

JANUARY 3, 2018

MEETING TO ORDER

The annual reorganization meeting was called to order by Mayor Robert W. Collins at 7:30 p.m. on Wednesday, January 3, 2018.

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 24, 2017 edition of the Trends and was provided to the Star Ledger, Daily Record and North Jersey Herald News on December 24, 2017. 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.

Mayor Collins thanked Freeholder Douglas Cabana, Deputy Freeholder John Cesaro, Freeholder elect Heather Darling, Freeholder Thomas J. Mastrangelo, Assemblywoman BettyLou DeCroce, Assemblyman Jay Webber and Freeholder Deborah Smith for attending the reorganization meeting. Mayor Collins thanked the county for all they do. Also joining us are former Council persons Paul Metcalf and Carol Sventy.

OATHS OF OFFICE ADMINISTERED

Mayor Collins asked Randall Charles to come forward and was administered the oath of office of Councilman.

Mayor Collins asked Councilman Glenn L. Sisco to come forward and was administered the oath of office of Councilman.

ROLL CALL

The roll was called and present and answering were Councilman Randall Charles, Councilman Vincent Russo, Councilman William Neely, Councilman Glenn Sisco and Councilman William Yago.

Mayor Collins asked for a roll call:

Roll Call:	Councilman R. Charles, Yes;	Councilman G. Sisco, Yes;
	Councilman V. Russo, Yes;	Councilman W. Yago, Yes.
	Councilman W. Neely, Yes;	

Mayor Collins and Councilman Glenn Sisco announced the Holiday Home Decorating Contest Winners, and thanked them for participating.

MAYOR COMMENTS

Mayor Collins stated that as we begin 2018 I would like to extend the Council's appreciation and thanks to our employees and volunteers for the outstanding work that they perform on behalf of the Kinnelon Community each and every day. We are so fortunate to have individuals who have such outstanding dedication and commitment to the Borough. 2018 will be another year of challenges for Kinnelon but I am confident that we will be successful and diligent in addressing those issues. The hard work that we put forth has prepared us to be in a much better operating and fiscal position than a few years back. The decision not to "kick" the can down the road regarding our fiscal management was not an easy one but necessary and prudent. Although the municipal budget represents only 18% of the total tax levy, we continue to spend those monies as prudently as possible. This year's budget will be no different and we will continue to minimize any increases that affect the 18% portion of the budget that we are responsible for. Where we can, we will continue to leverage existing resources and improve our operating efficiency.

I have fought and will continue to fight any expansion of our local government. We don't have a business administrator, a position that typically pays more than \$100,000 in salary alone and to the amazement of some, the Mayor's office does not have a secretary, a communication director or any administrative staff. Those administrative responsibilities are currently being handled by our Borough Clerk, Ms. Karen Iuele and our Chief Financial Officer Mr. Charles Daniels. I thank them for taking on responsibilities that are not usually associated or handled by those professional positions.

The Kinnelon Police Department under police Chief John Swartz continues to serve and protect us with distinction and I am proud to report that those efforts were acknowledged by Kinnelon being named the 27th safest community in the Nation by Safewise, an independent research rating company. Additionally, the Class 3 School Resource Officer that was hired in the second half of 2017 has done an outstanding job in community policing in our schools. I believe that the decision to provide our students with additional protection was prudent and justified. Our police officers continue to go above and beyond in the dispatching of their responsibilities each and every day.

It should be noted that, the Kinnelon Volunteer Fire Company members are truly the unsung heroes of our Community. They continue to be on call 24/7 to respond to any emergency need and perform all of those duties without compensation. If we ever had to pay for fire emergency protection, our property taxes would be significantly higher. It is noteworthy, that four member of

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the current Council and myself have been or currently are members of the Kinnelon Volunteer Fire Company. The commitment to public service runs deep within the governing body of Kinnelon. Furthermore, we will continue to work closely with the KVFC to identify equipment and capital needs to ensure that they have what they need to provide the highest caliber of emergency protection.

Our Department of Public Works under the leadership of Superintendent John Whitehead, continues to provide much needed maintenance and infrastructure improvements within the Borough. Working in conjunction with the maintenance department from the Smoke Rise Club, our roads are well maintained during the winter months and annual storm conditions. I personally thank our DPW employees for the great work that they have and continue to do.

