

**MINUTES
TOWNSHIP COMMITTEE
REORGANIZATION MEETING
JANUARY 2, 2020**

The Township Clerk called the Reorganization Meeting of the Township Committee of the Township of Chatham to order at 7:31 P.M.

Adequate Notice of this meeting of the Township Committee was given as required by the Open Public Meetings Act as follows: Notice was given to both The Chatham Courier and the Morris County Daily Record on January 4, 2019; notice was posted on the bulletin board in the main hallway of the Municipal Building on January 4, 2019; and notice was filed with the Township Clerk on January 4, 2019.

The Township Clerk led the flag salute.

Invocation

Monsignor Mahoney, Vicar General of the Diocese of Paterson and former Pastor of Corpus Christi Church, gave the invocation.

Oath of Office

Congresswoman Mikie Sherrill was present to administer the oaths of office. She commented that 2020 is the 100th anniversary of the 19th Amendment which granted women the right to vote.

Stacey Ewald was sworn in as a Township Committee Member for a three-year term. The oath of office was administered by Congresswoman Sherrill.

Celeste Fondaco was sworn in as a Township Committee Member for a three-year term. The oath of office was administered by Congresswoman Sherrill.

Roll Call

Answering present to the roll call were Committeewoman Ewald, Committeewoman Fondaco, Committeewoman Ness, Committeewoman Swartz and Committeeman Kelly.

Selection of Mayor

The Township Clerk opened the floor for nominations for the office of Mayor for the year 2020.

Committeewoman Ness nominated Committeeman Kelly to serve as Mayor. The nomination was seconded by Committeewoman Ewald. Committeeman Kelly accepted the nomination.

**RESOLUTION 2020-001
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
CHATHAM SELECTING MAYOR FOR 2020**

BE IT RESOLVED by the Township Committee of the Township of Chatham that Michael Kelly is hereby selected as Mayor of the Township of Chatham for the year 2020.

Committeewoman Ness moved to adopt Resolution 2020-001. Committeewoman Ewald seconded the motion.

Roll call: Committeewoman Ewald, Aye; Committeewoman Fondaco, Aye; Committeewoman Ness, Aye; Committeewoman Swartz, Aye; Committeeman Kelly, Aye.

The oath of office was administered by the Township Clerk.

Selection of Deputy Mayor

Mayor Kelly opened the floor for nominations for Deputy Mayor. Committeewoman Ewald nominated Committeewoman Ness to serve as Deputy Mayor for the year 2020. Committeewoman Fondaco seconded the nomination. Committeewoman Ness accepted the nomination.

RESOLUTION 2020-002
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
CHATHAM SELECTING DEPUTY MAYOR FOR 2020

BE IT RESOLVED by the Township Committee of the Township of Chatham that Tracy Ness is hereby selected as Deputy Mayor of the Township of Chatham for the year 2020.

Committeewoman Ewald moved to adopt Resolution 2020-002. Committeewoman Fondaco seconded the nomination.

Roll call: Committeewoman Ewald, Aye; Committeewoman Fondaco, Aye; Committeewoman Ness, Aye; Committeewoman Swartz, Aye; Mayor Kelly, Aye.

The oath of office was administered by Congresswoman Sherrill.

Mayor's Statement

Mayor Kelly thanked Congresswoman Sherrill for attending tonight's meeting. He also acknowledged the presence of former Governor Donald DiFrancesco and former Governor Richard Codey, former Mayors Susan Hoag and Tayfun Selen, former Deputy Mayor Bob Gallop and former Township Committeewomen Kathy Abbott and Laura Nonnenmacher. Mayor Kelly thanked former Mayors Tayfun Selen and Curt Ritter for their service, and welcomed new Committee Members Stacey Ewald and Celeste Fondaco. Mayor Kelly also recognized Chatham Borough Mayor Elect Thad Kobylarz.

Mayor Kelly gave the Mayor's Message 2020 (attached).

Approval of Agenda

Committeewoman Swartz moved to approve the Agenda. Deputy Mayor Ness seconded the motion, which carried unanimously.

Consent Agenda

RESOLUTION 2020-003
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
ADOPTING RULES AND ORDER OF BUSINESS OF THE TOWNSHIP COMMITTEE

BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, that the following Rules and Order of Business of the Township Committee are hereby adopted:

RULES AND ORDER OF BUSINESS
OF THE TOWNSHIP COMMITTEE

ARTICLE I.

Robert's Rules of Order Newly Revised.

The deliberations of the Township Committee shall be governed by Robert's Rules of Order Newly Revised.

ARTICLE II.

Selection of Mayor and Deputy Mayor.

Section 1. The Mayor and Deputy Mayor shall be selected at the Reorganization Meeting.

Section 2. The Mayor and Deputy Mayor shall serve a term expiring on December 31st.

Section 3. The Annual Reorganization Meeting shall be chaired by the Township Clerk until such time that the Mayor has been selected by the Township Committee.

ARTICLE III.

Meetings.

Section 1. The Mayor shall preside at all meetings of the Township Committee. In the absence of the Mayor, the Deputy Mayor shall perform all the duties of the Mayor. The Mayor shall on all occasions preserve order and shall cause the arrest or removal of all persons who interrupt the proceedings of the Township Committee.

Section 2. The Mayor shall decide all questions of order subject to appeal to the Township Committee.

Section 3. Each member of the Township Committee, including the Mayor, shall have the right to make and second motions and nominations and to vote thereon.

Section 4. Regular meetings shall be held as scheduled at the annual organization meeting each year or as rescheduled by resolution adopted at a regular meeting.

Section 5. Special meetings shall be held as provided by Code of the Township of Chatham and applicable State law. Upon the filing of a proper call for a Special meeting, the Township Clerk shall give at least two (2) business days' notice thereof with a copy of the call to all members of the Township Committee by delivery to each member personally or to each member's residence. Copies of the notice shall be promptly released to the news media and posted in a prominent place in the Township Hall.

Section 6. Regular and Special meetings of the Township Committee shall be open to the public. A portion of all meetings shall be set aside for citizens to address the Township Committee on any matter of interest.

Section 7. All items of business on a consent agenda will be delivered to each member of the Township Committee at least 2 days prior to the meeting at which it is to be considered, unless circumstances do not permit advance delivery.

Section 8. No new business will be considered after 11 PM. Township Committee meetings will adjourn no later than 12 AM (midnight).

Section 9. The Township Committee may, by a majority vote of members then present, waive any section of the By-Laws in the public interest to be able to complete Township Committee business at a duly noticed Township Committee meeting.

Section 10. All Township Committee meetings will be conducted in accordance with the requirements of the Open Public Meetings Act. (N.J.S.A. 10:4-6 et seq.)

ARTICLE IV.

Order of Business.

Section 1. The following shall be the normal order of business of all Regular meetings of the Township Committee:

1. Meeting called to order
2. Open Public Meetings Act announcement
3. Salute to flag
4. Moment of Silent Reflection (as necessary)
5. Roll Call
6. Review and acceptance of agenda
7. Special Recognition/Awards
8. Reports
9. Hearing of citizens
10. Public Hearing and final adoption of ordinances
11. Introduction of ordinances
12. Adoption of resolutions
13. Miscellaneous business
14. Hearing of Citizens
15. Closed session resolution; if applicable
16. Adjournment

Section 2. The final agenda shall be adopted as amended, if need be, by vote of the Township Committee at the start of each meeting.

Section 3. Hearing of Citizens

(a). During the first public portion on the Agenda, speakers may comment upon items that are not the subject of a separate public hearing scheduled for that meeting. Speakers may comment for up to five (5) minutes. Speakers may speak once and may not yield their time to another speaker.

(b). During public hearings, Section 3(a) will also apply.

(c). During the second public comment period, speakers may comment upon any topic for the good and general welfare of the Township of Chatham. Speakers may comment for up to five (5) minutes. Speakers may speak once and may not yield their time to another speaker.

