

## **MEETING TO ORDER**

The annual reorganization meeting was called to order by James Freda at 7:00 p.m. on Thursday, January 6, 2026.

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 2025 edition of the Trends and was provided to the Star Ledger, Daily Record and North Jersey Herald News in December 2025. 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 Anthony Chirdo to come forward and was administered the oath of office of Councilman.

Mayor J. Freda asked J. E. Harriz 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 S. Mabey, Yes;	Councilman C. Frank, Yes;
	Councilman A. Chirdo, Yes;	Councilman R. Reckler, Yes.
	Councilman J.E. Harriz, Yes;	Councilman C. B. Lewis, Yes

## **ADMINISTRATION OF OATHS FOR 2026 FIRE CHIEFS**

Mayor J. Freda administers the oath of office to Thomas Stearn Kinnelon Fire Chief.

Mayor Freda administers the oath of office to Frank Pirog 1<sup>st</sup> Assistant Chief.

## **HEARING FROM THE PUBLIC**

## **RESOLUTION 1.01.26- ELECTION OF COUNCIL PRESIDENT**

Mayor Freda asked the governing body for nominations for Council President for the year 2026.

Councilman S. Mabey offered the name of Councilwoman C. Frank for Council President. This motion was seconded by Councilman A. Chirdo.

Mayor James Freda asked for a roll call.

Roll Call:	Councilman S. Mabey, Yes;	Councilman C. Frank, Yes;
	Councilman A. Chirdo, Yes;	Councilman R. Reckler, Yes.
	Councilman J.E. Harriz, Yes;	Councilman C. B. Lewis, Yes

## COUNCIL COMMITTEES APPOINTMENTS

### RESOLUTION 1.02.26 2026- COUNCIL COMMITTEES

FINANCE:	<u>CHIRDO, MABEY, LEWIS</u>
ORDINANCE:	<u>HARRIZ, CHIRDO, FRANK</u>
PERSONNEL:	<u>FRANK, MABEY, LEWIS</u>
PUBLIC SAFETY:	<u>CHIRDO, HARRIZ, RECKLER</u>
PUBLIC WORKS/	
UTILITIES:	<u>MABEY, CHIRDO, HARRIZ</u>
RECREATION/	
OPEN SPACE:	<u>LEWIS, MABEY, RECKLER</u>
COORDINATING:	<u>RECKLER, FRANK, LEWIS</u>

### Motion to Confirm Mayor's Appointments:

Motion: Councilperson Anthony Chirdo

Second: Councilperson Sean Mabey.

The roll was called and present and answering were:

Roll Call:	Councilman S. Mabey, Yes;	Councilman C. Frank, Yes;
	Councilman A. Chirdo, Yes;	Councilman R. Reckler, No.
	Councilman J.E. Harriz, Yes;	Councilman C. B. Lewis, No.

### RESOLUTION 1.03.25 - COUNCIL PLANNING BOARD REPRESENTATIVE CLASS III MEMBER (1 YEAR)

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

Motion: Councilperson Sean Mabey

Second: Councilperson Eric Harriz

Roll Call:	Councilman S. Mabey, Yes;	Councilman C. Frank, Yes;
	Councilman A. Chirdo, Yes;	Councilman R. Reckler, No.
	Councilman J.E. Harriz, Yes;	Councilman C. B. Lewis, Yes.