This past year was a difficult one for our residents and the Borough in general. We did not have any increase in our State Aid and the Kinnelon Public School district did not receive the much promised increase in their State Aid either. I will argue that the existing fair school funding formula needs to be actually used in the distribution of the school aid and not directed to other communities at the expense of the Kinnelon taxpayers. The Kinnelon District school tax is approximately 70% of our total property tax bill and we need every support dollar that we can get.

Furthermore, I appreciate the patience of our residents as we went through the State mandated property revaluation. As discussed numerous times, the Borough did not increase tax revenue through the revaluation process. What did happen was a leveling of the playing field so everyone used the same yard stick. I know that is difficult for some of our residents to accept especially those in the Fayson Lakes area of the Borough but the revaluation process was determined by the State to be proper and impartial. No one on this Council was involved in determining any new property assessed value.

The Kinnelon Community Center project is something that I and the Council have worked on for many years. I am pleased to report that we anticipate a determination from the Highlands Council and the New Jersey Department of Environmental Protection agency sometime in the first quarter of 2018. Our professionals have worked diligently with the DEP and Highlands to ensure compliance with existing regulations and the fact that the Borough is 97% within the Highlands Protection area presented some extraordinary challenges. It has been a difficult path but I am confident that the project will be approved and that the new facility will serve the entire community. I will be seeking grant monies and contributions from our commercial partners to assist in the funding of the project.

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I will ask the Council to support my efforts to see that a Veterans Memorial Park comes to fruition across from Kinnelon Volunteer Fire Company's #2 firehouse. The raw land was initially identified and purchased for that purpose and I believe it is time to refocus our efforts to move forward with creating a park that will serve as a place of honor and public acknowledgment for all of veterans that sacrificed so much to give us the peace and freedom we enjoy today.

I look forward to working with all of our various committees and boards but especially with the Open Space Advisory Committee as we continue to identify areas within the Borough for both active and passive recreation. I am pleased to report that our recreation committee and department will continue efforts to support all levels of recreational activities for all age brackets.

During 2017 we settled a long outstanding lawsuit that involved our State mandated COAH Council on Affordable Housing obligation. The settlement will protect the borough from lawsuits involving builder's remedies and does not remove the Borough's oversight and local land use law on any future developments. Although future development is limited by the Highlands Protection area regulation, we want to ensure that we are forward looking on any additional development and preserve our home rule.

Finally, I look forward to working with the new council to address Kinnelon's needs in 2018. It will be another year of new and some reoccurring challenges but I hold great hope and promise that if we work together much can be achieved.

In my opinion, we finally have a Council that is here to serve the public's interests and not their own. A Council dedicated to public service, creative ideas in government and a progressive mindset that will help me set a clear direction for many years to come as we ensure that Kinnelon stays the exceptional community it is, A place that our children and their children will be proud to call home and A place that will remain safe, beautiful and as exceptional as it is today. God Bless the United States and God Bless our beautiful Kinnelon!

ADMINISTRATION OF OATHS FOR 2018 FIRE CHIEFS

Mayor Collins asked Kevin Lowry to come forward and was administered the oath of office as Chief for Kinnelon Volunteer Fire Company.

Mayor Collins asked Thomas Stearn to come forward and was administered the oath of office as 1st Assistant Chief for Kinnelon Volunteer Fire Company.

HEARING FROM THE PUBLIC

Mayor Collins asked if anyone from the public wished to be heard, to please step forward, hearing none Mayor Collins closed this portion of the meeting

GOVERNING BODY MEMBERS' COMMENTS

Councilman Randall Charles thanked everyone for their support, faith and patience. 2018 will be a changeling year. Councilman Charles thanked Mayor Collins and Councilman Sisco for their support.

Councilman Vincent Russo thanked the Mayor and the council members for helping with the businesses of the borough. I also would like to thank all of the committee members for their support in helping me. I look forward to working with all of you. Happy New Year to all.

Councilman William Neely thanked the volunteers for all they do with in the community, and is looking forward to working with the Mayor and Council.

Councilman Glenn Sisco wished everyone a Happy New Year, and everyone here is looking for a good year for 2018. We can assure you any issue brought to the council will not be ignored, we will try to work them out. Councilman Sisco again thanked everyone.

Councilman William Yago welcomed Randy to the council and Glenn back to the council. We are looking forward to working with you, the Mayor and the rest of the council. Councilman Yago also thanked all the volunteers for all they do for Kinnelon, they make a big difference in people lives. Thank you all for coming out tonight.

RESOLUTION 1.01.17- ELECTION OF COUNCIL PRESIDENT

Mayor Collins asked the governing body for nominations for Council President for the year 2018.