(d). During all public portions, residents of the Township of Chatham will be called upon to speak before non-Township residents.

Section 4. Sub-Committee chairpersons and liaisons will provide short update reports to the Township Committee during the report section of meetings.

Section 5. The Chief of Police, Public Works Manager, Recreation Director and Township Administrator shall report on a quarterly basis to the Township Committee, during the report section of meetings.

ARTICLE V.

Committees and Boards.

Section 1. The Township Committee hereby creates four Standing Committees, each consisting of two (2) members of the Township Committee as follows:

1. Public Safety/Emergency Management
2. Administration/Finance
3. Public Works/Sewer Utilities
4. Communications

Note: The Township Administrator shall supervise all departments, attend all meetings of the Standing Committees and implement the policies adopted by the Township Committee. The Standing Committees are not authorized to exert any administrative control over the departments assigned.

Section 2. Except as otherwise required by State statute and the Code of the Township of Chatham, the Mayor shall appoint members to the various Township boards with the approval of the Township Committee.

Section 3. The Township Committee may appoint advisory committees for special purposes composed of no more than 2 Members of Township Committee and such other Administrative staff members and members of the general public as it deems necessary and appropriate.

Section 4. At the time of creation of an advisory committee, the Township Committee shall establish the duration of the advisory committee. No advisory committee shall take a position on behalf of the Township Committee without the Township Committee's approval.

Section 5 . A member of the Township Committee, appointed by the Committee, shall serve as liaison to the following Boards, Commissions and Community Groups and other Entities:

Mayor's Wellness Campaign
Board of Education
Environmental Commission
Senior Citizens Center/Senior Club of the Chathams
Municipal Alliance Committee
Chamber of Commerce
Fire and Rescue
Historical Society
Public Utilities

Section 6. A member(s) of the Township Committee, appointed by the Committee, shall serve as a member of the following Boards and Committees:

Joint Recreation Advisory Committee
Joint Municipal Court Committee (2 members)
The Board of Health
The Board of Trustees of the Joint Library of the Chathams (Mayor or Mayor's designee)
Open Space Committee
Joint Community Garden

ARTICLE VI.

Ordinances.

Section 1. All proposed ordinances, supplements to and amendments of ordinances shall be presented in writing at a regular meeting, except in those instances when the Township Committee decides to act on an ordinance at a special meeting.

Section 2. Every ordinance duly passed by the Township Committee shall be recorded by the Township Clerk in the Township Ordinance Book, with a proper index. Each ordinance entered in the Ordinance Book shall be compared with the original and shall not be entered unless it is identical in content with such original. The Township Clerk shall enter at the foot of the ordinance the date it was passed and the number and page of the Minute Book containing the minutes of the meeting at which it was passed. Each ordinance entered in the Ordinance Book shall be signed by the Mayor or Deputy Mayor and the Township Clerk.

Section 3. The Township Ordinance Book is hereby established as the original permanent record of the Ordinances of the Township.

Section 4. All ordinances shall be introduced, considered, read, heard, adopted and published in accordance with applicable law and inserted in the correct place in the Code of the Township of Chatham.

ARTICLE VII.

Filings.

Section 1. The Township Committee shall file with the Township Clerk all ordinances, resolutions, reports, petitions, correspondence and other papers considered by or presented to the Township Committee.

ARTICLE VIII.

Minutes.

Section 1. The Township Clerk shall keep minutes of all Township Committee meetings as provided by law.

Section 2. Draft minutes for all meetings shall be delivered to the Township Committee Members no later than the Friday preceding the next regular meeting. Such minutes shall be clearly marked as a draft minutes.

Section 3. Minutes will be filed into the minute book and released to the public only by the Township Clerk and only after approval by the Township Committee.

Section 4. All open sessions of the regular and special meetings may be recorded.

Section 5. The recordings, if made, will be kept by the Township Clerk as required by law.

Section 6. The approved minutes shall become the official record of the meeting.

ARTICLE IX.

Newly Elected Township Committee Members

Section 1. Upon certification of election results, the Township Clerk shall begin sending newly elected Township Committee members the meeting agendas and supporting documentation.

Section 2. Upon certification of election results, newly elected Township Committee members shall be invited to attend Executive Sessions prior to swearing-in provided that the newly elected Township Committee Member agrees to be bound by confidentiality requirements.

ARTICLE X.

Code of Conduct.

Section 1. No member of the Township Committee, including the Mayor, can conduct business for, or on behalf of, the Township without express, specific approval of the Township Committee. This includes all correspondence, written or otherwise, negotiations, and the like.

Section 2. It is the responsibility of each Committee member to disclose to the Township Attorney any personal or private interest, directly or otherwise, in any question or measure proposed or pending before the Township Committee. The Township Attorney will determine whether a conflict of interest exists.

Section 3. A member of the Township Committee who has a conflict of interest on a particular matter shall neither vote on nor take part in discussion of same.

Section 4. A member of the Township Committee shall not use or disseminate confidential information acquired by or available to them for personal gain or for personal, non-Township business related reasons. Any member who is aware of a breach of confidentiality, is expected to bring forth that information to the appropriate officials in a timely manner.

ARTICLE XI.

Township Administrator.

Section 1. The Township Administrator shall be the Chief Administrative Officer of the Township, shall supervise all Departments, perform the duties of Township Administrator as specified in the Code of the Township and shall be responsible to the Township Committee for the proper and efficient administration of Township affairs. The Township Administrator shall make reports to the Township Committee as requested.

Section 2. The Township Administrator and staff under his direction shall prepare the annual budget. In preparation for the budget process, all departments, including the volunteer Fire Departments and Emergency Medical Service, shall submit their goals and objectives along with short-term and long-term budget and capital requests in a format to be decided by the Township Administrator. Members of the Township Committee also shall submit their goals and objectives to the Township Administrator. The funding requests accepted by the Township Administrator shall be included in the budget along with the goals and objectives to create a planning document to be shared with the public. It shall be the responsibility of the Township Administrator and the Township Committee to provide a short-term and long-term capital plan that includes an assessment of all Township facilities, physical plants, land and infrastructure as part of the planning and budget process.

Section 3. Professional services. In order to maintain transparency and the efficient use of professional services, the Township Administrator shall conduct a Request for Qualifications/Proposals every three years, on a staggered basis, for all professional services.

Section 4. It is intended that the Township Committee shall act in all matters as a body. Members of the Township Committee shall not seek individually to influence the official acts of the Township Administrator or any other officer or to interfere in any way with the performance by such officers of their duties.

RESOLUTION 2020-004

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM DESIGNATING COMMITTEE ASSIGNMENTS AND LIAISONS

BE IT RESOLVED by the Township Committee of the Township of Chatham that Township Committee assignments be made as follows:

Name of Standing Committee

Public Safety/Emergency Management
Administration/ Finance
Public Works/Sewer Utilities
Communication (Television/Website)

Committee members

Tracy Ness & Karen Swartz
Mike Kelly & Stacey Ewald
Karen Swartz & Celeste Fondaco
Tracy Ness & Mike Kelly

Name of Advisory Committee/Board

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

Committee members

Tracy Ness
Mike Kelly
Stacey Ewald
Celeste Fondaco
Tracy Ness
Celeste Fondaco
Tracy Ness

Planning Board

Class I Member
Class III Member

Mike Kelly
Stacey Ewald

Liaisons

Wellness Committee
Environmental Commission
Senior Services
Board of Education

Stacey Ewald
Celeste Fondaco
Karen Swartz
Stacey Ewald

Municipal Alliance
Chamber of Commerce
Fire and Rescue
Historical Society
Public Utilities Liaison
OEM/CERT Liaison

Stacey Ewald
Tracy Ness
Mike Kelly
Celeste Fondaco
Karen Swartz
Tracy Ness & Karen Swartz