## **ANNUAL APPOINTMENTS AND DESIGNATIONS TO VARIOUS MUNICIPAL OFFICES, BOARDS AND COMMISSIONS: Resolution 1.04.2026**

### RESOLUTION 1.04.2026 2026 APPOINTMENTS

**BUSINESS ADMINISTRATOR**  
**CRAIG AMBROSIO**

**12/31/26**

**KINNELON BOROUGH CLERK**  
**KAREN IUELE**

**TENURE**

ACTING CHIEF FINANCIAL OFFICER JENNIFER STILLMAN	12/31/26
ASSISTANT CLERK ROBERT BENECKE	12/31/26
QUALIFIED PURCHASING AGENT THOMAS CARROLL	12/31/26
TREASURER (1 YEAR) JENNIFER STILLMAN	12/31/26
COLLECTOR OF TAXES (CTC) (4 YEARS) JUDITH O'BRIEN	12/31/27
TAX SEARCH OFFICER (1 YEAR) JUDITH O'BRIEN	12/31/26
ASSESSOR/APPRAYER (4 YEARS) CHRISTOPHER LAUVER	12/31/26
MUNICIPAL AUDITOR (1 YEAR) LERCH, VICI & BLISS LLP	12/31/26
MUNICIPAL COURT JUDGE (3 YEARS) ANDREW M. WUBBENHORST, ESQ.	12/31/26
MUNICIPAL PLANNER NEGLIA	12/31/26
MUNICIPAL COURT ADMINISTRATOR (1 YEAR) DARA TANZOLA	12/31/26
DEPUTY COURT CLERK (1 YEAR) PAT FICHNER	12/31/26
MUNICIPAL ATTORNEY (1 YEAR) GIBLIN & GANNAIO, LLC	12/31/26
MUNICIPAL LABOR ATTORNEY SEAN DIAS, ESQ.	12/31/26
BOROUGH BOND COUNCIL HAWKINS, DELAFIELD & WOOD LLP	12/31/26
MUNICIPAL PROSECUTOR (1 YEAR) CHRIS DILORENZO, ESQ.	12/31/26
PUBLIC DEFENDER (1 YEAR) DAVID AMDIO	12/31/26

<b>POLICE MATRON</b>		
NANCY HEYKOOP		12/31/26
GAIL BRESETT		12/31/26
TARYN DEMERI		12/31/26
LYNN TEDESCHI		12/31/26
 <b>CLASS III SPECIAL POLICE OFFICERS (1 YEAR)</b>		
MARK WEST		12/31/26
STEVEN CAPUTO		12/31/26
RUSSELL CURVING		12/31/26
JAMES SMITH		12/31/26
 <b>DARMOFALSKI ENGINEERING ASSOCIATES, INC.</b>		
THOMAS A. BOORADY, P.E., C.M.E.		12/31/26
 <b>PLANNING BOARD ENGINEER (1 YEAR)</b>		
THOMAS A. BOORADY, P.E., C.M.E.		12/31/26
 <b>TAX MAP &amp; SURVEYING (1 YEAR)</b>		
D.M.C. ASSOCIATES		12/31/26
 <b>WATER/WASTEWATER OPERATORS (1 YEAR)</b>		
DEBLOCK ENVIRONMENTAL SERVICES, LLC		12/31/26
 <b>CONSULTING ENGINEERING FOR BOROUGH OF KINNELLON, WASTE/WASTEWATER ENGINEERS (1 YEAR)</b>		
NEGLIA ENGINEERING		12/31/26
 <b>CERTIFIED RECYCLING PROFESSIONAL (1 YEAR)</b>		
JOSEPH NIOSI		12/31/26
 <b>CERTIFIED RECYCLING COORDINATOR (1 YEAR)</b>		
JOSEPH NIOSI		12/31/26
 <b>CERTIFIED PUBLIC WORKS SUPERINTENDENT</b>		
JOSEPH NIOSI		12/31/26
 <b>CLEAN COMMUNITY COORDINATOR</b>		
JOSEPH NIOSI		12/31/26
 <b>RIGHT TO KNOW COORDINATOR (1 YEAR)</b>		
JENNIFER ALIMURAT		12/31/26
 <b>OFFICE OF EMERGENCY MANAGEMENT COORDINATOR (3 YEARS)</b>		
RONALD RECKLER		12/31/27
 <b>LOCAL EMERGENCY PLANNING COUNCIL (1 YEAR)</b>		
JAMES FREDA, MAYOR (WITH TERM)		12/31/26
RONALD RECKLER, EMC		12/31/26
JEFFERY BRESETT DEPUTY OEM COORDINATOR (3 YRS.)		12/31/26
JOSEPH NAPOLETANO, POLICE CHIEF/DEPUTY EMC		12/31/26
JOSEPH NIOSI, PUBLIC WORKS MANAGER		12/31/26

DAVID MANGO, SUPERINTENDENT OF SCHOOLS	12/31/26
VINCENT SHIVES, SCHOOLS REPRESENTATIVE	12/31/26
JENNIFER ALIMURAT, SECRETARY	12/31/26
JOHN FUTCHER, FIRST AID SQUAD REP	12/31/26
REV. BEVERLY SULLIVANT, COMMUNITY REPRESENTATIVE	12/31/26
THOMAS STEARN, FIRE CHIEF	12/31/26
THOMAS CANTISANO, CONTRACTED HEALTH OFFICER	12/31/26
GAIL BRESETT, REPRESENTATIVE FROM FIRE COMPANY	12/31/26

