

**MINUTES
TOWNSHIP COMMITTEE
REORGANIZATION MEETING
JANUARY 2, 2024**

The Township Clerk called the Reorganization Meeting of the Township Committee of the Township of Chatham to order at 7:32 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 4, 2023; notice was posted on the bulletin board in the main hallway of the Municipal Building on January 4, 2023; and notice was filed with the Township Clerk on January 4, 2023.

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

Jen Rowland was sworn in for a three-year term on the Township Committee. The Oath of Office was administered by Congresswoman Mikie Sherrill.

Marty McHugh was sworn in for a three-year term on the Township Committee. The Oath of Office was administered by Congresswoman Mikie Sherrill.

Roll Call

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

Selection of Mayor

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

**RESOLUTION 2024-001
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
SELECTING MAYOR FOR 2023**

BE IT RESOLVED by the Township Committee of the Township of Chatham that Stacey Ewald is hereby selected as Mayor of the Township of Chatham for the year 2024.

Committeewoman Rowland nominated Committeewoman Ewald to serve as Mayor for 2024. Committeeman Choi seconded the motion.

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

The oath of office for Mayor Ewald was administered by Congresswoman Mikie Sherrill.

The Township Clerk tendered the gavel to Mayor Ewald.

Selection of Deputy Mayor

**RESOLUTION 2024-002
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
SELECTING DEPUTY MAYOR FOR 2024**

BE IT RESOLVED by the Township Committee of the Township of Chatham that Mike Choi is hereby selected as Deputy Mayor of the Township of Chatham for the year 2023.

Committeeman McHugh nominated Committeeman Choi to serve as Deputy Mayor for 2024. Committeewoman Rowland seconded the motion.

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

The oath of office for Deputy Mayor Choi was administered by Congresswoman Mikie Sherrill.

Congresswoman Sherrill said that it is moving to administer an oath of office, and she commented on the deep roots that the Township Committee members have in the community. She thanked all those who came to the Reorganization Meeting.

Mayor’s Statement

Mayor Ewald gave the attached Mayor’s Statement.

Approval of Agenda

Committeeman Lois asked that the following resolutions be voted on separately:

1. Resolution 2024-006
2. Resolution 2024-014
3. Resolution 2024-016
4. Resolution 2024-028
5. Resolution 2024-031
6. Resolution 2024-032
7. Resolution 2024-045

Committeewoman Rowland moved to approve the Agenda as amended. Committeeman Lois seconded the motion.

Consent Agenda

**RESOLUTION 2024-003
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN
THE COUNTY OF MORRIS, NEW JERSEY, ESTABLISHING TEMPORARY BUDGET
APPROPRIATION FOR 2024**

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 2024 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 2024, and

WHEREAS, the total appropriations in the 2023 Budget, less appropriations made for capital improvement fund, debt service and relief of the poor (public assistance) are as follows:

Current Fund	\$ 14,907,867.90
Sewer Utility	\$ 2,407,000.00

WHEREAS, 26.25% of the total appropriations in the 2023 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	\$ 3,913,315.32
Sewer Utility	\$ 631,837.50

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.

General Administration	
Salaries and Wages	77,000.00
Other Expenses	9,000.00

Mayor and Twp. Committee	
Other Expenses	500.00
Municipal Clerk	
Salaries and Wages	20,000.00
Other Expenses	11,000.00
Financial Administration	
Salaries and Wages	60,000.00
Other Expenses	4,000.00
Computerized Data Processing	
Other Expenses	51,000.00
Collection of Taxes	
Salaries and Wages	29,000.00
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	68,000.00
Engineering Services and Costs	
Other Expenses	58,000.00
Planning Board	
Salaries and Wages	8,000.00
Other Expenses	5,000.00
Board of Adjustment	
Salaries and Wages	8,000.00
Other Expenses	3,000.00
Affordable Housing	
Other Expenses	2,000.00
Code Enforcement and Administration	
Salaries and Wages	110,000.00
Other Expenses	4,000.00
Fire Prevention	
Salaries and Wages	5,000.00
Other Expenses	1,000.00
Insurance	
Liability	75,000.00
Worker's Compensation	41,000.00
Group Insurance Plan	664,000.00
Public Safety	
Police	
Salaries and Wages	892,000.00
Other Expenses	33,000.00