Special Project Liaisons

Rolling Knolls Landfill
Pilgrim Pipeline
Affordable Housing

Tracy Ness
Celeste Fondaco
Mike Kelly

**RESOLUTION 2019-005
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM AND
MAYOR’S APPOINTMENTS FILLING VARIOUS BOARD AND COMMITTEE VACANCIES
FOR SPECIFIC TERMS**

BE IT RESOLVED by the Township Committee of the Township of Chatham that the following board and committee appointments be made:

Planning Board: Mayor’s Appointments

- | | | | |
|----|-----------|-----------------|--------|
| 1. | Class I | Michael Kelly | (2020) |
| 2. | Class II | Robert Hoffmann | (2020) |
| 3. | Class III | Stacey Ewald | (2020) |
| 4. | Alt. 2 | Jude Tarasca | (2021) |

Zoning Board of Adjustment

- | | | |
|----|----------------------|---------------------------------|
| 1. | Rick Williams | (2023) |
| 2. | Paige Labadie | (2023) |
| 3. | Lisa McHugh (Alt 1) | (2020) – Filling Unexpired Term |
| 4. | Matthew Kahn (Alt 2) | (2021) |

Environmental Commission

- | | | |
|----|--------------------|--------|
| 1. | Cara Feeser | (2022) |
| 2. | Amy Mason | (2022) |
| 3. | Dan Miller (Alt 2) | (2021) |

Board of Health

- | | | |
|----|-------------------|--------|
| 1. | Nick Nikolopoulos | (2022) |
|----|-------------------|--------|

Community Garden

- | | | |
|----|---------------------|--------|
| 1. | Elin Krhoun | (2020) |
| 2. | Mary Beth Valentino | (2020) |
| 3. | Sabino Losco | (2020) |

Open Space Committee

- | | | |
|----|-----------------------------|--------|
| 1. | Joseph Basralian (Chairman) | (2020) |
| 2. | Abigail Maddi | (2020) |
| 3. | Ted Smith | (2020) |
| 4. | Chrissie Dugan | (2020) |
| 5. | Michael Goldfarb | (2020) |

Recreation Committee

- | | | |
|----|---------------|--------|
| 1. | Sharon Roche | (2022) |
| 2. | Peter McNally | (2022) |

Colony Pool Advisory Committee

- | | | |
|----|--------------------|--------|
| 1. | Dorothy Lee | (2020) |
| 2. | Jacqueline Jacoban | (2020) |

Joint Library Trustees

1. William Holmes (2024)
2. Kevin Sullivan (2024)

RESOLUTION 2020-006
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN
THE COUNTY OF MORRIS, NEW JERSEY, ESTABLISHING REGULAR MEETING
SCHEDULE FOR THE TOWNSHIP COMMITTEE DURING 2020

WHEREAS, the "Open Public Meetings Act," N.J.S.A. 10:4-6 et seq. requires that public bodies provide adequate notice of meetings.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, New Jersey, as follows:

1. During the calendar year 2020, meetings will be held by the Township Committee to discuss or act upon public business at 7:30 p.m. (unless otherwise noted), prevailing time, at the Municipal Building, 58 Meyersville Road, Chatham Township on the following dates:

January 7
 January 16
 January 30
 February 13
 February 27
 March 12
 March 26
 April 9
 April 23
 May 14
 May 28
 June 11
 June 25
 July 9
 August 13
 September 10
 September 24
 October 8
 October 22
 November 12
 December 10
 January 7, 2021

2. Certified copies of this Resolution shall be:

- a) Mailed to the Chatham Courier;
- b) Mailed to the Morris County Daily Record;
- c) Filed with the Clerk of the Township of Chatham;
- d) Posted on the bulletin board in the main hallway of the Municipal Building; and
- e) Mailed to any person requesting notice of meetings to N.J.S.A. 10:4-19 who has paid the required fee thereof.

3. All of the foregoing shall be accomplished within seven (7) days of adoption of this Resolution pursuant to N.J.S.A. 10:4-18.

RESOLUTION 2020-007
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, IN
THE COUNTY OF MORRIS, NEW JERSEY, WITH RESPECT
TO RATE OF INTEREST ON DELINQUENT TAXES

BE IT RESOLVED by the Township Committee of the Township of Chatham in the County of Morris, New Jersey, that

1. The rate of interest to be charged by the Tax Collector on delinquent taxes on the first \$1,500.00 is hereby fixed at the rate of eight (8) percent per annum, to remain in force until January 1, 2021.
2. The rate of interest to be charged by the Tax Collector on delinquent taxes in excess of \$1,500.00 is hereby fixed at the rate of eighteen percent (18%) per annum, to remain in force until January 1, 2021.
3. Notwithstanding the provisions of this resolution, no interest shall be charged if payment of any installment is made within the tenth calendar day following the date upon which the same became payable.

4. All delinquencies in excess of Ten Thousand (\$10,000.00) Dollars and which are not paid prior to the end of the fiscal year, the Tax Collector shall also collect a penalty of six (6%) percent of the amount of the delinquency in excess of Ten Thousand (\$10,000.00) Dollars.
5. A certified copy of this resolution shall be forwarded to the Tax Collector for his information and guidance.

RESOLUTION 2020-008

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, WITH RESPECT TO RATE OF INTEREST ON DELINQUENT SEWER SERVICE CHARGES

BE IT RESOLVED by the Township Committee of the Township of Chatham in the County of Morris, New Jersey, that:

1. The rate of interest to be charged by the Tax Collector on delinquent sewer service charges on the first \$1,500.00 is hereby fixed at the rate of eight (8) percent per annum, to remain in force until January 1, 2021.
2. The rate of interest to be charged by the Tax Collector on delinquent sewer service charges in excess of \$1,500.00 is hereby fixed at the rate of eighteen percent (18%) per annum, to remain in force until January 1, 2021.
3. A certified copy of this resolution shall be forwarded to the Sewer Accounts Clerk and the Township Auditor.

RESOLUTION 2020-009

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING THE TAX AND SEWER COLLECTOR TO CANCEL OVERPAYMENT OR DELINQUENT BALANCES LESS THAN \$10.00

WHEREAS, the governing body of a municipality may authorize a municipal employee to cancel property tax and sewer overpayment or delinquent amounts less than \$10.00 without further action of the governing body.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, in the County of Morris, and State of New Jersey, that the Township Tax and Sewer Collector is hereby authorized to cancel overpayments and delinquencies less than \$10.00, as permitted by applicable law.

This Resolution shall take effect immediately.

RESOLUTION 2020-010

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, WITH RESPECT TO TAX SEARCHES AND ASSESSMENT SEARCHES

BE IT RESOLVED by the Township Committee of the Township of Chatham, Morris County, New Jersey, that

1. The Tax Collector of the Township of Chatham is hereby designated as the official to make examination of the Township record as to unpaid tax liens and to certify the results thereof pursuant to N.J.S.A. 54:5-11.
2. The Township Clerk is hereby designated as the official to make and issue certificates as to liability for assessment for municipal improvements pursuant to N.J.S.A. 54:5-18.1 et seq.
3. The Township Clerk is hereby designated as the official to make and issue certificates as to approval of subdivision of land pursuant to N.J.S.A. 40:55D-56.

RESOLUTION 2020-011

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY GRANTING TAXPAYERS THE OPTION TO APPLY EXCESS TAX PAYMENTS TOWARD SUBSEQUENT QUARTERS (BILLED OR UNBILLED) IN LIEU OF A REFUND

WHEREAS, the governing body of a municipality may grant taxpayers the option to apply excess tax payments toward subsequent quarters (billed or unbilled) in lieu of a refund upon written request to the tax collector consistent with Local Finance Notice LFN 2018-17, issued on June 4, 2018.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, in the County of Morris, and State of New Jersey, that Township of Chatham taxpayers have the option to apply excess tax payments toward subsequent quarters (billed or unbilled) in lieu of a refund upon written request to the Township Tax Collector consistent with LFN 2018-17.

