

MEETING TO ORDER

The annual reorganization meeting was called to order by Mayor James Freda at 7:00 p.m. on Thursday, January 3, 2022.

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 29, 2021 edition of the Trends and was provided to the Star Ledger, Daily Record and North Jersey Herald News on December 29, 2021. 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 Freda asked Vince Russo to come forward and was administered the oath of office of Councilman.

Mayor Freda asked William Yago 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 R. Roy, Yes;	Councilman R. Charles, Yes.
	Councilman S. Mabey, Yes;	Councilman J. Lorkowski, Yes

HEARING FROM THE PUBLIC

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

Several Commissioners were presents and wish everyone a Safe and Healthy New Year.

Camille Kassar, Kinnelon Municipal Prosecutor, stated that he thanked everyone for appointing as the new Prosecutor and wish everyone a safe and healthy New Year, and welcomed working for Kinnelon.

Mayor Freda asked if anyone else wishes to be heard. Hearing none Mayor Freda closed this portion of the meeting.

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RESOLUTION 1.01.22- ELECTION OF COUNCIL PRESIDENT

Mayor Freda asked the governing body for nominations for Council President for the year 2022.

Councilman V. Russo offered the name of Councilman R. Charles for Council President. This motion was seconded by Councilman W. Yago.

There were no other nominations and Mayor James Freda offered a motion to close the nominations.

Roll Call:	Councilman W. Yago, Yes	Councilman V. Russo, Yes
	Councilman R. Roy, Yes	Councilman R. Charles, Yes
	Councilman S. Mabey, No	Councilman J. Lorkowski, Yes.

COUNCIL COMMITTEES APPOINTMENTS

RESOLUTION 1.02.22- 2022- COUNCIL COMMITTEES

FINANCE:	<u>YAGO, CHARLES, RUSSO</u>
ORDINANCE:	<u>RUSSO, ROY, YAGO</u>
PERSONNEL:	<u>YAGO, RUSSO, ROY</u>
PUBLIC SAFETY:	<u>YAGO, CHARLES, RUSSO</u>
PUBLIC WORKS:	<u>MABEY ROY, CHARLES</u>
UTILITIES:	<u>CHARLES, ROY, LORKOWSKI</u>
RECREATION:	<u>MABEY, LORKOWSKI, RUSSO</u>
COORDINATING:	<u>ROY, MABEY, LORKOWSKI</u>
OPEN SPACE:	<u>CHARLES, LORKOWSKI, YAGO</u>
TECHNOLOGY:	<u>LORKOWSKI, CHARLES, MABEY</u>

Motion to Confirm Mayor's Appointments:

Motion: Councilperson, V. Russo
Second: Councilperson, R. Charlies

The roll was called and present and answering were:

Roll Call:	Councilman W. Yago, Yes	Councilman V. Russo, Yes
	Councilman R. Roy, Yes	Councilman R. Charles, Yes
	Councilman S. Mabey, Yes	Councilman J. Lorkowski, Yes.

RESOLUTION 1.04.22
2022 APPOINTMENTS

	TERM EXPIRATION
CHIEF FINANCIAL OFFICER CHARLIE DANIEL	TENURE
BUSINESS ADMINISTRATOR CHARLIE DANIEL	12/31/22
QUALIFIED PURCHASING AGENT CHARLIE DANIEL	12/31/22
TREASURER (1 YEAR) JENNIFER STILLMAN	12/31/22
MUNICIPAL IMPROVEMENT SEARCH OFFICER & SUB-DIVISION SEARCH OFFICER (1 YEAR) KAREN M. IUELE, RMC	12/31/22
AGENT OF CENTRAL PURCHASE, INVESTMENT OFFICER (1 YEAR) JENNIFER STILLMAN	12/31/22
PUBLIC AGENCY COMPLIANCE OFFICER (1 YEAR) KAREN M. IUELE, RMC	12/31/22
TAX SEARCH OFFICER (1 YEAR) JUDITH O'BRIEN	12/31/22
MUNICIPAL AUDITOR (1 YEAR) NISIVOCIA, LLP	12/31/22
MUNICIPAL COURT ADMINISTRATOR (1 YEAR) DARA TANZOLA	12/31/22
DEPUTY COURT CLERK (1 YEAR) ASHLEY FRITZ	12/31/22
BOROUGH ATTORNEY (1 YEAR) BUZAK LAW GROUP, LLC	12/31/22
LABOR ATTORNEY (1 YEAR) DORSEY & SEMRAU	12/31/22
BOROUGH BOND COUNCIL (1 YEAR) HAWKINS, DELAFIELD & WOOD LLP	12/31/22
MUNICIPAL PROSECUTOR (1 YEAR) CAMILLE KASSAR	12/31/22
PUBLIC DEFENDER (1 YEAR) DAVID A. AMADIO	12/31/22

