

MINUTES FOR
MONTGOMERY TOWNSHIP COMMITTEE
REORGANIZATION MEETING
January 5, 2023
7:00 p.m.

1. The Montgomery Township Committee met at 7:00 p.m. on the above date at the Municipal Complex, 100 Community Drive, Skillman, NJ.
2. The Township Clerk called the meeting to order and led the salute to the flag.
3. Township Clerk Kukla stated the following: "Under the provisions of the Open Public Meetings Act, notice of the time and place of this meeting has been posted and sent to the officially designated newspapers."
4. Township Attorney Wendy Rubinstein-Quiroga administered the Oath of Office to Committeeperson Elect Devra Keenan
5. Township Attorney Wendy Rubinstein-Quiroga administered the Oath of Office to Committeeperson Elect Vince Barragan
6. Present by ROLL CALL were:

TOWNSHIP COMMITTEE: Devra Keenan, Neena Singh, Vince Barragan, Patricia Taylor Todd

Also noted as present were the following:

TOWNSHIP ADMINISTRATOR - Lori Savron

TOWNSHIP ATTORNEY - Wendy Rubinstein-Quiroga, Esq.

TOWNSHIP CLERK - Donna Kukla

6. ELECTION OF MAYOR FOR 2023
Committeeperson Singh nominated Committeeperson Devra Keenan for the Office of Mayor. The motion was seconded by Committeeperson Barragan and carried on the following:
ROLL CALL - Ayes - Keenan, Singh, Barragan, Todd
Nays - None

- 6-2. By virtue of the vote, Devra Keenan was elected Mayor of Montgomery Township for 2023.

- 6-3. Assemblywoman Sadaf Jaffer administered the Oath of Office to Mayor Keenan.

7. ELECTION OF DEPUTY MAYOR FOR 2023

- 7-1. Committeeperson Barragan nominated Committeeperson Neena Singh for the office of Deputy Mayor. The motion was seconded by Mayor Keenan and carried the following:
- 7-2. By virtue of the vote, Neena Singh was elected Deputy Mayor of Montgomery Township for 2023.
- 7-3. County Commissioner Shanel Robinson administered the Oath of Office to Deputy Mayor Singh.

8. NOMINATION AND ELECTION OF NEW TOWNSHIP COMMITTEE MEMBER

- 8-1. Mayor Keenan nominated Dennis Ahn for the office of Township Committee Member. The motion was seconded by Committeeperson Barragan and carried on the following:

ROLL CALL - Ayes - Todd, Barragan, Singh, Keenan
Nays - None

- 8-2. Township Attorney Wendy Rubinstein-Quiroga administered the Oath of Office to Committeeperson Ahn.

9. ADDRESS BY MAYOR DEVRA KEENAN

"Welcome Friends, Family and Neighbors! Thank you for attending this evening and for the unwavering support you provide that is so critical to all of us up here as we serve our community. And thank you to the voters of Montgomery for supporting our continued leadership. Tonight, we are joined by a number of distinguished leaders who we wish to recognize, beginning with State Assemblywoman and former Montgomery Mayor, Sadaf Jaffer who administered my Oath. My personal thanks for your mentorship, leadership and most importantly, your friendship.

In addition, we are delighted to see:

- Somerset County Commissioners Melanie Marano and Paul Drake
- County Clerk Steve Peter
- Former Montgomery Deputy Mayor Brad Fay
- Chairman of the Montgomery Democratic Organization Paul Blodgett
- And countless current and former volunteers of Montgomery Township Boards and Commissions

Thank you all for your public service and your steady support of Montgomery Township - and apologies to those I may have missed this evening. Congratulations to Deputy Mayor Neena Singh - your enthusiasm and commitment to our community is commendable and I look forward to continuing to work closely with you. I would also like to extend a warm welcome to our newest Township Committee member, Dennis Ahn. Thank you for stepping up to serve due to the departure of Marvin Schuldiner who recently stepped down to focus on his health. Dennis, we are grateful to have your perspective on the Township's governing body and your experience as an entrepreneur and business owner here in Montgomery is a welcome addition to this collaborative team. And what a great team it is! When I look at the five of us up here...I am so proud to serve on one of the most diverse and representative governing bodies in the

State. Finally, I want to thank all of my colleagues on this Committee for your confidence in my leadership and I look forward to serving as Mayor for a third year. The Township Committee has entrusted to me to present the following joint remarks in the spirit of unity and collaboration:

2022 was a year of tremendous transitions and many accomplishments.

- We are gathered IN PERSON, in our new municipal building we opened this year. It had been more than thirty years since we last expanded our old building and much longer since we built a new one. At long last, we are sitting in a state-of-the art municipal center worthy of this great township which includes the newest branch of the Somerset County Library System.

- We said "good-by" to a number of long serving employees who retired and celebrated the promotions of their successors; We welcomed Lori Savron to her new role as Township Administrator. Lori - you hit the ground running and we are very pleased with everything that has happened under your short watch.

- We established a new cricket field, We were back with an awesome fireworks display with over 7000 attendees; summer camps were back in force; and trunk-or-treat was back and better than ever!

- We increased funding and championed community support for Montgomery Emergency Medical Services, and I want to remind everyone listening that this great community of ours relies heavily on our all Volunteer Fire Companies and an all-volunteer EMS - so please remember "Charity begins at home" when you are making your charitable contributions.

- We continue to provide testing and vaccine clinics resulting in one of the highest vaccination rates in NJ.

- We focused police efforts to expand gender and cultural representation and spend more time on community events such as Coffee with a Cop.

- We kept our commitment to make sure our municipal tax dollars went further by bringing in more money than ever (close to 2M) in grants from the State and County, including one that will finally bring public water and gas to Otto Kaufman center!

We are proud of what we accomplished in 2022 and excited for what is in store for 2023. And we are off to a great start. In December, the Township Committee met to kick off a new long-term Strategic Planning process. It was a great session and so many ideas came to the table on how we can continue enhancing Montgomery as a premier township in the County and the State. We will continue to refine and gather broader input as the year goes on, but wanted to share some of the directional goals:

1. Make Montgomery a model of environmental stewardship and disaster preparedness;
2. Get people out of their cars and Make Montgomery accessible by creating new sidewalks, bike lanes and paths that connect residents to parks, schools, our new municipal center & library, and commercial hubs;
3. Continue to make the best use of our tax dollars by making prudent financial decisions, seeking alternate sources of funding from the county, state and private sectors and; reviewing all of the Shared Services we provide to other municipalities to ensure they continue to make sense for Montgomery taxpayers;
4. Keep progressing to make Montgomery municipal government more user-friendly, accessible and responsive, and ensure that information is readily available and easily exchanged. Most importantly, we need to make critical township messages available to residents in their preferred language and mode of communication.
5. In short, we will continue to maximize ease, increase value and optimize all of our tax dollars.

Tonight, as in year's past, we are appointing dozens of residents to municipal boards and commissions. We are grateful for those of our neighbors who are willing to step forward and work constructively to help make Montgomery an even better place to live and work. We look forward to a more civil and collaborative 2023. Thank you."

10. **APPOINTMENT OF LIEUTENANT ANDREW PERRY**

BE IT RESOLVED that Andrew Perry is hereby appointed Lieutenant effective January 6th, 2023.

- 10-1. Mayor Keenan moved the appointment of Andrew Perry to Lieutenant. The motion was seconded
Committeeperson Barragan and carried on the following:

ROLL CALL - Ayes - Ahn, Todd, Barragan, Singh, Keenan
Nays - None

- 10-2. Mayor Keenan administered the Oath of Office to Lieutenant Andrew Perry.

11. **ADDRESS BY DEPUTY MAYOR NEENA SINGH**

"Thank you everyone for coming, I would like to thank the Montgomery Community and the Township Committee for this honor. Thank you for placing your trust and confidence in my abilities to assume the office of Deputy Mayor of Montgomery.

I have lived, volunteered and worked in Montgomery for the past 25 years. My three kids are Montgomery high school alumni. Montgomery and the community has given me, an immigrant woman, incredible opportunities, love and acceptance, and it is an immeasurable honor to serve my town. What energizes and motivates me is the spirit of service and a strong belief that we all have a responsibility to give back this year. My goal is to collaborate with Somerset

County and the state to ensure all our residents have the best possible resources whether its health, wellness, transportation or recreational spaces.

I look forward to working with Mayor Keenan, Committeeperson Barragan, Committeeperson Todd and Committeeperson Ahn to ensure that Montgomery is the best town in New Jersey. Last but not least, I would like to thank my husband Paramjit, my three kids Natasha, Prianka and Sahib who have been very supportive. I want to thank my friends who are here today. I am here thanks to all of you and I definitely want to thank Shanel, Melanie, Sadaf, Shelly, Peter, and Paul Blodgett. Thank you so much, and I hope to live up to everybody's expectations and surpass them. Thank you so much for this honor."

