

**MINUTES
TOWNSHIP COMMITTEE
REORGANIZATION MEETING
JANUARY 7, 2025**

The Township Clerk called the Reorganization Meeting of the Township Committee of the Township of Chatham to order at 7:30 P.M.

Adequate Notice of this meeting of the Township Committee was given as required by the Open Public Meetings Act as follows: Notice was given to both *The Chatham Courier* and the *Morris County Daily Record* on January 3, 2024; notice was posted on the bulletin board in the main hallway of the Municipal Building on January 3, 2024; and notice was filed with the Township Clerk on January 3, 2024.

The Township Clerk led the Flag Salute.

Invocation

An invocation was given by Father Kevin Corcoran, Pastor of Corpus Christi Church and Police Chaplain for the Chatham Township Police Department.

Oaths of Office

Craig Alperowitz was sworn in for a three-year term on the Township Committee. The Oath of Office was administered by Attorney Sabrina Comizzoli.

Roll Call

Answering present to the roll call were Committeeman Alperowitz, Committeewoman Ewald, Committeewoman McHugh, Committeeman Rowland and Committeeman Choi.

Selection of Mayor

The Township Clerk opened the floor for nominations for the Office of Mayor for the year 2024.

**RESOLUTION 2025-001
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
SELECTING MAYOR FOR 2025**

BE IT RESOLVED by the Township Committee of the Township of Chatham that Michael Choi is hereby selected as Mayor of the Township of Chatham for the year 2025.

Committeewoman Ewald nominated Committeeman Choi to serve as Mayor for 2025. Committeewoman Rowland seconded the motion.

Roll call: Committeeman Alperowitz, Aye; Committeewoman Ewald, Aye; Committeeman McHugh, Aye; Committeewoman Rowland, Aye; Committeeman Choi, Aye..

The oath of office for Mayor Choi was administered by the Township Clerk.

Selection of Deputy Mayor

**RESOLUTION 2025-002
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
SELECTING DEPUTY MAYOR FOR 2025**

BE IT RESOLVED by the Township Committee of the Township of Chatham that Jennifer Rowland is hereby selected as Deputy Mayor of the Township of Chatham for the year 2025.

Committeeman McHugh nominated Committeewoman Rowland to serve as Deputy Mayor for 2025. Committeewoman Ewald seconded the motion.

Roll call: Committeeman Alperowitz, Aye; Committeewoman Ewald, Aye; Committeeman McHugh, Aye; Committeewoman Rowland, Aye; Committeeman Choi, Aye..

The oath of office for Deputy Mayor Rowland was administered by the Township Clerk.

Shala Gagliardi, a representative from Congresswoman Sherrill’s office, presented letters of commendation to Mayor Choi, Deputy Mayor Rowland and Committeeman Alperowitz.

Mayor’s Statement

Mayor Choi gave the attached Mayor’s Statement.

Mayor Choi also announced the following Mayoral Appointments:

Planning Board

- Matt Kahn (Class IV, Term Expiring 12/31/2028)
- Dot Stillinger (Class IV, Term Expiring 12/31/2028)
- Heather Foran (Class IV, Term Expiring 12/31/2028)
- Michael Neibert (Class IV, Term Expiring 12/31/2027, CTEC Liaison)

Open Space Chairman

Joe Basralian

Environmental Commission

- Lisa McHugh (Term Expiring 12/31/2027)
- Pat Wells (Term Expiring 12/31/2027)
- Michael Neiber (Term Expiring 12/31/2027, Planning Board Liaison)
- Chairperson for 2025 – Jessica Romeo

Consent Agenda

**RESOLUTION 2025-003
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN
THE COUNTY OF MORRIS, NEW JERSEY, ESTABLISHING TEMPORARY BUDGET
APPROPRIATION FOR 2025**

WHEREAS, N.J.S.A. 40A:5-19 Local Budget Act provides that (where any contracts, commitments or payments are to be made prior to the final adoption of the 2025 budget) temporary appropriations be made for the purposes and amounts required in the manner and time therein provided;

WHEREAS, the date of this resolution is within the first thirty days of 2025, and

WHEREAS, the total appropriations in the 2024 Budget, less appropriations made for capital improvement fund, debt service and relief of the poor (public assistance) are as follows:

Current Fund	\$ 15,718,535.53
Sewer Utility	\$ 2,439,600.00

WHEREAS, 26.25% of the total appropriations in the 2024 Budget, less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said Budget is as follows:

Current Fund	\$ 4,126,115.58
Sewer Utility	\$ 640,395.00

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham, County of Morris, that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records.

Current Fund

General Administration	
Salaries and Wages	79,000.00
Other Expenses	23,000.00
Mayor and Twp. Committee	
Other Expenses	1,000.00

Municipal Clerk

Salaries and Wages	20,000.00
Other Expenses	11,000.00
Financial Administration	
Salaries and Wages	63,000.00
Other Expenses	5,000.00
Computerized Data Processing	
Other Expenses	53,000.00
Collection of Taxes	
Salaries and Wages	35,000.00
Other Expenses	6,000.00
Assessment of Taxes	
Salaries and Wages	24,000.00
Other Expenses	17,000.00
Legal Services and Costs	
Other Expenses	73,000.00
Engineering Services and Costs	
Other Expenses	62,000.00
Planning Board	
Salaries and Wages	9,000.00
Other Expenses	7,000.00
Board of Adjustment	
Salaries and Wages	9,000.00
Other Expenses	4,000.00
Affordable Housing	
Other Expenses	39,000.00
Code Enforcement and Administration	
Salaries and Wages	139,000.00
Other Expenses	4,000.00
Fire Prevention	
Salaries and Wages	10,000.00
Other Expenses	1,000.00
Insurance	
Liability	82,000.00
Worker's Compensation	41,000.00
Group Insurance Plan	689,000.00
Public Safety	
Police	
Salaries and Wages	945,000.00
Other Expenses	36,000.00
Emergency Management Services	
Salaries and Wages	3,000.00
Other Expenses	1,000.00
First Aid Organization	
Aid to Volunteer EMS	5,000.00

Fire		
Aid to Volunteer Fire Co.		69,000.00
Fire Dept Miscellaneous		89,000.00
Road Repairs and Maintenance		
Salaries and Wages		219,000.00
Other Expenses		88,000.00
Solid Waste Collection		
Salaries and Wages		12,000.00
Other Expenses		70,000.00
Public Building and Grounds		
Salaries and Wages		262,000.00
Other Expenses		36,000.00
Vehicle Maintenance		
Other Expenses		45,000.00
Board of Health		
Salaries and Wages		4,000.00
Other Expenses		37,000.00
Environmental Commission		1,000.00
Animal Control Services		
Other Expenses		6,000.00
Recreation Services and Program		
Other Expenses		15,000.00
Maintenance of Joint Free Public Library		440,000.00
Utilities:		
Electricity		18,000.00
Street Lighting		18,000.00
Water		12,000.00
Natural Gas		15,000.00
Gasoline		49,000.00
DCRP		6,000.00
Social Security System		92,000.00
Municipal Court		
Other Expenses		27,000.00
<i>Sub-Total</i>		<i>\$4,126,000.00</i>
	Debt Service	
Payment of Bond Principal		655,000.00
Payment of Bond Interest		276,000.00
Payment of Note Principal		0.00
Payment of Note Interest		0.00
<i>TOTAL</i>		<i>\$5,057,000.00</i>

Water Pollution Control - Sewer Utility

Salaries and Wages	215,000.00
Other Expenses	407,000.00
Social Security	18,000.00
<i>Sub-Total</i>	<i>\$640,000.00</i>