Emergency Management Services	
Salaries and Wages	3,000.00
Other Expenses	500.00
First Aid Organization	
Aid to Volunteer EMS	5,000.00
Fire	
Aid to Volunteer Fire Co.	156,000.00
Road Repairs and Maintenance	
Salaries and Wages	212,000.00
Other Expenses	86,000.00
Solid Waste Collection	
Salaries and Wages	12,000.00
Other Expenses	74,000.00
Public Building and Grounds	
Salaries and Wages	271,000.00
Other Expenses	35,000.00
Vehicle Maintenance	
Other Expenses	43,000.00
Board of Health	
Salaries and Wages	4,000.00
Other Expenses	46,000.00
	1,000.00
Environmental Commission	
Animal Control Services	
Other Expenses	6,000.00
Recreation Services and Program	
Salaries and Wages	25,000.00
Other Expenses	15,000.00
Maintenance of Joint Free Public Library	405,000.00
Utilities:	
Electricity	20,000.00
Street Lighting	18,000.00
Water	12,000.00
Natural Gas	14,000.00
Gasoline	49,000.00
Social Security System	92,000.00
Municipal Court	
Other Expenses	20,000.00
	<i>Sub-Total</i>
	<i>\$3,910,500.00</i>
Debt Service	
Payment of Bond Principal	585,320.00
Payment of Bond Interest	268,000.00
Payment of Note Principal	0.00
Payment of Note Interest	75,860.00

	TOTAL	4,839,680.00
<u>Water Pollution Control - Sewer Utility</u>		
Salaries and Wages		215,000.00
Other Expenses		398,000.00
Social Security		17,000.00
	Sub-Total	630,000.00
Capital Outlay		14,000.00
Debt Service		
Payment of Wastewater Bond Principal		185,000.00
Payment of Wastewater Bond Interest		13,550.00
Payment of Wastewater Loan Principal		74,430.00
Payment of Wastewater Loan Interest		15,650.00
	TOTAL	932,630.00
	GRAND TOTAL	5,772,310.00

**RESOLUTION 2024-004
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
DESIGNATING COMMITTEE 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	Stacey Ewald & Jen Rowland
Finance	Mike Choi & Jen Rowland
Administration, Personnel & Communication	Stacey Ewald & Marty McHugh
Public Works/Sewer Utilities	Marty McHugh & Mark Lois
Recreation	Mike Choi & Mark Lois

<u>Name of Advisory Committee/Board</u>	<u>Committee Members</u>
Joint Recreation Advisory Committee	Mike Choi
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	Mark Lois

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

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

**RESOLUTION 2024-005
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:

Planning Board

- | | | |
|--------------|--------------|--------|
| 1. Class I | Stacey Ewald | (2024) |
| 2. Class II | Ziad Shehady | (2024) |
| 3. Class III | Mike Choi | (2024) |

Zoning Board of Adjustment

- | | |
|-----------------|--------|
| 1. Bruno Silva | (2027) |
| 2. Bradley Huke | (2027) |

Board of Health

- | | |
|-----------------------|--------|
| 1. Shankar Srinivasan | (2026) |
|-----------------------|--------|

Joint Recreation

- | |
|--------------|
| 1. Tom Claps |
|--------------|

Open Space Committee

- | | |
|--------------------------------|--------|
| 1. Joseph Basralian (Chairman) | (2024) |
| 2. Nicole Hagner | (2024) |
| 3. Natalia Lacy | (2024) |
| 4. Jim Connelly | (2024) |
| 5. Celeste Fondaco | (2024) |

RESOLUTION 2024-007

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, 2025.
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, 2025.
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 2024-008

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, 2025.

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, 2025.
3. A certified copy of this resolution shall be forwarded to the Sewer Accounts Clerk and the Township Auditor.

RESOLUTION 2024-009

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 2024-010

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 2024-011

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 2024-012

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 2024-013
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 2024

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 2024 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 2024 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 2024 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 2024-015
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 2024-017
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

forementioned 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 2024; 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 2024-018

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 2024-019

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	Stacey Ewald

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 2024-020

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 2024-021

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 2024-022

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 2024-023
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 2024-024
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 2024-025
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 2024-026

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 2024-027

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 2024-029

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 November 2, 2023; and **WHEREAS**, proposals were received and publicly opened on Tuesday, December 5, 2023 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 2024; and

WHEREAS, it is the desire of the Township Committee to prequalify a pool of engineers to provide Engineering Services.

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 the following engineers and/or firms are prequalified to provide Municipal Engineering Services:

1. Remington & Vernick Engineers
2. Neglia

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 2024-030

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY AWARDED 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, an RFQ for Labor Counsel Services was issued on November 2, 2023; and

WHEREAS, proposals were received and publicly opened on Tuesday, December 5, 2023 at 12:00 PM, prevailing time; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of each of the contracts 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 2024; and

WHEREAS, it is the desire of the Township Committee to prequalify a pool of attorneys to provide Labor Counsel Services.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that the following attorneys and/or firms are prequalified to provide Labor Counsel Services in accordance with proposals submitted and on file in the Office of the Township Clerk.