12. APPOINTMENTS BY TOWNSHIP COMMITTEE

OFFICE	TERM	
Township Attorney	1 yr.	Wendy Rubinstein-Quiroga (Weiner Law)
Tax Litigation/Appeals Attorney	1 yr.	Wendy Rubinstein-Quiroga (Weiner Law)
Labor Counsel	1 yr.	Stephen Edelstein (Weiner Law)
Special Projects/Conflict Counsel	1 yr.	Kevin Van Hise (Mason, Griffin & Pierson)
Bond Counsel	1 yr.	Andrea Kahn (McManimon,Scotland & Baumann)
Township Planners - Planning & Zoning	1 yr.	Michael Sullivan (Clarke Caton Hintz)
Auditor	1 yr.	Robert Swisher (Suplee, Clooney & Co.)
Communications Consultant	1 yr.	Fuerza Strategy Group
Landscape Architect	1 yr.	Richard Bartolone
Traffic Engineer	1 yr.	Joseph A. Fishinger, Jr. (Bright View Engineering
Environmental Engineer	1 yr.	James Cosgrove (One Water Consulting, LLC)
Environmental Engineer	1 yr.	Kleinfelder, Inc.
Consulting Engineer	1 yr.	Princeton Hydro, LLC
Consulting Engineer	1 yr.	Melick-Tully Associates
Consulting Engineer	1 yr.	Menlo Engineering, Inc.
Consulting Engineer	1 yr.	Environmental Resolutions, Inc.
Consulting Engineer	1 yr.	Kleinfelder, Inc.
Consulting Engineer	1 yr.	James Cosgrove (One Water Consulting, LLC)
Codifier of Township Ordinances	1 yr.	General Code
Financial Advisor	1 yr.	Public Financial Management
Appraiser	1 yr.	Bettina D. Scholk Appraisals
Appraiser	1 yr.	Sockler Realty Services
Appraiser	1 yr.	Mark Tinder
Surveyor	1 yr.	Jeff Baldwin (JT Surveying)
Surveyor	1 yr.	Harris Surveying_
Tax Map Official	1 yr.	Jeff Baldwin (JT Surveying)
Affordable Housing Administrative Agent	1 yr.	Community Grants, Planning & Housing
Township Physician (Medical Services)	1 yr.	Concentra Occupational Health
Risk Management Consultant	1 yr.	Steve Weiner (Acrisure, LLC)
Health Benefits Consultant	1 yr.	Steve Weiner (Acrisure, LLC)
Municipal Housing Liaison	1 yr.	Lori Savron
Deputy Township Clerk	1 yr.	_____
Assessment Search Official	1 yr.	Donna Kukla
Public Agency Compliance Officer (PACO)	1 yr.	Donna Kukla
Tax Search Official	1 yr.	Michael Pitts
Flood Search Official	1 yr.	Mark Herrmann
Conservation Easement Officer	1 yr.	Joe Samec
Fire Marshal	1 yr.	Roy Mondi
Fire Prevention Inspector	1 yr.	Roy Mondi
Fire Prevention Inspector	1 yr.	Brett Colavito
Fire Prevention Inspector	1 yr.	Ryan Pinella
Fire Protection Inspector	1 yr.	Roy Mondi
Clean Communities Coordinator	1 yr.	Arthur Villano
Recycling Coordinator	1 yr.	Arthur Villano
Americans w/Disabilities Compliance Coord.	1 yr.	Lori Savron
Affirmative Action Compliance Official	1 yr.	Lori Savron
Dog Canvasser	1 yr.	Rose Tropeano
Court (concurrent with Hillsborough's term):		
Primary Prosecutor	1 yr.	Christopher Bateman
DUI Special Prosecutor	1 yr.	William Fox
Public Defender	1 yr.	Peter Cipparulo
DUI/Alternate Public Defender	1 yr.	Scott Mitzner
Alternate Prosecutors	1 yr.	Brain Davis, Kevin Hewitt, Brian Glicos Philip George, Dominic DiYanni, John Donnadio

OFFICE	TERM	RETIRING OFFICER	NEW APPOINTMENT
Board of Fire Prevention, Business Rep	1 yr.	<u>Vacant</u>	_____
Board of Health			
Regular Member	3 yrs.	Sharma	Dr. Om Sharma
Regular Member	3 yrs.	Wolfson	Alexander Wolfson
Regular Member	3 yrs.	Faisal	Siddiq Faisal
Alternate I	2 yrs.	O'Mara	Neeta Bahal O'Mara
Board of Improvement Assessors			
Regular Member (expires 12/31/23)	2 yrs.	VACANT	Marilyn Blazovsky
Regular Member	2 yrs.	LaRue	Susan LaRue
Regular Member	2 yrs.	Lattanzio	Karen Lattanzio
Regular Member	2 yrs.	VACANT	_____
Central Jersey Health Insurance Fund Commissioner (expires 12/31/23)	3 yrs.	Nieman	Lori Savron
Emergency Services Coordinating Committee OEM Representative	1 yr.	Devlin	Sean Devlin

MONTGOMERY TOWNSHIP COMMITTEE
Reorganization Meeting - 1/5/23

Police Representative	1 yr.	Bet	Capt. Silvio Bet
Chief, Fire Co. #1	1 yr.	Schroek	Kevin Schroeck
Chief, Fire Co. #2	1 yr.	Verducci	Adam Verducci
EMS President	1 yr.	Raymond	Siddharth Saran
EMS Captain	1 yr.	Gerschel	Louis Dundi
Public Safety Technician, Advisor	1 yr.	Ferrara	Jack Ferrara
Fire District #1	1 yr.	Karsay	Tom Karsay
Fire District #2	1 yr.	Martin	Peter G. Martin
Staff Liaison	1 yr.	Patel	Devangi Patel
Inclusion & Equity Committee			
Regular Member	3 yrs.	Patel	Catherine Lugg
Regular Member	3 yrs.	Ghani	Meghna Pabbathi
Joint Insurance Fund			
Commissioner	1 yr.	Pitts	Micheal Pitts
Alternate	1 yr.	Novak	Tamarah Novak
Special Fund Commissioner	1 yr.	Nieman	Lori Savron
License Appeals Board			
Regular Member	1 yr.	Miller	Jim Miller
Regular Member	1 yr.	Karsay	Richard Karsay
Regular Member	1 yr.	Kennedy	Richard Kennedy
Montgomery/Rocky Hill Municipal Alliance & Youth Services Commission			
Citizen-At-Large	1 yr.	Narayanan	Kharan Narayanan
Citizen-At-Large	1 yr.	Newman	Christine Newman
Citizen-At-Large	1 yr.	Huff	Lori Huff
Citizen-At-Large	1 yr.	Shapiro	Lisa Shapiro
Citizen-At-Large	1 yr.	Ghai	Gurpreet Ghai
Citizen-At-Large	1 yr.	VACANT	_____
Citizen-At-Large	1 yr.	VACANT	_____
Montgomery High School	1 yr.	Grossman	Christine Grossman
Montgomery School District	1 yr.	Gaylord	Corie Gaylord
Montgomery Upper Middle School	1 yr.	Lachenauer	Stefanie Lachenauer
Board of Education Rep.	1 yr.	VACANT	_____
Local Civic Organization	1 yr.	Arons	Michael Arons
Police Dept. Liaison	1 yr.	Bet	Police Director Silvio Bet
Police Dept. Liaison	1 yr.	Frascella	Lt. Tom Frascella
Open Space Committee			
Regular Member	4 yrs.	Forbes	William Forbes
Alternate I	4 yrs.	Morgan	Kevin Burkman
Planning Board			
Class III	1 yr.	Schuldiner	Patricia Todd
Zoning Board of Adjustment			
Alternate I (exp. 12/31/23)	2 yrs.	Barragan	Eileen Bruns
Alternate II	2 yrs.	Bruns	_____
Raritan & Millstone Rivers Flood Control Commission			
Township Committee member	1 yr.	Huang	Devra Keenan
Alternate I	1 yr.	Roberts	Srinivas Diddi
Alternate II	1 yr.	Keenan	Paul Blodgett
Recreation Committee			
Regular Member	3 yrs.	Shueh	Stephen Shueh
Regular Member	3 yrs.	Mylson	Denyce Mylson
Regular Member (exp. 12/31/23)	3 yrs.	Treichler	Kent Huang
Alternate I	3 yrs.	Chenukuri	Sreedhar Chenukuri
Alternate II	3 yrs.	Bhatia	Dr. Himanshu Bhatia
Sewer Committee			
Chair	1 yr.	Keenan	<u>Mayor</u>
Shade Tree Committee			
Regular Member	1 yr.	Koplik	Larry Koplik
Regular Member	1 yr.	Narayanan	Judy Colburn
Regular Member	1 yr.	Stein	Irene Stein
Regular Member	1 yr.	Pandey	Rashmi Pandey
Regular Member	1 yr.	Gell	Carol Gell
Regular Member	1 yr.	Richter	Sandra Richter
Regular Member	1 yr.	Amoako-Poku	Taraja Amoako-Poku
Sustainable Montgomery's "Green Team"			
Regular Member	1 yr.	Roberts	Sarah Roberts
Regular Member	1 yr.	Reece	Mary Reece
Regular Member	1 yr.	Kaganowicz	Greg Kaganowicz
Regular Member	1 yr.	Brown	Susann Brown
Regular Member	1 yr.	Reyes	Yasmin Rayes
Regular Member	1 yr.	Jacob	Michelle Jacob
Regular Member	1 yr.	Derby	Frank Derby
Alternate I	1 yr.	Lynch	Kathy Lynch
Alternate II	1 yr.	Zinn	Ratna Revankar
Veterans Memorial Advisory Committee			
Regular Member	3 yrs.	Dyer	Hugh Dyer
Regular Member	3 yrs.	Bairaktaris	Dimitra Bairaktaria
Regular Member	3 yrs.	Matthews	Donald Matthews
Regular Member (expires 12/31/23)	3 yrs.	Hudson	_____
Liaisons/Representatives			
Somerset Co. Solid Waste Advisory Council	1 yr.	Matthews	Donald Matthews
Somerset Co. Municipal Wastewater Management Planning Comm. Elected Official	1 yr.	Keenan	Devra Keenan
Somerset Co. Community Dev. Comm. Regular Member	1 yr.	Robbins	Ellen Robbins
Alternate	1 yr.	Savron	Chery Chrusz