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MUNICIPAL PLANNER (1 YEAR) BURGIS ASSOCIATES, INC.	12/31/22
CLASS III SPECIAL POLICE OFFICER (1 YEAR) MARK WEST	12/31/22
STEVEN CAPUTO	12/31/22
RUSSELL CURVING	12/31/22
SCHOOL CROSSING GUARDS (1 YEAR) TONI RAGO	12/31/22
CHARLENE PELLINGTON	12/31/22
GLORIA KERSTNER	12/31/22
MARLENE WALSH	12/31/22
POLICE MATRON (1 YEAR) NANCY HEYKOOP, GAIL BRESETT, KRISTIN MERKER	12/31/22
ANIMAL CRUELTY INVESTIGATOR LISA PERRY	12/31/22
TAX MAP & SURVEYING (1 YEAR) DMC ASSOCIATES	12/31/22
WATER/WASTEWATER ENGINEERS (1 YEAR) CREW ENGINEERS, INC.	12/31/22
WATER & WASTEWATER OPERATOR (1 YEAR) DE BLOCK ENVIRONMENTAL SERVICES, LLC	12/31/22
CERTIFIED RECYCLING COORDINATOR (1 YEAR) JOHN WHITEHEAD	12/31/22
CERTIFIED RECYCLING PROFESSIONAL (1 YEAR) JOHN WHITEHEAD	12/31/22
CLEAN COMMUNITY COORDINATOR (1 YEAR) JOHN WHITEHEAD	12/31/22
RIGHT TO KNOW COORDINATOR (1 YEAR) JENNIFER HIGHERS	12/31/22
LOCAL EMERGENCY MANAGEMENT PLANNING COUNCIL (1 YEAR) JAMES J. FREDA, MAYOR	12/31/22
RANDALL CHARLES, EMC	12/31/22
JEFFERY BRESETT, DEPUTY OEM REPRESENTATIVE	12/31/22
JOSEPH NAPOLETANO, CHIEF OF POLICE/DEPUTY EMC	12/31/22
ALAN BRESETT, SCHOOL REPRESENTATIVE/DEPUTY EMC	12/31/22
DIANE DiGIUSEPPE, SUPERINTENDENT OF SCHOOLS	12/31/22
VINCENT SHIVAS, SCHOOLS REPRESENTATIVE	12/31/22
JENNIFER ALMURAT SECRETARY	12/31/22
JOHN WHITEHEAD, PUBLIC WORKS MANAGER	12/31/22
JOHN FUTCHER, FIRST AID REPRESENTATIVE	12/31/22
REV. BEVERLY SULLIVANT, COMMUNITY REPRESENTATIVE	12/31/22
JAMES BOSCH, FIRE CHIEF	12/31/22
THOMAS CANTISANO, CONTRACTED HEALTH OFFICER	12/31/22
GAIL BRESETT, REPRESENTATIVE FROM FIRE COMPANY	12/31/22