**BOARD OF ADJUSTMENT (4 YEARS) (7MEMBERS)**

MIKE NICOSIA	12/31/26
RONALD MONDELLO ALT #1	12/31/26
OLGA GILHOOLEY ALT #2	12/31/26
STEVEN TOMBALAKIN ATTORNEY (ONE YR)	12/31/26
MORGAN WILKES	12/31/27
RACHAEL HERRINGTON	12/31/27
FRAN MALETSKY	12/31/27
GENE PASSALACQUA	12/31/28
TIM LOCKWOOD	12/31/29
VACANT	12/31/29

**SUSTAINABILITY & OPEN SPACE ADVISORY COMMITTEE (7 members)**

KAREN IUELE, RMC, SECRETARY	12/31/26
SARA ARMAGHAN	12/31/26
CHRISTOPHER LANNA	12/31/26
STEVE SPINELLI	12/31/27
VACANT	12/31/27
MADELINE FLORIO	12/31/27
KATHERN GALAZA	12/31/28
SCOTT KRUGER	12/31/28
RONALD RECKLER ALT #1	12/31/26
VACANT ALT #2	12/31/26

**LOCAL ASSISTANCE BOARD (4 YEARS)**

JIM FREDA (WITH TERM)	12/31/26
ROBERT LEWIS (WITH TERM)	12/31/27
JOSEPH NIOSI	12/31/28
JOSEPH NAPOLETANO	12/31/28
KAREN M. IUELE	12/31/29

**BOARD OF HEALTH (3 YEARS) (MEMBERS)**

DR. BERDJ FEREDJIAN	12/31/26
VACANT	12/31/26
FRED SCHILLETT	12/31/26
MIKE DECLARIO	12/31/27
JEFFERY BRESETT-VICE CHAIRPERSON	12/31/27
ROBERT HECKLER-CHAIRPERSON	12/31/28
CONNIE RUSH	12/31/28
VACANCY ALT #1	12/31/28
VACANCY ALT #2	12/31/28

**BOARD OF HEALTH SECRETARY PEQUANNOCK**

KAREN IUELE	12/31/26
-------------	----------

PUBLIC ASSISTANCE DIRECTOR KAREN IUELE	12/31/28
<b>HISTORICAL ADVISORY COMMITTEE (7MEMBERS) (3 YEARS)</b>	
JOHN CANNIE	12/31/26
SCOTT KRUGER (SOSAC LIAISON)	12/31/26
DAVID WILDING	12/31/26
LAURA C. OLSTEIN	12/31/27
PATRICIA DREW SHRAGIN	12/31/27
JAMES ROSELIUS	12/31/28
THOMAS KLINE	12/31/28
NIKI LOVELAND	12/31/28
VACANCY ALT#1	12/31/26
VACANCY ALT#2	12/31/27
<b>LOCAL HISTORIAN (1 YEAR)</b>	
THOMAS KLINE	12/31/26
<b>LIBRARY BOARD OF TRUSTEES</b>	
MAYOR JAMES FREDA	12/31/26
COUNCILMAN LEWIS	12/31/26
<b>PLANNING BOARD (9MEMBERS)</b>	
JAMES J. FREDA - CLASS I (ELECTED TERM)	12/31/26
STEVEN TOMBALAKIN, ESQ ATTORNEY (1 YEAR)	12/31/26
CLASS III	12/31/26
SCOTT KRUGER-SOSAC CLASS IV	12/31/26
THOMAS SCHNEIDER – CLASS IV	12/31/26
ALEX MERLUCCI- CLASS IV (4 YRS)	12/31/27
MARIBETH SMIALAK – CLASS IV	12/31/27
VACANCY (ALTERNATE #2 - 1 YRS) CLASS IV	12/31/27
ROBERT SCHWARTZ – CLASS IV	12/31/28
DAVID CSONTOS CLASS IV	12/31/28
WILLIAM BOSWELL (ALTERNATE #1)	12/31/29
TIM LOCKWOOD BD OF ADJ. CLASS IV	12/31/29
<b>RECREATION COMMITTEE (7 MEMBERS) (3 YERARS)</b>	
JEFFERY TRUSKOWSKI	12/31/26
NEVIN OKAY	12/31/26
CHERYL GRANDE	12/31/26
EVEN SWALLING	12/31/27
ADRIANNE FERRETTI	12/31/27
AMANDO MANNA ALT#2	12/31/27
JESSICA WILSON Alt #1	12/31/28
JESSICA GRAUSO	12/31/28
GREG BRANCELEONE	12/31/28
<b>PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY</b>	
MORGAN WILKES (5 YEARS)	01/31/27
SEAN MABEY	01/31/28