Debt Service	
Payment of Wastewater Bond Principal	190,000.00
Payment of Wastewater Bond Interest	12,000.00
Payment of Wastewater Loan Principal	74,000.00
Payment of Wastewater Loan Interest	13,000.00
<i>TOTAL</i>	<i>\$929,000.00</i>

**RESOLUTION
2025-004
RESOLUTION OF
THE TOWNSHIP
COMMITTEE OF
THE TOWNSHIP
OF CHATHAM
DESIGNATING
COMMITTEE**

GRAND TOTAL \$5,986,000.00

ASSIGNMENTS AND LIAISONS

BE IT RESOLVED by the Township Committee of the Township of Chatham that Township Committee assignments be made as follows:

<u>Name of Standing Committee</u>	<u>Committee Members</u>
Public Safety/Emergency Management	Craig Alperowitz & Jen Rowland
Finance	Marty McHugh & Jen Rowland
Administration, Personnel & Communication	Craig Alperowitz & Mike Choi
Public Works/Sewer Utilities	Marty McHugh & Mike Choi
Recreation	Stacey Ewald & Craig Alperowitz

<u>Name of Advisory Committee/Board</u>	<u>Committee Members</u>
Joint Recreation Advisory Committee	Craig Alperowitz
Joint Library Board of Trustees	Marty McHugh
Board of Health	Jen Rowland
Open Space Committee	Marty McHugh
Joint Municipal Court	Stacey Ewald & Jen Rowland
Community Garden	
The Colony Pool Club	Stacey Ewald
Affordable Housing Advisory Committee	Stacey Ewald & Mike Choi

<u>Planning Board</u>	
Class I Member	Mike Choi
Class III Member	Stacey Ewald

<u>Liaisons</u>	
Wellness Committee	Mike Choi
Environmental Commission	Marty McHugh
Senior Services	Stacey Ewald
Board of Education	Jen Rowland
Municipal Alliance	Stacey Ewald
Historical Society	Jen Rowland
Public Utilities Liaison	

**RESOLUTION 2025-005
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM AND
MAYOR’S APPOINTMENTS FILLING VARIOUS BOARD AND COMMITTEE VACANCIES
FOR SPECIFIC TERMS**

BE IT RESOLVED by the Township Committee of the Township of Chatham that the following board and committee appointments be made:

<u>Planning Board</u>		
1. Class I	Mike Choi	(2025)

2. Class II Ziad Shehady (2025)
3. Class III Stacey Ewald (2025)

Zoning Board of Adjustment

1. Greg Borsinger (2028)

Joint Library Trustee

1. Susan Allen (2029)

Joint Recreation

1. Scott Burgo (2027)

Open Space Committee

1. Joseph Basralian (Chairman) (2025)
2. Nicole Hagner (2025)
3. Natalia Lacy (2025)
4. Jim Connelly (CTEC Liaison) (2025)
5. Celeste Fondaco (2025)

Colony Pool Advisory Committee

1. Erin Burgo (2025)
2. Dana Metviner (2025)
3. Amanda Fowler (2025)
4. Kathleen Platt Ryan (2025)

Community Garden Committee

1. Jessica Romeo (2025)
2. Celeste Fondaco (2025)
3. Sabino Losco (2025)
4. Ken Abbott (2025)

Hometown Heroes Banner Program Committee

1. Tom Salvas
2. Mike Katz

Events Committee

1. Melissa Hartzell (2025)
2. Shirley Wu (2025)
3. Kalpana Tumu (2025)
4. Jessica Yankelunas (2025)
5. Jim Connelly (2025)

RESOLUTION 2025-006

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, ESTABLISHING REGULAR MEETING SCHEDULE FOR THE TOWNSHIP COMMITTEE DURING 2025

WHEREAS, the "Open Public Meetings Act," N.J.S.A. 10:4-6 et seq. requires that public bodies provide adequate notice of meetings.

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

1. For the calendar year 2025, meetings will be held by the Township Committee to discuss or act upon public business at 7:30 p.m. (unless otherwise noted), prevailing time, at the Municipal Building, 58 Meyersville Road, Chatham Township on the following dates:

January 14 – Workshop
 January 28 – Regular
 February 11 – Workshop
 February 25 – Regular
 March 11 – Workshop
 March 25 – Regular
 April 8 – Workshop
 April 22 – Regular
 May 6 – Workshop
 May 20 – Regular
 June 3 – Workshop
 June 24 – Regular
 July 15 – Workshop/Regular
 August 12 – Workshop/Regular
 September 9 – Workshop
 September 23 – Regular
 October 14 – Workshop
 October 28 – Regular
 November 18 – Workshop/Regular
 December 2 – Workshop
 December 16 – Regular
 January 6, 2026 Reorganization Meeting

2. If an Executive Session is necessary, it will be held up to one (1) hour prior to the Regular Session starting as early as 6:30 PM. The posted Agenda will state whether an Executive Session is necessary.
3. Zoom access to meetings will continue as a convenience and accommodation for the public for the year 2025. Zoom access information for each meeting will be included on the meeting Agenda, which will be posted on the Township website at least 48 hours in advance of each meeting.
4. In the case of a special meeting, Zoom access information will also be included in the Open Public Meetings Act notice.
5. During public hearings, members of the public will be able to participate via Zoom by using the Raise Hand feature to signify their desire to make public comment. The Zoom platform also provides the ability for the public to listen to the meeting by telephone without video and to also comment by telephone by pressing *9 to raise their hand during public comment sessions.
6. In the event that the Zoom and TV broadcasts are interrupted due to power outage, service interruption or any other reason, the Township Committee meeting will continue to be held notwithstanding because the in-person meeting held at the Municipal Building is the only official meeting of the Township Committee.
7. When Township Committee meetings are made available remotely, written comments to be read during the public hearings or public comment periods may be submitted to the Township Clerk electronically by email or letter no later than 3:00 PM on the date of the meeting. Only one public comment, whether oral or written, from each person at each public comment period will, as with all public comments, be heard or read. The reading of the written comments will, as with all public comments, be limited to three minutes and the reading will end after three minutes. Duplicative comments may be summarized.
8. Certified copies of this Resolution shall be:
 - a) Mailed to the Chatham Courier;
 - b) Mailed to the Morris County Daily Record;
 - c) Filed with the Clerk of the Township of Chatham;
 - d) Posted on the bulletin board in the main hallway and on the front door of the Municipal Building; and
 - e) Mailed to any person requesting notice of meetings to N.J.S.A. 10:4-19 who has paid the required fee thereof.
9. All of the foregoing shall be accomplished within seven (7) days of adoption of this Resolution pursuant to N.J.S.A. 10:4-18.

RESOLUTION 2025-007
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, IN
THE COUNTY OF MORRIS, NEW JERSEY, WITH RESPECT TO RATE OF INTEREST ON
DELINQUENT TAXES

BE IT RESOLVED by the Township Committee of the Township of Chatham in the County of Morris, New Jersey, that:

1. The rate of interest to be charged by the Tax Collector on delinquent taxes on the first \$1,500.00 is hereby fixed at the rate of eight (8) percent per annum, to remain in force until January 1, 2026.
2. The rate of interest to be charged by the Tax Collector on delinquent taxes in excess of \$1,500.00 is hereby fixed at the rate of eighteen percent (18%) per annum, to remain in force until January 1, 2026.
3. Notwithstanding the provisions of this resolution, no interest shall be charged if payment of any installment is made within the tenth calendar day following the date upon which the same became payable.
4. All delinquencies in excess of Ten Thousand (\$10,000.00) Dollars and which are not paid prior to the end of the fiscal year, the Tax Collector shall also collect a penalty of six (6%) percent of the amount of the delinquency in excess of Ten Thousand (\$10,000.00) Dollars.
5. A certified copy of this resolution shall be forwarded to the Tax Collector for his information and guidance.