This Resolution shall take effect immediately.

RESOLUTION 2020-012
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN
THE COUNTY OF MORRIS, NEW JERSEY, WITH RESPECT TO DEPOSITORIES FOR
TOWNSHIP FUNDS

BE IT RESOLVED by the Township Committee of the Township of Chatham, Morris County, New Jersey, that

1. TD Bank N.A., Chatham, New Jersey and State of New Jersey Cash Management Fund, Jersey City, are hereby designated as depositories for Township Funds; and
2. Warrants for the withdrawal of funds from the above-mentioned depository be signed by the two members of the Township Committee serving on the standing Finance Committee and the Chief Financial Officer.
3. A certified copy of this resolution shall be forwarded to TD Bank N.A. and State of New Jersey Cash Management Fund.

RESOLUTION 2020-013
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
IN THE COUNTY OF MORRIS, NEW JERSEY, DESIGNATING OFFICIAL
NEWSPAPERS AND FIXING CHARGES FOR NOTICES OF PUBLIC MEETINGS OF
SAID TOWNSHIP COMMITTEE DURING 2020

WHEREAS, the "Open Public Meetings Act," N.J.S.A. 10:4-6 et seq., requires that notification be given of meetings of public bodies as herein defined and in the manner therein set forth.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, New Jersey, as follows:

1. The Chatham Courier and the Morris County Daily Record are hereby designated for the calendar year 2020 as the newspapers to receive notice of meetings of the Township Committee required by any and all sections of the Open Public Meeting Act, it appearing that these newspapers are most likely to inform the local public of such meetings.
2. The public place for the posting of notices of the meetings of the Township Committee for the calendar year 2020 shall be the bulletin board in the main hallway of the Township Hall.
3. The fee to be paid by any person requesting that notices of meetings of the Township Committee during that calendar year 2020 be mailed to such persons as specified in N.J.S.A. 10:4-19 shall be equivalent to the actual costs of mailing said notices, provided, however, that no charge shall be made to any newspaper requesting the mailing of notices to its business office.
4. A certified copy of this Resolution shall be mailed by the Township Clerk to the Chatham Courier and the Morris County Daily Record, and a certified copy shall be filed with the Clerk of the Township of Chatham.

RESOLUTION 2020-014
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN
THE COUNTY OF MORRIS, NEW JERSEY, DESIGNATING THE OFFICIAL NEWSPAPERS
FOR THE PUBLICATION OF LEGAL NOTICES OF THE TOWNSHIP

BE IT RESOLVED by the Township Committee of the Township of Chatham in the County of Morris, New Jersey, that pursuant to N.J.S. 40:53-1, the Chatham Courier and the Morris County Daily Record are hereby designated as the official newspapers for the publications of all notices required by law to be published by the Township on and after January 1, 2020.

BE IT FURTHER RESOLVED that a copy of this resolution shall be published in the Chatham Courier and in the Morris County Daily Record on January 9 and January 16, 2020, and a certified copy of this resolution shall be forwarded to the Township Planning Board, Board of Adjustment, Board of Health, and any other Board or Body which shall have the occasion to publish a legal notice.

RESOLUTION 2020-015
RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
PROFESSIONAL LEGAL SERVICES WITH ALBERT E. CRUZ OF DiFRANCESCO,
BATEMAN, KUNZMAN, DAVIS, LEHRER & FLAUM, P.C. FOR 2020

WHEREAS, the Township of Chatham has a need to acquire professional legal services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500, not to exceed \$150,000; and,

WHEREAS, the anticipated term of this contract is 1 year; and

WHEREAS, DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. has completed and submitted a Business Entity Disclosure Certification which certifies that DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. has not made any reportable contributions to a political or candidate committee in the Township of Chatham in the previous one year, and that the contract will

prohibit the DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are or will be available upon adoption of the budget for year 2020; and

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham authorizes the Mayor and Clerk to enter into a contract with Albert E. Cruz of DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that this contract is awarded without formal competitive bidding as a "Professional Service" in accordance with N.J. S.A. 40A: 11-5 (1) (a) of the Local Public Contracts Law because the services required are those of a recognized profession for which bid specifications are not appropriate or required; and

BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham; and

BE IT FURTHER RESOLVED that a notice of this resolution shall be printed as provided by law in the Chatham Courier.

RESOLUTION 2020-016

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR MUNICIPAL ENGINEERING SERVICES WITH JOHN K. RUSCHKE OF MOTT MacDONALD FOR 2020

WHEREAS, the Township of Chatham has a need to acquire the services of a Municipal Engineer as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500, not to exceed \$150,000; and,

WHEREAS, the anticipated term of this contract is 1 year; and

WHEREAS, Mott MacDonald has completed and submitted a Business Entity Disclosure Certification which certifies that Hatch Mott MacDonald has not made any reportable contributions to a political or candidate committee in the Township of Chatham in the previous one year, and that the contract will prohibit the Mott MacDonald from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are or will be available upon adoption of the budget for year 2020; and

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham hereby appoints John K. Ruschke as Township Engineer and authorizes the Mayor and Clerk to enter into a contract with Mott MacDonald as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that this contract is awarded without formal competitive bidding as a "Professional Service" in accordance with N.J. S.A. 40A: 11-5 (1) (a) of the Local Public Contracts Law because the services required are those of a recognized profession for which bid specifications are not appropriate or required; and

BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham; and

BE IT FURTHER RESOLVED that a notice of this resolution shall be printed as provided by law in the Chatham Courier.

RESOLUTION 2020-017

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY AWARDED A PROFESSIONAL SERVICES CONTRACT FOR LABOR COUNSEL

WHEREAS, the Township of Chatham is in need of the services of a professional labor attorney to assist with legal advice relating to general employment law related issues which may include reviewing and revising existing documents and providing training on employment related issues as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Township Administrator has recommended the appointment of the firm Nukk-Freeman & Cerra, P.C. and Ruderman & Roth, LLC to provide the services listed above.

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of each of the contracts will exceed \$17,500, but not to exceed \$40,000; and,

WHEREAS, Nukk-Freeman & Cerra, P.C. and Ruderman & Roth LLC, have completed and submitted a Business Entity Disclosure Certification which certifies that Nukk-Freeman & Cerra, P.C. or Ruderman & Roth, LLC have not made any reportable contributions to a political or candidate committee in the Township of Chatham in the previous one year, and that the contract will prohibit the Nukk-Freeman & Cerra, P.C. as well as Ruderman & Roth LLC, from making any reportable contributions through the term of the contract; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that a professional service contract is hereby awarded to

Nukk-Freeman & Cerra, P.C. and Ruderman & Roth, LLC in accordance with a proposal submitted and on file in the Office of the Township Clerk.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that this contract is awarded without formal competitive bidding as a "Professional Service" in accordance with N.J. S.A. 40A: 11-5 (1) (a) of the Local Public Contracts Law because the services required are those of a recognized profession for which bid specifications are not appropriate or required; and

BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham; and

BE IT FURTHER RESOLVED that a notice of this resolution shall be printed as provided by law in the Chatham Courier.

RESOLUTION 2020-018
RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
SPECIALIZED LEGAL SERVICES FROM BOND COUNSEL

WHEREAS, the Township of Chatham has a need to acquire specialized legal services in connection with the authorization and the issuance of bonds or notes of the Township as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the anticipated term of this contract is 1 year; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500, not to exceed \$20,000; and,

WHEREAS, Rogut McCarthy LLC has completed and submitted a Business Entity Disclosure Certification which certifies that Rogut McCarthy LLC has not made any reportable contributions to a political or candidate committee in the Township of Chatham in the previous one year, and that the contract will prohibit Rogut McCarthy LLC from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are or will be available upon adoption of the budget for year 2020; and

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham authorizes the Mayor and Clerk to enter into a contract for specialized legal services in connection with the authorization and the issuance of bonds or notes of the Township with Rogut McCarthy LLC as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that this contract is awarded without formal competitive bidding as a "Professional Service" in accordance with N.J. S.A. 40A: 11-5 (1) (a) of the Local Public Contracts Law because the services required are those of a recognized profession for which bid specifications are not appropriate or required; and

BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham; and

BE IT FURTHER RESOLVED that a notice of this resolution shall be printed as provided by law in the Chatham Courier.