ZONING OFFICIAL (1 YEAR) MARK THOMAS	12/31/22
PUBLIC ASSISTANT DIRECTOR KAREN IUELE	12/31/22
HISTORICAL PRESERVATION ADVISORY COMMITTEE (3 YRS) MARY DIBRIDGIDA ROBERT ROY	12/31/24 12/31/24
LOCAL HISTORIAN THOMAS KLINE	12/31/22
KINNELON BOROUGH FORESTER JOHN LINSON	12/31/22
BOARD OF ADJUSTMENT CHERYL CANALE	12/31/24
PLANNING BOARD WILLIAM YAGO-COUNCILPERSON CLASS III STEVE SAVINO MARYBETH SMIALAK TIM LOCKWOOD	12/31/22 12/31/25 12/31/25 12/31/25
RECREATION COMMITTEE NEVIN OKAY EVEN SWALLING	12/31/24 12/31/24
CHIEF: KINNELON VOLUNTEER FIRE COMPANY CHIEF JEFFERY BRESETT	12/31/22
1ST ASSISTANT CHIEF: KINNELON VOLUNTEER FIRE COMPANY ANDREW HEILMANN	12/31/22
KINNELON VOLUNTEER FIRE COMPANY (1 YEAR) FIRE CHAPLAIN: REV. BEVERLY SULLIVANT	12/31/22
FIRE SURGEON: (1 YEAR) DR. FRANK KIELAR	12/31/22
KINNELON DIAL-A-RIDE REPRESENTATIVE (1 YEAR) VINCE RUSSO	12/31/22
KINNELON ALLIANCE COMMITTEE COUNCILMAN VINCENT RUSSO JOSEPH NAPOLETANO DIANE DEGIUSEPPE-SUPERINDENT OF SCHOOLS BERNADINE FERRARI NEWIN OKAY ROBERT JONES	12/31/24 12/31/24 12/31/24 12/31/24 12/31/24 12/31/24

REPRESENTATIVE TO MORRIS COUNTY MUNICIPAL JOINT INS. FUND	
MAYOR JAMES J. FREDA	12/31/22
CHARLIE DANIEL	12/31/22
SAFTEY COORDINATOR M.C.J.I.F.	
JOHN WHITEHEAD	12/31/22
LIBRARY LIAISON & MAYOR’S REPRESENTATIVE	
VINCENT RUSSO	12/31/22
OPEN SPACE ADVISORY COMMITTEE	
STEVE SPINELLI	12/31/24
COMMUNITY DEVELOPMENT REVENUE SHARING (1 YEAR)	
MAYOR, JAMES J. FREDA	12/31/22
RISK MANAGER (1 YEAR)	
THE VOZZA AGENCY	12/31/22
PHOENIX ADVISORS, LLC	
INDEPENDENT REGISTERED MUNICIPAL ADVISOR	12/31/22

Motion to Confirm: Councilperson V. Russo
Second: Councilperson S. Maybe

Roll Call:	Councilman W. Yago: Yes	Councilman V. Russo: Yes
	Councilman R. Roy: Yes	Councilman R. Charles: Yes
	Councilman G. Mabey: Yes	Councilman J. Lorkowski: 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 3, 2022.

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

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RESOLUTION 1.05.22 TEMPORARY BUDGET:

WHEREAS, 40A: 4-19 Local Budget Act provides that (where any contracts, commitments or payments are to be made prior to the final adoption of the 2022 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 2022, and
 WHEREAS, the total appropriations in the 2021 Budget, less appropriations made for the capital improvement fund, debt services and relief of the poor (public assistance) are as follows:

General	\$13,043,803.00
Water Utility	\$ 558,966.00
Sewer Utility	\$ 478,069.00

WHEREAS, 26.25 percent of the total appropriations in the 2021 Budget less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2021 Budget is as follows:

General	\$ 3,423,998.00
Water Utility	\$ 146,728.00
Sewer Utility	\$ 125,493.00

WHEREAS, payments for the principal and interest are not included within the calculation for the temporary budget; and

WHEREAS, the Borough has a debt service payment due prior to the adoption of the 2022 budget in the amount of \$1,088,991.0000 (General Principal and Interest) and \$28,816.00 (Water Principal and Interest) and General Principal Interest on Notes \$46,693.00.

BE IT RESOLVED that the following temporary appropriation are hereby made for 2022 and for debt service:

General	\$3,423,998.00
Water Utility	\$ 146,728.00
Sewer Utility	\$ 125,493.00
Debt Payment-General	\$1,088,991.00
Water	\$ 28,816.00
General Interest on Notes	\$ 46,693.00

Motion: Councilman W. Yago
 Second: Councilman V. Russo

Roll Call: Councilman W. Yago: Yes Councilman V. Russo: Yes
 Councilman R. Roy: Yes Councilman R. Charles: Yes
 Councilman G. Mabey: Yes Councilman J. Lorkowski: 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 3, 2022.

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

RESOLUTION 1.08.22 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 1.09.22 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

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”.