RESOLUTION 2025-008
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN
THE COUNTY OF MORRIS, NEW JERSEY, WITH RESPECT TO RATE OF INTEREST ON
DELINQUENT SEWER SERVICE CHARGES

BE IT RESOLVED by the Township Committee of the Township of Chatham in the County of Morris, New Jersey, that:

1. The rate of interest to be charged by the Tax Collector on delinquent sewer service charges on the first \$1,500.00 is hereby fixed at the rate of eight (8) percent per annum, to remain in force until January 1, 2026.
2. The rate of interest to be charged by the Tax Collector on delinquent sewer service charges in excess of \$1,500.00 is hereby fixed at the rate of eighteen percent (18%) per annum, to remain in force until January 1, 2026.
3. A certified copy of this resolution shall be forwarded to the Sewer Accounts Clerk and the Township Auditor.

RESOLUTION 2025-009
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM,
COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING THE TAX AND SEWER
COLLECTOR TO CANCEL OVERPAYMENT OR DELINQUENT BALANCES LESS THAN
\$10.00

WHEREAS, the governing body of a municipality may authorize a municipal employee to cancel property tax and sewer overpayment or delinquent amounts less than \$10.00 without further action of the governing body.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, in the County of Morris, and State of New Jersey, that the Township Tax and Sewer Collector is hereby authorized to cancel overpayments and delinquencies less than \$10.00, as permitted by applicable law.

This Resolution shall take effect immediately.

RESOLUTION 2025-010
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN
THE COUNTY OF MORRIS, NEW JERSEY, WITH RESPECT TO TAX SEARCHES AND
ASSESSMENT SEARCHES

BE IT RESOLVED by the Township Committee of the Township of Chatham, Morris County, New Jersey, that

1. The Tax Collector of the Township of Chatham is hereby designated as the official to make examination of the Township record as to unpaid tax liens and to certify the results thereof pursuant to N.J.S.A. 54:5-11.
2. The Township Clerk is hereby designated as the official to make and issue certificates as to liability for assessment for municipal improvements pursuant to N.J.S.A. 54:5-18.1 et seq.
3. The Township Clerk is hereby designated as the official to make and issue certificates as to approval of subdivision of land pursuant to N.J.S.A. 40:55D-56.

RESOLUTION 2025-011

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY GRANTING TAXPAYERS THE OPTION TO APPLY EXCESS TAX PAYMENTS TOWARD SUBSEQUENT QUARTERS (BILLED OR UNBILLED) IN LIEU OF A REFUND

WHEREAS, the governing body of a municipality may grant taxpayers the option to apply excess tax payments toward subsequent quarters (billed or unbilled) in lieu of a refund upon written request to the tax collector consistent with Local Finance Notice LFN 2018-17, issued on June 4, 2018.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, in the County of Morris, and State of New Jersey, that Township of Chatham taxpayers have the option to apply excess tax payments toward subsequent quarters (billed or unbilled) in lieu of a refund upon written request to the Township Tax Collector consistent with LFN 2018-17.

This Resolution shall take effect immediately.

RESOLUTION 2025-012

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, WITH RESPECT TO DEPOSITORIES FOR TOWNSHIP FUNDS

BE IT RESOLVED by the Township Committee of the Township of Chatham, Morris County, New Jersey, that

1. TD Bank N.A., Chatham, New Jersey and State of New Jersey Cash Management Fund, Jersey City, are hereby designated as depositories for Township Funds; and
2. Warrants for the withdrawal of funds from the above-mentioned depository be signed by the two members of the Township Committee serving on the standing Finance Committee and the Chief Financial Officer.
3. A certified copy of this resolution shall be forwarded to TD Bank N.A. and State of New Jersey Cash Management Fund.

RESOLUTION 2025-013

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, DESIGNATING OFFICIAL NEWSPAPERS AND FIXING CHARGES FOR NOTICES OF PUBLIC MEETINGS OF SAID TOWNSHIP COMMITTEE DURING 2025

WHEREAS, the "Open Public Meetings Act," N.J.S.A. 10:4-6 et seq., requires that notification be given of meetings of public bodies as herein defined and in the manner therein set forth.

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

1. The Chatham Courier and the Morris County Daily Record are hereby designated for the calendar year 2025 as the newspapers to receive notice of meetings of the Township Committee required by any and all sections of the Open Public Meeting Act, it appearing that these newspapers are most likely to inform the local public of such meetings.
2. The public place for the posting of notices of the meetings of the Township Committee for the calendar year 2025 shall be the bulletin board in the main hallway of the Township Municipal Building.
3. The fee to be paid by any person requesting that notices of meetings of the Township Committee during that calendar year 2025 be mailed to such persons as specified in N.J.S.A. 10:4-19 shall be equivalent to the actual costs of mailing said notices, provided, however, that no charge shall be made to any newspaper requesting the mailing of notices to its business office.

4. A certified copy of this Resolution shall be mailed by the Township Clerk to the Chatham Courier and the Morris County Daily Record, and a certified copy shall be filed with the Clerk of the Township of Chatham.

RESOLUTION 2025-014

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, DESIGNATING THE OFFICIAL NEWSPAPERS FOR THE PUBLICATION OF LEGAL NOTICES OF THE TOWNSHIP

BE IT RESOLVED by the Township Committee of the Township of Chatham in the County of Morris, New Jersey, that pursuant to N.J.S. 40:53-1, the Chatham Courier and the Morris County Daily Record are hereby designated as the official newspapers for the publications of all notices required by law to be published by the Township on and after January 1, 2025.

BE IT FURTHER RESOLVED that a copy of this resolution shall be published in the Chatham Courier and in the Morris County Daily Record on January 16 and January 23, 2025, and a certified copy of this resolution shall be forwarded to the Township Planning Board, Board of Adjustment, Board of Health, and any other Board or Body which shall have the occasion to publish a legal notice.

RESOLUTION 2025-015

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY APPOINTING DEPUTY RECORDS CUSTODIANS

WHEREAS, because the Open Public Records Act, N.J.S.A. 47:1A-1, et seq., has designated the Township Clerk as the custodian of all municipal records and has imposed additional obligations for responding to requests for such records, it has become necessary to appoint deputy records custodians to assist in complying with responses to records requests;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey, as follows:

1. The Police Administrative Assistant/Records Manager is hereby appointed as the deputy records custodian for Police Department records.
2. The Tax Collector is hereby appointed deputy records custodian for tax collection records.
3. The Assistant Tax Assessor is hereby appointed deputy records custodian for tax assessment records.
4. The Technical Assistant to the Construction Official is hereby appointed deputy records custodian for construction and land use records.
5. The designated deputy records custodians shall report to the Township Clerk all requests for records and shall follow any instructions given by the Clerk regarding the handling of such records.

RESOLUTION 2025-016

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY APPROVING A CASH MANAGEMENT PLAN

WHEREAS, N.J.S.A. 40A:5-14 mandates that the Governing Body shall, by Resolution passed by a majority of the membership thereof, approve a Cash Management Plan.

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

1. The attached Cash Management Plan will guide the investment of idle funds of the Township of Chatham.
2. The attached Cash Management Plan includes a policy Statement to guide its implementation.
3. The Chief Financial Officer will administer the plan.
4. The Plan is subject to annual audit; and

BE IT FURTHER RESOLVED that a certified copy of this resolution with Cash Management Plan attached shall be forwarded to the following:

- A. The Chief Financial Officer of the Township.
- B. The Township Auditor.