RESOLUTION 2020-019
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY,
APPOINTING A MUNICIPAL PROSECUTOR AND ALTERNATE MUNICIPAL
PROSECUTOR

WHEREAS, the Township Committee is required to appoint a municipal prosecutor; and

WHEREAS, the Township Committee is required, pursuant to N.J.S.A. 2B:25-4a, to appoint an alternate municipal prosecutors to serve in the absence of the municipal prosecutor;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that Matthew Dorsi, Esq., is hereby appointed as municipal prosecutor, and Nicholas Pompelio, Esq., is hereby appointed as alternate municipal prosecutor to serve in the absence of the municipal prosecutor.

RESOLUTION 2020-020
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
APPOINTING A REAL ESTATE APPRAISER AND ALTERNATE REAL ESTATE
APPRAISER FOR THE TOWNSHIP OF CHATHAM FOR 2020

WHEREAS, the Township of Chatham occasionally has a need to acquire real estate appraisal and consulting services in connection with tax appeals; and,

WHEREAS, the term of this contract is 1 year; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are or will be available upon adoption of the budget for year 2020; and

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham appoints Arthur A. Linfante of Value Research Group, LLC as a Real Estate Appraiser and Consultant for the Township of Chatham for 2020.

BE IT FURTHER RESOLVED that Jon Brody of Appraisal Consultants Corp. is appointed as the Alternate Real Estate Appraiser and Consultant for the Township of Chatham for 2020.

RESOLUTION 2020-021
RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL AUDITING SERVICES WITH NISIVOCIA LLP FOR 2020

WHEREAS, the Township of Chatham has a need to acquire the professional auditing services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and,

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract will exceed \$17,500, not to exceed \$100,000; and,

WHEREAS, the anticipated term of this contract is 1 year; and

WHEREAS, Nisivoccia LLP has completed and submitted a Business Entity Disclosure Certification which certifies that Nisivoccia LLP has not made any reportable contributions to a political or candidate committee in the Township of Chatham in the previous one year, and that the contract will prohibit the Nisivoccia LLP from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are or will be available upon adoption of the budget for year 2020; and

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham authorizes the Mayor and Clerk to enter into a contract with Nisivoccia LLP, Inc. as described herein; and,

BE IT FURTHER RESOLVED that a copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Township of Chatham.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that a notice of this resolution shall be printed as provided by law in the Chatham Courier.

RESOLUTION 2020-022
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY APPOINTING DEPUTY RECORDS CUSTODIANS

WHEREAS, because the Open Public Records Act, N.J.S.A. 47:1A-1, et seq., has designated the Township Clerk as the custodian of all municipal records and has imposed additional obligations for responding to requests for such records, it has become necessary to appoint deputy records custodians to assist in complying with responses to records requests;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey, as follows:

1. The Police Department Secretary is hereby appointed as the deputy records custodian for Police Department records.
2. The Tax Collector is hereby appointed deputy records custodian for tax collection records.
3. The Assistant Tax Assessor is hereby appointed deputy records custodian for tax assessment records.
4. The Technical Assistant to the Construction Official is hereby appointed deputy records custodian for construction and land use records.
5. The designated deputy records custodians shall report to the Township Clerk all requests for records and shall follow any instructions given by the Clerk regarding the handling of such records.

RESOLUTION 2020-023
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM AUTHORIZING ANNUAL EMPLOYEE APPOINTMENTS FOR 2020

BE IT RESOLVED by the Township Committee of the Township of Chatham that the following appointments be made effective January 1, 2020:

Tax Assessor	Glen Sherman
Assistant Tax Assessor	Brett Trout
Recycling Coordinator	Christie Tragno
Accounting Clerk	Erin Ihnken
Planning/Zoning Board Manager	Kathleen Nagy-DeRosa
Assistant Tax and Utility Collector	Ann Libretti
Administrative Secretary, Police Department	Susan Marotta
Administrative Assistant, Police Department	Scott Baumann
Assistant Treasurer/HR Assistant/Escrow Clerk	Kathy Buckley
Administrative Assistant	Ashley Osieja
Fire Official/Prevention Inspector	M. Christopher Shay
Electrical Subcode Official	Eric Delizio
Fire Subcode Official	Dennis Bettler

Plumbing Subcode Official
Construction Official/ Building Subcode Official
Construction Office Control Person
Construction Office Assistant
Administrative Assistant Public Works
Government Access TV/Community Bulletin Board Manager
Collector of Dog & Cat License Fees
Deputy Zoning Officers

Al Fisch
Gregory Impink
Kathleen Nagy-DeRosa
Jeanne O’Gara
Christie Tragno
Alexandra Gonzalez
Gregory LaConte
Gregory Impink
John Ruschke
Robert Hoffmann
Rudolph Applemann
Robert Krickus
Carmela D’Amelio
Peter Iossa Jr.
Robert Hathaway
Rich Crater

Special Law Enforcement Officer III
Crossing Guards

RESOLUTION 2020-024
**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM,
COUNTY OF MORRIS, STATE OF NEW JERSEY APPOINTING A RISK MANAGEMENT
CONSULTANT**

WHEREAS, the Township of Chatham 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 judgmental nature of the Risk Management Consultant’s duties renders comparative bidding impractical;

NOW THEREFORE, be it resolved that the Township of Chatham does hereby appoint David J. Sgalia of Anthony S. Cupo Insurance Agency as its Risk Management Consultant in accordance with the Fund’s bylaws; and

BE IT FURTHER resolved that the governing Body is hereby authorized and directed to execute the Risk Management Consultant’s Agreement annexed hereto and to cause a notice of this decision to be published according to N.J.S.A. 40A:11-5(1)(a)(i).

RESOLUTION 2020-025
**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
APPOINTING MEMBERS OF LOCAL EMERGENCY PLANNING COMMITTEE**

BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that the following individuals be appointed to the Local Emergency Planning Committee for a term ending December 31, 2020:

Kevin Sullivan	Coordinator
Chief Tom Miller	Deputy Coordinator
Jon Weston	Deputy Coordinator
Albert E. Cruz	Attorney
Robert Hoffmann	Township Administrator
Chief	Green Village Volunteer Fire Department
Chief	Chatham Township Volunteer Fire Department
Richard Young	Manager Department of Public Works
Captain	Chatham Emergency Squad
Michael Fitzpatrick	Health Officer
Christy Hodde	Red Cross Administrator
Superintendent	School District of the Chathams
	RACES-radio Official

RESOLUTION 2020-026
**RESOLUTION OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW
JERSEY DESIGNATING INSURANCE FUND COMMISSIONER**

WHEREAS, the Township of Chatham is a member of the Morris County Municipal Joint Insurance Fund, and

WHEREAS, it is necessary to designate a Township Official to serve as a Fund Commissioner to represent the Township at meetings of the Fund;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey, as follows:

Township Administrator, Robert Hoffmann, is hereby designated to serve as the Township's Fund Commissioner in the Morris County Municipal Joint Insurance Fund.

Administrative Assistant/Chief Financial Officer, Debra A. King, is hereby designated to serve as the Alternate Township's Fund Commissioner.