CHIEF: KINNELON VOLUNTEER FIRE COMPANY THOMAS STEARN (1 YEAR)	12/31/26
1ST ASSISTANT CHIEF: KINNELON VOLUNTEER FIRE COMPANY FRANK PIROG (1 YEAR)	12/31/26
FIRE CHAPLAIN: REVEREND BEVERLY SULLIVANT	12/31/26
FIRE SURGEON: DR. FRANK KIELAR	12/31/26
KINNELON DIAL-A-RIDE REPRESENTATIVE CRAIG AMBROSIO	12/31/26
KINNELON ALLIANCE COMMITTEE (K-CARES) (3 YRS) (7MEMBERS)	
COUNCILMAN R. LEWIS	12/31/26
COUNCILMAN R. RECKLER	12/31/26
ROB MASI	12/31/28
CARRIE BOTT	12/31/28
JOSEPH NAPOLETANO, POLICE CHIEF	12/31/27
VACANCY	12/31/27
VACANCY	12/31/27
REPRESENTATIVE TO M.C.M.J.J.I.F. (1 YEAR)	
CRAIG AMBROSIO	12/31/26
ALT MAYOR JAMES J. FREDA	12/31/26
SAFTEY COORDINATOR M.C.M.J.J.I.F. (1 YEAR)	
JOSEPH NIOSI	12/31/26
FORESTER (1 YEAR)	
JOHN LINSON	12/31/26
COMMUNITY DEVELOPMENT REVENUE SHARING COMMITTEE (1 YEAR)	
MAYOR JAMES J. FREDA	12/31/26
RISK MANAGER (1YEAR)	
PROFESSIONAL INSURANCE ASSOCIATES	12/31/26
HIF DENTAL INSURANCE FUND COMMISSIONER	
MAYOR JAMES FREDA	12/31/26
CRAIG AMBROSIO	
DIGITAL ASSURANCE CERTIFICKTION LLC	12/31/26
HEALTH INSURANCE FUND	
CRAIG AMBROSIO	12/31/26
ALT. MAYOR JAMES FREDA	12/31/26

Motion: Councilperson Sean Mabey  
Second: Councilperson Eric Harriz

Roll Call:      Councilman S. Mabey, Yes;  
                    Councilman A. Chirdo, Yes;  
                    Councilman J.E. Harriz, Yes;      Councilman C. Frank, Yes;  
                    Councilman R. Reckler, No.  
                    Councilman C. B. Lewis, Yes.

**CONSENT AGENDA-VARIOUS RESOLUTIONS 01.05.2026 – 01-29-2026**

**RESOLUTION 1.05.26 TEMPORARY BUDGET:**

WHEREAS, the Local Budget Law, N.J.S.A. 40A:4-1 et seq., provides that until the official annual budget for the budget year is adopted, a temporary budget not exceeding 26.25% of the total of all appropriations of the preceding year's budget, excluding appropriations for debt service, capital improvement fund, and public assistance must be adopted covering the first quarter of the fiscal year; and

WHEREAS, N.J.S.A. 40A:4-1 et seq. further provides that the governing body of a municipality must adopt by resolution, within the first thirty (30) days for the fiscal year, a temporary budget; and

WHEREAS, the total appropriations for the 2025 Borough of Kinnelon Annual Budget, exclusive of any appropriations for debt service, capital improvements, and public assistance is \$15,794,009.00; and

WHEREAS, 26.25% of total appropriations for the 2025 Annual Budget, exclusive of any appropriations for debt service, capital improvements, and public assistance is \$4,145,927.36 and thus, shall be the maximum amount of the 2026 Borough of Kinnelon Temporary Budget.

BE IT RESOLVED that the Introduced Official Budget shall serve as the Temporary Budget; if, pursuant to N.J.S.A. 40A:4-19.1, the Director of the Division of Local Government Services extends the budget dates pursuant to N.J.S.A. 40A:4-5.1, then the introduced official budget shall serve as the temporary budget, until the annual budget is adopted.

BE IT FURTHER RESOLVED that the scheduled payments for Debt Service are hereby approved pursuant to the payment schedules maintained in the Finance Department.

BE IT FURTHER RESOLVED that the water utility and sewer utility appropriations and expenses are hereby approved, including all engineering, design and bid expenses regarding the PRV replacement at Kiel Avenue. Should the bid award for the PRV replacement take place prior to budget introduction then the award may take place under the 2026 temporary water budget.