Councilman Glenn L. Sisco offered the name of Councilman William Yago for Council President. This motion was seconded by Councilman William Neely.

There were no other nominations and Mayor Robert Collins offered a motion to close the nominations.

Roll Call:	Councilman R. Charles, Yes;	Councilman G. Sisco, Yes;
	Councilman V. Russo, Yes;	Councilman W. Yago, Yes.
	Councilman W. Neely, Yes;	

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COUNCIL COMMITTEES APPOINTMENTS

RESOLUTION 1.02.18- 2018 – COUNCIL COMMITTEES

FINANCE:	<u>YAGO</u> , CHARLES, RUSSO
ORDINANCE:	<u>SISCO</u> , NEELY, YAGO
PERSONNEL:	<u>YAGO</u> , RUSSO, NEELY
PUBLIC SAFETY:	<u>YAGO</u> , SISCO, NEELY
PUBLIC WORKS:	<u>NEELY</u> , YAGO, SISCO
UTILITIES:	<u>CHARLES</u> , NEELY
RECREATION:	_____ CHARLES, RUSSO
COORDINATING:	<u>RUSSO</u> , SISCO,
OPEN SPACE:	<u>SISCO</u> , CHARLES
TECHNOLOGY:	CHARLES, RUSSO

Motion to Confirm Mayor’s Appointments:

Motion: Councilperson V. Russo
Second: Councilperson W. Neely

Roll Call:	Councilman R. Charles, Yes;	Councilman G. Sisco, Yes;
	Councilman V. Russo, Yes;	Councilman W. Yago, Yes.
	Councilman W. Neely, Yes;	

**RESOLUTION 1.03.18 - COUNCIL PLANNING BOARD REPRESENTATIVE
CLASS III MEMBER (1 YEAR)**

Name: Councilman Randall Charles

Motion: Councilperson V. Russo
Second: Councilperson G. Sisco

Roll Call:	Councilman R. Charles, Yes;	Councilman G. Sisco, Yes;
	Councilman V. Russo, Yes;	Councilman W. Yago, Yes.
	Councilman W. Neely, Yes;	

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RESOLUTION 1.04.18
2018 APPOINTMENTS

	TERM EXPIRATION
QUALIFIED PURCHASING AGENT CHARLIE DANIEL	12/31/18
TREASURER (1 YEAR) JENNIFER STILLMAN	12/31/18
MUNICIPAL IMPROVEMENT SEARCH OFFICER & SUB-DIVISION SEARCH OFFICER (1 YEAR) KAREN M. IUELE, RMC	12/31/18
AGENT OF CENTRAL PURCHASE, INVESTMENT OFFICER (1 YEAR) JENNIFER STILLMAN	12/31/18
PUBLIC AGENCY COMPLIANCE OFFICER (1 YEAR) KAREN IUELE	12/31/18
TAX SEARCH OFFICER (1 YEAR) JUDITH O'BRIEN	12/31/18
MUNICIPAL AUDITOR (1 YEAR) NISIVOCIA, LLP	12/31/18
MUNICIPAL COURT JUDGE (3 YEARS) ANDREW M. WUBBENHORST, ESQ.	12/31/20
MUNICIPAL COURT ADMINISTRATOR (1 YEAR) CORRINE DAPUZZO	12/31/18
BOROUGH ENGINEER DARMOFALSKI ENGINEERING ASSOCIATES INC.	12/31/20
DEPUTY COURT CLERK (1 YEAR) CHERYL WILTSHIRE JOAN EGAN	12/31/18 12/31/18
BOROUGH ATTORNEY (1 YEAR) BUZAK LAW GROUP, LLC	12/31/18
MUNICIPAL LABOR ATTORNEY (1 YEAR) DORSEY & SEMRAU	12/31/18
BOROUGH BOND COUNCIL (1 YEAR) HAWKINS, DELAFIELD & WOOD LLP	12/31/18
MUNICIPAL PROSECUTOR (1 YEAR) RALPH M. FAVA, JR. PATRICIA QAULEY – ALTERNATE	12/31/18 12/31/18