1. Cleary Giacobbe Alfieri Jacobs, LLC
2. Plosia Cohen LLC

RESOLUTION 2024-033

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

WHEREAS, an RFQ for Township Planner Services was issued on November 2, 2023; and

WHEREAS, proposals were received and publicly opened on Tuesday, December 5, 2023 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 2024; and

WHEREAS, it is the desire of the Township Committee to award a Professional Services Contract to Frank Banisch of Banisch 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 Frank Banisch of Banisch 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:

3. DMR Architects

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 2024-034

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 November 2, 2023; and

WHEREAS, proposals were received and publicly opened on Tuesday, December 5, 2023 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 2024; 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 2024-035

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 November 2, 2023; and
WHEREAS, proposals were received and publicly opened on Tuesday, December 5, 2023 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; and

WHEREAS, it is the desire of the Township Committee to prequalify a pool of firms to provide Financial Advisor 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; and

BE IT FURTHER RESOLVED that the following firms are prequalified to provide Financial Advisor Services:

1. NW Financial Group LLC

This Resolution shall take effect immediately.

RESOLUTION 2024-036

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 2024

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 November 2, 2023; and

WHEREAS, proposals were received and publicly opened on Tuesday, December 5, 2023 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 2024; 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 2024.

BE IT FURTHER RESOLVED that Integra Realty Resources is appointed as the Alternate Real Estate Appraiser and Consultant for the Township of Chatham for 2024.

RESOLUTION 2024-037

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL AUDITING SERVICES WITH NISIVOCIA LLP FOR 2024

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 November 2, 2023; and

WHEREAS, proposals were received and publicly opened on Tuesday, December 5, 2023 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 2024; 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 2024-038

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, IN THE COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING AN INTERLOCAL AGREEMENT WITH ANIMAL CONTROL SOLUTIONS

WHEREAS, the Township of Chatham desires to enter into an agreement for animal control services from the Animal Control Solutions, LLC for State-mandated animal control services.

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 Committee of the Township of Chatham hereby approves the agreement with Animal Control Services; and

BE IT FURTHER RESOLVED that this agreement shall be effective as of January 1, 2024 and extend until December 31, 2025; and

BE IT FURTHER RESOLVED that Animal Control Solutions LLC cannot exceed the budgeted amount authorized for animal control services and that the Township will only pay for properly authorized service requests; and

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the attached Agreement.

This Resolution shall take effect immediately.

RESOLUTION 2024-039

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 2024-040

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 November 2, 2023; and

WHEREAS, proposals were received and publicly opened on Tuesday, December 5, 2023 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 2024-041

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, 2024:

Chief Tom Miller

Tiena Cofoni

Ziad Shehady

Chief

Chief

Richard Young

Captain

Christy Hodde

Superintendent

Coordinator

Deputy Coordinator

Township Attorney

Township Administrator

Green Village Volunteer Fire Department

Chatham Township Volunteer Fire Department

Manager Department of Public Works

Chatham Emergency Squad

Health Officer

Red Cross Administrator

School District of the Chathams

RACES-radio Official

RESOLUTION 2024-042
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:

Stacey Ewald	Mayor
Ziad Shehady	Township Administrator
John Ruschke	Township Engineer
Chief Tom Miller	Chief of Police
Richard Young	Department of Public Works Superintendent
Maya Lordo	Health Officer
Chief	Chatham Township Volunteer Fire Department
Chief	Green Village Volunteer Fire Department
Captain	Chatham Emergency Squad
Sara Huisking	Red Cross Administrator
Fr. Kevin Corcoran	Religious Representative
Dr. Michael LaSusa	Superintendent, School District of the Chathams
Maria Levy, Chatham Subacute	Private Sector Representative

RESOLUTION 2024-043
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 2024.

Amy Lewis	MACC Coordinator
Salena Mahr	MACC Chair
Len Resto	Older Adult
Detective James Lattoz	Chatham Township Juvenile Detective
Alex Mandala	CMS SAC Representative
Heather Marsh	CHS & CHS SAC Representative
Cindy Weiner	LAF Representative
Elizabeth Thomas Patel	Washington Avenue School PTO 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
APPOINTING EMERGENCY MANAGEMENT COORDINATOR

BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that Thomas Miller be appointed as Emergency Management Coordinator effective January 1, 2024 to fill a term ending December 31, 2026 at an annual salary of \$6,000.00.

Committeeman Lois moved to adopt the Consent Agenda. Committeeman McHugh seconded the motion.

