

**MEETING TO ORDER**

The annual reorganization meeting was called to order by James Freda at 7:00 p.m. on Thursday, January 4, 2024.

After a moment of silence to remember the many men and women serving in our armed forces, there was a salute to the flag. The Borough Clerk read the Open Public Meetings Act Statement that adequate notice of this meeting was advertised in the December 2023 edition of the Trends and was provided to the Star Ledger, Daily Record and North Jersey Herald News on December 2023. A notice of this meeting was also posted on the municipal building bulletin board, filed with the Borough Clerk and provided to those persons or entities requesting notification.

**OATHS OF OFFICE ADMINISTERED**

Mayor J. Freda asked Cynthia Frank to come forward and was administered the oath of office of Councilwoman.

Mayor J. Freda asked Sean Mabey to come forward and was administered the oath of office of Councilman.

**ROLL CALL**

The roll was called and present and answering were:

Roll Call:	Councilman W. Yago, Yes;	Councilman V. Russo, Yes;
	Councilman E. Harriz, Yes;	Councilman A. Chirido, Yes.
	Councilman S. Mabey, Yes;	Councilman C. Frank, Yes

**ADMINISTRATION OF OATHS FOR 2023 FIRE CHIEFS**

Mayor J. Freda administer the oath of office to Andrew Heilmann Kinnelon Fire Chief.

Mayor Freda administer the oath of office to Thomas Steam 1<sup>st</sup> Assistant Chief.

**HEARING FROM THE PUBLIC**

Mayor Freda asked if anyone from the public wished to be heard, to please step forward.

Hearing none, Mayor Freda closed this portion of the meeting

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**RESOLUTION 1.03.24 - COUNCIL PLANNING BOARD REPRESENTATIVE  
CLASS III MEMBER (1 YEAR)**

Councilman Sean Mabey made a motion to appoint Councilman Anthony Chirido as the Planning Board Representative.

Motion: Councilperson Sean Mabey  
Second: Councilperson Eric Harriz

Roll Call: Councilman W. Yago, No; Councilman V. Russo, Yes;  
Councilman E. Harriz, Yes; Councilman A. Chirido, Yes;  
Councilman S. Mabey, Yes; Councilman C. Frank, Yes:

**ANNUAL APPOINTMENTS AND DESIGNATIONS TO VARIOUS  
MUNICIPAL OFFICES, BOARDS AND COMMISSIONS: Resolution 1.04.2024**

**RESOLUTION 1.04.24  
2024 APPOINTMENTS**

**TERM EXPIRATION**

<b>CERTIFIED MUNICIPAL FINANCIAL OFFICER</b> ROBERT BENECKE	12/31/24
<b>BUSINESS ADMINISTRATOR</b> THOMAS CARROLL-Approve appointment agreement	12/31/24
<b>QUALIFIED PURCHASING AGENT</b> THOMAS CARROLL	12/31/24
<b>TREASURER (1 YEAR)</b> JENNIFER STILLMAN	12/31/24
<b>MUNICIPAL IMPROVEMENT SEARCH OFFICER &amp; SUB-DIVISION SEARCH OFFICER (1 YEAR)</b> KAREN M. IUELE, RMC	12/31/24
<b>PUBLIC AGENCY COMPLIANCE OFFICER (1 YEAR)</b> KAREN M. IUELE, RMC	12/31/24
<b>TAX COLLECTOR</b> JUDITH O'BRIEN	12/31/27
<b>TAX SEARCH OFFICER (1 YEAR)</b> JUDITH O'BRIEN	12/31/24
<b>MUNICIPAL AUDITOR (1 YEAR)</b> LERCH, VINCI & BLISS LLP	12/31/24
<b>MUNICIPAL COURT JUDGE</b> ANDREW M. WUBBENHORST, ESQ	12/31/26

<b>MUNICIPAL COURT ADMINISTRATOR (1 YEAR)</b> DARA TANZOLA	12/31/24
<b>DEPUTY COURT CLERK (1 YEAR)</b> PAT FICHNER	12/31/24
<b>BOROUGH ATTORNEY (1 YEAR)</b> BRIAN GIBLIN ESQ.	12/31/24
<b>LABOR ATTORNEY (1 YEAR)</b> SEAN DIAS, ESQ	12/31/24
<b>BOROUGH BOND COUNCIL (1 YEAR)</b> HAWKINS, DELAFIELD & WOOD LLP	12/31/24
<b>MUNICIPAL PROSECUTOR (1 YEAR)</b> CHRIS DILORENZO, ESQ	12/31/24
<b>PUBLIC DEFENDER (1 YEAR)</b> DAVID A. AMADIO	12/31/24
<b>MUNICIPAL PLANNER (1 YEAR)</b> JESSICA CALDWELL	12/31/24
<b>DAROFALSKI ENGINEERING ASSOCIATES INC.</b> THOMAS A. BOORADY, P.E., C.M.E.	12/31/24
<b>CLASS III SPECIAL POLICE OFFICER (1 YEAR)</b> MARK WEST STEVEN CAPUTO RUSSELL CURVING JAMES SMITH	12/31/24 12/31/24 12/31/24 12/31/24
<b>SCHOOL CROSSING GUARDS (1 YEAR)</b> TONI RAGO CHARLENE PELLINGTON GLORIA KERSTNER SARA PARMER	12/31/24 12/31/24 12/31/24 12/31/24
<b>POLICE MATRON (1 YEAR)</b> NANCY HEYKOOP, GAIL BRESETT, KRISTIN MERKER	12/31/24
<b>TAX MAP &amp; SURVEYING (1 YEAR)</b> DMC ASSOCIATES	12/31/24
<b>WATER/WASTEWATER ENGINEERS (1 YEAR)</b> NEGLIA ENGINEERING	12/31/24
<b>WATER &amp; WASTEWATER OPERATOR (1 YEAR)</b> DE BLOCK ENVIRONMENTAL SERVICES, LLC	12/31/24
<b>CERTIFIED RECYCLING COORDINATOR (1 YEAR)</b> JOHN WHITEHEAD	12/31/24