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RESOLUTION 1.10.22 AUTHORIZATION OF PAYMENT SIGNATORIES FOR 2022

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
- Charles Daniel, Certified Finance Officer

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RESOLUTION 1.11.22 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 2022, in accordance with the signature cards on file in said bank.

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RESOLUTION 1.12.22 ESTABLISH 2022 MONTHLY WORKSHOP AND MEETING DATES

RESOLVED that this Mayor and Council meet the of each and every month during 2022 at 7:00 p.m. in the Kinnelon Municipal Building to conduct “workshop” or “agenda” meetings.

BE IT FURTHER RESOLVED that this Mayor and Council meet the third Thursday of each and every month during 2022 at 8:00 p.m., prevailing time, at the Kinnelon Municipal Building to conduct their regular monthly business.

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RESOLUTION 1.13.22 ESTABLISH FEE FOR MEETING NOTIFICATION

RESOLVED that the sum of \$5.00 be fixed as the fee for calendar year 2022 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 1.14.22 APPOINTMENT OF CERTIFYING OFFICER AND SUPERVISING CERTIFYING OFFICER

RESOLVED that the Certified Municipal Financial Officer, Charlies Daniel, 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 2022.

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RESOLUTION 1.15.22 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 1.16.22 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 2022.

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RESOLUTION 1.17.22 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 2022.

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RESOLUTION 1.18.22 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 2022.

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RESOLUTION 1.19.22 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 2022.

RESOLUTION 1.20.22 ESTABLISH \$50 CHANGE FUND FOR BOARD OF HEALTH

RESOLVED that a \$50.00 change fund established for the use of the Board of Health be continued for the year 2022.

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RESOLUTION 1.21.22 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 2022.

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RESOLUTION 1.22.22 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 2022.

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RESOLUTION 1.23.22 ESTABLISH \$100.00 CHANGE FUND FOR CLERK'S OFFICE

RESOLVED that a \$100 change fund established for the use of the Clerk's Office be continued for the year 2022.

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RESOLUTION 1.24.22 CELL PHONE REIMBURSEMENT FOR PUBLIC WORKS

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, Foreman, be paid by the Borough of Kinnelon for the year 2022.

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RESOLUTION 1.25.22 CELL PHONE REIMBURSEMENT FOR POLICE CHIEF & LIEUTENANT

RESOLVED that the base rate and toll call charges for Borough business only, involving the cell phone of Police Chief Joseph Napoletano and Police Lieutenant be paid by the Borough of Kinnelon for the year 2022.

RESOLUTION 1.26.22 CELL PHONE REIMBURSEMENT FOR BOROUGH CLERK

RESOLVED that the base rate and toll call charges for Borough business only, involving the cell phone of Borough Clerk be paid by the Borough of Kinnelon for the year 2022.

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RESOLUTION 1.27.22 CELL PHONE REIMBURSEMENT FOR RECREATION DIRECTOR

RESOLVED that the base rate and toll call charges for Borough business only, involving the cell phone of Recreation Director be paid by the Borough of Kinnelon for the year 2022.

RESOLUTION 1.28.22 CELL PHONE REIMBURSEMENT FOR CERTIFIED MUNICIPAL FINANCE OFFICER

RESOLVED that the base rate and toll call charges for Borough business only, involving the cell phone of Certified Municipal Finance Officer be paid by the Borough of Kinnelon for the year 2022.

RESOLUTION 1.29.22 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 1.30.22 AUTHORIZE GROUP LIFE INS. FOR KINNELON VOLUNTEER FIRE COMPANY MEMBERS IN AMOUNT OF \$10,000 EACH FOR THE YEAR 2022

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 2022.

RESOLUTION 1.31.22

**AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES
UNDER \$17,500 FOR THE YEAR 2022**

WHEREAS, the Borough of Kinnelon has a need to acquire professional services pursuant to N.J.S.A. 40A:11-5 (1)(a)(i) utilizing a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

WHEREAS, the CMFO has determined and certified in writing that the value of the services will not exceed \$17,500; and

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

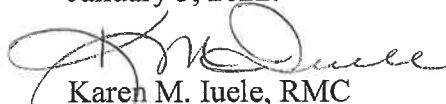
WHEREAS, the governing body of the Borough of Kinnelon has certified that the professional services for the Kinnelon Mayor & Council provided by the below listed professionals will not exceed \$17,500.