C. All appropriate depositories

This Resolution shall take effect immediately.

**RESOLUTION 2025-017
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
AUTHORIZING SERVICE CHARGES FOR RETURNED CHECKS**

WHEREAS, P.L. 1990, Chapter 105, supplementing Title 40 of the New Jersey State Revised Statutes has been enacted to allow a municipality the authority to impose a service charge to be added on an account which was by check or other payment instrument returned for insufficient funds or any other reason; and

WHEREAS, whenever an account is owing a municipality for a tax or special assessment, the service charge authorized by this section shall be included on whatever list of delinquent accounts is prepared for the enforcement of the lien.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey, that the Tax Collector be authorized to charge the aforementioned fee at a rate of \$20.00 per check or other payment instrument for all checks returned for insufficient funds or any other reason during 2025; and

BE IT FURTHER RESOLVED, that the Tax Collector may require future payments to be tendered in cash or by certified or cashier’s check; and,

BE IT FINALLY RESOLVED that a certified copy of this Resolution be forwarded to the Township Treasurer, Tax Collector and Township Auditor.

**RESOLUTION 2025-018
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM,
COUNTY OF MORRIS, STATE OF NEW JERSEY DESIGNATING PHOENIX ADVISORS AS
CONTINUING DISCLOSURE AGENT AND INDEPENDENT REGISTERED MUNICIPAL
ADVISOR**

WHEREAS, the Township of Chatham has received Continuing Disclosure Agent and Independent Registered Municipal Advisor services from Phoenix Advisors LLC; and

WHEREAS, the terms of appointment are renewable each year; and

WHEREAS, the term of this appointment is one year; and

WHEREAS, Phoenix Advisors, LLC has submitted the proposal annexed hereto for the continuation of said services;

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham does hereby Phoenix Advisors, LLC as Continuing Disclosure Agent and Independent Registered Municipal Advisor.

**RESOLUTION 2025-019
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM,
COUNTY OF MORRIS, STATE OF NEW JERSEY REGARDING SIGNATURES ON
TOWNSHIP CHECKS**

BE IT RESOLVED that TD Bank, N.A., is designated as a depository of Township funds, which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the payment of monies (including electronic orders) bearing the signature of, or as otherwise authorized by, any one (1) of the following officers, employees, or agents of the Township of Chatham:

<u>Title</u>	<u>Name</u>
Chief Financial Officer	Debra A. King
Municipal Clerk	Gregory J. LaConte
Mayor	Michael Choi

BE IT FURTHER RESOLVED, the agents whose names appear above, are hereby authorized to open and maintain a deposit account or accounts of the Township of Chatham with TD Bank, N.A., subject to the terms and conditions of the Business Deposit Account Agreement, as it may be amended from time to time (the "Account Agreement").

BE IT FURTHER RESOLVED, that TD Bank, N.A. is hereby directed to accept and pay without further inquiry any item or payment order drawn against any of the Township of Chatham’s accounts with TD Bank, N.A. bearing the signature of or as otherwise authorized by any such Agents even though drawn or endorsed to the order of any Agent signing or tendered by such Agent for cashing - or in payment of the individual obligation of such Agent or for deposit to the Agent's personal account, and TD Bank, N.A. shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any item signed, or payment order authorized, in accordance with the resolutions contained herein or the application or disposition of such item or payment order or the proceeds of the item or payment order.

BE IT FURTHER RESOLVED, that any one of such Agents is authorized to endorse all checks, drafts, notes and other items payable to or owned by the Township of Chatham for deposit with

TD Bank, N.A. or for collection or discount by TD Bank, N.A., and to accept drafts and other items payable at TD Bank, N.A..

BE IT FURTHER RESOLVED, that the above named agents are authorized and empowered to execute such other agreements, including, but not limited to. special depository agreements and arrangements regarding the manner, conditions or purposes for which funds, checks or items of the Governmental Entity may be deposited, collected, or withdrawn and to perform such other acts as they deem reasonably necessary to carry out the provisions of these resolutions.

BE IT FURTHER RESOLVED, that the authority hereby conferred upon the above named Agents shall be and remains in full force and effect until written notice of the revocation thereof shall have been delivered to and received by TD Bank, N.A. at the location where an account of the Township of Chatham is maintained and Financial Institution has had a reasonable period of time to act upon such notice.

BE IT FURTHER RESOLVED, TD Bank, N.A. shall be authorized to honor and charge the Township of Chatham for such checks, drafts, or other orders, regardless of by whom or by what means the actual or purported facsimile signature thereon may have been affixed thereto, if such signature resembles the facsimile signature duly certified to or filed with TD Bank, N.A. by the Township Clerk. Further, TD Bank, N.A. shall be indemnified and saved harmless from any claims, demands, expenses, loss or damage resulting from or growing out of honoring the facsimile signature duly certified to or on file with TD Bank, N.A.

RESOLUTION 2025-020

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM CERTIFYING COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"

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

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

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

RESOLUTION 2025-021

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM INCREASING BID THRESHOLD PURSUANT TO N.J.S.A. 40A:11-3(A) TO \$44,000 AND CONTINUE THE APPOINTMENT OF DEBRA KING AS THE TOWNSHIP'S QUALIFIED PURCHASING AGENT

WHEREAS, pursuant to N.J.S.A. 40A:11-3(a), the threshold at which contracts as defined pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*, must be subject to competitive bidding if they are in excess of the amount designated by the Governor of New Jersey pursuant to N.J.S.A. 40A:11-3(c); and

WHEREAS, N.J.S.A. 40A:11-3(c) permits the Governor of New Jersey to adjust the bid threshold, originally set by statute at \$25,000 for municipalities with a designated Qualified Purchasing Agent (QPA), in an amount proportional to the index rate as defined in N.J.S.A. 40A:11-2 every five (5) years from the date of the effective date of P.L. 1999, c.440;

WHEREAS, pursuant to order of the Governor of New Jersey, the bid threshold for municipalities with a licensed QPA shall increase from \$40,000 to \$44,000 on July 1, 2020; and

WHEREAS, Debra King was appointed Qualified Purchasing Agent on January 2, 2020 by Resolution 2020-035 and granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.S.A. 40A:11-3(a) requires that contracts below the bid threshold may be awarded by a purchasing agent or other employee so designated by the governing body by resolution, and such powers may be generally delegated to the purchasing agent; and

WHEREAS, the Township of Chatham desires to take advantage of the increased bid threshold which was enacted to increase efficiency and adjust for changes in purchasing and business dynamics, and the Township of Chatham further wishes to confirm the statutory general delegation of this purchasing power to Debra King as the Township's duly appointed QPA.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Chatham, in the County of Morris, in the State of New Jersey, hereby increases its bid threshold to \$44,000.00; and

BE IT RESOLVED, by the Township Committee of the Township of Chatham that Debra King is hereby re-appointed as the purchasing agent authorized to exercise the contracting power granted pursuant to N.J.S.A. 40A:11-3; and

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the Township Clerk is hereby authorized to forward a certified copy of this resolution and a copy of Debra King's certifications to the Director of the Division of Local Government Services.

RESOLUTION 2025-022

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM APPOINTING ZIAD SHEHADY AS THE MUNICIPAL HOUSING LIAISON FOR THE TOWNSHIP

WHEREAS, pursuant to N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq., the Township of Chatham is required to appoint a Municipal Housing Liaison for the administration of the Township of Chatham's affordable housing program to enforce the requirements of N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq.; and

WHEREAS, the Township of Chatham has adopted Chapter XXIX entitled Affordable Housing Administration to provide for the appointment of a Municipal Housing Liaison to administer the Township of Chatham's affordable housing program.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that Ziad Shehady is hereby appointed as the Municipal Housing Liaison for the administration of the affordable housing program, pursuant to and in accordance with the provisions of Chapter XXIX of the Code of the Township of Chatham.

