

**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
Environmental Commission	1,000.00
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
	<b>Sub-Total</b>	<b>\$3,910,500.00</b>
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
	<b>TOTAL</b>	<b>4,839,680.00</b>
<b><u>Water Pollution Control - Sewer Utility</u></b>		
Salaries and Wages		215,000.00
Other Expenses		398,000.00
Social Security		17,000.00
	<b>Sub-Total</b>	<b>630,000.00</b>
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
	<b>TOTAL</b>	<b>932,630.00</b>
	<b>GRAND TOTAL</b>	<b>5,772,310.00</b>

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_,  
Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

I, Gregory J. LaConte, Township Clerk of the Township of Chatham in the County of Morris, New Jersey, hereby certify the foregoing to be a true complete copy of a resolution adopted by the Township Committee of the Township of Chatham at a regular meeting held on January 2, 2024.

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
Township Clerk

**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:

**Name of Standing Committee**

Public Safety/Emergency Management  
Finance  
Administration, Personnel & Communication  
Public Works/Sewer Utilities  
Recreation

**Committee Members**

Stacey Ewald & Jen Rowland  
Mike Choi & Jen Rowland  
Stacey Ewald & Marty McHugh  
Marty McHugh & Mark Lois  
Mike Choi & Mark Lois

**Name of Advisory Committee/Board**

Joint Recreation Advisory Committee  
Joint Library Board of Trustees  
Board of Health  
Open Space Committee  
Joint Municipal Court  
Community Garden  
The Colony Pool Club

**Committee Members**

Mike Choi  
Marty McHugh  
Jen Rowland  
Marty McHugh  
Stacey Ewald & Jen Rowland  
  
Mark Lois

**Planning Board**

Class I Member  
Class III Member

Stacey Ewald  
Mike Choi

**Liaisons**

Wellness Committee  
Environmental Commission  
Senior Services  
Board of Education  
Municipal Alliance  
Historical Society  
Public Utilities Liaison

Stacey Ewald  
Marty McHugh  
Stacey Ewald  
Mike Choi  
Mark Lois  
Jen Rowland  
Mark Lois

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_,  
Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

**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) |

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_,  
Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_  
, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

I, Gregory J. LaConte, Township Clerk of the Township of Chatham in the County of Morris, New Jersey, hereby certify the foregoing to be a true complete copy of a resolution passed by the Township Committee of the Township of Chatham at a regular meeting held on January 2, 2024.

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
Gregory J. LaConte, Township Clerk

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_,  
Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

I, Gregory J. LaConte, Township Clerk of the Township of Chatham in the County of Morris, New Jersey, hereby certify the foregoing to be a true complete copy of a resolution passed by the Township Committee of the Township of Chatham at a regular meeting held on January 2, 2024.

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
Gregory J. LaConte, Township Clerk



**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_  
\_\_\_\_\_, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

I, Gregory J. LaConte, Township Clerk of the Township of Chatham in the County of Morris, New Jersey, hereby certify the foregoing to be a true complete copy of a resolution passed by the Township Committee of the Township of Chatham at a regular meeting held on January 2, 2024.

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
Gregory J. LaConte, Township Clerk

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

I, Gregory J. LaConte, Township Clerk of the Township of Chatham in the County of Morris, New Jersey, hereby certify the foregoing to be a true complete copy of a resolution passed by the Township Committee of the Township of Chatham at a regular meeting held on January 3, 2023.

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
Gregory J. LaConte, Township Clerk

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_  
, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

I, Gregory J. LaConte, Township Clerk of the Township of Chatham in the County of Morris, New Jersey, hereby certify the foregoing to be a true complete copy of a resolution passed by the Township Committee of the Township of Chatham at a regular meeting held on January 2, 2024.

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
Gregory J. LaConte, Township Clerk

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_  
, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

I, Gregory J. LaConte, Township Clerk of the Township of Chatham in the County of Morris, New Jersey, hereby certify the foregoing to be a true complete copy of a resolution passed by the Township Committee of the Township of Chatham at a regular meeting held on January 2, 2024.

