and maintained by the Borough; and

WHEREAS, the Clubs agree to and shall obtain insurance and pay for insurance policy premiums that cover players, coaches and staff to include general liability, basic accident medical, catastrophic accident, directors’ and officers’ liability and excess liability in amounts satisfactory to the Borough and Township Administrators (limits not less than \$1,000,000 (one million dollars) and naming the Borough of Chatham and the Township of Chatham as additional insured parties); and

WHEREAS, the Clubs agree to indemnify, hold harmless and defend the Joint Recreation Advisory Committee, as well as the Borough, Township and School District of the Chathams, and their respective officials, employees, volunteers and agents, from any and all liabilities, claims, injuries (including death), losses or damages of whatever nature, arising out of or resulting from Club activities; and

WHEREAS, the Clubs shall be responsible for the collection of fees, purchase and issue of uniforms and equipment for all participants as well as the payment of officials and trainers; and

WHEREAS, the Clubs recognize that the Joint Recreation Advisory Committee, in consultation with the Borough, the Township and/or the School District of the Chathams, reserve the exclusive right to change the current facility use model regarding access, time and/or location as needed; and

WHEREAS, the Clubs agree to maintain communication with the Joint Recreation Advisory Committee regarding program philosophy, annual fees and any changes/additions to the current program content; and

WHEREAS, the Clubs agree to adopt and follow the grievance procedure and Code of Conduct approved by the Joint Chatham Recreation Advisory Committee; and

WHEREAS, the Clubs agree to comply with the Joint Chatham Recreation Program facility use policy, background check policy and procedures, and training certification (Rutgers S.A.F.E.T.Y. Clinic or evidence that of equivalent training); and

WHEREAS, the Clubs agree to provide the Borough and the Township, upon request, with the name and grade, parent names, addresses and e-mail addresses of all the seasonal participants to be used for Joint Chatham Recreation Program's purposes only; and

WHEREAS, non-resident participants will not be added to programs without first obtaining the approval of the Joint Recreation Advisory Committee; and

WHEREAS, the Clubs agree that the Joint Recreation Advisory Committee's designee(s) and liaison(s) shall be invited to attend the Clubs' board meetings; and

WHEREAS, when requested by the Joint Recreation Advisory Committee, a representative of the Club's board shall attend and participate in meetings of the Joint Chatham Recreation Advisory Committee as a non-voting member.

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that the above recitals are incorporated herein as though fully set forth; and

BE IT FURTHER RESOLVED, that the president of each of the Clubs, being authorized to sign on behalf of his/her respective Club, signs this Resolution and thereby agrees to all the terms and conditions set forth herein; and

BE IT FURTHER RESOLVED, that failure to follow the terms and conditions set forth herein could necessitate that the use of the Borough, Township and School District of the Chathams facilities could give the club unequal footing within their typical in-season for play or events; and

BE IT FURTHER RESOLVED, that this resolution will be effective on the date that the Chatham Township Committee adopts a companion resolution.

OTHER

RESOLUTION # 20-81

RESOLUTION AUTHORIZING MEMBERSHIP IN THE NEW JERSEY COUNCIL OF FARMERS AND COMMUNITIES FOR THE 2020 CALENDAR YEAR

WHEREAS, the Governing Body of the Borough of Chatham has established a Farmers' Market for the benefit of the community; and

WHEREAS, the selection and availability of farmers for the market can be expedited with the assistance of the New Jersey Council of Farmers and Communities (NJFCF); and

WHEREAS, membership in the New Jersey Council of Farmers and Communities also provides the following services:

1. Provide regional and local farmers' markets advertising and promotional material
2. Assist with recruiting growers for our Farmers' Market
3. Provide information on growers' crop plans
4. Support and monitor the farm inspection program
5. Distribute market schedules of all participating markets, dates and times
6. Inspection of each member market once per season
7. Provide Jersey Fresh produce education in regard to season, varieties and growing requirements as well as verifying the source of produce sold at our market

BE IT RESOLVED, by the Council of the Borough of Chatham that participation by the Borough of Chatham in the County of Morris as member of the New Jersey Council of Farmers and Communities benefits and assists the Borough of Chatham in establishing a Farmers' Market and sustains New Jersey's agricultural resources while protecting farmland in our region; and

BE IT FURTHER RESOLVED, that the Borough Administrator, Clerk, Mayor or Market Manager are hereby authorized to complete, mail and sign the membership application.