RESOLUTION 2025-023

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM APPOINTING ZIAD SHEHADY AS THE ALTERNATE MUNICIPAL COURT REPRESENTATIVE

WHEREAS, on December 16, 2010 the Township Committee adopted Resolution 2010-253 to enter a Joint Municipal Court with Chatham Borough, Madison Borough and Harding Township; and

WHEREAS, in 2013 the Municipal Court was expanded to include Morris Township; and

WHEREAS, on June 22, 2017 the Township Committee adopted Resolution 2017-132 to renew participation in the Joint Municipal Court; and

WHEREAS, each member municipality has two representatives to the Joint Municipal Court Committee; and

WHEREAS, the Township Committee has appointed two Township Committee members to serve as representatives to the Joint Municipal Court Committee; and

WHEREAS, the Township Committee desires to appoint an alternate Municipal Court Representative to attend meetings in the absence of the representatives chosen from the Governing Body.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that Ziad Shehady is hereby appointed as the Alternate Municipal Court Representative for the Township of Chatham.

RESOLUTION 2025-024

RESOLUTION OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, ADOPTING EMERGENCY REMOTE MEETING PROTOCOL, PROCEDURES AND REQUIREMENTS FOR PUBLIC PARTICIPATION AT REMOTE MEETINGS

WHEREAS, the purpose of N.J.A.C. 5:39-1 et seq., Emergency Remote Meeting Protocol for Local Public Bodies, is to ensure that local public bodies can continue to conduct official business in an open and transparent manner whenever a declared emergency exists that prohibits physical attendance by members of the public; and

WHEREAS, a "Declared Emergency" means a public health emergency pursuant to the Health Powers Act (N.J.S.A. 26:13-1 et seq.), or a state of emergency, pursuant to P.L. 1942, c. 251 or both, or a state of local disaster emergency which is in effect; and

WHEREAS, N.J.A.C. 5:39-1.3 permits a local public body to hold a remote public meeting to conduct public business during a declared emergency if the emergency reasonably prevents a local public body from safely conducting public business at a physical location with members of the public present; and

WHEREAS, pursuant to N.J.A.C. 5:39-1, if during a Declared Emergency the Township of Chatham ("Township") holds a remote meeting to conduct public business the Township shall use electronic communication technology routinely used in business settings that can be accessed by the public at no cost and with participant capacity consistent with the reasonable expectations of the public body for the type of public meeting being held and shall, at minimum, not be limited to fewer than 50 public participants (beyond those persons required to conduct business at the meeting); and

WHEREAS, remote public meetings may be held by the Township in a format as selected by the governing body, by means including but not limited to, audio-only teleconferencing, electronic

communications platforms with video and audio or live streaming via the internet and shall, additionally, provide a telephonic conference line to allow members of the public to dial in by telephone to listen and to provide public comment; and

WHEREAS, when the Township holds a remote public meeting, they shall allow members of the public to make public comment by audio or by audio and video if the meeting is being held over both; and

WHEREAS, any remote public meeting where sworn testimony is being taken shall be broadcast by video as well as audio and all individuals giving sworn testimony shall appear by video in addition to audio; and

WHEREAS, any presentation or documents that would otherwise be viewed or made available to members of the public physically attending a local public meeting shall be made visible on a video broadcast of the remote public meeting or made available on the internet website of the Township; and

WHEREAS, in addition to making public comments at any remote public meeting, the Township Committee, in advance of the remote meeting shall allow public comments to be submitted to the Township Clerk by electronic mail or regular mail by 3:00 P.M. on the date of the meeting with this deadline posted on the Township website in advance of the remote public meeting; and

WHEREAS, public comments submitted prior to the remote public meeting through electronic or regular mail shall be read aloud and addressed during the remote public meeting in a manner audible to all meeting participants and the public; and

WHEREAS, as with oral comments, a three (3) minute time limit shall be placed on the reading of each written comment, which shall be read from its beginning until the time limit is reached; and

WHEREAS, as with oral comments, only one (1) written comment shall be read from each person during each public comment period; and

WHEREAS, both oral and written comments during the same public comment period will not be allowed; and

WHEREAS, the electronic communications used for a remote public meeting shall have a function that allows the Township to mute the audio of all members of the public as well as allow members of the public to mute themselves and same shall be announced at the beginning of every remote public session; and

WHEREAS, adequate notice of the remote public meeting shall also include, in addition to the Open Public Meetings Act requirements of N.J.S.A. 10: 4-8, clear and concise instructions for accessing the remote public meeting, the means for making public comment and how to access any public documents on their internet website in the manner as set forth at N.J.A.C. 5:39-1.5; and

WHEREAS, at the commencement of a remote public meeting the Mayor or his designee, or in their absence the Deputy Mayor, shall announce publicly and shall cause to be entered into the minutes an accurate statement regarding adequate and electronic notice or an explanation of the reason or reasons it was not adequately provided as set forth in N.J.A.C. 5:39-1.5(g); and

WHEREAS, prior to the commencement of a remote public meeting the Township Committee shall make a copy of the agenda available to the public for download on the Township website and shall post same at the building where the meeting would otherwise be held, including posting of same at any designated and clearly delineated handicap access entrance to the building; and

WHEREAS, in support of and respect for an open, fair and informed decision-making process, the Township Committee recognizes that civil, respectful and courteous discourse and behavior are conducive to the democratic and harmonious airing of concerns and decision making; and

WHEREAS, in an effort to preserve the intent of open government and maintain a positive environment for citizen input and Township Committee decision making, it has been decided that policies and rules should be established to promote civility and maintain decorum at local public meetings and remote public meetings in accordance with N.J.A.C. 5:39-1.4 (f)-(h); and

WHEREAS, if a member of the public becomes disruptive during a remote public meeting, including during any period for public comment, the Mayor or his designee, or in their absence the Deputy Mayor, shall mute or continue muting, or direct appropriate staff to mute or continue muting, the disruptive member of the public and warn that continued disruption may result in their being prevented from speaking during the remote public meeting or removed from the remote public meeting; and

WHEREAS, disruptive conduct at a public or remote public meeting includes sustained inappropriate behaviors such as, but not necessarily limited to, shouting, interruption, and use of profanity; and

WHEREAS, any member of the public who continues to act in a disruptive manner at a remote public meeting after receiving an initial warning, may be muted while other members of the public are allowed to proceed with their questions or comments; and

WHEREAS, if time permits, the disruptive individual shall be allowed to speak after all other members of the public have been given the opportunity to make comment and, if the person still remains disruptive, the individual may be muted or kept on mute for the remainder of the remote public meeting, or removed from the remote public meeting; and

WHEREAS, the content of the electronic notice shall be posted on the main access door of the building where the public would routinely attend public meetings of the local public body in person and the notice must be viewable from the outside; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that the standards and procedures for emergency remote meeting protocol as set forth in this Resolution and as codified in N.J.A.C. 5:39-1 et seq. are hereby established and adopted; and

BE IT FURTHER RESOLVED that procedures and requirements for public participation are hereby established and adopted in order to safeguard public participation in any public or remote public meetings in the Township of Chatham and shall apply to all members of the public in attendance at any public or remote public meeting in the Township of Chatham.