**CERTIFIED RECYCLING PROFESSIONAL (1 YEAR)**

JOHN WHITEHEAD 12/31/24

**CLEAN COMMUNITY COORDINATOR (1 YEAR)**

JOHN WHITEHEAD 12/31/24

**RIGHT TO KNOW COORDINATOR (1 YEAR)**

JENNIFER ALIMURAT 12/31/24

**LOCAL EMERGENCY MANAGEMENT PLANNING COUNCIL (1 YEAR)**

JAMES J. FREDA, **MAYOR** 12/31/26  
 RANDALL CHARLES, EMC 12/31/24  
 JEFFERY BRESSETT, DEPUTY OEM REPRESENTATIVE 12/31/24  
 JOSEPH NAPOLETANO, CHIEF OF POLICE/DEPUTY EMC 12/31/24  
 ALAN BRESSETT, SCHOOL REPRESENTATIVE/DEPUTY EMC 12/31/24  
 DAVID MANGO, SUPERINTENDENT OF SCHOOLS 12/31/24  
 VINCENT SHIVAS, SCHOOLS REPRESENTATIVE 12/31/24  
 JENNIFER ALIMURAT, SECRETARY 12/31/24  
 JOHN WHITEHEAD, PUBLIC WORKS MANAGER 12/31/24  
 JOHN FUTCHER, FIRST AID REPRESENTATIVE 12/31/24  
 REV. BEVERLY SULLIVANT, COMMUNITY REPRESENTATIVE 12/31/24  
 ANDREW HEILMANN, FIRE CHIEF 12/31/24  
 THOMAS CANTISANO, CONTRACTED HEALTH OFFICER 12/31/24  
 GAIL BRESSETT, REPRESENTATIVE FROM FIRE COMPANY 12/31/24

**ZONING OFFICIAL (1 YEAR)**

MARK THOMAS 12/31/24

**PLANNING BOARD**

ANTHONY CHIRDO 12/31/24  
 THOMAS SCHNEIDER 12/31/27  
 JESSICA ZELENAK – SOSCA CLASS IV 12/31/26  
 TIM LOCKWOOD 12/31/24  
 ALEX MERLUCCI 12/31/27  
 WILLIAM BOSWELL- ALT#1 12/31/26

**BOARD OF ADJUSTMENT**

RACHAEL HERRINGTON 12/31/27  
 MORGAN WILKES 12/31/27  
 FRAN MALETSKY 12/31/27  
 TIM LOCKWOOD 12/31/25  
 MIKE NICOSIA-ALT#1 12/31/26

**RECREATION COMMITTEE**

CHERYL GRANDE 12/31/26  
 NEVIN OKAY 12/31/26  
 JEFFERY TRUSKOWSKI 12/31/26

**SUSTAINABILITY & OPEN SPACE ADVISORY COMMITTEE**

SCOTT KRUGER 12/31/26  
 KATHERN GALAZA 12/31/26  
 KAREN IUELE 12/31/25  
 SARA ARMAGHAM 12/31/25  
 KAREN IUELE, SECRETARY 12/31/24

**PUBLIC ASSISTANCE DIRECTOR**

KAREN IUELE

12/31/28

**BOARD OF HEALTH**

GLENN SISSCO

12/31/26

DR. BERDJ FEREDJIAN

12/31/26

ROBERT HECKLER

12/31/25

**BOARD OF HEALTH SECTARY (PEQUANNOCK)**

KAREN IUELE

12/31/24

**LOCAL ASSISTANCE BOARD**

COUNCILMAN VICENT RUSSO

12/31/24

KAREN IUELE (RMC)