Roll call: Committeeman Lois, Aye; Committeeman McHugh, Aye; Committeewoman Rowland, Aye; Deputy Mayor Choi, Aye; Mayor Ewald, Aye.

Other Resolutions

RESOLUTION 2024-006
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 2024

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 2024, 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 9 – Workshop
January 23 – Regular
February 13 – Workshop
February 27 – Regular
March 12 – Workshop
March 26 – Regular
April 9 – Workshop
April 23 – Regular
May 7 – Workshop
May 21 – Regular
June 11 – Workshop
June 25 – Regular
July 16 – Workshop/Regular
August 13 – Workshop/Regular
September 10 – Workshop
September 24 – Regular
October 8 – Workshop
October 22 – Regular
November 12 – Workshop/Regular
December 10 – Workshop/Regular
January 7, 2025 – 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 2024. 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 five minutes and the reading will end after five 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.

Committeeman Lois said that the specification of workshop and regular meetings is new to this year's Annual Notice, and he said he would prefer not to specify that at this time. He also stated that he has issues with the workshop format.

Mayor Ewald expressed support for having workshop meetings, and said that the topic could be discussed at a workshop meeting. She recommended that the resolution be adopted as written.

Deputy Mayor Choi moved to adopt Resolution 2024-006. Committeeman McHugh seconded the motion.

Roll call: Committeeman Lois, Abstain; Committeeman McHugh, Aye; Committeewoman Rowland, Aye; Deputy Mayor Choi, Aye; Mayor Ewald, Aye.

RESOLUTION 2024-014
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, 2024.

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 11 and January 18, 2024, 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.

Committeeman Lois asked that the resolution be amended to add The Chathams, published by Renna Media. He commented on the widespread availability of The Chathams, noting that it is mailed to all residences for free. Mr. McHugh asked if there is an expense for adding an additional paper. Committeeman Lois said that there is any expense for adding the option.

Mr. LaConte recommended that the resolution be adopted as written, stating that it can be amended at a later time once research has been done to ensure that The Chathams meets the legal standards for designation.

Committeeman McHugh moved to adopt Resolution 2024-014. Committeeman Lois seconded the motion.

Roll call: Committeeman Lois, Aye; Committeeman McHugh, Aye; Committeewoman Rowland, Aye; Deputy Mayor Choi, Aye; Mayor Ewald, Aye.

Mr. LaConte said that this can be further discussed at a workshop meeting.

RESOLUTION 2024-016
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.

Committeeman Lois expressed that the Cash Management Plan is not optimized, and he wants a better plan to be generated.

Mayor Ewald said that she values Committeeman Lois's input, however she would like to see this plan adopted.

Committeewoman Rowland asked if the plan can be amended at a later time once research has been conducted. Mayor Ewald said that amendments can be made. Committeewoman Rowland offered to work with Committeeman Lois on recommendations.

Committeewoman Rowland moved to adopt Resolution 2024-016. Deputy Mayor Choi seconded the motion.

Roll call: Committeeman Lois, Nay; Committeeman McHugh, Aye; Committeewoman Rowland, Aye; Deputy Mayor Choi, Aye; Mayor Ewald, Aye.

RESOLUTION 2024-028

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 November 2, 2023; and

WHEREAS, proposals were received and publicly opened on Thursday, December 5, 2023 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; 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 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 2024-031

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 November 2, 2023; and

WHEREAS, proposals were received and publicly opened on Tuesday, December 5, 2023 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 2024; 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 2024-032

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 November 2, 2023; and

WHEREAS, proposals were received and publicly opened on Tuesday, December 5, 2023 at 12:00 PM, prevailing time; and

WHEREAS, it is the desire of the Township Committee to prequalify a pool of attorneys to provide Affordable Housing Attorney Services.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, in the County of Morris, New Jersey, that the following attorneys and/or firms are prequalified to provide Affordable Housing Attorney Services:

1. Surenian, Edwards & Nolan, LLC
2. McManimon Scotland and Baumann

RESOLUTION 2024-045

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 \$116,508.59 be paid.

Committeeman Lois asked that Resolutions 2024-028, 2024-031, 2024-032 and 2024-045 be discussed collectively.

Committeewoman Rowland moved to adopt Resolutions 2024-028, 2024-031, 2024-032 and 2024-045. Deputy Mayor Choi seconded the motion.

Committeeman Lois noted that the alternate Bond Counsel and Affordable Housing Attorney are from the same firm as the Township Attorney. He said that in the past, the Township Attorney had too many responsibilities and not enough specialization. Committeeman Lois said that having McManimon, Scotland & Baumann provide Township Attorney and specialized services would be a departure from the legal strategy adopted in 2022.