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PUBLIC DEFENDER (1 YEAR)	
DANA D'ANGELO	12/31/18
ROBERT M. MAYER	12/31/18
MICHAEL F. KELLY	12/31/18
BLAGOJA PETRESKE	12/31/18
MUNICIPAL PLANNER (1 YEAR)	
BURGIS ASSOCIATES, INC.	12/31/18
PLANNING BOARD ENGINEER (1 YEAR)	
PAUL P. DARMOFALSKI, P.E.	12/31/18
SCHOOL CROSSING GUARDS (1 YEAR)	
TONI RAGO	12/31/18
CHARLENE PELLINGTON	12/31/18
GLORIA KERSTNER	12/31/18
MARLENE WALSH	12/31/18
POLICE MATRON (1 YEAR)	
LINDA TRIA	12/31/18
GAIL BRESETT	12/31/18
ANIMAL CONTROL OFFICER (1 YEAR)	
LISA PERRY	12/31/18
ANIMAL CRUELTY INVESTIGATOR (1 YEAR)	
LISA PERRY	12/31/18
TAX MAP & SURVEYING (1 YEAR)	
DMC ASSOCIATES	12/31/18
WATER/WASTEWATER ENGINEERS (1 YEAR)	
CREW ENGINEERS, INC.	12/31/18
WATER & WASTEWATER OPERATOR (1 YEAR)	
DE BLOCK ENVIRONMENTAL SERVICES, LLC	12/31/18
RECYCLING COORDINATOR (1 YEAR)	
JOHN WHITEHEAD	12/31/18
CERTIFIED RECYCLING PROFESSIONAL (1 YEAR)	
JOHN WHITEHEAD	12/31/18
CLEAN COMMUNITY COORDINATOR (1 YEAR)	
JOHN WHITEHEAD	12/31/18
RIGHT TO KNOW COORDINATOR (1 YEAR)	
GAIL FLAMMER	12/31/18
LOCAL EMERGENCY MANAGEMENT PLANNING COUNCIL (1 YEAR)	
ROBERT W. COLLINS, MAYOR	12/31/18
RANDALL CHARLES, EMC	12/31/18
JEFFERY BRESETT, DEPUTY OEM REPRESENTATIVE	12/31/18
JOHN SCHWARTZ, CHIEF OF POLICE/DEPUTY EMC	12/31/18
ALAN BRESETT, SCHOOL REPRESENTATIVE/DEPUTY EMC	12/31/18
DIANE DiGIUSEPPE, SUPERINTENDENT OF SCHOOLS	12/31/18

VINCENT SHIVAS, SCHOOLS REPRESENTATIVE	12/31/18
JOHN WHITEHEAD, PUBLIC WORKS MANAGER	12/31/18
JOHN FUTCHER, FIRST AID REPRESENTATIVE	12/31/18
REV. BEVERLY SULLIVANT, COMMUNITY REPRESENTATIVE	12/31/18
KEVIN LOWERY, FIRE CHIEF	12/31/18
PETER CORREALE, CONTRACTED HEALTH OFFICER	12/31/18
GAIL BRESETT, REPRESENTATIVE FROM FIRE COMPANY	12/31/18
ZONING OFFICIAL (1 YEAR)	
MARK THOMAS	12/31/18
BOARD OF ADJUSTMENT (4 YRS)	
CHERYL CANNALE	12/31/21
BERNARD BACCHETTA (ATTORNEY)	12/31/18
LOCAL ASSISTANCE BOARD	
KAREN IUELE	12/31/21
VINCENT RUSSO (COUNCIL REP, WITH TERM)	12/31/18
ENVIRONMENTAL ADVISORY COMMITTEE	
JAMES LORKOWSKI	12/31/20
VINCENT RUSSO (COUNCIL REP. WITH TERM)	12/31/18
SCOT SIMPTNER	12/31/20
THOMAS KLINE	12/31/20
LISA HANKES	12/31/19
KATHERINE FERSTROM	12/31/19
BOARD OF HEALTH	
ANGELA MORROCCOLI	12/31/20
JOSEPH LOMUSCIO	12/31/20
PUBLIC ASSISTANCE DIRECTOR	
GAIL FLAMMER	12/31/18
REGISTRAR OF VITAL STATISTICS	
GAIL FLAMMER	12/31/20
DEPUTY REGISTRAR OF VITAL STATISTICS	
KAREN M. IUELE	12/31/20
HISTORICAL PRESERVATION ADVISORY COMMITTEE	
JILL IANINNO	12/31/20
LAURA C. OLSTEIN	12/31/20
LOCAL HISTORIAN	
THOMAS KLINE	12/31/18
PLANNING BOARD	
THOMAS KLINE VICE CHAIR & ENV REP	12/31/21
MARIBETH SMIALEK	12/31/21
STEVEN SAVINO	12/31/21
BERNARD BACCHETTA, ESQ. ATTORNEY	12/31/18
RECREATION COMMITTEE	
CHERYL GRANDE	12/31/19
STEVE HERTZBERG	12/31/19
RICHARD PAUL	12/31/19