RESOLUTION # 20-82

RESOLUTION APPROVING ANNUAL MEMBERSHIP IN DOWNTOWN NEW JERSEY

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham that membership in Downtown New Jersey is hereby approved.

RESOLUTION # 20-83

RESOLUTION APPROVING THE RULES AND FEES FOR THE JOINT COMMUNITY GARDEN FOR THE 2020 CALENDAR YEAR

BE IT RESOLVED, the Joint Community Garden rules attached and made part of this resolution are approved; and

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Chatham that the fees referenced in the 2020 Fee Resolution for the Joint Community Garden are approved; and:

BE IT FURTHER RESOLVED, that the Borough Administrator is authorized to approve refunds.

RESOLUTION # 20-84

RESOLUTION AUTHORIZING COMMUTER BUS PARKING AT DESIGNATED LOCATIONS IN PARKING LOT NO. 1 (RAILROAD PLAZA NORTH)

WHEREAS, Resolution #17-225 adopted by the Mayor and Council on June 26, 2017 authorized commuter bus parking at designated locations in Parking Lot No. 1 (Railroad Plaza North) for Midtown Direct commuter bus service from the Borough during certain days and time for the period of July 10, 2017 through September 1, 2017 due to the disruption of NJ Transit service; and

WHEREAS, Resolution #19-273 adopted on September 11, 2017 extended the authorized commuter bus parking at designated locations in Parking Lot No. 1 (Railroad Plaza North) for Midtown Direct commuter bus service from the Borough during certain days and time through the end of the 2017 calendar year, and

WHEREAS, the Mayor and Council wish to continue to authorize commuter bus parking at the designated locations in Parking Lot No. 1 (Railroad Plaza North) Monday through Friday between the hours of 6:00 a.m. and 9:00 a.m. and 6:00 p.m. and 9:00 p.m., Monday through Friday, except holidays, for Midtown Direct commuter bus service, until such permission is revoked by duly adopted resolution of the Council; and

WHEREAS, in accordance with §139-60 of the Borough Code such designated locations shall be appropriately signed; and

WHEREAS, no other parking shall be permitted at such designated locations during said times.

BE IT RESOLVED, that the Mayor and Council of the Borough of Chatham hereby authorize commuter bus parking at designated locations in Parking Lot No. 1 (Railroad Plaza North) in accordance with the terms and conditions of this Resolution; and

BE IT FURTHER RESOLVED, that all Borough employees and officials are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

RESOLUTION #20-85

RESOLUTION AUTHORIZING A CONTRACT WITH ANIMAL CONTROL SOLUTIONS, LLC FOR ANIMAL CONTROL SERVICES IN THE AMOUNT NOT TO EXCEED \$10,000.00

WHEREAS, there exists a need to contract for animal control services for the Borough; and

WHEREAS, the value of this contract is less than the bid threshold of \$40,000.00, and therefore may be awarded by soliciting competitive quotes without advertising for bids under the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, the Borough Administrator solicited competitive quotes from two (2) qualified contractors for animal control services for the 2020 calendar year; and

WHEREAS, only one (1) quote was received from Animal Control Solutions, LLC, 2 Marshall Drive, Flemington, NJ 08822; and

WHEREAS, upon the recommendation of the Borough Administrator, the Mayor and Borough Council wish to authorize the award of the contract to Animal Control Solutions, LLC, 2 Marshall Drive, Flemington, NJ 08822 for animal control services for the 2018 calendar year; and

WHEREAS, the Acting Chief Financial Officer has certified that the maximum dollar amount of the contract shall not exceed \$10,000.00 and that funds are currently available for the purpose of awarding the contract to Animal Control Solutions, LLC from the trust fund account #T-20-56-501-010.

BE IT RESOLVED, by the Council of the Borough of Chatham that the Mayor is hereby authorized to execute a contract with Animal Control Solutions, LLC for animal control services in accordance with the terms and conditions set forth in the proposal; and

BE IT FURTHER RESOLVED, that all other Borough officials and employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

CONSENT AGENDA VOTE – PART II

Mayor Kobylarz asks Council Member _____ to proceed with the Resolutions listed on the Consent Agenda – Part II, Resolutions #20-29 through #20-85.

Council Member _____: I would like to make a motion to allow the resolution on this evening's Consent Agenda - Part II to be approved by consent of the Council.