RESOLUTION 2025-025
RESOLUTION OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY DESIGNATING INSURANCE FUND COMMISSIONER

WHEREAS, the Township of Chatham is a member of the Morris County Municipal Joint Insurance Fund, and
WHEREAS, it is necessary to designate a Township Official to serve as a Fund Commissioner to represent the Township at meetings of the Fund;
NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey, as follows:
Township Administrator, Ziad Shehady, is hereby designated to serve as the Township’s Fund Commissioner in the Morris County Municipal Joint Insurance Fund.
Chief Financial Officer, Debra A. King, is hereby designated to serve as the Alternate Township’s Fund Commissioner.

RESOLUTION 2025-026
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, DESIGNATING THE TOWNSHIP WEBSITE AS THE OFFICIAL ELECTRONIC MEDIUM FOR THE POSTING OF NOTICES OF THE TOWNSHIP

BE IT RESOLVED by the Township Committee of the Township of Chatham in the County of Morris, New Jersey, that the Township website, <https://chathamtownship-nj.gov/> is hereby designated as the official electronic medium for public notices and other official documents.

RESOLUTION 2025-027
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICIAL

BE IT RESOLVED by the Township Committee of the Township of Chatham in accordance with N.J.A.C. 17: 27-3.5, “Designation of Public Agency Compliance Official”, Ziad Shehady is hereby appointed the Public Agency Compliance Official.
BE IT FURTHER RESOLVED by the Township Committee of the Township of Chatham in accordance with N.J.A.C. 17: 27-3.5, “Designation of Public Agency Compliance Official”, Debra A. King is hereby appointed the Alternate Public Agency Compliance Official.

RESOLUTION 2025-028
RESOLUTION AUTHORIZING THE AWARD OF PROFESSIONAL SERVICES CONTRACT EXCEEDING \$17,500 IN ACCORDANCE WITH THE LOCAL PUBLIC CONTRACTS LAW TO TIENA COFONI OF MCMANIMON SCOTLAND & BAUMANN

WHEREAS, the Township of Chatham has a need to acquire professional legal services without competitive bidding pursuant to the provisions of *N.J.S.A. 19:44A-20.5*; and
WHEREAS, an RFQ for Township Attorney Services was issued on October 31, 2024; and
WHEREAS, proposals were received and publicly opened on Tuesday, December 3, 2024 at 12:00 PM, prevailing time; and
WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500; and
WHEREAS, the anticipated term of this contract is one year; and
WHEREAS, the Chief Financial Officer has determined that funds are available for this purpose; and
WHEREAS, the Township wishes to retain Tiena M. Cofoni of McManimon Scotland & Baumann, as Township Attorney.
NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that a professional service contract is hereby awarded to McManimon Scotland & Baumann in accordance with a proposal submitted and on file in the Office of the Township Clerk. A copy of this Resolution, as well as the Contract, shall be placed on file with the Clerk of the Township of Chatham.

RESOLUTION 2025-029
RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR MUNICIPAL ENGINEERING SERVICES WITH JOHN K. RUSCHKE OF MOTT MacDONALD AND PREQUALIFYING ALTERNATE ENGINEERS FOR MUNICIPAL ENGINEERING SERVICES

WHEREAS, an RFQ for Municipal Engineering Services was issued on October 31, 2024; and

WHEREAS, proposals were received and publicly opened on Tuesday, December 3, 2024 at 12:00 PM, prevailing time; and
WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract may exceed \$17,500.00; and,
WHEREAS, the anticipated term of this contract is one year; and
WHEREAS, the Chief Financial Officer has determined that sufficient funds are or will be available upon adoption of the temporary budget for year 2025.
NOW THEREFORE, BE IT RESOLVED that the Township of Chatham hereby appoints John K. Ruschke of Mott MacDonald as Township Engineer and authorizes the Mayor and Clerk to enter into a contract with Mott MacDonald as described herein; and,
BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham.

RESOLUTION 2025-030
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM,
COUNTY OF MORRIS, STATE OF NEW JERSEY AWARDING A PROFESSIONAL
SERVICES CONTRACT FOR LABOR COUNSEL

WHEREAS, the Township of Chatham is in need of the services of a professional labor attorney to assist with legal advice relating to general employment law related issues which may include reviewing and revising existing documents and providing training on employment related issues as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,
WHEREAS, the Township Administrator has recommended the appointment of the firm Plosia Cohen LLC to provide the services listed above.
WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500, not to exceed \$20,000; and,
WHEREAS, Plosia Cohen LLC. has completed and submitted a Business Entity Disclosure Certification which certifies that Plosia Cohen LLC has not made any reportable contributions to a political or candidate committee in the Township of Chatham in the previous one year, and that the contract will prohibit the Plosia Cohen LLC from making any reportable contributions through the term of the contract; and
NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that a professional service contract is hereby awarded to Plosia Cohen LLC in accordance with a proposal submitted and on file in the Office of the Township Clerk.
BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and
BE IT FURTHER RESOLVED that this contract is awarded without formal competitive bidding as a “Professional Service” in accordance with N.J. S.A. 40A: 11-5 (1) (a) of the Local Public Contracts Law because the services required are those of a recognized profession for which bid specifications are not appropriate or required; and
BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham; and
BE IT FURTHER RESOLVED that a notice of this resolution shall be printed as provided by law in the Chatham Courier.

RESOLUTION 2025-031
RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR
SPECIALIZED LEGAL SERVICES FROM BOND COUNSEL

WHEREAS, the Township of Chatham is in need of the services of a professional bond attorney; and
WHEREAS, an RFQ for Bond Counsel Services was issued on October 31, 2024; and
WHEREAS, proposals were received and publicly opened on Tuesday, December 3, 2024 at 12:00 PM, prevailing time; and
WHEREAS, after consideration, the Township Committee of the Township of Chatham has determined to engage the services of Rogut McCarthy LLC as Bond Counsel for the Township for the calendar year 2025; and
NOW THEREFORE, BE IT RESOLVED that the Township of Chatham authorizes the Mayor and Clerk to enter into a contract for specialized legal services in connection with the authorization and the issuance of bonds or notes of the Township with Rogut McCarthy LLC as described herein; and,
BE IT FURTHER RESOLVED that the following attorneys and/or firms are prequalified to provide Bond Counsel Services:

1. McManimon, Scotland and Baumann

BE IT FURTHER RESOLVED that the Township of Chatham authorizes the Mayor and Clerk to enter into a contract for specialized legal services in connection with the authorization and the issuance of bonds or notes of the Township with McManimon, Scotland and Baumann as described herein; and,
BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contracts shall be placed on file with the Clerk of the Township of Chatham.

RESOLUTION 2025-032
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, IN
THE COUNTY OF MORRIS, NEW JERSEY, PREQUALIFYING ATTORNEYS FOR
AFFORDABLE HOUSING ATTORNEY SERVICES

WHEREAS, an RFQ for Affordable Housing Attorney Services was issued on October 31, 2024;
and

WHEREAS, proposals were received and publicly opened on Tuesday, December 3, 2024 at 12:00 PM, prevailing time; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, the Chief Financial Officer has determined that funds are available for this purpose;
and

WHEREAS, the Township wishes to retain the firm of McManimon Scotland & Baumann as Affordable Housing Attorney.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, in the County of Morris, New Jersey, that the following firm is appointed to provide Affordable Housing Attorney Services:

1. McManimon Scotland and Baumann

RESOLUTION 2025-033
RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR
TOWNSHIP PLANNER SERVICES

WHEREAS, an RFQ for Township Planner Services was issued on October 31, 2024; and

WHEREAS, proposals were received and publicly opened on Tuesday, December 3, 2024 at 12:00 PM, prevailing time; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract may exceed \$17,500.00; and,

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are or will be available upon adoption of the temporary budget for year 2025; and

WHEREAS, it is the desire of the Township Committee to award a Professional Services Contract to Kendra Lelie of Kyle + McManus Associates.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that a professional service contract is hereby awarded to Kendra Lelie of Kyle + McManus Associates in accordance with a proposal submitted and on file in the Office of the Township Clerk.