BE IT FURTHER RESOLVED that 26.25 percent of the total appropriations in the 2025 Budget less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2025 Budget is as follows:

General	\$ 4,145,927.36
Water Utility	\$ 211,391.25
Sewer Utility	\$ 117,783.75

BE IT FURTHER RESOLVED that the following temporary appropriations are hereby made for 2026 and for debt service as indicated above:

General	\$ 4,145,927.36
Water Utility	\$ 211,391.25
Sewer Utility	\$ 117,783.75

Dated: January 6, 2026

Karen M. Iuele, RMC, Borough Clerk

**RESOLUTION 1.06.26 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, 2025, at the rate or rates heretofore governing, and on all delinquents on and after January 1, 2025, 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.

\* \* \*

**RESOLUTION 1.07.26 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 2025 in accordance with N.J.S.A. 40A:5-17.1.

\* \* \*

### **RESOLUTION 1.08.26 CASH MANAGEMENT PLAN**

#### **A RESOLUTION FOR THE CASH MANAGEMENT PLAN OF BOROUGH OF KINNELON**

WHEREAS, pursuant to the provisions o N.J.S.A. 40A:5-14, the Borough of Kinnelon adopts a Cash Management Plan; and

WHEREAS, pursuant to 40A:5-15b, the cash management plan may be modified from time to time; and

WHEREAS the Joint Insurance Fund Cyber Security Best Practices Plan requires a Cash Management Plan to include certain compliance matters; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Kinnelon, Morris County, State of New Jersey, as follows:

1. The terms of the preamble are hereby restated as if set forth in full herein.
2. The Borough of Kinnelon follows the Municipal Excess Liability (MEL) Joint Cash Management and Investment Program (JCMI) Banking Best Practices governing wire transfers, ACH payment and check issuance attached to this resolution. The Finance Officer will further confirm that its financial institution will adhere to these requirements.
3. That the Amended Cash Management Plan for the Borough of Kinnelon be and hereby is adopted.
4. A copy of the Amended Cash Management Plan is attached hereto and made a part of this resolution.

BE IT FURTHER RESOLVED that the proper officials be and are hereby authorized to do all things Necessary to carry out the intent of the resolution.

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.

I, Karen M. Iuele, Municipal Clerk of the Borough of Kinnelon, do hereby certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Council of the Borough of Kinnelon held this 6<sup>th</sup> day of January 2026.



Karen M. Iuele, RMC  
Municipal Clerk

## *Best Practices for Wire Transfers and ACH Payments*

1. **Review contracts with financial institutions** - Your entity's legal counsel must immediately review all agreements and be certain that the "presumptive liability" is placed on financial institutions that process wire transfers and ACH payments.
2. **Confirm receipt of Best Practices** - Verify that your Chief Financial Officer has reviewed each of these practices and provides specific "no exception guidelines" as to wire transfer and ACH payment policy and procedures.
3. **Include Best Practices in Annual Cash Management Plan** - Require that your Chief Financial Officer includes the entire Best Practices for Wire Transfer, ACH Payments, and Check Issuance protocol as part of the Annual Cash Management Plan pursuant to N.J.S.A. 40A:5-14, which is required to be adopted annually by the governing body.
4. **Establish specific wire transfer and ACH payment requirements** - Wire transfers payments are completed the same day while ACH payments take 1-2 business days for the transaction to be completed. Banking institutions have indicated that ACH payments are more secure than wire transfers. The following requirements must be part of your wire transfer and ACH payments policy:
  - a. identify at least two authorized individuals in the covered entity who are authorized to execute and confirm wire transfers and ACH payments respectively. The Official with financial administrative rights that is tasked with this process is required to have an appropriate level of responsibility. This official will set up the wire transfer or the ACH payment and the other official, also with an appropriate level of responsibility will authorize the release of the wire or ACH payment directly with the bank utilizing a separate platform other than the electronic platform utilized to initiate the wire, ... Telephone call or Phone Text, not an email on the same network.
  - b. Free form wire transfers and ACH payments must be blocked in the banking system. Only wire transfers where an approved wire or ACH template is authorized are allowed. Wire and ACH Template authorizations should go through the same approval process as noted in a. above, wherein the Finance office initiates and the Administrative office confirms. Also, any changes to a template must be authorized using this same process. A wire transfer or ACH payment requires at least two forms of verification from the vendor bank before a transfer can be authorized. The verification should include: (i) Multi-factor authentication for each authorized user; (ii) user verbal authorization and verbal confirmation using phone contact information on file, not the phone number in an email; and (iii) a limited email exchange to confirm the wire transfer. The additional factor(s) can be a text with a code sent to an authorized user's smartphone, a hard token, or biometrics. The email exchange shall never contain specific information relating to the actual contents of the transfer.
- c. For all wire/ACH transfer of funds, the following information is required:
  - i. Must create a template for all transactions.
  - ii. Name of person spoken to, including the recipient vendor title and telephone number
  - iii. Name of the two individuals from the covered entity that verbally and in writing confirmed the authorization of the transfer, and the receiving bank information, including routing number, account number and dollar amount.
  - iv. Confirming telephone call to vendor/receiving entity verifying transfer authorization, receiving bank information including routing number, account number and dollar amount.
  - v. Memorialization of the transfer and confirmation of completion of the transaction
  - vi. Exception to the above is when a recurring transaction with an established template is transacted, steps iii-v will not have to be completed.