Mayor Ewald said that there are as many specialists being appointed as the past two years, and the legal structure is not being changed. She also said that the Township Administrator's input was sought when selections were made, and consideration was made to ensure that there was a deep enough bench of legal expertise.

Roll call: Committeeman Lois, Nay; Committeeman McHugh, Aye; Committeewoman Rowland, Aye; Deputy Mayor Choi, Aye; Mayor Ewald, Aye.

Hearing of Citizens

Mayor Ewald opened the Hearing of Citizens.

1. Kathy Abbott, Wynwood Road, said that once a municipality commits to publish legal advertising in a paper, that entity needs to be paid. Mrs. Abbott also commented that Renna Media does not have reporters at this meeting, and she said that the Township

should support real journalism. She noted that Renna Media prints press releases and ads, whereas the Chatham Courier has reporters.

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

The Benediction was offered by Father Corcoran.

Committeeman Lois moved to adjourn at 8:11 PM. Committeewoman Rowland seconded the motion, which carried unanimously.

Gregory J. LaConte
Municipal Clerk

Mayor's Statement

Happy New Year and Welcome to the January 2nd, 2024 meeting of the Chatham Township Committee. Thank you to Congresswoman Sherrill for joining us today and for administering our swearing in. The Congresswoman and her team are staunch advocates for our Chatham Township residents including securing nearly \$900k in federal funding for a fiber optic network that will improve police communications. I'd also like to thank the Reverend Corcoran for the invocation and for his well wishes. Before I speak about Township priorities, I'd like to thank former Mayor Ashley Felice and Deputy Mayor Mark Hamilton for their service and for their time, expertise and contributions to the Committee over the past three years.

I'd like to thank my fellow Committee members for their support and for stepping up to serve. This team brings a depth of experience, expertise and deep community roots to this Committee and I look forward to working with them to build for the future of the Township and in dealing with the upcoming challenges.

If there are themes for 2024, it will be about safety, fiscal prudence, planning and community engagement. This Committee first and foremost is focused on the safety of our Township residents. Along those lines, we will be appointing the Police Chief as our Office of Emergency Management Coordinator. The Chief has been at the forefront of our emergency planning and preparedness and we are appreciative he's willing to step into this role. We thank the former OEM Coordinator Jon Weston for his service. The car thefts and burglaries in our town and neighboring towns are at the forefront of our minds and we will work closely with the police department to make sure they're supported in their efforts to stop these crimes.

Regarding our financials, we are entering 2024 with a healthy surplus after years of careful stewardship. Our preliminary 2023 results position us for a low or no tax increase. We'll know better as the 2023 results and 2024 budget are finalized. We will not be without our challenges - NJ is working on legislation around affordable housing that would push up compliance for the 4th round housing element. There has been an attempt to push legislation through the lame duck session but we're hoping cooler heads will prevail so that municipalities have an opportunity to weigh in. We also anticipate having to replace some key equipment including fire trucks for our two Fire Departments and replacement of a deteriorating Colony pool wall. We will see through the planned investment in Shunpike Field and we will continue to work toward closing the Fenske property on Southern Blvd so as to protect those highly sensitive wetlands abutting the Great Swamp.

Planning will be key in managing our deteriorating facilities, the impact of increased traffic, and the continued pressures on the budget. We will continue to work toward renegotiating contracts where it makes sense and finding shared service opportunities. Engaging the community will be central to all of these efforts. The website is in the midst of being revamped but we will also look to push out information and to engage residents in critical decision making for our Township. Our residents are our most valuable asset and our Township governance is made better when residents are engaged.

Along those lines, I'd like to welcome some new volunteers to our Advisory Boards.

Mayoral Appointments

Planning Board - Dot Stillinger, Heather Foran-Yee

Environmental Commission - John von Knorring; also reappointing Jessica Romeo, Jim Connelly and Celeste Fondaco

The Committee will also look to confirm this evening:

Zoning BOA - new Bradley Huke; reappoint Bruno Silva

Board of Health – Shankar Srinivasan

Open Space – Joe Basralian (Chair), Nicole Hagner, Celeste Fondaco, Natalia Lacy and Jim Connelly

Joint Rec – Tom Claps

If you're on a Committee and did not hear from me or see your name up for reappointment, I'm still in the process of following up and any pending appointments will be handled by the end of the month.

Thank you all for your service to our community. I look forward to working with all our community volunteers, our Township residents and our wonderful Chatham Township staff to continue to protect, preserve and improve upon the place we are all so proud to call our home town. I encourage residents to reach out to me with any comments or concerns.