12/31/24

CHIEF JOSEPH NAPOLETANO

12/31/24

**LOCAL HISTORIAN**

THOMAS KLINE

12/31/24

**HISTORICAL COMMITTEE**

JOHN CANNIE

12/31/26

DAVID WILDING

12/31/26

CARYL KEYSER ALT #2

12/31/24

**KINNELON BOROUGH FORESTER**

JOHN LINSON

12/31/24

**KINNELON VOLUNTEER FIRE COMPANY (1 YEAR)**

**FIRE CHAPLAIN:**

REV. BEVERLY SULLIVANT

12/31/24

**FIRE SURGEON: (1 YEAR)**

DR. FRANK KIELAR

12/31/24

**KINNELON DIAL-A-RIDE REPRESENTATIVE (1 YEAR)**

VINCE RUSSO

12/31/24

**REPRESENTATIVE TO MORRIS COUNTY MUNICIPAL JOINT INS. FUND**

MAYOR JAMES J. FREDA

12/31/24

**SAFTEY COORDINATOR M.C.J.I.F.**

JOHN WHITEHEAD

12/31/24

**LIBRARY LIAISON & MAYOR'S REPRESENTATIVE**

VINCENT RUSSO

12/31/24

DAVID MANGO-SUPERINTENDENT OF SCHOOLS

12/31/24

**COMMUNITY DEVELOPMENT REVENUE SHARING (1 YEAR)**

MAYOR, JAMES J. FREDA

12/31/24

THOMAS CARROLL

12/31/24

**RISK MANAGER (1 YEAR)**

PROFESSIONAL INSURANCE ASSOCIATES

12/31/24

**PHOENIX ADVISORS, LLC**

INDEPENDENT REGISTERED MUNICIPAL ADVISOR

12/31/24

**RESOLUTION 1.06.24 DELINQUENT TAXES AND WATER AND SEWER UTILITIES**

BE IT RESOLVED by the Governing Body of the Borough of Kinnelon that the rate of interest charged on delinquent taxes in the Borough of Kinnelon shall be as follows:

“On all delinquents to and including December 31, 2023, at the rate or rates heretofore governing, and on all delinquents on and after January 1, 2023, at the rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any account in excess of \$1,500.00.

BE IT FURTHER RESOLVED that the Collector of Taxes be and she is hereby directed to collect interest on all taxes accordingly; provided, however, that small items of interest may be waived during the first ten (10) days of the current quarterly tax period.

WHEREAS, taxes are payable in quarterly installments on February 1, May 1, August 1 and November 1 in each year and installments become delinquent if not paid on or before these dates; and

WHEREAS, New Jersey State Statute N.J.S.A. 54:4-67 has been amended to define the new tax delinquency;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Kinnelon, that the interest to be charged a delinquent taxpayer for the non-payment of real property taxes shall be an additional penalty of six percent (6%) of the amount of delinquency in excess of \$10,000 at the end of a calendar year;

BE IT FURTHER RESOLVED that this delinquency now is to be calculated on the sum of all taxes from year to year and not to be calculated on an individual yearly basis.

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**RESOLUTION 1.07.24 CANCELLATION OF CERTAIN TAX REFUNDS AND/OR DELINQUENCIES**

WHEREAS, the Governing Body (“Governing Body”) of the Borough of Kinnelon (“Borough”) finds and declares that N.J.S.A. 40A:5-17.1 empowers authorized municipal employees to process the cancellation of tax refunds and/or delinquencies of less than ten dollars (\$10.00) in amount without further action of the Governing Body; and

WHEREAS, the Governing Body further finds and declares that Municipal Tax Collector is qualified to process the cancellation of tax refunds and/or delinquencies of less than \$10.00 in amount in accordance with N.J.S.A. 40A:5-17.1; and

WHEREAS, the Governing Body further finds and declares that it is in the best interests of the citizens of the Borough for the Municipal Tax Collector to be authorized to process the cancellation of tax refunds or delinquencies of less than \$10.00 in amount in accordance with N.J.S.A. 40A:5-17.1;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Kinnelon that Municipal Tax Collector be and is hereby authorized to process the

cancellation of tax refunds or delinquencies of less than \$10.00 in amount during calendar year 2023 in accordance with N.J.S.A. 40A:5-17.1.

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**RESOLUTION 1.08.24 CASH MANAGEMENT PLAN**

**PURPOSE:**

It is in the best interest of the Borough of Kinnelon to earn additional revenue through the investment and prudent management of its cash receipts. Public Law 1983, Chapter 8, approved January 18, 1983, is an Act concerning the Local Fiscal Affairs Law and amends N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-14 and this law, requires that each local unit shall adopt a cash management plan.

The following shall constitute the Cash Management Plan for the Borough of Kinnelon, which shall deposit and manage its funds pursuant to this Plan.

**DEFINITIONS:**

1. Treasurer shall mean the Treasurer of the Borough of Kinnelon.
2. Fiscal Year shall mean the twelve-month period ending December thirty-one.
3. Cash Management Plan shall mean that plan as approved by resolution by the Governing Body of the Borough of Kinnelon as follows:

**AUTHORIZING THE ACCEPTANCE AND  
ADOPTION OF A CASH MANAGEMENT  
PLAN FOR THE BOROUGH OF KINNELON**

WHEREAS, in accordance with Public Laws 1983, Chapter 8, approved on January 18, 1983, is an Act concerning the Local Fiscal Affairs Law and amends N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-14 requiring each local unit adopt a cash management plan; and

WHEREAS, in keeping with said law, the Borough of Kinnelon Governing Body desires to adopt and accept their own Cash Management Plan; and

**DESIGNATION OF DEPOSITORIES:**

1. At least once each fiscal year at its organization meeting, the Governing Body shall by resolution, designate the depositories for the Borough in accordance with N.J.S.A. 40A:5-14.

**AUDIT REQUIREMENT:**

1. The Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A:5-14.



**AUTHORITY TO INVEST:**

1. The Governing Body, at its Organization meeting shall pass a resolution designating the Borough's official(s) who shall make and be responsible for municipal deposits and investments.