- d. Memorialization of each transfer/payment must be filed with the Chief Financial Officer/JIF treasurer and made available for audit.
- e. A detailed description of all wire transfers and ACH payments must be filed with the Chief Administrative Officer and the Clerk.
- f. Verbally confirm, within 24 hours, with receiving vendor/entity that the funds were credited to their account.
- g. Entities are required to establish a policy restricting the frequency of wire transfers to infrequent or emergent matters, and real estate transactions, rather than for routine payments to vendors. The frequency of fraudulent transactions for wire transfers is far greater than for checks. Templates must be set up for wire transfers and ACH payments.
- h. Entities are required to placing a dollar limit on wire transfers and ACH payments that is reasonable to your size entity but recognize when setting that limit that your coverage is limited to the maximum coverage of the crime policy and your entity will be responsible for any losses between the coverage limits and the wire limit you set.
- i. Establish on-line banking alerts for all wires & ACHs changes to a template. The online banking policy must include a requirement that the wire/ACH is not released until the recipient of the alert approves it.
- j. Covered entities are required to restrict all permissions on international wires. Authorized users are required to set up the restrictions on the banking institution's on-line system.
- k. Each Chief Financial Officer must utilize blocks and alerts in their banking system to ensure that any transactions not specifically authorized will be flagged by the banking system, and the Chief Financial Officer must authorize each flagged transaction. **The use of a Payee Positive Pay system for all checks and ACH transactions is required.** Additionally, daily review of overnight transactions and balances to identify any unusual transactions or events is strongly recommended.
- l. Notify the bank and Chief Financial Officer/Treasurer/Responsible individual immediately if suspicious activity is detected.

\* \* \*

\*  
\*  
\*  
\*  
\*  
\*  
\*

**RESOLUTION 1.09.26 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  
Provident 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 Provident Bank, be authorized to continue the existing payroll accounts known as "Kinnelon Borough – Payroll Account".

\* \* \*

**RESOLUTION 1.10.26 AUTHORIZATION OF PAYMENT SIGNATORIES FOR 2025**

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, Acting CMFO & Treasurer

**RESOLUTION 1.11.26 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 Provident 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 2026, in accordance with the signature cards on file in said bank.

\* \* \*

**RESOLUTION 1.12.26 ESTABLISH 2026 MONTHLY WORKSHOP AND MEETING DATES**

RESOLVED that the Kinnelon Borough Governing Body shall meet on the second Thursday of every month during 2026 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 2026 where action may or may not be taken.

\* \* \*

**RESOLUTION 1.13.26 ESTABLISH FEE FOR MEETING NOTIFICATION**

RESOLVED that the sum of \$5.00 be fixed as the fee for calendar year 2026 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.

\* \* \*

**RESOLUTION 1.14.26 APPOINTMENT OF CERTIFYING OFFICER AND SUPERVISING CERTIFYING OFFICER**

RESOLVED that the Acting Certified Municipal Financial Officer, Jennifer Stillman, serves as Kinnelon Borough Certifying Officer to the Public Employees Retirement System of New Jersey and the Police and Firemen's Retirement System of New Jersey for the year 2026.

\* \* \*

**RESOLUTION 1.15.26 ESTABLISHMENT OF PAYROLL WAGE PAYMENTS**

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

\* \* \*

**RESOLUTION 1.16.26 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 2026.

\* \* \*

**RESOLUTION 1.17.26 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 2026.

\* \* \*

**RESOLUTION 1.18.26 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 2026.

\* \* \*

**RESOLUTION 1.19.26 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 2026.

\* \* \*

**RESOLUTION 1.20.26 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 2026.

\* \* \*

**RESOLUTION 1.21.26 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 2026.

\* \* \*

**RESOLUTION 1.22.26 ESTABLISH \$200 CHANGE FUND FOR CLERK'S OFFICE**

RESOLVED that the \$200.00 change fund established for the use of the Clerk's office, be continued for the year 2026.