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
Gregory J. LaConte, Township Clerk

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_  
\_\_\_\_\_, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

I, Gregory J. LaConte, Township Clerk of the Township of Chatham in the County of Morris, New Jersey, hereby certify the foregoing to be a true complete copy of a resolution passed by the Township Committee of the Township of Chatham at a regular meeting held on January 2, 2024.

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
Gregory J. LaConte, Township Clerk

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_  
\_\_\_\_\_, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

I, Gregory J. LaConte, Township Clerk of the Township of Chatham in the County of Morris, New Jersey, hereby certify the foregoing to be a true complete copy of a resolution passed by the Township Committee of the Township of Chatham at a regular meeting held on January 2, 2024.

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
Gregory J. LaConte, Township Clerk

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_  
, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

I, Gregory J. LaConte, Township Clerk of the Township of Chatham in the County of Morris, New Jersey, hereby certify the foregoing to be a true complete copy of a resolution passed by the Township Committee of the Township of Chatham at a regular meeting held on January 2, 2024.

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
Gregory J. LaConte, Township Clerk

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_  
, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk



**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_  
, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

I, Gregory J. LaConte, Township Clerk of the Township of Chatham in the County of Morris, New Jersey, hereby certify the foregoing to be a true complete copy of a resolution passed by the Township Committee of the Township of Chatham at a regular meeting held on January 2, 2024.

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
Gregory J. LaConte, Township Clerk

**CASH MANAGEMENT PLAN  
OF  
THE TOWNSHIP OF CHATHAM  
COUNTY OF MORRIS  
NEW JERSEY**

**I STATEMENT OF PURPOSE**

This Cash Management Plan ( the 'plan' ) has been prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for deposits ( 'deposits' ) and permitted investments ( 'investments' ) of certain public funds of the Township of Chatham, pending the use of such funds for the intended purposes. The plan is intended to insure that all such public funds are deposited in interest bearing accounts or permitted investments. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be made in a manner intended to insure the safety and preservation of principal value, the liquidity (regarding its availability for the intended purpose) and the maximum investment return within such limits. The plan is intended to insure that any deposit or permitted investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such deposits or permitted investments.

**II IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN**

The Plan is intended to cover the deposit and or investment of the following funds and accounts of the Township of Chatham.

Current Fund  
Trust Funds  
General Capital Fund  
Sewer Utility Fund  
Sewer Utility Capital Fund  
Payroll Account  
Grant Funds

**III DESIGNATION OF OFFICIAL(S) OF THE TOWNSHIP OF CHATHAM AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN**

The Chief Financial Officer of the Township of Chatham shall be charged with the administration of this plan. The Chief Financial Officer shall monitor all deposits and investments for consistency with this plan. No person shall engage in an investment transaction involving Township of Chatham funds except as directed or authorized by the Chief Financial Officer. Prior to making such deposits or permitted investments, all authorized depositories or investment facilities shall be supplied with a written copy of this plan, which shall be acknowledged in writing by such parties and a copy of such acknowledgement shall be kept on file in the Office of the Chief Financial Officer of the Township of Chatham.

**IV DESIGNATION OF DEPOSITORIES**

TD Bank N.A. and any New Jersey financial institution certified to serve as a depository under the Governmental Unit Deposit Protection Act by the State of New Jersey Department of Banking and Insurance.

**V DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL**

N/A

**VI AUTHORIZED INVESTMENTS**

- A. Except as otherwise specifically provided for herein, the Designated Officials are hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:
- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
  - (2) Government money market mutual funds;
  - (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
  - (4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the schools district is located;
  - (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
  - (6) Local government investment pools;
  - (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c281 (C.52:18A-90.4) or;
  - (8) Agreements for the repurchase of fully collateralized securities if:
    - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
    - (b) the custody of collateral is transferred to a third party;
    - (c) the maturity of the agreement is not more than 30 days;
    - (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c. 236 (C.17:9-41); and
    - (e) a master repurchase agreement providing for the custody and security of collateral is executed

For the purposes of the above language, the term “local government investment pool” shall have the following definitions:

Local Government Investment Pool: An investment pool:

- (a) which is managed in accordance with 17 C.F.R., sec. 270.2a-7:
- (b) which is rated in the highest category by a nationally recognized statistical rating organization;

- (c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- (d) which is in compliance with rules adopted pursuant to the “Administrative” Procedure Act”, P.L. 1968, c.410 (c52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- (e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- (f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.I. 1967 c.9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

B. Notwithstanding the above authorization, the monies on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

Grant

## **VII SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN**

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Township of Chatham, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution, in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Township of Chatham to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits.