**INVESTMENT INSTRUMENT:**

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

**CASH FLOW:**

1. The CMFO shall ensure that the Borough's accounting system provides regular information concerning the Borough's cash position and investment performance.
2. All moneys shall be turned over to the Treasurer and deposited in accordance with N.J.S.A. 40A:5-15.
3. The CMFO is authorized and directed to invest surplus funds of the Borough as the availability of the funds permit. In addition, it shall be the responsibility of the CMFO to minimize the possibility of idle cash by depositing the Borough's moneys in interest bearing accounts wherever practical and in the best interest of the Borough of Kinnelon.

NOW, THEREFORE, BE IT RESOLVED by the Kinnelon Mayor and Council the above Cash Management Plan be hereby adopted and shall, by resolution, be adopted each year at the annual reorganization meeting.

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**RESOLUTION 1.09.24 DEPOSITORIES**

WHEREAS, N.J.S.A. 40A: 5-14 provides that the Governing Body shall, by resolution, designate a depository or depositories for its money a bank or trust company having its place of business in the State and organized under the laws of the United States or this State; and

WHEREAS, N.J.S.A. 17:12B-241 (Chapter 144 P.L. 1963) provides that the Governing Body may invest funds in any federally insured association; and

WHEREAS, N.J.S.A. 40A: 4-63 provides that monies held in any separate fund shall be treated as monies held in trust and no banking institution accepting these monies shall divert them to any other purpose;

NOW, THEREFORE, BE IT RESOLVED that the following institutions shall serve as depositories for the following Borough of Kinnelon funds; and the Custodian shall be Jennifer Stillman, Treasurer:

Columbia Bank  
Lakeland Bank  
Valley Bank

Funds: Current, General Accounts (Accounts Payable), Dog Tax, Capital, Water Capital, Water Utility, Sewer Utility, Public Assistance Trust, Recreation Special Account, Planning Board Inspection Fee Escrow, Developer's Performance and Maintenance Bond Trust, Clerk's Special Deposit, Payroll, Historical Trust Fund, Special Fortified Assets Law Enforcement, Uniform Fire Safety Account, Alliance on Alcoholism & Drug Abuse (KAMELOT), Recycling Fund and Police Escrow, Parking Offense Adjudication Acct (POAA), Open Space, Accumulated Absence, Community Police Donations, Snow Removal Cost Fund, Municipal Court Bail, Municipal Court Magistrate, Public Defender, Planning Board Inspection I, Tax Sale Premiums, Flexible Spending & K-Fest.

RESOLVED that the Lakeland Bank, be authorized to continue the existing payroll accounts known as "Kinnelon Borough – Payroll Account", and

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**RESOLUTION 1.10.24 AUTHORIZATION OF PAYMENT SIGNATORIES FOR 2024**

BE IT FURTHER RESOLVED that all disbursements, direct deposits and checks shall be signed and/or authorized by:

James J. Freda, Mayor  
Karen M. Iuele, Municipal Clerk  
Jennifer Stillman, Treasurer  
Robert Benecke, Certified Finance Officer

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**RESOLUTION 1.11.24 MUNICIPAL COURT**

RESOLVED that the Judge of the Municipal Court and/or Court Administrator be authorized and they are hereby directed to deposit all fines and costs collected in the Municipal Court to the credit of the Borough of Kinnelon Municipal Court Account and all bail money collected to the credit of the Borough of Kinnelon Municipal Court Bail Account, c/o Andrew Wubbenhorst, Judge, at the Lakeland Bank, Butler, New Jersey; and

BE IT FURTHER RESOLVED that Andrew Wubbenhorst, Judge of the Municipal Court, or Dara Tanzola, Court Administrator, be authorized to sign all checks and drafts of said

Borough drawn on the Lakeland Bank, on the aforementioned accounts for the year 2024, in accordance with the signature cards on file in said bank.

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**RESOLUTION 1.12.24 ESTABLISH 2024 MONTHLY WORKSHOP AND MEETING DATES**

RESOLVED that the Kinnelon Borough Governing Body shall meet on the second Thursday of every month during 2024 at 7:00 p.m. prevailing time in the Kinnelon Municipal Building to conduct "workshop" or "agenda" meetings. Regular meetings shall be held the third Thursday of each and every month at 7:00 p.m. during the year of 2024.

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**RESOLUTION 1.13.24 ESTABLISH FEE FOR MEETING NOTIFICATION**

RESOLVED that the sum of \$5.00 be fixed as the fee for calendar year 2024 to be paid in advance by those people or organizations wishing to be notified of any and all meetings of the Governing Body other than the regular monthly meetings and scheduled workshop meetings.

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**RESOLUTION 1.14.24 APPOINTMENT OF CERTIFYING OFFICER AND SUPERVISING CERTIFYING OFFICER**

RESOLVED that the Certified Municipal Financial Officer, Robert Benecke, serve as Kinnelon Borough Certifying Officer. Karen Iuele to the Public Employees Retirement System of New Jersey and the Police and Firemen's Retirement System of New Jersey for the year 2024.

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**RESOLUTION 1.15.24 ESTABLISHMENT OF PAYROLL WAGE PAYMENTS**

RESOLVED that all wages be paid bi-weekly to all salaried and hourly rated employees.

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**RESOLUTION 1.16.24 ESTABLISH \$100 CHANGE FUND FOR TAX COLLECTOR**

RESOLVED that the \$100.00 change fund established for the use of the Tax Collector, be continued for the year 2024.