\* \* \*

**RESOLUTION 1.23.26 CELL PHONE REIMBURSEMENT**

RESOLVED that the base rate and toll call charges for Borough business only, involving the cell phones of Certified Public Works Manager and Joseph Niosi, Working Foreman, Police Chief Joseph Napoletano, Police Captain, Police Lieutenant, Business Administrator, Borough Clerk, Recreation Director, Certified Municipal Finance Officer, Assistance & Certified Finance Officer to be paid by the Borough of Kinnelon for the year 2026.

\* \* \*

**RESOLUTION 1.24.26 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.

\* \* \*

**RESOLUTION 1.25.26 AUTHORIZE GROUP LIFE INS. FOR KINNELON VOLUNTEER FIRE COMPANY MEMBERS IN AMOUNT OF \$10,000 EACH FOR THE YEAR 2026**

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 2026.

\* \* \*

**RESOLUTION 1.26.26 - 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

JANUARY 6, 2026

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 2026, 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 6, 2026.

Dated: January 6, 2026

Karen M. Iuele, RMC  
Municipal Clerk

\* \* \* \* \*

**RESOLUTION 1.27.26**

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

WHEREAS, it is the policy of the Borough of 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

JANUARY 6, 2026

person who reports alleged violations in bad faith shall be subject to appropriate discipline.

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. Iuele, 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 6, 2026.

Dated: January 6, 2026



Karen M. Iuele, Borough Clerk

January 6, 2026

RESOLUTION: 01.28.26

BOROUGH OF KINNELON SALARY  
RESOLUTION FOR 2026

BE IT RESOLVED that the salaries for various employees of the borough of Kinnelon for the year 2026 are established as follows, effective January 1, 2026

NAME	2026	Title
Ambrosio, Craig	\$152,250	Borough Administrator
Benecke, Robert	\$24,000	Assistant Clerk
Carroll, Thomas	\$12,000	QPA
Cifelli, Nicholas	\$180,941	Captain
Hill, Carlyn	\$45,760	Confidential Assistant
Iuele, Karen	\$119,824	Borough Clerk
Lauver, Chris	\$42,286	Tax Assessor
Mucci, Christopher	\$169,050	Lieutenant
Napoletano, Joseph	\$195,303	Chief
Niosi, Joseph	\$150,397	Superintendent
O'Brien, Judy	\$37,998	Tax Collector
Schuckers, Melanie	\$95,529	Recreation Director
Shortway, Douglas	\$169,050	Lieutenant
Spellmon, Daniel	\$96,600	Foreman
Stillman, Jennifer	\$118,207	CFO
Struble, Brian	\$95,461	Assistant Foreman
Tanzola, Dara	\$82,469	Court Clerk
Thomas, Mark	\$19,115	Zoning
Wubbenhorst, Andrew	\$36,708	Judge
Alimurat, Jennifer	\$71,706.84	DPW Secretary
Bresett, Gail	\$57,165.72	Assistant Clerk/Head Dispatcher
Gakos, Laura	\$53,094.18	Accounts Payable/Finance Assistant
Haid, Ellen	\$57,043.58	Payroll/Finance Assistant
Hill, Carlyn	\$47,590.40	Utility Tax Collector
Irwin, Leigh	\$55,206.74	Deputy Tax Collector
Stanzilis, Michael	\$45,760.00	Clerk Assistant
Tartarilla, Barbara	\$54,776.80	Police Records Admin
Ashby, Adam	\$46,280.00	Maintainer-eff 1/21/26 \$47,548.80
Bauer, John	\$58,531.20	Maintainer
Bepler, Daniel	\$58,531.20	Maintainer
DiLaura, Dean	\$76,273.60	Maintainer + CDL
Gallegan, Andrew	\$55,931.20	Maintainer + CDL-eff 9/08/2026 \$59,571.20
Groff, William	\$58,531.20	Maintainer
Miller, Dylan	\$54,891.20	Maintainer-eff 1/27/2026 \$58,531.20
Olsen, Derek	\$67,724.80	Maintainer + CDL