12-1. Deputy Mayor Singh moved the adoption of the foregoing resolution. The motion seconded by Committeeperson Barragan and carried on the following:

ROLL CALL - Ayes - Ahn, Todd, Barragan, Singh, Keenan
Nays - None

13. **MAYORAL APPOINTMENTS WITH CONSENT OF TOWNSHIP COMMITTEE**

Agricultural Advisory Committee			
Regular Member	3 yrs.	Johnson	John Johnson, Jr.
Economic Development Commission			
Regular Member	3 yrs.	Narayanan	Akshat Yalamarty
Regular Member	3 yrs.	Mehta	Kavin Mehta
Planning Board Liaison	3 yrs.	Mani	Arun Mani

13-1. Deputy Mayor Singh moved the adoption of the foregoing resolution. The motion seconded by Committeeperson Barragan and carried on the following:

ROLL CALL - Ayes - Ahn, Todd, Barragan, Singh, Keenan
Nays - None

14. **MAYORAL APPOINTMENTS**

Board of Health			
Advisor	1 yr.	Mandelbaum	Bert Mandelbaum, MD
Central Jersey Transportation Forum			
Representative	1 yr.	Hermann	Mark Herrmann
Alternate	1 yr.	Nieman	Neena Singh
Alternate	1 yr.	Savron	Lori Savron
Inclusion & Equity Committee			
Advisor	1 yr.	Knol	Jeff Knol
Environmental Commission			
Regular Member, Planning Board	3 yrs.	Roberts	Sarah Roberts
Regular Member	3 yrs.	Reece	Mary Reece
Alternate II	2 yrs.	Zinn	Ratna Revankar
Advisor	1 yr.	Revankar	Brian Zinn
Landmarks Commission			
Class B	4 yrs.	Havens	Jessie Havens
Class C	4 yrs.	Hammell	Dawn Hammell
Class C	4 yrs.	Massand	Rikki Massand
Alternate I	1 yr.	VACANT	
Alternate II	1 yr.	VACANT	
Local Emergency Planning Council			
OEM Coordinator	1 yr.	Devlin	Sean Devlin
Deputy OEM Coordinator	1 yr.	Ferrara	Jack Ferrara
Montgomery Board of Education	1 yr.	McLoughlin	Mary McLoughlin
Johnson & Johnson	1 yr.	Romberger	Paul Romberger
Fire Company #1, Chief	1 yr.	Schroeck	Kevin Schroeck
Fire Company #2, Chief	1 yr.	Verducci	Adam Verducci
Montgomery EMS	1 yr.	Gerschel	Louis Dundie
Montgomery Township Engineer	1 yr.	Herrmann	Mark Herrmann
Mayor	1 yr.	Keenan	Mayor
Fire Subcode Official	1 yr.	Mondi	Roy Mondie
Health Officer	1 yr.	Patel	Devangi Patel
Recreation Director	1 yr.	Zimmerman	John Groeger
DPW Superintendent	1 yr.	Villano	Arthur Villano
Planning Board			
Class I	1 yr.	Keenan	Mayor
Class II	1 yr.	Blodgett	Paul Blodgett
Class IV (expires 12/31/25)	4 yrs.	Todd	Brian Hamilton
Class IV, Walt Raymond	4 yrs.	Campeas	Dave Campeas
Class IV, Environmental Comm.	3 yrs.	Roberts	Sarah Roberts
Alternate I	2 yrs.	Glockler	Tony Glockler
Alternate II (expires 12/31/23)	2 yrs.	Hamilton	Ibad Kahn
Advisor	1 yr.	Laskey	James Laskey
Advisor	1 yr.	Naik	Balachandra Naik
Recreation Committee			
Advisor	1 yr.	Rosenthal	Matt Rosenthal
Shade Tree Committee			
Advisor	1 yr.	Zak	Ewa Zak
Advisor	1 yr.	Roberts	Sarah Roberts
Advisor	1 yr.	Foti	Eileen Foti
Advisor	1 yr.	Dexter	Judy Dexter
Advisor	1 yr.	Rosenthal	Amy Rosenthal
Advisor	1 yr.	Heebner	Ed Heebner
Advisor	1 yr.	Blane	Michelle Blane
Advisor	1 yr.	Adams	Philip Adams
Advisor	1 yr.	Trzaska	Ed Trzaska
Advisor	1 yr.	Waltz	John Waltz
Sustainable Montgomery's "Green Team"			
Advisor	1 yr.	Revankar	Brian Zinn
Advisor	1 yr.	Le	Thuy Anh Le

Veterans Memorial Advisory Committee			
Advisor	1 yr.	Maloney	Mike Maloney
Advisor	1 yr.	DeGaglia	Tom DeGaglia
Advisor	1 yr.	Rayner	Peter Rayner
Advisor	1 yr.	Clark	Simon Clark
Advisor	1 yr.	Rosen	Harel Rosen
Advisor	1 yr.	Durga	Subhash Durga
Liaisons/Representatives			
Somerset Co. Community Dev. Comm.			
Regular Member	1 yr.	Keenan	Devra Keenan
Alternate	1 yr.	Savron	Lori Savron
Delaware & Raritan Canal Comm.			
Regular Member	1 yr.	Massand	Rikki Massand
Somerset Co. Solid Waste Adv. Council			
Regular Member	1 yr.	Koplik	Devra Keenan
Somerset Co. Cultural & Heritage Comm.			
Regular Member	1 yr.	Havens	Rikki Massand

15. TOWNSHIP COMMITTEE LIAISONS AND REPRESENTATIVES

OFFICE	RETIRING OFFICER	NEW APPOINTMENT
Agricultural Advisory Committee	Keenan	Devra Keenan
Board of Fire Prevention	Schuldiner	Devra Keenan
Board of Health	Singh	Neena Singh
Budget & Finance	Keenan	Devra Keenan
Budget & Finance	Barragan	Vince Barragan
Economic Development Commission	Schuldiner	Neena Singh
Emergency Services Coordinating Comm.	Keenan	Devra Keenan
Environmental Commission/Sustainable Montgomery	Keenan	Devra Keenan
Inclusion & Equity Committee	Bell	Patricia Todd
Landmarks Commission	Huang	Patricia Todd
Library Advisory Board Keenan Devra Keenan Montgomery/Rocky Hill		
Municipal Alliance/Youth Services	Singh	Neena Singh
Open Space Committee	Barragan	
Recreation Committee	Singh	Neena Singh
Shade Tree Committee	Keenan	
Somerset County Multi-Jurisdictional		
Hazard Mitigation Committee	Keenan	Devra Keenan
Transportation Advisory Committee	Schuldiner	Neena Singh
Youth Advisory Committee	Bell	Neena Singh
Veterans Memorial Committee	Barragan	Vince Barragan
Wildlife Management Committee	Keenan	Devra Keenan

16. PUBLIC COMMENT

We respectfully ask members of the public to limit your comments to approximately five (5) spoken minutes. Additionally, if your comments are similar to comments already made, instead of repeating them at length, we ask instead indicate that you join in or support those comments already made.