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**RESOLUTION 1.17.24 ESTABLISH \$200 CHANGE FUND FOR MUNICIPAL COURT ADMINISTRATOR**

RESOLVED that a \$200.00 change fund established for the use of the Court Administrator be continued for the year 2024.

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**RESOLUTION 1.18.24 ESTABLISH \$200 CHANGE FUND FOR POLICE DEPARTMENT**

RESOLVED that a \$200.00 change fund established for the use of the Police Department be continued for the year 2024.

**RESOLUTION 1.19.24 ESTABLISH \$30 CHANGE FUND FOR PUBLIC WORKS DEPARTMENT**

RESOLVED that a \$30.00 change fund established for the use of the Department of Public Works be continued for the year 2024.

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**RESOLUTION 1.20.24 ESTABLISH \$200 PETTY CASH FUND FOR TREASURER**

RESOLVED that the \$200.00 petty cash fund established for the use of the Treasurer office, be continued for the year 2024.

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**RESOLUTION 1.21.24 ESTABLISH \$100.00 CHANGE FUND FOR UTILITY**

RESOLVED that a \$100 change fund established for the use of the Utility Fund be continued for the year 2024.

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**RESOLUTION 1.22.24 ESTABLISH \$200 CHANGE FUND FOR TREASURER**

RESOLVED that the \$200.00 change fund established for the use of the Clerk's office, be continued for the year 2024.

**RESOLUTION 1.23.24 CELL PHONE REIMBURSEMENT**

RESOLVED that the base rate and toll call charges for Borough business only, involving the cell phones of John Whitehead, Certified Public Works Manager and Joseph Niosi, Working Foreman, Police Chief Joseph Napoletano, Police Lieutenant, Borough Clerk, Recreation Director and Assistance, Certified Municipal Finance Officer to be paid by the Borough of Kinnelon for the year 2024.

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**RESOLUTION 1.24.24 DESIGNATE MUNICIPAL NEWSPAPERS**

RESOLVED that the Trends, North Jersey Herald & News, The Record, Star Ledger and the Morris County Daily Record be designated as the official legal media of advertising for any and all Borough matters, the last four to be used at the discretion of the Mayor and Council.

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**RESOLUTION 1.25.24 AUTHORIZE GROUP LIFE INS. FOR KINNELON  
VOLUNTEER FIRE COMPANY MEMBERS IN AMOUNT OF \$10,000 EACH FOR THE  
YEAR 2024**

RESOLVED that all members of the Kinnelon Volunteer Fire Company be covered by group life insurance in accordance with N.J.R.S. 40:47-30.1 in the amount of \$10,000 each for the year 2024.

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**RESOLUTION 1.26.24 - RISK MANAGEMENT**

WHEREAS, the Borough of Kinnelon 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, the Borough of Kinnelon does hereby appoint PIA as its Risk Management Consultant for Fund Year 2024, in accordance with the Fund's bylaws; and

BE IT FURTHER RESOLVED, that PIA has offered to perform these services for an annual fee of five percent (5%) of the Municipal assessment; and

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

I, Karen M. Iuele, Municipal Clerk of the Borough of Kinnelon state that this is a true resolution adopted at the Borough of Kinnelon Reorganization meeting, held on January 4, 2024.

  
Karen M. Iuele, RMC  
Municipal Clerk

Dated: January 4, 2024

**RESOLUTION 1.27.24 A RESOLUTION TO AFFIRM THE BOROUGH OF KINNEON CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIAL APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTERS, INDEPENDENT CONTRACTORS AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS**

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

WHEREAS, the governing body of the Borough of Kinnelon has determined that certain procedures need to be established to accomplish this policy

NOW, THEREFORE BE IT ADOPTED by the Borough of Kinnelon that:

Section 1: No official, employee, appointee or volunteer of the borough by whatever title know, or any entity that is in any way a part of the borough shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the borough business or using the facilities or property of the borough.

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

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

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

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

JANUARY 4, 2024

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

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

Section 8: At least annually, the Mayor shall cause a summary of this resolution and the procedures established pursuant to this resolution to communicate within the Borough. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Borough's web site.

Section 9: This resolution shall take effect immediately.

Section 10: A Copy of this resolution shall be published in the official newspaper of the Borough's in order for the public to be made aware of this policy and the Boroughs commitment to the implementation and enforcement of this policy.

#### CERTIFICATION

I, Karen M. luele, Borough Clerk, do hereby certify this to be a true copy of a resolution duly adopted at the regular meeting of the Kinnelon Mayor and Council held on January 4, 2024.

Dated: January 4, 2024

  
\_\_\_\_\_  
Karen M. luele, Borough Clerk

JANUARY 4, 2024

**RESOLUTION 01.28.24**

**AWARD OF A FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICE**

WHEREAS, the Borough of Kinnelon wishes to procure Water and Sewer Engineering services for the year 20224 in a "Fair and Open" manner; and

WHEREAS, the Borough of Kinnelon posted a Request for Proposal for Water and Sewer engineering Services on its website on November 6, 2023, receiving proposals on November 28, 2023; and

WHEREAS, the Mayor and Council of the Borough of Kinnelon have determined that the proposal submitted by Neglia Engineering meets the requirements of the Request for Proposal and applicable laws.

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Kinnelon that Neglia Engineering, 34 Park Avenue, P.O. Box 426, Lyndhurst, NJ 07071 be and is hereby appointed as Water and Sewer Engineer as a professional service in accordance with NJSA 40A:11-5 et. seq.