Pena, Hansel	\$69,347.20	Mechanic/Maintainer
Stala, Leszek	\$74,817.60	Maintainer + CDL
Vanacore, Santino	\$54,891.20	Maintainer
Vigneri, Todd	\$79,185.60	Maintainer
Calabro, Angelo	\$78,973.02	Patrol Officer- eff 12/01/26 \$90,281.15
Conte, Skyler	\$78,973.02	Patrol Officer- eff 11/01/26 \$90,281.15
Economou, James	\$161,920.93	Sergeant
Ehrenburg, Mark	\$161,920.93	Sergeant
Ferriola, Ricky	\$161,920.93	Sergeant
Jonker, Daniel	\$90,281.15	Patrol Officer - eff 05/01/26 \$98,148.71
Kelly, Keith	\$149,227.27	Sr. Patrol Officer
Koval, David	\$149,227.27	Sr. Patrol Officer
Mc Donnell, Patrick	\$155,574.10	Detective
Savittieri, Joseph	\$63,237.91	Probation Police Officer -eff 4/4/26 \$71,105.47
Solari, Matthew	\$149,227.27	Sr. Patrol Officer
Van Dyke, Tyler	\$90,281.15	Patrol Officer - eff 05/01/26 \$98,148.71
	<b>Hourly</b>	
Demeri, Taryn	\$22.50	Dispatcher
Heykoop, Nancy	\$25.00	Dispatcher
Kneiser, Alex	\$20.50	Dispatcher-eff 03/11/2026 \$21.50
Leaver, Scott	\$20.00	Dispatcher-eff 1/08/26 \$20.50 7/08/26 \$21.50
Longaker, Gretchen	\$22.50	Dispatcher
Moore, William	\$22.50	Dispatcher
Moscatello, Michael	\$22.50	Dispatcher
Palatucci, Ernest	\$23.50	Dispatcher
Tedeschi, Lynn	\$20.50	Dispatcher-eff 02/04/26 \$21.50
Caputo, Steven	\$37.50	Class III Officer
Curving, Russell	\$37.50	Class III Officer
Smith, James	\$37.50	Class III Officer
West, Mark	\$37.50	Class III Officer
McCoy, Steven	\$17.87	Recycling
Radimer, William	\$17.87	Recycling
Zaccagnino, Michael	\$17.20	Museum Docent
Doty, David	\$25.12	Recreation Coordinator
	<b>Mayor and Council</b>	
Freda, James	\$7,500	
Chirdo, Anthony	\$2,000	
Frank, Cynthia	\$2,000	
Harriz, Jonathan Eric	\$2,000	
Lewis, Robert	\$2,000	
Mabey, Sean	\$2,000	
Reckler, Ronald	\$2,000	

JANUARY 6, 2026

Resolution 01.29.2026

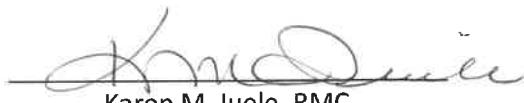
APPOINTMENT OF POSITIONS  
FOR INDIVIDUAL OFFICES OR  
POSITIONS

WHEREAS, the Mayor and Council wish to holdovers on a month-to-month basis where individuals were not specifically appointed; and

WHEREAS, for any offices or employment positions where an individual was not specifically appointed, the current holder of the office or position shall remain herein.

NO THEREFORE, BE IT RESOLVED the Mayor and Council wishes to holdover on a month-to-month basis where individuals were not specifically appointed. For any offices or employment positions where an individual was not specifically appointed, the current holder of the office or position shall remain herein.

Dated: January 6, 2026



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 6, 2026.



Karen M. Iuele, RMC  
Kinnelon Borough Clerk

\*  
\*  
\*  
\*  
\*  
\*  
\*  
\*  
\*  
\*  
\*  
\*  
\*

JANUARY 6, 2026

**MOTION TO APPROVE RESOLUTIONS 1.04.26 THRU 1.29.26**

Motion: Councilperson A. Chirdo  
Second: Councilperson S. Mabey

Roll Call:      Councilman S. Mabey, Yes;  
                    Councilman A. Chirdo, Yes;  
                    Councilman J.E. Harriz, Yes;      Councilman C. Frank, Yes;  
                    Councilman R. Reckler, Yes.  
                    Councilman C. B. Lewis, 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 6, 2026.



Karen M. Iuele, RMC  
Municipal Clerk

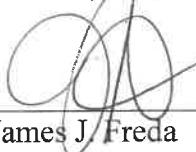
**16. ADJOURNMENT:**

This meeting adjourned at approximately 8:45 p.m. on motion by Councilperson seconded by Councilperson E. Harriz and the unanimous affirmative voice vote of all present.

Respectfully submitted by:



Karen M. Iuele, RMC Municipal Clerk



\_\_\_\_\_  
Mayor James J. Freda