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TONY JOHNSON Alt #1	12/31/18
NEVIN OKAY Alt# 2	12/31/18
PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY	
PAUL METCALFE	01/31/23
AL GALL	01/31/19
FIRE OFFICIAL	
ROBERT WESTDYK	12/31/21
FIRE PREVENTION BUREAU	
HARRY BARANY	12/31/21
ROBERT SHOEMAKER, INSPECTOR	12/31/21
CHIEF: KINNELON VOLUNTEER FIRE COMPANY	
KEVIN LOWRY	12/31/18
1ST ASSISTANT CHIEF: KINNELON VOLUNTEER FIRE COMPANY	
THOMAS STEARN	12/31/18
KINNELON VOLUNTEER FIRE COMPANY (1 YEAR)	
FIRE CHAPLAIN:	
MONSIGNOR JOHN CARROL	12/31/18
REV. BEVERLY SULLIVANT	12/31/18
FIRE SURGEON: (1 YEAR)	
DR. FRANK KIELAR	12/31/18
KINNELON DIAL-A-RIDE REPRESENTATIVE (1 YEAR)	
GLENN L. SISCO	12/31/18
KINNELON ALLIANCE COMMITTEE (KAMELOT)	
COUNCIL PERSON VINCENT RUSSO	12/31/18
DIANE DiGIUSEPPE, SUPERINTENDENT OF SCHOOLS	12/31/18
CHIEF JOHN SCHWARTZ	12/31/18
REPRESENTATIVE TO MORRIS COUNTY MUNICIPAL JOINT INS. FUND	
MAYOR ROBERT W. COLLINS	12/31/18
SAFTEY COORDINATOR FOR M.C.J.I.F.	
JOHN WHITEHEAD	12/31/18
OPEN SPACE ADVISORY COMMITTEE	
COUNCIL PERSON VINCENT RUSSO	12/31/18
TAMMY ROSELIUS	12/31/20
COMMUNITY DEVELOPMENT REVENUE SHARING (1 YEAR)	
ROBERT W. COLLINS	12/31/18
HEALTH AND DENTAL INSURANCE ADVISOR (1 YEAR)	
BENEFIT FOUNDATION	12/31/18
RISK MANAGER (1 YEAR)	
THE VOZZA AGENCY	12/31/18
PHOENIX ADVISORS, LLC	
INDEPENDENT REGISTERED MUNICIPAL ADVISOR	12/31/18

RESOLUTION 1.05.18 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 2018 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 2018, and

WHEREAS, the total appropriations in the 2017 Budget, less appropriations made for the capital improvement fund, debt services and relief of the poor (public assistance) are as follows:

General	\$12,194,905.28
Water Utility	\$ 544,937.00
Sewer Utility	\$ 435,515.00

WHEREAS, 26.25 percent of the total appropriations in the 2017 Budget less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2018 Budget is as follows:

General	\$ 3,201,162.00
Water Utility	\$ 143,045.00
Sewer Utility	\$ 114,322.00

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 2018 budget in the amount of \$1,059,381.50 (General Principal and Interest) and \$25,013.75 (Water Principal and Interest) and General Interest on Notes \$24,977.23.

BE IT RESOLVED that the following temporary appropriation are hereby made for 2018 and for debt service:

General	\$3,201,162.00
Water Utility	\$ 143,045.00
Sewer Utility	\$ 114,322.00
Debt Payment-General	\$1,196,768.75
Water	\$ 29,888.75
General Interest on Notes	\$ 45,027.75

Motion: Councilperson William Yago
 Second: Councilperson Glenn L. Sisco

Roll Call: Councilman R. Charles, Yes; Councilman G. Sisco, Yes;
 Councilman V. Russo, Yes; Councilman W. Yago, Yes;
 Councilwoman W. Neely, 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, 2018.



 Karen M. Iuele, RMC
 Municipal Clerk

RESOLUTION 1.06.18 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, 2017, at the rate or rates heretofore governing, and on all delinquents on and after January 1, 2018, 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 1.07.18 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 greater than/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 greater than/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 greater than/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 greater than/less than \$10.00 in amount during calendar year 2018 in accordance with N.J.S.A. 40A:5-17.1.

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RESOLUTION 1.08.18 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.
 - e.