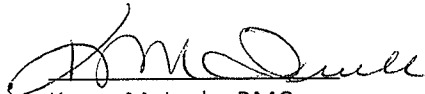
Dated; January 4, 2024



Karen M. Iuele, RMC  
Kinnelon Borough Clerk

CERTIFICATION

I, Karen M. Iuele, Municipal Clerk of the Borough of Kinnelon state that this is a true resolution adopted at the Borough of Kinnelon Reorganization meeting held on January 4, 2024.



Karen M. Iuele, RMC  
Kinnelon Borough Clerk



JANUARY 4, 2024

**RESOLUTION 01.29.24**

**AWARD OF A FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICE**

WHEREAS, the Borough of Kinnelon wishes to procure Labor Counsel services for the year 2024 in a "Fair and Open" manner; and

WHEREAS, the Borough of Kinnelon posted a Request for Proposal for Labor Counsel Services on its website on November 6, 2023, receiving proposals on November 28, 2023; and

WHEREAS, the Mayor and Council of the Borough of Kinnelon have determined that the proposal submitted by Sean Dias, Esq., Dias Law LLC, meets the requirements of the Request for Proposal and applicable laws.

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Kinnelon that Sean Dias, Esq., Dias Law LLC, 101 Eisenhower Parkway, Suite 300, Roseland, NJ 07068 be and is hereby appointed as Labor Counsel as a professional service in accordance with NJSA 40A:11-5 et. seq.

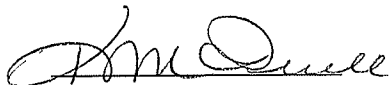
Dated; January 4, 2024



Karen M. Iuele, RMC  
Kinnelon Borough Clerk

CERTIFICATION

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Karen M. Iuele, RMC  
Kinnelon Borough Clerk

JANUARY 4, 2024

**RESOLUTION 01.30.24**

**AWARD OF A FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICE**

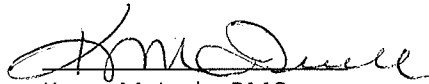
WHEREAS, the Borough of Kinnelon wishes to procure Special Labor Counsel services for the year 2024 in a "Fair and Open" manner; and

WHEREAS, the Borough of Kinnelon posted a Request for Proposal for Special Labor Counsel Services on its website on November 6, 2023, receiving proposals on November 28, 2023; and

WHEREAS, the Mayor and Council of the Borough of Kinnelon have determined that the proposal submitted by Anthony S. Bocchi, Esq., Bocchi Law LLC, meets the requirements of the Request for Proposal and applicable laws.


NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Kinnelon that Anthony S. Bocchi, Esq., Bocchi Law LLC, 8 Hillside Avenue, Suite 208, Montclair, NJ 07042 be and is hereby appointed as Special Labor Counsel as a professional service in accordance with NJSA 40A:11-5 et. seq.

Dated; January 4, 2024

  
Karen M. Iuele, RMC  
Kinnelon Borough Clerk

CERTIFICATION

I, Karen M. Iuele, Municipal Clerk of the Borough of Kinnelon state that this is a true resolution adopted at the Borough of Kinnelon Reorganization meeting held on January 4, 2024.

  
Karen M. Iuele, RMC  
Kinnelon Borough Clerk

JANUARY 4, 2024

**RESOLUTION 01.31.24**

**AWARD OF A FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICE**

WHEREAS, the Borough of Kinnelon wishes to procure Borough Attorney services for the year 2024 in a "Fair and Open" manner; and

WHEREAS, the Borough of Kinnelon posted a Request for Proposal for Borough Attorney Services on its website on November 6, 2023, receiving proposals on November 28, 2023; and

WHEREAS, the Mayor and Council of the Borough of Kinnelon have determined that the proposal submitted by Brian Giblin, Esq., Giblin & Gannaio, LLC., meets the requirements of the Request for Proposal and applicable laws.

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Kinnelon that Brian Giblin, Esq., Giblin & Gannaio, LLC., 2 Forest Avenue, Suite 200, Oradell, NJ 07649 be and is hereby appointed as Borough Attorney as a professional service in accordance with NJSA 40A:11-5 et. seq.

Dated; January 4, 2024



Karen M. Iuele, RMC  
Kinnelon Borough Clerk

CERTIFICATION

I, Karen M. Iuele, Municipal Clerk of the Borough of Kinnelon state that this is a true resolution adopted at the Borough of Kinnelon Reorganization meeting held on January 4, 2024.



Karen M. Iuele, RMC  
Kinnelon Borough Clerk

JANUARY 4, 2024

**RESOLUTION 01.32.24**

**AWARD OF A FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICE**

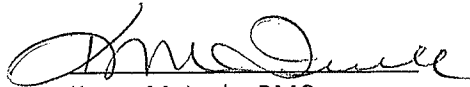
WHEREAS, the Borough of Kinnelon wishes to procure Municipal Prosecutor services for the year 2024 in a "Fair and Open" manner; and

WHEREAS, the Borough of Kinnelon posted a Request for Proposal for Municipal Prosecutor Services on its website on November 6, 2023, receiving proposals on November 28, 2023; and

WHEREAS, the Mayor and Council of the Borough of Kinnelon have determined that the proposal submitted by Chris M. DiLorenzo Esq., DiLorenzo & Rush, meets the requirements of the Request for Proposal and applicable laws.