RESOLUTION 2020-027

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM IN THE COUNTY OF MORRIS, NEW JERSEY, ESTABLISHING TEMPORARY BUDGET APPROPRIATION FOR 2020

WHEREAS, N.J.S.A. 40A:5-19 Local Budget Act provides that (where any contracts, commitments or payments are to be made prior to the final adoption of the 2020 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 2020, and

WHEREAS, the total appropriations in the 2019 Budget, less appropriations made for capital improvement fund, debt service and relief of the poor (public assistance) are as follows:

Current Fund	\$ 13,152,129.40
Sewer No. 1 Utility	\$ 1,631,324.00
Sewer No. 2 Utility	\$ 600,740.00

WHEREAS, 26.25% of the total appropriations in the 2019 Budget, less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said Budget is as follows:

Current Fund	\$ 3,452,433.96
Sewer No. 1 Utility	\$ 428,222.55
Sewer No. 2 Utility	\$ 157,694.25

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham, County of Morris, that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his records.

General Administration

Salaries and Wages	\$85,000.00
Other Expenses	\$20,000.00

Mayor and Twp. Committee

Other Expenses	\$250.00
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Municipal Clerk

Salaries and Wages	\$22,000.00
Other Expenses	\$5,000.00

Financial Administration

Salaries and Wages	\$30,000.00
Other Expenses	\$2,000.00

Computerized Data Processing

Salaries and Wages	\$10,000.00
Other Expenses	\$1,000.00

Collection of Taxes

Salaries and Wages	\$21,000.00
Other Expenses	\$3,000.00

Assessment of Taxes

Salaries and Wages	\$17,000.00
Other Expenses	\$1,500.00

Legal Services and Costs

Other Expenses	\$60,000.00
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Engineering Services and Costs

Other Expenses	\$60,000.00
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Planning Board	
Salaries and Wages	\$1,500.00
Other Expenses	\$9,000.00
Board of Adjustment	
Salaries and Wages	\$1,500.00
Other Expenses	\$5,000.00
Affordable Housing	
Other Expenses	\$55,000.00
Code Enforcement and Administration	
Salaries and Wages	\$97,000.00
Other Expenses	\$5,000.00
Insurance	
Liability	\$76,000.00
Worker's Compensation	\$53,000.00
Group Insurance Plan	\$575,000.00
Public Safety	
Police	
Salaries and Wages	\$725,000.00
Other Expenses	\$45,000.00
Police Dispatch / 911	
Other Expenses	\$60,000.00
Emergency Management Services	
Salaries and Wages	\$1,750.00
Other Expenses	\$250.00
First Aid Organization	
Aid to Volunteer EMS	\$3,000.00
Fire	
Other Expenses	\$60,000.00
Aid to Volunteer Fire Co.	\$25,000.00
Road Repairs and Maintenance	
Salaries and Wages	\$188,000.00
Other Expenses	\$90,000.00
Tree Protection	\$100.00
Solid Waste Collection	
Salaries and Wages	\$70,000.00
Other Expenses	\$60,000.00
Public Building and Grounds	
Salaries and Wages	\$215,000.00
Other Expenses	\$25,000.00
Vehicle Maintenance	
Other Expenses	\$33,000.00
Board of Health	
Salaries and Wages	\$1,500.00
Other Expenses	\$37,000.00

Capital Outlay

\$5,000.00

TOTAL

\$148,000.00

GRAND TOTAL

\$4,660,715.83

RESOLUTION 2020-028

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICIAL**

BE IT RESOLVED by the Township Committee of the Township of Chatham in accordance with N.J.A.C. 17: 27-3.5, "Designation of Public Agency Compliance Official", Robert Hoffmann is hereby appointed the Public Agency Compliance Official.

RESOLUTION 2020-029

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
APPOINTING MEMBERS TO THE
MUNICIPAL ALLIANCE COMMITTEE**

BE IT RESOLVED by the Township Committee of the Township of Chatham that the following be appointed to the Municipal Alliance Committee of the Chathams for the year 2020.

Kelly Loofbourrow	MACC Coordinator
Vince Fiorito	MACC Co-Chair
Len Resto	MACC Co-Chair
Detective David Gallo	Chatham Township Juvenile Detective
Maxine Silverman	ECLC Representative
Lisa Lattarulo	CHS SAC Representative
Alex Madala	CMS SAC Representative
Christine Mahoney	CHS & CHS SAC Representative
Cindy Weiner	LAF Representative
Lisa Sprague	Project Community Pride Representative
Melissa Thomas	CMS PTO Representative
Allison Bardon	Madison Chatham Coalition Coordinator
Carol Nauta	Recreation Coordinator
Julie Reich	Senior Center Director
Stacey Ewald	Township of Chatham Committee Representative
Allison Bardon	Madison Chatham Coalition Coordinator
Marianne Hauck	College Parent Representative
Craig Denecke	Faith Community Liaison
Deborah Fitzgerald	Library of the Chathams
Kelly Medvin	K-3 SDOC Counselor
Kristina McRae	Chatham High School PTO Representative
Jenna Atmeh	Health Department
Renee Hughes-Suh	Health and Wellness Content Specialist/Parent
Maggie Grady	Faith Community Liaison
Issy Shaw	CHS Student

RESOLUTION 2020-030

**A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM,
COUNTY OF MORRIS, STATE OF NEW JERSEY APPROVING A CASH MANAGEMENT
PLAN**

WHEREAS, N.J.S.A. 40A:5-14 mandates that the Governing Body shall, by Resolution passed by a majority of the membership thereof, approve a Cash Management Plan.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham as follows:

1. The attached Cash Management Plan will guide the investment of idle funds of the Township of Chatham.
2. The attached Cash Management Plan includes a policy Statement to guide its implementation.
3. The Chief Financial Officer will administer the plan.
4. The Plan is subject to annual audit; and

BE IT FURTHER RESOLVED that a certified copy of this resolution with Cash Management Plan attached shall be forwarded to the following:

- A. The Chief Financial Officer of the Township.
- B. The Township Auditor.
- C. All appropriate depositories

This Resolution shall take effect immediately.

**RESOLUTION 2020-031
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM
AUTHORIZING SERVICE CHARGES FOR RETURNED CHECKS**

WHEREAS, P.L. 1990, Chapter 105, supplementing Title 40 of the New Jersey State Revised Statutes has been enacted to allow a municipality the authority to impose a service charge to be added on an account which was by check or other payment instrument returned for insufficient funds or any other reason; and

WHEREAS, whenever an account is owing a municipality for a tax or special assessment, the service charge authorized by this section shall be included on whatever list of delinquent accounts is prepared for the enforcement of the lien.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey, that the Tax Collector be authorized to charge the aforementioned fee at a rate of \$20.00 per check or other payment instrument for all checks returned for insufficient funds or any other reason during 2020; and

BE IT FURTHER RESOLVED, that the Tax Collector may require future payments to be tendered in cash or by certified or cashier's check; and,

BE IT FINALLY RESOLVED that a certified copy of this Resolution be forwarded to the Township Treasurer, Tax Collector and Township Auditor.

**RESOLUTION 2020-032
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM,
COUNTY OF MORRIS, STATE OF NEW JERSEY DESIGNATING PHOENIX ADVISORS AS
CONTINUING DISCLOSURE AGENT AND
INDEPENDENT REGISTERED MUNICIPAL ADVISOR**

WHEREAS, the Township of Chatham has received Continuing Disclosure Agent and Independent Registered Municipal Advisor services from Phoenix Advisors LLC; and

WHEREAS, the terms of appointment are renewable each year; and

WHEREAS, Phoenix Advisors, LLC has submitted the proposal annexed hereto for the continuation of said services;

NOW THEREFORE, BE IT RESOLVED that the Township of Chatham does hereby Phoenix Advisors, LLC as Continuing Disclosure Agent and Independent Registered Municipal Advisor.