Any questions posed to the Township Committee will be answered after the closure of public comment. Any question requiring research or additional information will be answered at a subsequent Township Committee meeting.

- 16-1. Jeffrey Grant, Belle Mead, congratulated all of the Township members for all they’ve accomplished and for renewing their terms. He then referenced the first amendment and asked the Mayor if she felt she was following it as well as free speech.
- 16-2. Catherine Lugg, Belle Mead, added a response to Grant’s statement. She brought up that freedom of speech is limited and that it doesn’t equal freedom of consequences for your speech.
- 16-3. Safar Jaffar, Harvard Circle, congratulated the Committeemembers on their leadership and their elections. She expressed that adding a row of trees on the major roadways of the building would be a nice addition.
- 16-4. Paul Blodgett, Belle Mead, gave congratulations to the Committeemembers and said it was one of the strongest boards and committees he’s experienced in a while.
- 16-5. Christine Newman, Skillman, gave some feedback on what she would like to see be the focus in 2023 and congratulated the Committee on their hard work.
- 16-6. Marilyn Blazovsky, 14 Andover Circle, said how proud she was, gave more congratulations to all the Township members and thanked them for all their efforts.
- 16-7. Mayor Keenan thanked everyone for their comments. She asked Attorney Rubinstein Quiroga to comment on the first amendment discussion.
- 16-8. Attorney Rubinstein Quiroga reminded everyone that with free speech and public comments are specifically related to Township business.
- 16-9. Mayor Keenan stated that they are working on getting a row of trees planted. A Municipal Green Team has been created to work on beautifying the municipal complex building over the next five years.
- 16-10. There being no further comment, Mayor Keenan closed Public Comment.

17. **MAYORAL AUTHORIZATION TO PERFORM MARRIAGES - Deputy Mayor**

BE IT AUTHORIZED that the Deputy Mayor may solemnize marriage ceremonies in the absence of the Mayor.

18. **CONSENT AGENDA**

All matters listed hereunder are considered to be routine in nature and will be enacted in one motion. Any person may request that an item be removed for separate consideration.

A. **RESOLUTION #23-1-1 - PROFESSIONAL SERVICES RESOLUTION**

WHEREAS, there exists a need to acquire the following professional services for 2023 without a "fair and open process" as defined by P.L. 2004, c.19, the "Local Unit Pay-to-Play Law":

- (1) Bond, General, Labor/Special Projects/Conflict Counsel Legal Services and Tax Appeal Litigation Support; and
- (2) Auditing Services; and
- (3) Environmental and Traffic Engineering Services; and
- (4) Professional Planning Services; and
- (5) Landscape Architect; and
- (6) Municipal Finance Services.

WHEREAS, the Montgomery Township Purchasing Agent has determined and certified in writing that the value of the services over the course of the contracts is anticipated to exceed \$17,500.00; and

WHEREAS, the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., authorizes the award of professional services contracts without competitive bidding; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available for the aforesaid services in accordance with the amounts set forth in the 2023 Temporary Budget, with performance of said services after March 31, 2023 being subject to the Township's amendment of the 2023 Temporary Budget, and/or adoption of the final 2023 Budget.

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

- (1) The Mayor and Clerk are hereby authorized and directed to execute proper agreements for a not to exceed amount with the following:
 - Wendy Rubinstein-Quiroga of Weiner Law Group as Township Attorney and Tax Litigation/Appeals Attorney - \$300,000.00 Acct. #01-201-20-155-248)
 - Stephen Edelstein of Weiner Law Group as Labor Attorney Counsel - \$35,000 (Acct. #01-201-20-155-248)
 - Kevin Van Hise of Mason, Griffin and Pierson as Special Projects/Conflict Counsel - \$25,000 (Acct. #01-201-20-155-248)
 - Andrea Kahn of McManimon Scotland & Baumann, LLC as Bond Counsel - \$20,000 (Acct. #01-201-20-155-248)
 - Michael Sullivan of Clarke Caton Hintz as Township Planner - \$109,000 (Acct. #01-201-21-185-251)
 - Suplee Clooney as Township Auditor - \$61,500.00 (Acct. #07-201-55-544-247)
 - Joseph A. Fishinger, Jr. of Bright View Engineering as Traffic Engineer - \$15,000 (Acct. #01-201-20-165-251)
 - Kleinfelder, Inc. as Environmental Engineer - \$250,000 (Acct. #08-215-55-901, 07-291-55)
 - James Cosgrove of One Water Consulting as Environmental Engineer - \$250,000 (Acct. #08-215-55-901, 07-291-55)
 - Richard Bartolone as Landscape Architect - \$36,000 (Acct. #01-201-20-165-251)
 - Public Finance Management as Municipal Finance Services - \$10,000 (Acct. #01-201-20-130-251)
- (2) These contracts are awarded for a period of one year, for the amounts set forth in each contract, and without competitive bidding as "Professional Services" under the provisions of the Local Public Contracts Law N.J.S.A. 40A:11-5(1)(a) as contracts for services to be performed by persons authorized by law to practice recognized professions that are regulated by law and because the services to be performed are not susceptible of quantifying in bid specifications.
- (3) These contractors have completed and filed with Montgomery Township a Campaign Contributions Affidavit as required by N.J.S.A. 19:44A-20.2 et seq. certifying they have not made any prohibited contributions to a candidate committee or municipal committee representing the elected officials of the Township.
- (4) A copy of this Resolution, the Certifications of Contract Value, the Campaign Contributions Affidavit, and the executed Agreements shall be placed on file in the office of the Township Clerk.
- (5) A notice of this action shall be published once in the official newspaper as required by law.
- (6) Performance of services under the terms of these contracts, and payment for the services, after March 31, 2023 is subject to the amendment of the 2023 Temporary Budget and/or adoption of the final 2023 Budget, and certification of availability of funds by the Chief Financial Officer.

B. **RESOLUTION #23-1-2 - AUTHORIZING THE EXTENSION OF THE CONTRACT FOR EXTRAORDINARY UNSPECIFIABLE SERVICE AGREEMENT TO COMMUNITY GRANTS, PLANNING AND HOUSING**

WHEREAS, Resolution #21-6-140 adopted on June 3, 2021 awarded an Extraordinary Unspecifiable Service Agreement for two years with two (2) one-year or one (1) two-year extension options to Community Grants, Planning and Housing (CGP&H); and

WHEREAS, the agreement is awarded without competitive bidding as an "Extraordinary Unspecifiable Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a)(iii), for the reasons set forth in the Township Administrator's Certification of Extraordinary Unspecifiable Service, which reasons are incorporated herein as if fully restated; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds in Accounts 18-288-56-000-001, 18-288-56-000-002, 18-288-56-000-003, 18-288-56-000-004, 18-288-56-000-005, 18-288-56-000-006 are available to pay for said services; and

WHEREAS, CGP&H shall be paid a fee not to exceed \$44,805.00 to provide these services in 2023 and \$44,805.00 to provide said services in 2024. The total contract amount over the entire two-year term shall not exceed \$89,610.00.

C. **RESOLUTION #23-1-3 - PETTY CASH CHECKS**

BE IT RESOLVED that the Chief Financial Officer be authorized to draw checks, one in the amount of \$1,000 to Olu Ochei, custodian of the Township Clerk's Petty Cash Funds.

D. **RESOLUTION #23-1-4 - DEPOSITORY FOR TOWNSHIP MONIES**

BE IT RESOLVED that the depositories for the funds of the Township of Montgomery for the year 2023 shall be any bank licensed to do business in the State of New Jersey and who holds a Governmental Unit Deposit Protection Act Certificate.

E. **RESOLUTION #23-1-5 - OFFICIAL SIGNATURES**

BE IT RESOLVED that the Township officers authorized to sign the Township checks are Devra Keenan, Mayor; Michael Pitts, Chief Financial Officer; Donna Kukla, Township Clerk.

F. **RESOLUTION #23-1-6 - OFFICIAL SIGNATURE - Assistant Chief Financial Officer**

BE IT RESOLVED that the Assistant Chief Financial Officer, Dale Melville, is hereby authorized to sign Township checks in 2023 in the absence of the Chief Financial Officer.