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Kinnelon that Chris M. DiLorenzo Esq., DiLorenzo & Rush, One University Plaza, Suite 210, Hackensack, NJ 07601 be and is hereby appointed as Municipal Prosecutor as a professional service in accordance with NJSA 40A:11-5 et. seq.

Dated; January 4, 2024



Karen M. Luele, RMC  
Kinnelon Borough Clerk

CERTIFICATION

I, Karen M. Luele, Municipal Clerk of the Borough of Kinnelon state that this is a true resolution adopted at the Borough of Kinnelon Reorganization meeting held on January 4, 2024.



Karen M. Luele, RMC  
Kinnelon Borough Clerk

JANUARY 4, 2024

**RESOLUTION 01.33.24**

**AWARD OF A FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICE**

WHEREAS, the Borough of Kinnelon wishes to procure Bond Counsel services for the year 2024 in a "Fair and Open" manner; and

WHEREAS, the Borough of Kinnelon posted a Request for Proposal for Bond Council Services on its website on November 6, 2023, receiving proposals on November 28, 2023; and

WHEREAS, the Mayor and Council of the Borough of Kinnelon have determined that the proposal submitted by Robert Beinfield, Esq., Hawkins, Delafield and Wood LLP, meets the requirements of the Request for Proposal and applicable laws.

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Kinnelon that Robert Beinfield, Esq., Hawkins, Delafield and Wood LLP, One Gateway Center, 24<sup>th</sup> Floor, Newark, NJ 07102-5311 be and is hereby appointed as Bond Council as a professional service in accordance with NJSA 40A:11-5 et. seq.

Dated; January 4, 2024



Karen M. Luele, RMC  
Kinnelon Borough Clerk

CERTIFICATION

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Karen M. Luele, RMC  
Kinnelon Borough Clerk

JANUARY 4, 2024

**RESOLUTION 01.34.24**

**AWARD OF A FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICE**

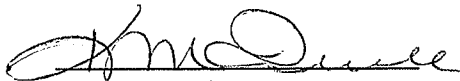
WHEREAS, the Borough of Kinnelon wishes to procure Risk Management Consultant services for the year 2024 in a "Fair and Open" manner; and

WHEREAS, the Borough of Kinnelon posted a Request for Proposal for Risk Management Consultant Services on its website on November 6, 2023, receiving proposals on November 28, 2023; and

WHEREAS, the Mayor and Council of the Borough of Kinnelon have determined that the proposal submitted by Frank Covelli, Professional Insurance Associates, meets the requirements of the Request for Proposal and applicable laws.

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Kinnelon that Frank Covelli, Professional Insurance Associates, 429 Hackensack Street, P.O. Box 818, Carlstadt, NJ 07072 be and is hereby appointed as Risk Management Consultant as a professional service in accordance with NJSA 40A:11-5 et. seq.

Dated; January 4, 2024



Karen M. Luele, RMC  
Kinnelon Borough Clerk

CERTIFICATION

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Karen M. Luele, RMC  
Kinnelon Borough Clerk

JANUARY 4, 2024

**RESOLUTION 01.35.24**

**AWARD OF A FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICE**

WHEREAS, the Borough of Kinnelon wishes to procure Borough Engineer services for the year 2024 in a "Fair and Open" manner; and

WHEREAS, the Borough of Kinnelon posted a Request for Borough Engineering services on its website on November 6, 2023, receiving proposals on November 28, 2023; and

WHEREAS, the Mayor and Council of the Borough of Kinnelon have determined that the proposal submitted by Darmofalski Engineering Associates, Inc, meets the requirements of the Request for Proposal and applicable laws.

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Kinnelon that Darmofalski Engineering Associates, Inc., 86 Newark Pompton Turnpike, Riverdale, NJ 074057 be and is hereby appointed as Borough Engineer as a professional service in accordance with NJSA 40A:11-5 et. seq.

Dated; January 4, 2024



Karen M. Luele, RMC  
Kinnelon Borough Clerk

CERTIFICATION

I, Karen M. Luele, Municipal Clerk of the Borough of Kinnelon state that this is a true resolution adopted at the Borough of Kinnelon Reorganization meeting held on January 4, 2024.



Karen M. Luele, RMC  
Kinnelon Borough Clerk

JANUARY 4, 2024


RESOLUTION: 01.36.2024

QUALIFIED PURCHASING AUTH  
AUTHORIZE TO  
PURCHASE GOODS AND SERVICES  
TO THE MAXIMUM AMOUNT

BE IT RESOLVED that Thomas F. Carroll be and is hereby appointed as the Qualified Purchasing Agent for the Borough of Kinnelon in accordance with NJSA 40A:11-9b; and

BE IT FURTHER RESOLVED that the Qualified Purchasing Agent is authorized to purchase goods and services to the maximum amount allowed under NJSA 40A:11A-3.


Dated January 4, 2024



Karen M. Iuele, RMC  
Kinnelon Borough Clerk

CERTIFICATION

I, Karen M. Iuele, Municipal Clerk of the Borough of Kinnelon state that this is a true resolution adopted at the Borough of Kinnelon Reorganization meeting held on January 4, 2024.