**RESOLUTION 2020-033
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM,
COUNTY OF MORRIS, STATE OF NEW JERSEY REGARDING SIGNATURES ON
TOWNSHIP CHECKS**

BE IT RESOLVED that TD Bank, N.A., is designated as a depository of Township funds, which may be withdrawn on checks, drafts, advices of debit, notes or other orders for the payment of monies (including electronic orders) bearing the signature of, or as otherwise authorized by, any one (1) of the following officers, employees, or agents of the Township of Chatham:

Title	Name
Treasurer, Chief Financial Officer	Debra A. King
Finance Committee Member	Michael Kelly
Finance Committee Member	Stacey Ewald

BE IT FURTHER RESOLVED, the agents whose names appear above, are hereby authorized to open and maintain a deposit account or accounts of the Township of Chatham with TD Bank, N.A., subject to the terms and conditions of the Business Deposit Account Agreement, as it may be amended from time to time (the "Account Agreement").

BE IT FURTHER RESOLVED, that TD Bank, N.A. is hereby directed to accept and pay without further inquiry any item or payment order drawn against any of the Township of Chatham's accounts with TD Bank, N.A. bearing the signature of or as otherwise authorized by any such Agents even though drawn or endorsed to the order of any Agent signing or tendered by such Agent for cashing - or in payment of the individual obligation of such Agent or for deposit to the Agent's personal account, and TD Bank, N.A. shall not be required or be under any obligation to inquire as to the circumstances of the issue or use of any item signed, or payment order authorized, in accordance with the resolutions

contained herein or the application or disposition of such item or payment order or the proceeds of the item or payment order.

BE IT FURTHER RESOLVED, that any one of such Agents is authorized to endorse all checks, drafts, notes and other items payable to or owned by the Township of Chatham for deposit with TD Bank, N.A. or for collection or discount by TD Bank, N.A., and to accept drafts and other items payable at TD Bank, N.A..

BE IT FURTHER RESOLVED, that the above named agents are authorized and empowered to execute such other agreements, including, but not limited to. special depository agreements and arrangements regarding the manner, conditions or purposes for which funds, checks or items of the Governmental Entity may be deposited, collected, or withdrawn and to perform such other acts as they deem reasonably necessary to carry out the provisions of these resolutions.

BE IT FURTHER RESOLVED, that the authority hereby conferred upon the above named Agents shall be and remains in full force and effect until written notice of the revocation thereof shall have been delivered to and received by TD Bank, N.A. at the location where an account of the Township of Chatham is maintained and Financial Institution has had a reasonable period of time to act upon such notice.

BE IT FURTHER RESOLVED, TD Bank, N.A. shall be authorized to honor and charge the Township of Chatham for such checks, drafts, or other orders, regardless of by whom or by what means the actual or purported facsimile signature thereon may have been affixed thereto, if such signature resembles the facsimile signature duly certified to or filed with TD Bank, N.A. by the Township Clerk. Further, TD Bank, N.A. shall be indemnified and saved harmless from any claims, demands, expenses, loss or damage resulting from or growing out of honoring the facsimile signature duly certified to or on file with TD Bank, N.A.

RESOLUTION 2020-034

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM CERTIFYING COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the Township Committee have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Chatham, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Township Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

RESOLUTION 2020-035

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM TO APPOINT A QUALIFIED PURCHASING AGENT, DEBRA KING AS QUALIFIED PURCHASING AGENT AND ROBERT S. HOFFMANN AS ALTERNATE QUALIFIED PURCHASING AGENT FOR CALENDAR YEAR 2020 PURSANT TO N.J.S.A 40A:11-3a and N.J.A.C. 5:34-5

BE IT RESOLVED, by the Township Committee of the Township of Chatham that Debra King is hereby re-appointed to the position of Qualified Purchasing Agent (QPA) with additional compensation in the amount of \$5,000 and that Robert S. Hoffmann Certificate # 1008 is re-appointed as Alternate QPA for calendar year 2020.

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the Township Clerk is hereby authorized to forward a certified copy of this resolution and a copy of Debra King's and Robert S. Hoffmann's certifications to the Director of the Division of Local Government Services.

RESOLUTION 2020-036

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM AUTHORIZING PAYMENT OF BILLS, PAYROLLS, SCHOOL TAXES AND COUNTY TAXES

BE IT RESOLVED that bills in the total amount of \$7,228.23 be paid.

RESOLUTION 2019-037

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM APPROVING MINUTES OF MEETINGS

BE IT RESOLVED that the Township Committee of the Township of Chatham acknowledges receipt of and approves the minutes of the Township Committee meetings held on November 26, 2019, December 12, 2019 and December 19, 2019.

**RESOLUTION 2020-038
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF CHATHAM APPROVING EXECUTIVE SESSION MINUTES OF MEETINGS**

BE IT RESOLVED that the Township Committee of the Township of Chatham acknowledges receipt of and approves Executive Session minutes of the Township Committee meeting held on December 19, 2019.

**RESOLUTION 2020-039
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, IN
THE COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING AN INTERLOCAL
AGREEMENT WITH THE TOWNSHIP OF MILLBURN FOR ANIMAL CONTROL SERVICES**

WHEREAS, the Township of Chatham desires to enter into an Interlocal Services Agreement, copy of which is attached hereto, for animal control services from the Township of Millburn; and

WHEREAS, the Agreement is in full compliance with the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham, in the County of Morris and State of New Jersey, that the Township Committee of the Township of Chatham hereby approves the Interlocal Services Agreement with the Township of Millburn for animal control services; and

BE IT FURTHER RESOLVED that this agreement shall be effective as of January 1, 2020 and extend for a period of two years or until such time as the Township notifies the Township of Millburn in writing, 60 days in advance, of the date the Township no longer requires these services; and

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to sign the attached Agreement; and

BE IT FINALLY RESOLVED that a copy of the Resolution and the Agreement for Interlocal Services be sent to the Township of Millburn for their approval and signature.

This Resolution shall take effect immediately.

Deputy Mayor Ness moved to approve the Consent Agenda. Committeewoman Ewald seconded the motion.

Roll call: Committeewoman Ewald, Aye; Committeewoman Fondaco, Aye; Committeewoman Swartz, Aye; Deputy Mayor Ness, Aye; Mayor Kelly, Aye.

Hearing of Citizens/Petitions

Mayor Kelly opened the Hearing of Citizens.

1. Mike Oien, 3 Hillcrest Avenue, said that he has questions for Attorney Cruz regarding the Settlement Agreement with the Fair Share Housing Center. He said that he is concerned about the sites selected for the affordable housing planning, and he would like to see additional properties included in the planning process. Mr. Oien also said he would like to know how firm of an agreement the Township will need by the middle of February.

Mayor Kelly said that there will be a special meeting to address affordable housing on January 7th, and he asked that questions on the topic be deferred until then.

2. David Workman, 19 Susan Drive, said that he does not see how there is time to hold off on anything, and that Mr. Oien should be able to discuss the affordable housing matters. Deputy Mayor Ness said that the Township Committee needs to give the Township's professionals to gather information so that questions can be answered at the special meeting. Mr. Workman asked how many professionals are giving appraisals on the Municipal Building and how many professionals are giving estimates are being provided on Municipal Building upgrades. Mayor Kelly reiterated that the Township Committee is not prepared to discuss the matter at this meeting, and there will be a meeting on January 7th regarding affordable housing.
3. Joe Basralian, 24 Fairfax Terrace, congratulated the new members of the Township Committee, thanked the current members for their service, and thanked those whose

term has ended for their service. Mr. Basralian expressed his confidence that the Township Committee will solve the affordable housing issues. He also said that he is at the meeting to represent Troop 280 BSA, who sponsored the first annual First Day Walk at the Giralda Farms Preserve. Mr. Basralian said that the walk was run by Troop 280, and \$1,300 was raised by the 130 participants.