To assure that all parties with whom the Township of Chatham deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that plan in writing, a copy of which shall be on file with the Designated Officials.

## **VIII REPORTING REQUIREMENTS**

Each month during which this Plan is in effect, the Designated Official referred to in Section III hereof shall supply to the Chief Financial Officer of the Township of Chatham a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Township of Chatham as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the Chief Financial Officer of the Township of Chatham.

## **IX TERM OF PLAN**

This Plan shall be in effect from the date of this resolution to December 31, 2023. Attached to this Plan is a Resolution of the Township Committee of the Township of Chatham approving this Plan for the stated period of time. This Plan may be amended from time to time. To the extent that any amendment is adopted by the Township Committee, the Designated Officials are directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

**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 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 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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_,  
Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

I, Gregory J. LaConte, Township Clerk of the Township of Chatham in the County of Morris, New Jersey, hereby certify the foregoing to be a true complete copy of a resolution passed by the Township Committee of the Township of Chatham at a regular meeting held on January 2, 2024.

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
Gregory J. LaConte, Township Clerk

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

\_\_\_\_\_  
Gregory J. LaConte, Clerk

By \_\_\_\_\_  
, Mayor

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_  
, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

I, Gregory J. LaConte, Township Clerk of the Township of Chatham in the County of Morris, New Jersey, hereby certify the foregoing to be a true complete copy of a resolution passed by the Township Committee of the Township of Chatham at a regular meeting held on January 2, 2024.

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
Gregory J. LaConte, Township Clerk

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_,  
Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

I, Gregory J. LaConte, Township Clerk of the Township of Chatham in the County of Morris, New Jersey, hereby certify the foregoing to be a true complete copy of a resolution adopted by the Township Committee of the Township of Chatham at a regular meeting held on January 2, 2024.

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
Township Clerk

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_,  
Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

I, Gregory J. LaConte, Township Clerk of the Township of Chatham in the County of Morris, New Jersey, hereby certify the foregoing to be a true complete copy of a resolution adopted by the Township Committee of the Township of Chatham at a regular meeting held on January 2, 2024.

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
Township Clerk

DRAFT

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_,  
Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

I, Gregory J. LaConte, Township Clerk of the Township of Chatham in the County of Morris, New Jersey, hereby certify the foregoing to be a true complete copy of a resolution adopted by the Township Committee of the Township of Chatham at a regular meeting held on January 2, 2024.

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
Township Clerk

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_,  
Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_,  
Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

I, Gregory J. LaConte, Township Clerk of the Township of Chatham in the County of Morris, New Jersey, hereby certify the foregoing to be a true complete copy of a resolution passed by the Township Committee of the Township of Chatham at a regular meeting held on January 2, 2024.

Date Issued: \_\_\_\_\_

\_\_\_\_\_  
Gregory J. LaConte, Township Clerk

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

DRAFT

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_  
, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

DRAFT

**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.

Adopted: January 2, 2024

Attest:

\_\_\_\_\_  
Gregory J. LaConte, Clerk

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

By \_\_\_\_\_,  
Mayor

**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

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_  
, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

**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  
Ziad Shehady  
John Ruschke  
Chief Tom Miller  
Richard Young  
Maya Lordo  
Chief  
Chief  
Captain  
Sara Huisking  
Fr. Kevin Corcoran  
Dr. Michael LaSusa  
Maria Levy, Chatham Subacute

Mayor  
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

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_  
, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk



**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
Mark Lois	Township of Chatham Committee Representative
Brandon Wong	Youth Representative
Renna Media	Public Relations Representative

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

DRAFT

**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.

Adopted: January 2, 2024

TOWNSHIP OF CHATHAM IN  
THE COUNTY OF MORRIS

Attest:

By \_\_\_\_\_  
, Mayor

\_\_\_\_\_  
Gregory J. LaConte, Clerk

DRAFT