Karen M. Iuele, RMC  
Kinnelon Borough Clerk



RESOLUTION: 01.37.24

BOROUGH OF KINNELON SALARY  
RESOLUTION FOR 2024

BE IT RESOLVED that the salaries for various employees of the Borough of Kinnelon for the year 2024 are established as follows, effective January 1, 2024:

NAME	2024	Title
Robert Benecke	\$39,000	Chief Financial Officer
Thomas Carroll	\$100/hr	Borough Administrator
Karen luele	\$109,729	Clerk +
Chris Lauver	\$38,723	Tax Assessor
Judy O'Brien	\$34,797	Tax Collector
Dara Tanzola	\$75,521	Court Clerk
Mark Thomas	\$17,505	Zoning
Melanie Shuckers	\$87,481	Recreation Director
Andrew Wubbenhorst	\$33,615	Judge
Niosi, Joseph	\$115,000	Foreman
Struble, Brian	\$87,418	Assistant Foreman
John Whitehead	\$137,726	Supervisor
Gail Bresett	\$52,852	Clerk Assistant/Head Dispatcher
Laura Gakos	\$46,411	Accounts Payable +
Jen Highers	\$66,297	DPW Secretary +
Leigh Irwin	\$46,439	Tax Utility Collector
Ellen Haid	\$52,740	Payroll/Rec Coordinator +
Jen Stillman	\$84,248	Treasurer +
Barb Tartartilla	\$47,882	Police Records Admin
Bauer, John	\$42,744	Maintainer
Bepler, Daniel	\$42,744	Maintainer
DeNardis Nicholas	\$42,744	Maintainer
DiLaura, Dean	\$69,728	Maintainer
Groff, William	\$46,270	Maintainer
Magil, Thomas	\$86,310	Maintainer
Ploch, Paul	\$46,270	Maintainer
Stala, Leszek	\$68,391	Maintainer
Spellmon, Daniel	\$64,116	Maintainer
Vanacore, Santino	\$42,744	Maintainer
Vigneri, Todd	\$72,399	Maintainer
	hourly	
Michael Zaccagino	\$15.75	Museum Docent
Taryn Demeri	\$20.50	Dispatcher
Noah Durgin	\$20.50	Dispatcher

JANUARY 4, 2024

Nancy Heykoop	\$22.50	Dispatcher
Kristin Merker	\$22.50	Dispatcher
William Moere	\$20.50	Dispatcher
Ernest Palatucci	\$20.50	Dispatcher
Keith Pavlak	\$23.50	Dispatcher
Gloria Kerstner	\$20.27	Crossing Guard
Sara Parmer	\$20.27	Crossing Guard
Charlene Pellington	\$20.27	Crossing Guard
Toni Rago	\$20.27	Crossing Guard
Steven Caputo	\$37.50	Special Class III
Russell Curving	\$37.50	Special Class III
James Smith	\$37.50	Special Class III
Mark West	\$37.50	Special Class III
McCoy Steven	\$16.37	Recycling
Radimer Willard	\$16.37	Recycling
<b>Mayor and Council</b>		
James Freda	\$7,500.00	
Cynthia Frank	\$2,000.00	
Anthony Chirido	\$2,000.00	
Jonathan Eric Harriz	\$2,000.00	
Sean Mabey	\$2,000.00	
Vincent Russo	\$2,000.00	
William Yago	\$2,000.00	

Dated January 4, 2024



Karen M. Iuele, RMC  
Kinnelon Borough Clerk

CERTIFICATION

I, Karen M. Iuele, Municipal Clerk of the Borough of Kinnelon state that this is a true resolution adopted at the Borough of Kinnelon Reorganization meeting held on January 4, 2024.



Karen M. Iuele, RMC  
Kinnelon Borough Clerk


JANUARY 4, 2024

**MOTION TO APPROVE RESOLUTIONS 1.04.24 THRU 1.37.24**

Motion: Councilperson S. Mabey  
Second: Councilperson E. Harriz

Roll Call:      Councilman W. Yago, Yes;                      Councilman V. Russo, Yes;  
                     Councilman A. Chirido, Yes;                      Councilman C. Frank, Yes;  
                     Councilman S. Mabey, Yes;                      Councilman J. Harriz, Yes.

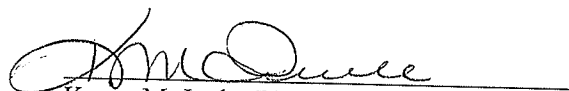
I, Karen M. Iuele, Municipal Clerk of the Borough of Kinnelon state that this is a true resolution adopted at the Borough of Kinnelon Reorganization meeting, held on January 4, 2024.

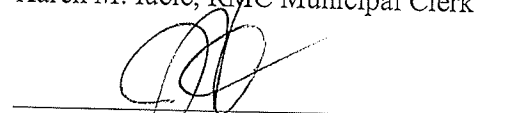
  
\_\_\_\_\_  
Karen M. Iuele, RMC  
Municipal Clerk

**15. ADJOURNMENT:**

This meeting adjourned at approximately 7:30 p.m. on motion by Councilperson Anthony Chirido seconded by Councilperson Cyndi Frank and the unanimous affirmative voice vote of all present.

Respectfully submitted by:

  
\_\_\_\_\_  
Karen M. Iuele, RMC Municipal Clerk

  
\_\_\_\_\_  
James J. Fredda, Mayor