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Kinnelon authorizes the Borough of Kinnelon to enter into professional contracts with the below listed professional services as described herein:

DMC Associates – Tax Assessment Mapping Engineers
Crew Engineers, Inc. Utility Water/Wastewater Engineers
Allstate ORC – Oil Spill Recovery
Dorsey & Semrau – Labor Attorney
Lisa Perry Animal Control – Animal Cruelty
De Block Environmental Services – Water & Wastewater Operator
Benefit Foundation – Health and Dental Insurance Broker
The Vozza Agency, Risk Manager

BE IT FURTHER RESOLVED this resolution shall take effect immediately.

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 3, 2022.


Karen M. Iuele, RMC
Municipal Clerk

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RESOLUTION 1.32.22

**AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES
OVER \$17,500 FOR THE YEAR 2022.**

WHEREAS, the Borough of Kinnelon has a need to acquire professional services from a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

WHEREAS, the CMFO has determined and certified in writing that the value of the services will exceed \$17,500; and,

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

WHEREAS, the governing body of the Borough of Kinnelon has certified that the professional services for the Kinnelon Mayor & Council provided by the below listed professionals will exceed \$17,500; and

WHEREAS, the below listed professionals have completed and submitted a Business Entity Disclosure Certification which certifies that neither they, nor their professional firms have made any reportable contributions to a political or candidate committee in the Borough of Kinnelon in the previous one year, and that the contract will prohibit the professional services of the firms from making any reportable contributions through the term of the contract; and,

WHEREAS, said below listed individuals have completed and submitted a Political Contribution Disclosure Certification and a Business Registration Certificate.

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Kinnelon authorizes the Borough of Kinnelon to enter into professional contracts with the below listed professional services as described herein:

Buzak Law Group - Borough Attorney
Nisivoccia, LLP - Auditors
Robert Beinfeld - Hawkins, Delafield & Wood – Bond Counsel
Paul P. Darmofalski, P.E. – Borough Engineer
Burgis & Associates, P.P. – Professional Planner

This contract was not awarded through a “fair and open process” pursuant to N.J.S.A. 19:44A-20.4 et seq.

The Business Entity Disclosure Certification, the Determination of Value Certification, the Political Contribution Disclosure Certification and the Business Registration Certificate shall be placed on file with this resolution.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

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 3, 2022.

Karen M. Iuele, RMC
Dated January 3, 2022

JANUARY 3, 2022

RESOLUTION 1.33.22 - 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 Borough of Kinnelon advertised these services through a Request for Qualification (RFQ) process in accordance with the Open and Fair Process as set forth by P.L. 2004, Chapter 19 (as amended by P.L. 2005, c271) N.J.S.A. 19:44A-20.4 et seq.

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:

The Vozza Agency
One Depot Square
Park Ridge, New Jersey 07656

as its Risk Management Consultant for Fund Year 2022, 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 3, 2022.

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

Borough of Kinnelon

RESOLUTION NO. 1-34-2022

RESOLUTION TO AFFIRM THE BOROUGH OF KINNELON CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, 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 contractors 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 RESOLVED that the Kinnelon Council of the Borough of Kinnelon in the County of Morris, and State of New Jersey that:

Section 1: No official, employee, appointee or volunteer of the Borough by whatever title known, 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's 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 Borough of Kinnelon 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.

Section 6: The Borough Administrator shall establish written procedures that require all officials, employees, appointees 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 Borough Administrator 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 Borough Administrator shall cause a summary of this Resolution and the procedures established pursuant to this Resolution to be communicated 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.


*

MOTION TO APPROVE RESOLUTIONS 1.04.22 THRU 1.34.22

Motion: Councilperson V. Russo
Second: Councilperson S. Mabey

Roll Call: Councilman W. Yago; Yes Councilman V. Russo: Yes
 Councilman R. Roy; Yes Councilman R. Charles; Yes
 Councilman S. Mabey; Yes Councilman J. Lorkowski: 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 3, 2022.




Karen M. Iuele, RMC
Municipal Clerk


ADJOURNMENT:

This meeting adjourned at approximately p.m. on motion by Councilperson seconded by Councilperson R. Roy and the unanimous affirmative voice vote of all present.

Respectfully submitted by:



Karen M. Iuele, RMC
Borough Clerk



James J. Freda, Mayor