G. **RESOLUTION #23-1-7 - DEPUTY AND ADMINISTRATOR SIGNATURES**

BE IT RESOLVED that Neena Singh, Deputy Mayor is hereby authorized to sign Township checks in 2023 in the absence or inability to serve of the Mayor and that Deputy Township Clerk is authorized to sign Township checks in the year 2023 in the absence or inability to serve of the Township Clerk.

H. **RESOLUTION #23-1-8 - AUTHORIZATION TO ESTABLISH INTEREST ON TAX DELINQUENCIES AND TAX SALES**

WHEREAS, N.J.S.A. 54:4-67 permits the Township Committee to establish by resolution the rate of interest to be charged for the non-payment of taxes or assessments on any installment which is not made within the tenth calendar day following the date upon which same became due and payable; and

WHEREAS, Chapter 75, P.L. 1991, now permits the governing body to establish a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year; and

WHEREAS, The Township Committee of the Township of Montgomery finds it to be in the best interests of the Township to establish said penalty.

NOW, THEREFORE, BE IT RESOLVED By the Township Committee of the Township of Montgomery as follows:

1. Pursuant to N.J.S.A. 54:4-67, the Township Committee of the Township of Montgomery reaffirms that the following interest shall be charged for the non-payment of taxes or assessments on any installment which is not made within the tenth calendar day following the date upon which same became payable: 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00, to be calculated from the date the tax was payable until the date of actual payment. The term "delinquent" as used herein shall mean the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years.
2. In addition, the Township Committee hereby fixes as a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year an additional sum of 6% of the amount of the delinquency.
3. This resolution shall take effect immediately.
4. A certified copy of this resolution shall be furnished by the Township Clerk to the Tax Collector.

I. **RESOLUTION #23-1-9 - GRACE PERIOD FOR DELINQUENT TAXES**

BE IT RESOLVED that the Tax Collector is hereby authorized to waive the interest charge on delinquent taxes where payment is received within 10 days after the due date and that any installment received after the expiration of this grace period bear interest from the due date.

J. **RESOLUTION #23-1-10 - AUTHORIZING A FEE FOR MAILING TAX SALE NOTICES**

WHEREAS, N.J.S.A. 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations promulgated by the Director of the Division of Government Services; and

WHEREAS, the rules and regulations allow a municipality to send two (2) notices of tax sale to all properties included in said sale; and

WHEREAS, the rules and regulations allow said municipality to charge a fee up to \$25.00 per notice for the creation, printing and mailing of said notice, and

WHEREAS, in effort to more fairly assign greater fiscal responsibility to the delinquent taxpayers, the Township of Montgomery wishes to charge \$25.00 per notice mailed which will be assessed specifically to the delinquent accounts that are causing the need for a tax sale and not to the general tax base.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Montgomery, New Jersey, that a fee of \$25.00 to be established and is hereby authorized and directed to be charged for each notice of tax sale that is sent in conjunction with the 2019 electronic tax sale.

K. **RESOLUTION #23-1-11 - LEGAL NEWSPAPER**

BE IT RESOLVED that the newspapers for legal municipal advertising and notices in 2023 shall be the Courier News and/or the Star Ledger.

L. **RESOLUTION #23-1-12 - ADEQUATE NOTICE OF MEETINGS**

BE IT RESOLVED by the Township Committee of the Township of Montgomery that:

- (1) The Township Clerk is hereby authorized and directed to cause adequate notice to be given of every meeting of this body to be held during 2023, EXCEPTING only those meetings that are:
 - (a) Shown on the duly adopted and disseminated 2023 schedule of meetings and revisions thereof;
 - (b) Limited to matters of urgency, and as to which this body authorizes a meeting without adequate notice, as provided by Section 4b of the Open Public Meeting act; or
 - (c) Limited only to consideration of items as to which the public may be excluded pursuant to Section 7b of the Open Public Meetings Act.
- (2) The adequate notice required under paragraph 1 of this resolution shall be substantially in the following form:

NOTICE OF MEETING
MONTGOMERY TOWNSHIP COMMITTEE
Skillman, NJ
Date: _____

Notice is hereby given that the Township Committee will hold a meeting on (date) at (time) at (location). The agenda for said meeting, to the extent known, and a statement whether or not formal action may be taken as to items on the agenda, are as follows:
- (3) Said notice, at least 48 hours in advance of the meeting shall be:
 - (a) Prominently posted at the Municipal Building.
 - (b) Mailed, emailed, telephoned or hand delivered to the officially designated newspapers.
 - (c) Filed in the Office of the Township Clerk.
 - (d) Mailed to those persons who as of that time have requested and paid the charge for the same.

M. **RESOLUTION #23-1-13 - FIXED CHARGE FOR MEETING NOTICE**

BE IT RESOLVED by the Township Committee of the Township of Montgomery:

- (1) A charge of \$12.00 is hereby fixed to cover the cost of providing the 2023 schedule of regular meetings.
- (2) Said charge shall abate at the rate of \$1.00 for each full calendar month that shall have elapsed between the calendar year and the date such request is submitted.
- (3) Payment of such charge shall accompany said request and shall be payable to this body or such public agency as this body shall from time to time designate.
- (4) All such requests for notices shall terminate as of midnight on December 31, 2023.
- (5) Notwithstanding the foregoing, requests from news media (other than the newspapers to which notice is required to be given without charge pursuant to Sections 13, 4a and 3d of the Open Public Meetings Act) shall be honored free of charge.

N. **RESOLUTION #23-1-14 - TOWNSHIP COMMITTEE MEETING SCHEDULE**

BE IT RESOLVED that the following is established as a schedule of meetings of the Township Committee to be held during the year 2023 said meetings to be open to the public and publicized in accordance with the Open Public Meetings Act. All meetings will begin at approximately 7:00 p.m., unless otherwise noted. Except as otherwise noted the location shall be the Township Municipal Center, 100 Community Way, Skillman, NJ 08558.

January 5	July 6
19	20
February 2	August 3
16	17
March 2	September 7
16	21
April 6	October 5
20	19
May 4	November 2
18	16
June 1	December 7
15	21

January 4, 2024, 7:00 p.m., Reorganization Meeting

In accordance with the dictate of the Open Public Meetings Act, a copy of this resolution shall be immediately:

- (a) Posted on the Municipal Bulletin Board and shall remain so posted for the Year 2023.
- (b) Sent to the officially designated newspapers.
- (c) Filed in the Office of the Township Clerk.
- (d) Sent to those persons who have requested and paid the charges for copies of the schedule and revisions thereto and shall be promptly sent to those persons who hereinafter make such request and prepay such charges.

O. **RESOLUTION #23-1-15 - STATE CONTRACT PURCHASING**

BE IT RESOLVED that the Township Purchasing Agent be authorized to purchase goods and services from firms having contracts with the State of New Jersey, and that a list of said firms be kept on file in the Purchasing Department and the contract numbers be listed on the appropriate Township vouchers for reference purposes.

P. **RESOLUTION #23-1-16 - AUTHORIZING ISSUANCE OF SOCIAL AFFAIRS PERMITS**

BE IT RESOLVED that the Township Clerk and Police Captain/Director or his designee are hereby authorized to endorse applications for Social Affairs Permits to the Director of the Division of Alcoholic Beverage Control, said applications to be in conformance with NJAC 13:2-5.1(d).

Q. **RESOLUTION #23-1-17 - PROVISIONS FOR MAKING OF OFFICIAL CERTIFICATES OF SEARCHES AS TO MUNICIPAL IMPROVEMENTS AUTHORIZED BUT NOT ASSESSED**

BE IT RESOLVED that provision is hereby made for the making of official certificates of searches as to municipal improvements authorized by ordinance of the Township of Montgomery, but not assessed, affecting any parcel or tract of land in said Township in that a future assessment will be made thereon pursuant to such ordinance, and, further, the Township Clerk is hereby designated as the person who shall make such certificates.

R. **RESOLUTION #23-1-18 - DESIGNATION OF OFFICIAL TO MAKE SEARCHES AS TO UNPAID MUNICIPAL LIENS AND TO CERTIFY THE RESULTS THEREOF**

The Township Committee of the Township of Montgomery hereby designates the Chief Financial Officer to make examinations of official records as to unpaid municipal liens and to certify the results thereof.