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 1.09.18 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".

* * *

RESOLUTION 1.10.18 AUTHORIZATION OF PAYMENT SIGNATORIES FOR 2018

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

Robert W. Collins, Mayor
Charles Daniel, CMFO
Karen M. Iuele, RMC Municipal Clerk
Jennifer Stillman, Treasurer

* * *

RESOLUTION 1.11.18 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 Corrine Dapuzzo, 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 2018, in accordance with the signature cards on file in said bank.

* * *

RESOLUTION 1.12.18 ESTABLISH 2018 MONTHLY WORKSHOP AND MEETING DATES

RESOLVED that this Mayor and Council meet the second Thursday of each and every month during 2018 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 2018 at 8:00 p.m., prevailing time, at the Kinnelon Municipal Building to conduct their regular monthly business.

* * *

RESOLUTION 1.13.18 ESTABLISH FEE FOR MEETING NOTIFICATION

RESOLVED that the sum of \$5.00 be fixed as the fee for calendar year 2018 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 1.14.18 APPOINTMENT OF CERTIFYING OFFICER AND SUPERVISING CERTIFYING OFFICER

RESOLVED that the Certified Municipal Financial Officer, Charles 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 2018.

* * *

RESOLUTION 1.15.18 ESTABLISHMENT OF PAYROLL WAGE PAYMENTS

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

* * *

RESOLUTION 1.16.18 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 2018.

* * *

RESOLUTION 1.17.18 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 2018.

* * *

RESOLUTION 1.18.18 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 2018.

* * *

RESOLUTION 1.19.18 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 2018.

* * *

RESOLUTION 1.20.18 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 2018.

* * *

RESOLUTION 1.21.18 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 2018.

* * *

RESOLUTION 1.22.18 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 2018.

* * *

RESOLUTION 1.23.18 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 2018.

* * *

RESOLUTION 1.24.18 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, Brian Kimble, Foreman and Mark Aluzzo, Working Foreman, be paid by the Borough of Kinnelon for the year 2018.

* * *

RESOLUTION 1.25.18 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 John Schwartz and Police Lieutenant Joseph Napolitano be paid by the Borough of Kinnelon for the year 2018.

* * *

RESOLUTION 1.26.18 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 2018.

* * *

RESOLUTION 1.27.18 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 2018.

* * *

RESOLUTION 1.28.18 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 1.29.18 AUTHORIZE GROUP LIFE INS. FOR KINNELON VOLUNTEER FIRE COMPANY MEMBERS IN AMOUNT OF \$10,000 EACH FOR THE YEAR 2018

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 2018.

* * *

RESOLUTION 1.30.18

**AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES
UNDER \$17,500 FOR THE YEAR 2018**

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.

* * *

RESOLUTION 1.31.18

AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES OVER \$17,500 FOR THE YEAR 2018.

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 Beinfield - 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.

* * *

RESOLUTION 1.32.18 - 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 six percent (6%) 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 2018, in accordance with the Fund's bylaws; and

BE IT FURTHER RESOLVED, that PIA has offered to perform these service 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).

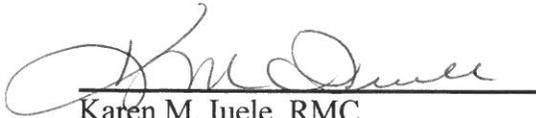
MAYOR ROBERT COLLINS ASKED FOR A MOTION TO APPROVE RESOLUTIONS 1.05.18 THRU 1.32.18

Motion: Councilperson William Yago
Second: Councilperson Glenn L. Sisco

Roll Call: Councilman R. Charles, Yes; Councilman G. Sisco, Yes;
 Councilman V. Russo, Yes; Councilman W. Yago, Yes.
 Councilman W. Neely, Yes;

JANUARY 3, 2018

I, Karen M. Iuele, Municipal Clerk of the Borough of Kinnelon state that Resolution 1.01.18 thru 1.32.18 are true resolutions adopted at the Borough of Kinnelon Reorganization meeting, held on January 3, 2018.



Karen M. Iuele, RMC
Municipal Clerk
January 3, 2018

ADJOURNMENT:

Mayor's invitation to join us downstairs for some refreshments.

This meeting adjourned at approximately 8:15 p.m. on motion by Councilperson William Yago seconded by Councilperson Glenn Sisco and the unanimous affirmative voice vote of all present.

Respectfully submitted by:



Karen M. Iuele, RMC Municipal Clerk



Robert W. Collins, Mayor