Seconded by Council Member _____:

RESOLUTION # 20-86

[Requires Roll Call vote]

RESOLUTION TO ADOPT TEMPORARY 2020 BUDGET

WHEREAS, N.J.S.A. 40:4-19, 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 be made for the purposes of an amount required in the manner and time therein provided; and

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

WHEREAS, the total appropriation in the 2019 Budget, less appropriations made for capital improvement fund, debt service, and relief of the poor (public assistance) are as follows:

General	\$14,819,561.50
Water Utility	\$1,798,285.00
Solid Waste Utility	\$667,500.00

WHEREAS, 26.25% of the total appropriations in the 2019 Budget less appropriations made for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2020 Budget are as follows:

Water Utility	\$323,780.63
Solid Waste Utility	\$175,2218.75

BE IT RESOLVED, by the Mayor and Council of the Borough of Chatham, County of Morris, that the following temporary appropriations shall be made and that the Borough Clerk shall provide a certified copy of this temporary 2020 budget resolution to the Acting Chief Financial Officer for his records.

CURRENT FUND 2020 TEMPORARY BUDGET

	<u>2020 Appropriations</u>
Administrative Salaries	\$24,000.00
Administrative OE	\$36,000.00
Human Resources Salaries	\$7,500.00
Human Resources OE	\$2,000.00
Community Service Salaries	\$35,000.00
Community Service OE	\$4,500.00
Mayor & Council OE	\$600.00
Borough Clerk Salaries	\$26,000.00
Borough Clerk OE	\$4,200.00
Finance Salaries	\$33,000.00

Finance OE	\$18,000.00
Audit Services	\$9,000.00
Tax Collector Salaries	\$16,500.00
Tax Collector OE	\$1,600.00
Tax Assessment Salaries	\$13,300.00
Tax Assessment OE	\$7,000.00
Legal OE	\$47,000.00
Court - Interlocal Agreement	\$54,000.00
Engineering Salaries	\$15,000.00
Engineering OE	\$1,500.00
Planning Board Salaries	\$13,000.00
Planning Board Offices	\$6,000.00
Zoning Board of Adjustment Salaries	\$13,000.00
Zoning Board of Adjustment OE	\$1,000.00
Liability Insurance	\$91,500.00
Workers' Compensation Insurance	\$91,500.00
Group Insurance	\$147,000.00
Health Insurance Waiver	\$11,000.00
Police Salaries	\$800,000.00
Police OE	\$47,000.00
Police Vehicle	\$11,500.00
Project Community Pride	\$7,800.00
Parking Salaries	\$29,500.00
Parking OE	\$4,600.00
Emergency Management Salaries	\$1,400.00
Emergency Management OE	\$600.00
Fire Department Salaries	\$12,500.00
Fire OE	\$21,000.00
Fire Safety Salaries	\$14,700.00
Fire Safety OE	\$1,000.00
Public Works S&W	\$280,000.00

Public Works OE	\$55,000.00
Shade Tree Commission	\$6,000.00
Buildings & Ground OE	\$16,000.00
Vehicle Maintenance Salaries	\$26,000.00
Vehicle Maintenance OE	\$16,000.00
Board of Health Salaries	\$4, 100.00
Board of Health OE	\$24,400.00
PEOSHA	\$1,000.00
Environmental Commission Salaries	\$2,200.00
Environmental Commission OE	\$500.00
Animal Control Services OE	\$500.00
Recreation S&W	\$27,600.00
Recreation OE	\$6,000.00
Senior Citizen Transportation	\$5,250.00
Park Maintenance OE	\$5,000.00
Library	\$253,805.00
Utilities	\$105,000.00
Shared of Sewer Service (MC Joint Meeting)	\$170,000.00
Capital Improvement Fund	\$58,500.00
PERS	\$223,500.00
Social Security Taxes	\$58,000.00
PFRS	\$364,862.00
Farmers' Market S&W	\$2,700.00
Farmers' Market OE	\$2,500.00
Total Current Fund	\$3,395,1147.00

Water Fund 2020 Temporary Budget

Operating Salaries	\$161,700.00
Operating - Other Expenses	\$120,000.00
Statutory	<u>\$42,081.00</u>
Total Water Fund Temporary	
Appropriations	<u>\$323,781.00</u>
Total Water Fund	\$323,781.00

Solid Waste Fund 2020 Temporary Budget

Operating Salaries	\$29,000.00
Operating - Other Expenses	\$141,000.00
Statutory	<u>\$5,219.00</u>
Total Solid Waste Fund Temporary	
Appropriations	\$175,219.00

Name	Motion	Second	Yes	No	Abstain	Absent
Collander						
Fife						
Weber						
Kobylarz						
Dempsey						
Mathiasen						

ADJOURNMENT