BE IT FURTHER RESOLVED that the Township of Chatham that the following firms are prequalified to provide Township Planner Services:

1. Frank Banisch of Banisch Associates

BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contracts shall be placed on file with the Clerk of the Township of Chatham.

RESOLUTION 2025-034
RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR
SPECIALIZED LEGAL SERVICES FROM TAX ATTORNEY

WHEREAS, an RFQ for Tax Attorney Services was issued on October 31, 2024; and

WHEREAS, proposals were received and publicly opened on Tuesday, December 3, 2024 at 12:00 PM, prevailing time; and

WHEREAS, after consideration, the Township Committee of the Township of Chatham has determined to engage the services of DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. as Tax Attorney for the Township for the calendar year 2025; and

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham authorizes the Mayor and Clerk to enter into a contract for tax attorney legal services with DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. as described herein; and,

BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham.

RESOLUTION 2025-035
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM,
COUNTY OF MORRIS, STATE OF NEW JERSEY DESIGNATING PHOENIX ADVISORS AS
CONTINUING DISCLOSURE AGENT AND INDEPENDENT REGISTERED MUNICIPAL
ADVISOR AND PREQUALIFYING FINANCIAL ADVISORS

WHEREAS, an RFQ for Financial Advisor Services was issued on October 31, 2024; and
WHEREAS, proposals were received and publicly opened on Tuesday, December 3, 2024 at 12:00 PM, prevailing time; and

WHEREAS, the Township of Chatham has received Continuing Disclosure Agent and Independent Registered Municipal Advisor services from Phoenix Advisors LLC; and

WHEREAS, the terms of appointment are renewable each year; and

WHEREAS, the term of this appointment is one-year.

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham does hereby Phoenix Advisors, LLC as Continuing Disclosure Agent and Independent Registered Municipal Advisor
This Resolution shall take effect immediately.

RESOLUTION 2025-036

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM APPOINTING A REAL ESTATE APPRAISER AND ALTERNATE REAL ESTATE APPRAISER FOR THE TOWNSHIP OF CHATHAM FOR 2025

WHEREAS, the Township of Chatham occasionally has a need to acquire real estate appraisal and consulting services in connection with tax appeals; and,

WHEREAS, the term of this contract is 1 year; and

WHEREAS, an RFQ for Real Estate Appraisal Services was issued on October 31, 2024; and

WHEREAS, proposals were received and publicly opened on Tuesday, December 3, 2024 at 12:00 PM, prevailing time; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are or will be available upon adoption of the budget for year 2025; and

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham appoints Associated Appraisal Group as a Real Estate Appraiser and Consultant for the Township of Chatham for 2025.

RESOLUTION 2025-037

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL AUDITING SERVICES WITH NISIVOCIA LLP FOR 2025

WHEREAS, the Township of Chatham has a need to acquire the professional auditing services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and,

WHEREAS, an RFQ for Auditor Services was issued on October 31, 2024; and

WHEREAS, proposals were received and publicly opened on Tuesday, December 3, 2024 at 12:00 PM, prevailing time; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500, not to exceed \$100,000; and,

WHEREAS, the anticipated term of this contract is 1 year; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are or will be available upon adoption of the budget for year 2025; and

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham authorizes the Mayor and Clerk to enter into a contract with Nisivoccia LLP, Inc. as described herein; and,

BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

RESOLUTION 2025-038

RESOLUTION AUTHORIZING THE AWARD OF A FAIR AND OPEN CONTRACT FOR AFFORDABLE HOUSING PLANNER SERVICES

WHEREAS, an RFQ for Affordable Housing Planner Services was issued on October 31, 2024; and

WHEREAS, proposals were received and publicly opened on Tuesday, December 3, 2024 at 12:00 PM, prevailing time; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract may exceed \$17,500.00; and,

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are or will be available upon adoption of the temporary budget for year 2025; and

WHEREAS, it is the desire of the Township Committee to award a Professional Services Contract to Kendra Lelie of Kyle + McManus Associates.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that a professional service contract is hereby awarded to Kendra Lelie of Kyle + McManus Associates in accordance with a proposal submitted and on file in the Office of the Township Clerk.

BE IT FURTHER RESOLVED that the Township of Chatham that the following firms are prequalified to provide Affordable Housing Planner Services:

1. Frank Banisch of Banisch Associates

BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham.

RESOLUTION 2025-039
**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM,
COUNTY OF MORRIS, STATE OF NEW JERSEY APPOINTING A RISK MANAGEMENT
CONSULTANT**

WHEREAS, the Township of Chatham has resolved to join the Morris County Municipal Joint Insurance Fund, following a detailed analysis; and

WHEREAS, the bylaws of said funds require that each Governing Body appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the bylaws; and

WHEREAS, the Board of Fund Commissioners established a fee equal to five percent (5%) of the Municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical;

NOW THEREFORE, be it resolved that the Township of Chatham does hereby appoint Acrisure LLC as its Risk Management Consultant in accordance with the Fund's bylaws; and

BE IT FURTHER resolved that the governing Body is hereby authorized and directed to execute the Risk Management Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to N.J.S.A. 40A:11-5(1)(a)(i).

RESOLUTION 2025-040
**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM,
COUNTY OF MORRIS, STATE OF NEW JERSEY, APPOINTING A MUNICIPAL
PROSECUTOR**

WHEREAS, the Township Committee is required to appoint a municipal prosecutor; and

WHEREAS, the Township Committee is required, pursuant to N.J.S.A. 2B:25-4a, to appoint alternate municipal prosecutors to serve in the absence of the municipal prosecutor; and

WHEREAS, an RFQ for Municipal Prosecutor Services was issued on October 31, 2024; and

WHEREAS, proposals were received and publicly opened on Tuesday, December 3, 2024 at 12:00 PM, prevailing time.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that Joseph Wenzel, Esq., is hereby appointed as municipal prosecutor.

RESOLUTION 2025-041
**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
APPOINTING MEMBERS OF LOCAL EMERGENCY PLANNING COMMITTEE**

BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that the following individuals be appointed to the Local Emergency Planning Committee for a term ending December 31, 2025:

Chief Tom Miller	Coordinator
Richard Young	Deputy Coordinator
Tiena Cofoni	Township Attorney
Ziad Shehady	Township Administrator
Chief	Green Village Volunteer Fire Department
Chief	Chatham Township Volunteer Fire Department
Richard Young	Manager Department of Public Works
Captain	Chatham Emergency Squad
Marconi Gapas	Health Officer
Christy Hodde	Red Cross Administrator
Superintendent	School District of the Chathams
	RACES-radio Official

RESOLUTION 2025-042
**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
APPOINTING MEMBERS OF LOCAL EMERGENCY MANAGEMENT COUNCIL**

BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that the following individuals be appointed to the Local Emergency Management Council for a term ending December 31, 2024:

Michael Choi	Mayor
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Ziad Shehady
John Ruschke
Chief Tom Miller
Richard Young
Marconi Gapas
Chief
Chief
Captain
Sara Huisking
Fr. Kevin Corcoran
Dr. Michael LaSusa

Township Administrator
Township Engineer
Chief of Police
Department of Public Works Superintendent
Health Officer
Chatham Township Volunteer Fire Department
Green Village Volunteer Fire Department
Chatham Emergency Squad
Red Cross Administrator
Religious Representative
Superintendent, School District of the Chathams
Private Sector Representative

RESOLUTION 2025-043
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
APPOINTING MEMBERS TO THE MUNICIPAL ALLIANCE COMMITTEE

BE IT RESOLVED by the Township Committee of the Township of Chatham that the following be appointed to the Municipal Alliance Committee of the Chathams for the year 2025.