S. **RESOLUTION #23-1-19 - AUTHORIZING THE CHIEF FINANCIAL OFFICER TO ISSUE NOTES**

BE IT RESOLVED that the Chief Financial Officer of the Township of Montgomery is hereby authorized to sell and issue Bond Anticipation Notes of the Township pursuant to all bond ordinances that have been finally adopted by the Township Committee; and

BE IT FURTHER RESOLVED that all Bond Anticipation Notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer, provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with notes issued pursuant to such ordinances, and the Chief Financial Officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of NJSA 40A:2-8(s). The Chief Financial Officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the dates of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to such ordinance is made. Such report must include the amount, description, the interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

T. **RESOLUTION #23-1-20 - AUTHORIZING THE SIGNING OF CERTAIN CHECKS IN THE ABSENCE OF TOWNSHIP COMMITTEE AUTHORIZATION**

BE IT RESOLVED by the Township Committee of the Township of Montgomery as follows:

The Mayor, Chief Financial Officer and Township Clerk of the Township of Montgomery are hereby authorized to sign, in the absence of Township Committee authorization, checks from current funds for payroll and payment to the Central Jersey Health Insurance Fund, as needed. In addition, such officials are hereby authorized to sign, as needed, checks from the Dog Tax Fund payable to the State of New Jersey, Department of Health, in accordance with the Statutes of the State of New Jersey and regulations thereunder. The Chief Financial Officer shall, forthwith, prepare vouchers in support

of such checks and shall present the same to the Township Administrator for inclusion on the agenda of the next regularly scheduled Township Committee meeting for the consideration and approval of the Township Committee.

U. **RESOLUTION #23-1-21 - PLEDGING COMPLIANCE WITH REQUIREMENTS OF THE INTERNAL REVENUE CODE OF 1986 IN ORDER TO PRESERVE TAX EXEMPTION OF INTEREST ON MUNICIPAL OBLIGATIONS AND AUTHORIZING DESIGNATION AND QUALIFICATION OF BONDS WHERE APPLICABLE FOR FAVORABLE TAX TREATMENT FOR CERTAIN FINANCIAL INSTITUTIONS**

BE IT RESOLVED by the Township Committee of the Township of Montgomery, in the County of Somerset, New Jersey as follows:

Section 1. The Township hereby covenants that the representatives of the Township will take or will refrain from taking all actions within their control that are necessary upon the advice of Bond Counsel to assure that interest on the obligations of the Township is exempt from federal income taxation under the Internal Revenue Code of 1986.

Section 2. The Chief Financial Officer of the Township is hereby authorized to execute any necessary documents to indicate that the Township has covenanted to take all actions necessary to assure that interest on the obligations of the Township will be exempt from federal income taxation.

Section 3. The appropriate representatives of the Township are hereby authorized to take all necessary actions to assure that interest on the obligations of the Township will remain exempt from federal income taxation.

Section 4. The Chief Financial Officer of the Township is authorized to execute the necessary documents on behalf of the Township to designate and to qualify municipal obligations of the Township where applicable for exemption from the loss of the interest expense deduction for bank indebtedness incurred to purchase or to carry tax-exempt obligations.

Section 5. This resolution will take effect immediately.

V. **RESOLUTION #23-1-22 -PROVIDING CERTAIN AUTHORIZATION TO THE TOWNSHIP'S TAX ASSESSOR (SETTLEMENT OF APPEALS; COMMENCEMENT OF APPEALS)**

WHEREAS, Glenn Stives, the Township's Tax Assessor, is a certified tax assessor (CTA) as recognized by the State of New Jersey, and possesses certain training and experience as municipal tax assessor; and

WHEREAS, the Tax Assessor has the statutory responsibility under N.J.S.A. 54:4-23 to - 36 to set assessments for properties in the Township, and to maintain the accuracy and equality of the Township's real property assessments; and

WHEREAS, it is in the best interests of the citizens of the Township to provide the Tax Assessor and Tax Appeal Counsel with certain authority to address and resolve tax appeals.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Montgomery, County of Somerset, New Jersey as follows:

1. The Tax Assessor and Tax Appeal Counsel be and hereby is authorized to resolve and settle any tax appeal filed with and/or heard by the Somerset County Tax Board without further action of the Township Committee.
2. The Tax Assessor and Tax Appeal Counsel be and hereby is authorized to determine when tax appeals, cross appeals, complaints and counterclaims should be pursued on behalf of the Township, and accordingly has the authority to consult with and direct the Township's Attorney, or any special tax counsel as the case may be, to file such pleadings with either the County Tax Board or the Tax Court, without further action of the Township Committee.
3. The Tax Assessor and Tax Appeal Counsel be and hereby is authorized to resolve and settle tax appeals pending before the New Jersey Tax Court. The Tax Assessor shall first present any proposed settlement of a New Jersey Tax Court appeal, which will result in a refund, or credit, of real property taxes to the Township Committee for approval by formal resolution.

W. **RESOLUTION #23-1-23 - AUTHORIZATION TO ISSUE DUPLICATE TAX SALE CERTIFICATES**

BE IT RESOLVED by the Township Committee of the Township of Montgomery in Somerset County, New Jersey that, pursuant to N.J.S.A. 54:5-52.1, the Tax Collector is authorized to issue duplicate tax sale certificates in the event of loss or destruction of the original certificate, the fee for issuance of each duplicate being \$100.00.

X. **RESOLUTION #23-1-24 - CONCERNING PROPERTY TAX REFUNDS AND DELINQUENCIES**

WHEREAS, N.J.S.A. 40A:5-17.1 authorizes a municipality to designate a municipal employee to process property tax refunds in amounts less than \$10.00, and further authorizes a municipality to designate an employee to cancel property tax refunds or delinquencies of less than \$10.00.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montgomery in Somerset County, New Jersey, that Michael Pitts, Tax Collector, is herewith authorized to (a) process, without further action by the Township Committee, any property tax refunds in amounts less than \$10.00 and (b) process, without further action by the Township Committee, the cancellation of any property tax refunds or delinquencies in amounts less than \$10.00.

Y. **RESOLUTION #23-1-25 - PROVIDING THE CASH MANAGEMENT PLAN FOR THE TOWNSHIP OF MONTGOMERY FOR THE YEAR 2023**

BE IT RESOLVED by the Township Committee of the Township of Montgomery County of Somerset for the year 2023, the following shall serve as the cash management plan.

The Chief Financial Officer is directed to use this cash management plan as a guide in depositing and investing the Township of Montgomery's funds.

The depositories for the funds of the Township of Montgomery for the year 2023 shall be any bank licensed to do business in the State of New Jersey and who holds a Government Unit Deposit Protection Act (GUDPA) Certificate.

All warrants and checks for the disbursement of money shall be made by the Mayor, Chief Financial Officer and Township Clerk. In the absence of the Chief Financial Officer the Assistant Chief Financial Officer will be considered an authorized signature. In the absence of the Mayor, the Deputy Mayor will be considered an authorized signature. In the absence of the Township Clerk, the Deputy Township Clerk will be considered an authorized signature.

The Chief Financial Officer and/or Assistant Financial Officer are empowered to invest cash funds as bank balances will allow from time to time in order to realize revenue. The above stated officers are authorized to transfer funds electronically for the purpose of investments.

The following are authorized as suitable investments:

- Interest-bearing bank accounts in banks as authorized above for deposit of local unit funds (GUDPA approved).
- Certificates of deposit in GUDPA approved banking institutions.
- Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America. This includes instruments such as Treasury Bills, Notes and Bonds.
- Government money market mutual funds that comply with N.J.S.A. 40A:5-15.1(e)
- Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
- Bonds or other obligations of the local unit or school district of which the Town is a part.
- Any other obligations with maturities not exceeding 397 days, as permitted by the State Division of Investments.
- Local government investment pools which comply with N.J.S.A. 40A:5-15.1(e) and conditions set by the Division of Local Government Services.
- New Jersey Cash Management Fund.
- Repurchase agreements (repos) of fully collateralized securities which comply with N.J.S.A. 40A:5-15.1(e).
- New Jersey Asset & Rebate Management Program.
- New Jersey CLASS

There are no approved security brokers/dealers. In the event that a security broker/dealer should be approved during the year, the registered principal of said brokerage firm so approved shall be provided with and sign an acknowledgement that they have seen and reviewed the cash management plan.

This document shall constitute the cash management policy of the Township of Montgomery.

Any official involved with the selection of depositories, investments, broker/dealers shall disclose any material business or personal relationships to the Township Administrator and to the Local Finance Board or Local Ethics Board as applicable.

Any official who, in the course of his or her duties, deposits or invests in accordance with this plan shall be relieved of any liability for loss.

This document shall constitute the cash management policy of the Township of Montgomery.

Any official involved with the selection of depositories, investments, broker/ dealers shall disclose any material business or personal relationships to the Township Administrator and to the Local Finance Board or Local Ethics Board as applicable.