4. Jane Devlin, 420 River Road, thanked the Township Committee for their service. Mrs. Devlin expressed her appreciation that members of both parties indicated a desire to work in a bi-partisan way.
5. David Workman, 19 Susan Drive, said that his neighborhood was repaved a few years ago and there are already potholes. Mr. Workman asked how the Township will go about finding a contractor to repave roads. Administrator Hoffmann said that the Township participates in the Morris County Co-op, which handles the bidding process. Mr. Workman reiterated that there are repairs needed on Dogwood Drive.
6. John Strelkoff, Long Hill Township, said that he is a former Chairman of the Chatham Township Democrats, and he said it is almost hard to believe that Democrats have had such electoral success in Chatham Township. Mr. Strelkoff said that it is important that so many residents are now attending meetings, both Republicans and Democrats. He also said that residents need to make their views known. Mr. Strelkoff further congratulated the members of the Township Committee.

Seeing no further comment, Mayor Kelly closed the Hearing of Citizens.

Mayor Kelly noted the presence of Father Kevin and Father Lem from Corpus Christi Church, and former Township Attorney Carl Woodward.

Closing Prayer

Monsignor Mahoney from Corpus Christi Church gave the closing prayer.

Committeewoman Swartz moved to adjourn at 8:19 PM. Deputy Mayor Ness seconded the motion, which carried unanimously.

Gregory J. LaConte
Municipal Clerk

2020 Annual Address by Mayor Mike Kelly

I want to start this State of the Township address by recognizing and thanking all of our current and former Township Committee members, all of our dedicated Township employees, all the volunteers who serve on our boards and committees, and all our engaged Township residents. The care and attention you all give to the Township is vital and appreciated.

This 2020 Township Committee consists of three Democrats and two Republicans working together for the betterment of our community. As our first action of the New Year, we have picked a bipartisan leadership team of a Republican Mayor and a Democratic Deputy Mayor. We cannot say it any more clearly – this Township Committee intends to represent all residents, we intend to listen to all views, and we look forward to working for you as an efficient and productive Township Committee.

And as your Mayor I am proud to report that the state of our Township is healthy and strong.

We are strong administratively. Our new Township Administrator Bob Hoffmann joined us in February with an abundance of new ideas, a wealth of experience, and a responsive customer service style of leadership.

We are strong in caring for our people and for our environment. During this past year the township switched to an all-organic lawn treatment for all our parks and playing fields to protect our children from herbicides and pesticides. Our single-use plastic bag ordinance adopted last year will go into effect on March 1. It will reduce litter and even more importantly it will reduce micro-plastics which have been found locally in the Passaic River, which is the source of our drinking water. Let us hope that the State Legislature follows the lead of Chatham Township and a growing number of other municipalities to address this problem in a uniform, state-wide manner.

Moving forward, our goal in 2020 is to make our Township even stronger. We will do this by focusing on every issue with a consistent strategy that emphasizes planning and communication.

In 2020, we will initiate a multi-year comprehensive financial planning process. The bylaws which are on the agenda for adoption later this evening will formalize a new process where recommendations for short-term and long-term goals will flow upward from our employees, our department heads, our Fire Departments and our Emergency Squad. These goals and objectives will be combined with those coming from the Township Committee and, when vetted, will shape both our operations and capital budgets. We will work toward a budget presentation that isn't just numbers, but also includes the goals and objectives those budget numbers are designed to reach.

Another bylaw change on tonight's agenda will require each of our professional consulting positions to be reviewed on a rotating basis every three years. We think we have some of the best lawyers, planners, engineers and financial consultants around, but it's just good business to formally review each position on a regular basis.

A key priority for 2020 will be to support the Planning Board in updating our Township Master Plan. Some of our Master Plan elements are 10-12 years old and are in desperate need of an update to deal with such pressing issues as traffic, affordable housing, sidewalks, the condition and use of our public buildings, our recreational facilities and our infrastructure. One of those special recreational facilities is the Colony Pool, a hidden gem of our community. Last year its membership grew by 7% and our goal in 2020 is to implement programs that will encourage an additional 10% membership growth. Our long-term goal is to grow our membership so that the Colony Pool becomes self-sufficient in 5-7 years. I invite everyone to check it out this summer for your selves and your families.

Shared services with neighboring towns are a big reason why our tax rate today is no higher than it was 12 years ago in 2007. We need to continue to review shared service opportunities to expand and improve services to township residents while controlling costs. One example: Chatham Borough is exploring the possibility of a parking deck as part of its proposed Post Office Plaza redevelopment. Many details of the plan are still undetermined. But Chatham Township would welcome a discussion of financially supporting a sensible increase in parking near the railroad station if it would help Township commuters.

When it comes to shared and regional services, we also need to improve our planning and communication with Morris County. For example, our single-stream recycling contract with the county was once a money-maker for the township but is now a money-loser. Ten years ago we were earning up to \$20,000-\$30,000 a year in profits from the sale of our recycled materials. Last year, we had to pay Morris County \$70,000 to process our recyclables – a swing of nearly \$100,000. This collapse is due partly to global recycling markets, but it's also due to our failure to deliver clean, separated and uncontaminated recyclables. Our contract with the county expires

at the end of 2020 and we need to talk seriously about changes that will work better for our budget and our environment.

We also need Morris County's help dealing with increased traffic on our county roads. The traffic backups caused by the traffic light at Southern Boulevard and Fairmount Avenue, and the traffic light at Southern Boulevard and River Road are just two of the problems that need to be addressed.

We need to do a better job planning for infrastructure improvements and letting the public know what expenses might be waiting in our future. We will formalize our road repaving schedule, publicizing road conditions from worst to first so residents will know when their street will be repaved and why others are being done sooner. Our sewer treatment plant is nearing the point when it will need a significant reinvestment to replace equipment that dates back to the 1960s and 1970s and is wearing out. And our storm water system gets more complaints than any other municipal service. It was built to handle 25-year storms, and lately we seem to be getting 100-year storms on an almost annual basis.

No forecast for 2020 would be complete without a discussion of Affordable Housing which is the biggest challenge facing the Township in the coming year.

There are two basic ways that any municipality can meet its Affordable Housing obligation.

Under the first option, a community can avoid any upfront financial costs by zoning enough land to allow developers to build all the Affordable Housing required by the courts. Under this strategy, which is called the Builder's Remedy, Chatham Township's obligation of 200 affordable units would require zoning for 1,000 or more total units because only 15%-20% would be affordable. The construction of 1,000 or more new dwellings in the Township would have a tremendously negative impact on traffic, school enrollment costs, tree removal, water runoff and increases in overall density, which is why the Township Committee more than a year ago decided against this option.

The Township Committee decided – again, more than a year ago -- to pursue the second option known as 100% Municipally Sponsored Affordable Housing. Under this option, a community faces higher expenses up front because it must provide land for its required number of affordable housing units and must cover some costs not funded by the builder or by tax credits. But we only have to provide for our obligation of 200 affordable units instead of more than 1,000 market and affordable units. This will have dramatically less negative impact – both short-term and long-term – on the Township.

That strategic decision to plan for 200 dwelling units instead of 1,000 or more was easy. The hard decision facing us in 2020 is where to put the last 100 of those affordable units. We also have a Municipal Building which is far bigger than we need and we have a Police Building that no longer complies with state standards. We don't have the answers yet to these three challenges, but we will resolve them with planning and communication. We don't have any time to waste. The Township Committee will hold a series of special meetings in January to prepare for Affordable Housing and the other important issues I've just mentioned.

On Tuesday, January 7, we will meet to evaluate information from our professionals and give direction to our Township Attorney who on Jan. 10 must file a formal request for a time extension on the Affordable Housing issue.

On Thursday, January 16, the Township Committee will hold a special work session focusing on issues other than Affordable Housing. The agenda will include short and long-term goal setting to help staff craft the final budget.

And on Thursday, January 30, the Township Committee will meet to conduct its regular business. We anticipate we will discuss additional information on our Affordable Housing progress, prior to our February 14 court appearance seeking a time extension.

All of these meetings will be public and will start at 7:30 p.m.

2020 is the start of a New Year and a New Decade. Let us work together with civility, cooperation and creativity to find the opportunities that will make Chatham Township even healthier and stronger than it is today. Thank you all. I look forward to working with all of you. Happy New Year!