Amy Lewis	MACC Coordinator
Salena Mahr	MACC Chair
Len Resto	Older Adult
Detective James Lattoz	Chatham Township Juvenile Detective
Alex Mandala	SAC Representative
Cindy Rosenberg	LAF Representative
Rosie Iannicelli	Washington Avenue School Representative
Patrice Reilly	Morris County Prevention is Key
Carol Nauta	Recreation Coordinator
Stacey Ewald	Township of Chatham Committee Representative
Brandon Wong	Youth Representative
Renna Media	Public Relations Representative

RESOLUTION 2024-044
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
AUTHORIZING PAYMENT OF BILLS, PAYROLLS, SCHOOL TAXES AND COUNTY TAXES

BE IT RESOLVED that bills in the total amount of \$359,871.30 be paid.

BE IT FURTHER RESOLVED that taxes due to the School District of the Chathams, for the month of December 2024, in the amount of \$3,608,040 (\$4,624,230 previously approved has been void) be paid.

RESOLUTION 2025-045
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
APPROVING MINUTES OF MEETINGS

BE IT RESOLVED that the Township Committee of the Township of Chatham acknowledges receipt of and approves the minutes of the Township Committee meetings held on December 10, 2024 and December 23, 2023.

RESOLUTION 2025-046
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
APPROVING EXECUTIVE SESSION MINUTES

BE IT RESOLVED that the Township Committee of the Township of Chatham acknowledges receipt of and approves Executive Session minutes of the Township Committee meetings held on December 10, 2024 and December 23, 2024.

RESOLUTION 2025-047
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, IN
THE COUNTY OF MORRIS, STATE OF NEW JERSEY, REFUNDING TAX AND SEWER
LIEN

WHEREAS, due to payment by property owner of the lien amount, a redemption of the tax and sewer lien is appropriate; and

WHEREAS, the Tax Collector has recommended the refund of redemption monies as well as the Premium to the Outside Lien Holder;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham that the following refund be made as indicated:

PROPERTY	CERT #	LIEN HOLDER	TOTAL
BLOCK 63 LOT 7 593 RIVER RD COFFMAN, TIM	23-00001	APEX CAPITAL HOLDINGS LLC 13191 Starkey Road Suite 2 Largo FL 33773	Premium: \$00.00 Principal: \$938.90 Interest: \$29.66 <hr/> Payout: \$968.56

BE IT FURTHER RESOLVED that the Tax Collector is authorized to prepare and sign a Discharge of Certificate 23-00001.

**RESOLUTION 2025-048
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
APPROVING FIRE DEPARTMENT MEMBERSHIPS**

WHEREAS, the Township of Chatham has designated the Green Village Volunteer Fire Department and the Chatham Township Volunteer Fire Department as the official fire companies for the Township; and

WHEREAS, members of both departments are eligible for membership in N.J. State Firemen’s Association as provided by applicable law; and

WHEREAS, in order to become members of the association, the Township is required to certify that each applicant is an active member of the respective Fire Department;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that the following named individual has been admitted to active membership in the respective department as approved by the Township Committee.

NAME

FIRE DEPARTMENT

Andrew K. Schmucker

Chatham Township Volunteer Fire Department

Committeewoman Rowland moved to approve the Consent Agenda. Committeeman McHugh seconded the motion.

Roll call: Committeeman Alperowitz, Aye; Committeewoman Ewald, Aye; Committeeman McHugh, Aye; Committeewoman Rowland, Aye; Committeeman Choi, Aye.

Hearing of Citizens

Mayor Choi opened the Hearing of Citizens.

Seeing no further public comment, Mayor Choi closed the Hearing of Citizens.

The Benediction was offered by Father Corcoran.

Committeewoman Ewald moved to adjourn at 7:49 PM. Committeeman McHugh seconded the motion, which carried unanimously.

Gregory J. LaConte
Municipal Clerk

Mayor’s Statement

Good evening to you all

We share much in common. Notwithstanding the divisiveness and hostilities which appear to be pervasive and relentless in today’s world, you and I, all of us, desire and seek out much of the same things. We desire quiet and peaceful enjoyment of our properties. We value and foster relationships with peers. We enjoy our open spaces, fields and trails, houses of worship, our acclaimed schools, and we all bear witness to an admired American way of life being lived out here in the Township. The Township is an endearing place to build roots, live privately in peace, live your senior years gracefully or choose, as I have, to live in chaos, raising a family with children. We really do share much in common.

“Volunteering is the ultimate exercise in democracy. You vote in elections once a year, but when you volunteer, you vote every day about the kind of community you want to live in.” – the author unknown but I find the quote profound and relevant. It is through the simple act of volunteering that I find myself before you this evening. I humbly thank members of the community for the support and trust in putting me before you on this dais two years ago as well as my fellow committee members for honoring me with serving as mayor. I understand and accept the gravitas of this mayoral distinction.

I anticipate this upcoming 2025 year to be one of progress and preparation, laying down the foundational work to be well-positioned down the road as we tackle challenges head on.

Services. We have made significant field and playground investments in our parks, are committing to critical investments in our fire and police departments, expanded our youth recreational activities, invested in improvements at our senior center, are committing to enhancing our walking trails, augmented our open space and support for ecosystem and habitat learning, and captured grant monies to improve our streets. Looking ahead, I am committed to sustaining the flywheel and continually improving the services and public amenities to be enjoyed by our community.

E-Gov and Communications. The digital age is roughly only 20 years old and yet its impact and pervasiveness is breathtaking. Technology can play an important role in connecting individuals in our community and ensuring that government services are accessible, relevant and efficient. I remain a big fan of an E-gov initiative and look to continue making this a better reality for our residents. Paying bills, license applications, permit applications, accessing municipal data, communicating Township events and time-sensitive information is all a part of it. The Township has made a number of these capabilities a reality and I’m eager to continue pushing forward with new capabilities and improving existing ones.

Development and Housing. The Township has come a long way from its Revolutionary War days. There is rich history here. While much has changed in the Township, the Township continues to thrive as a sought after place to live and play. Change will continue, and it need not be cast as a fearsome boogiemer. I shall continue to advocate for controlled housing density, improved traffic and circulation and prudent planning. The fourth and final round of affordable housing is upon us. The history of this matter in the Township is lengthy and complicated. Right now, we have significant development, planning and design expertise to begin to plan wisely and methodically to meet the obligation over time, on our terms.

Fiscal prudence. There is no mayor’s message that makes no mention of taxes. Every year, the Committee, along with our vital Township staff, has the hard work to meet ever expanding needs with finite resources...resources, by the way, which escalate in cost every year. It is a challenging annual endeavor which we successfully concluded the prior fiscal year and I am confident this Committee shall continue the good stewardship of taxpayer monies. We are after all taxpayers ourselves. When I look amongst my colleagues I would like to share with you what I see...on this dais, I see multiple decades of collective experience and skills in investment and finance, marketing & communications, Fortune 500 and small business experience, and corporate board and municipal governance experience. Knowledge and skills to problem solve and construct the very best budget for the Township.

Suffice to say that we will be entertaining opportunities and problem solving throughout the year. On matters shared by most of you....to continue living out this admired American way of life here in the Township. We do after all have much in common. Let’s get to work!