Z. **RESOLUTION #23-1-26 - APPOINTING PUBLIC AGENCY COMPLIANCE OFFICER PURSUANT TO PUBLIC LAW 1975, CHAPTER 127**

WHEREAS, New Jersey Public Law 1975, Chapter 127, Section 1, et seq., requires that a municipality annually designate an officer or employee as the Public Agency Compliance Officer in accordance with the aforesaid Statute to facilitate the implementation and compliance with the Affirmative Action requirements of the State of New Jersey.

NOW, THEREFORE, BE IT RESOLVED that Donna Kukla be and is hereby appointed as the Public Agency Compliance Officer for the Township of Montgomery for the calendar year 2023 and that a certified copy of this Resolution be filed with the appropriate agency as required by law.

AA. **RESOLUTION #23-1-27 - AUTHORIZING EXECUTION OF AN AGREEMENT TO CONTRACT FOR COPY AND PRINT SERVICES WITH THE COUNTY OF SOMERSET, NEW JERSEY**

WHEREAS, various Somerset County municipalities are desirous of contracting for copy and print services; and

WHEREAS, the County of Somerset is desirous of providing copy and print services to various municipalities in accordance with the terms of agreements, copies of which are on file with the Township Clerk; and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1 et seq.) authorizes and empowers the County of Somerset and various municipalities to enter into such agreements.

NOW, THEREFORE, BE IT RESOLVED that the Montgomery Township Committee does hereby authorize the Mayor and Clerk to execute agreements, as prepared by County Counsel and on file with the Township Clerk, to contract for the copy and print services to Montgomery Township as described in said agreements, during the calendar year January 1, 2023 through December 31, 2023.

BB. **RESOLUTION #23-1-28 - TO NOT REQUIRE CLAIMANT CERTIFICATIONS EXCEPT FOR THE ADVANCE OR REIMBURSEMENT OF EMPLOYEE EXPENSES OR FOR SERVICES PROVIDED EXCLUSIVELY AND ENTIRELY BY AN INDIVIDUAL**

WHEREAS, N.J.S.A. 40A:5-16 requires that the governing body of my local unit shall not pay out of its monies unless:

- (a) The person claiming or receiving payment first presents a detailed bill of items or demand, specifying particularly how the bill or demand is made up (the Invoice), with the certification of the party claiming payment that the bill or demand is correct (the Claimant Certification).
- (b) The payment carries a written or electronic certification of some officer or duly designated employee of the local unit having knowledge of the facts that the goods have been received by, or the services rendered to, the local unit (certification receiving report of the user department); and

WHEREAS, N.J.A.C. 5:30-9A.6 and N.J.A.C. 5:31-4.1 allow greater flexibility for local units and authorities for enacting standard policies by resolution regarding claimant or vendor certifications as set forth in N.J.S.A. 40A:5- J 6; and

WHEREAS, a claimant or vendor certification is a "wet" signature for the party claiming that the demand for payment is correct; and

WHEREAS, the Chief Financial Officer and the Purchasing Agent have determined that a claimant certification will no longer be required except for the advance or reimbursement of employee expenses, or for services provided exclusively and entirely by an individual (e.g. sole proprietors); and

WHEREAS, eliminating the requirement for a claimant certification reduces the steps in making payments to vendors and will greatly expedite the process for paying vendors; and

WHEREAS, upon the approval of this resolution the Chief Financial Officer will communicate internal accounting controls as set forth below and has determined same to be sufficient to avoid errors and fraud in the processing of claims for payment.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Montgomery that the following internal accounting controls presented by the Chief Financial Officer are adopted as Township policy for the Payment of Claims:

1. All procurement transactions must originate by way of a requisition in the Township financial system. Requisitions will not be processed without an approval of the Department Director or a designee approved by the Department Director; and
2. Prior to claims for payment being submitted, invoices must be reviewed by the Department Director or designee to verify that the work was performed or the goods received as authorized and that the prices are consistent with original proposals; and
3. Submitted claims for payment (e.g. Purchase Order, Partial Payment Voucher, NC Voucher) must have a detailed invoice attached and be sign by the person responsible who has direct knowledge that the work was performed or goods received as well as by the Department Director; and

BE IT FURTHER RESOLVED that pursuant to N.J.A.C. 5:30-9A.6 and N.J.A.C. 5:31-4.1, the Township of Montgomery exercises its discretion to not require claimant certifications except for the advance or reimbursement of employee expenses or for services provided exclusively and entirely by an individual (e.g. sole proprietors); and

BE IT FURTHER RESOLVED that this resolution is effective upon its adoption for all claims to be paid.

CC. **RESOLUTION #23-1-29 - TO AUTHORIZE AND DIRECT THE TAX COLLECTOR TO CONDUCT AN ELECTRONIC TAX SALE**

WHEREAS, N.J.S.A.54:5-19.1 et seq. permits municipalities to conduct electronic tax sales pursuant to rules and regulations promulgated by the Director of the Division of Local Government Services; and

WHEREAS, the rule thus promulgated requires a municipality to authorize said electronic tax sale by resolution of the governing body; and

WHEREAS, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more effective tax sale process.

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery Township Committee does hereby authorize and direct the Tax Collector to conduct an electronic tax sale.

DD. **RESOLUTION #23-1-30 - AUTHORIZING THE ISSUANCE OF 2023 TOWING LICENSE**

WHEREAS, the Township has received a completed towing application for a light-duty towing license and a heavy-duty towing license from Stewarts Towing, Inc. to provide towing services in 2023; and

WHEREAS, the Police Department has reviewed said applications and conducted appropriate investigations pursuant to section 4A-2.2 of the Code of the Township of Montgomery (1984); and

WHEREAS, the Police Director has reviewed the results of said investigations, approved said applications, and recommended the issuance of light-duty and heavy-duty towing licenses to Stewarts Towing, Inc.

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

1. The Township Clerk is hereby authorized to issue 2023 light-duty and heavy-duty licenses to Stewarts Towing, Inc.
2. All towing licenses are subject to the provisions set forth in Chapter IV-A of the Code of the Township of Montgomery (1984), and shall expire on December 31, 2023.
3. This resolution shall take effect immediately.

EE. **RESOLUTION #23-1-31 - REFUND OVERPAID 2021 TAXES**

BE IT RESOLVED that a refund in the amount of \$1,207.88 be given to Wells Fargo Real Estate Tax Service, ATTN: Financial Support Unit - Region 1, 1 Home Campus, MAC X2301-02C, Des Moines, IA 50328-0001 for the overpayment Of 2021 taxes on Block 7021 Lot 50.03.

FF. **RESOLUTION #23-1-32 - REFUND OVERPAID 2022 TAXES**

BE IT RESOLVED that a refund in the amount of \$233.96 be given to Roland D Fog, 12 Ellis Drive, Belle Mead, NJ 08502 for the overpayment of 2022 taxes on Block 8004 Lot 26.

GG. **RESOLUTION #23-1-33 - REMOVAL 2021 TAX BILLING MADE IN ERROR**

BE IT RESOLVED that property tax billing in the amount of \$1,135.73 be removed from Block 28003 Lot 219. The property is owned by Sharbell Building Company, 1 Union Street, Suite 208, Robbinsville, NJ 08691.

HH. **RESOLUTION #23-1-34 - REDEMPTION OF TAX SALE CERTIFICATE**

WHEREAS the Township received payment for the redemption of Tax Sale Certificate #21-00013 in the amount of \$17,629.92.

BE IT RESOLVED that a refund in the amount of \$17,629.92 be given to Evolve Bank & Trust, 6070 Poplar Avenue, Suite 200, Memphis, TN 38119 for the Redemption of Tax Sale Certificate #21-00013 on Block 37002 Lot 1.114.

Tax Lien Redemption	
Certificate Amount	\$ 349.39
Subsequent Charges	\$ 12,708.54
Redemption Penalty	\$ 6.99
Recording Fees	\$ 53.00
Other Fees	\$ 12.00
PREMIUM	\$ 4,500.00
TOTAL	\$ 17,629.92

II. **RESOLUTION #23-1-35 - AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT PURSUANT TO N.J.S.A. 40A:65-1, et seq., WITH THE BOROUGH OF ROCKY HILL FOR PUBLIC HEALTH SERVICES**

WHEREAS, the governing bodies of the Township of Montgomery and the Borough of Rocky Hill desire to execute a shared services agreement pursuant to N.J.S.A. 40A:65-1, et seq., for public health services; and

WHEREAS, a shared services agreement, setting forth the rights and responsibilities of Montgomery Township and Rocky Hill Borough, has been prepared and circulated for approval by the governing bodies of Montgomery and Rocky Hill.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montgomery, Somerset County that:

1. The Mayor and Clerk shall be and are hereby authorized to execute a Shared Services Agreement with the Borough of Rocky Hill for public health services for a 3-year period, beginning January 1, 2023 and ending December 31, 2025.
2. A copy of said agreement shall be kept on file with the Township Clerk and available for public inspection during normal business hours.
3. This agreement is contingent upon both parties executing a resolution authorizing the agreement.

JJ. **RESOLUTION #23-1-36 - AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT PURSUANT TO N.J.S.A. 40A:65-1, et seq., WITH THE BOROUGH OF ROCKY HILL FOR ANIMAL CONTROL SERVICES**

WHEREAS, the governing bodies of the Township of Montgomery and the Borough of Rocky Hill desire to execute a shared services agreement pursuant to N.J.S.A. 40A:65-1, et seq., for animal control services; and

WHEREAS, a shared services agreement, setting forth the rights and responsibilities of Montgomery Township and Rocky Hill Borough, has been prepared and circulated for approval by the governing bodies of Montgomery and Branchburg.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montgomery, Somerset County that:

1. The Mayor and Clerk shall be and are hereby authorized to execute a Shared Services Agreement with the Borough of Rocky Hill for animal control services for a 3-year period, beginning January 1, 2023 and ending December 31, 2025.
2. A copy of said agreement shall be kept on file with the Township Clerk and available for public inspection during normal business hours.
3. This agreement is contingent upon both parties executing a resolution authorizing the agreement.

18-1. Deputy Mayor Singh moved to adopt CONSENT AGENDA. The motion was seconded by Committee person Barragan carried on the following:

ROLL CALL - Ayes - Ahn, Todd, Barragan, Singh, Keenan
Nays - None

19. **RESOLUTION #23-1-37 - 2023 TEMPORARY BUDGET**

WHEREAS, NJSA 40A:4-19 provides that temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of 2023; and

WHEREAS, the total appropriations in the 2022 Budget, less appropriations for Capital Improvement Fund, Debt Service and Public Assistance are as follows:

General	\$25,118,170.23
Sewer Utility	\$ 4,090.150.00

WHEREAS, 26.25% of the total appropriations in the 2022 Budget, less appropriations for the Capital Improvement Fund, Debt Service and Public Assistance in the said 2022 Budget is as follows:

General	\$ 6,593,519.69
Sewer Utility	\$ 1,073,664.38

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montgomery, County of Somerset, State of New Jersey, that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Finance Officer for his record.

2023 TEMPORARY BUDGET

General Admin - Salary & Wages	\$ 66,000.00
General Admin - O & E	\$ 20,000.00
Committee Expenses - O & E	\$ 20,000.00
Mayor & Council - Salary & Wages	\$ 6,200.00
Mayor & Council - O & E	\$ 1,200.00
Municipal Clerk - Salary & Wages	\$ 61,700.00
Municipal Clerk - O & E	\$ 15,900.00
Newsletter - O & E	\$ 4,000.00
Financial Administration - Salary & Wages	\$ 150,000.00
Financial Administration O & E	\$ 15,000.00
Data Processing - Salary & Wages	\$ 35,200.00
Data Processing - O & E	\$ 42,000.00
Geographic Information Sys. - Salary & Wages	\$ 16,700.00
Geographic Information Sys. - O & E	\$ 11,500.00
Revenue Administration - Salary & Wages	\$ 11,300.00
Revenue Administration - O & E	\$ 6,900.00
Tax Assessment Administration - Salary	\$ 43,200.00
Tax Assessment Administration - O & E	\$ 5,300.00
Legal Services - O & E	\$ 91,900.00
Engineering Services - Salary & Wages	\$ 129,500.00
Engineering Services - O & E	\$ 13,100.00
Economic Development - O & E	\$ 1,400.00
Landmarks Commission - O & E	\$ 2,700.00
Veterans Committee - O & E	\$ 1,500.00
Planning Board - Salary & Wages	\$ 51,600.00
Planning Board - O & E	\$ 11,100.00
Master Plan - O & E	\$ 23,700.00
Zoning Board of Adjustments - Salary & Wages	\$ 28,800.00
Zoning Board of Adjustments - O & E	\$ 2,900.00
Other Code Enforcement Functions - Salary & Wages	\$ 152,300.00
Other Code Enforcement Functions - Other	\$ 7,300.00
Liability Insurance - O & E	\$ 131,400.00
Long Term Disability - O & E	\$ 19,700.00
Worker Compensation Insurance - O & E	\$ 65,700.00
Employee Group Insurance - O & E	\$ 500,000.00
Employee Health Benefit Waiver	\$ 35,500.00
Deferred Compensation - O & E	\$ 52,500.00
Police Department - Salary & Wages	\$ 1,135,400.00
Police Department - O & E	\$ 98,700.00
Emergency Management - O & E	\$ 1,200.00
Emergency Service Committee - O & E	\$ 200.00
Aid to Volunteer Ambulance Companies - O & E	\$ 18,400.00
Fire Prevention - Salary & Wages	\$ 46,800.00
Fire Prevention - O & E	\$ 3,200.00
Fire Hydrants - O & E	\$ 173,300.00
Streets & Road Maintenance - Salary & Wages	\$ 260,400.00
Streets & Road Maintenance - O & E	\$ 165,600.00
Public Works - Salary & Wages	\$ 32,900.00
Public Works - O & E	\$ 14,900.00

MONTGOMERY TOWNSHIP COMMITTEE
Reorganization Meeting - 1/5/23

Shade Tree - O & E	\$ 5,700.00
Building Maintenance - Salary & Wages	\$ 37,200.00
Building Maintenance - O & E	\$ 66,300.00
Vehicle Maintenance - O & E	\$ 191,500.00
Community Services Act - O & E	\$ 26,300.00
Environmental Commission - O & E	\$ 1,600.00
Public Health Services - Salary & Wages	\$ 170,700.00
Public Health Services - O & E	\$ 13,300.00
Environmental Health Services - O & E	\$ 200.00
Animal Control - Salary & Wages	\$ 15,000.00
Animal Control - O & E	\$ 1,500.00
Welfare/Administration - O & E	\$ 200.00
Recreation Services & Programs - Salary & Wages	\$ 107,300.00
Recreation Service & Programs - O & E	\$ 9,400.00
Adult School - Salaries & Wages	\$ 32,900.00
Adult School - O & E	\$ 43,500.00
Senior Center - Salary & Wages	\$ 1,400.00
Senior Center - O & E	\$ 22,400.00
Maintenance of Parks - Salary & Wages	\$ 139,300.00
Maintenance of Parks - O & E	\$ 21,000.00
Summer Camp - Salary & Wages	\$ 21,800.00
Summer Camp - O & E	\$ 2,500.00
Municipal Library - O & E	\$ 31,500.00
Celebration of Public Events - O & E -	\$ 1,000.00
Electricity	\$ 50,000.00
Street Lighting	\$ 18,000.00
Telephone	\$ 36,000.00
Water	\$ 12,000.00
Natural Gas	\$ 22,000.00
Gasoline	\$ 93,000.00
Solid Waste Disposal - O & E	\$ 30,000.00
Recycle - O & E	\$ 60,000.00
P.E.R.S.	\$ 248,100.00
P.E.R.S. - DCRP	\$ 3,900.00
Social Security - F.I.C.A & Medicare	\$ 215,300.00
P.F.R.S	\$ 288,800.00
Municipal Court - O & E	\$ 51,000.00
Total Temporary Approp.for Operating Purposes	\$ 5,897,300.00

2023 CURRENT FUND DEBT SERVICE TEMPORARY BUDGET

Payment Bond Principal	\$ 615,000.00
Interest on Bonds	\$ 700,000.00
Somerset County Improvement Authority Loan	\$ 612,000.00
Total Current Fund Debt Service Temporary Budget	\$ 1,927,000.00

2023 SEWER FUND TEMPORARY BUDGET

Salary & Wages	\$ 305,000.00
O & E	\$ 765,000.00
Total Sewer Fund Temporary Budget	\$ 1,070,000.00
Purposes	

2023 SEWER FUND DEBT SERVICE TEMPORARY BUDGET

Bond Principal/Interest	\$ 695,000.00
NJEIT Loan	\$ 400,000.00
Total Sewer Fund Temporary Budget	\$ 1,095,000.00

19-1. Deputy Mayor Singh moved the adoption of the foregoing resolution. The motion was seconded by Committeeperson Barragan and carried on the following:

ROLL CALL - Ayes - Ahn, Todd, Barragan, Singh, Keenan
Nays - None

ADJOURNMENT was at 8:11 p.m. on a motion by Deputy Mayor Singh. The motion was seconded by Committeeperson Barragan and carried unanimously.

Date of Approval:

Donna Kukla, Township Clerk