

**AGENDA
COUNCIL REORGANIZATION MEETING
JANUARY 2, 2020**

**140 NORTH BROADWAY
SOUTH AMBOY, NJ 08879**

6:00 P.M.

1. **MEETING CALLED TO ORDER BY ACTING CITY CLERK**
2. **OPENING PRAYER**
3. **SALUTE TO THE FLAG**
4. **ROLL CALL: DATO _____, McLAUGHLIN _____, NOBLE _____,
REILLY, _____ GROSS _____**
5. **CITY CLERK ENTERTAINS A MOTION FOR TEMPORARY COUNCIL PRESIDENT**
6. **TEMPORARY COUNCIL PRESIDENT ENTERTAINS A MOTION FOR COUNCIL PRESIDENT**
7. **CERTIFICATION OF MEETING BY COUNCIL PRESIDENT**

"The Notice requirements provided in the Open Public Meetings Act have been satisfied. Notice of this Meeting was published in The Home News Tribune on November 18, 2019, provided to The Star Ledger, filed with the City Clerk and posted in the Municipal Building on November 10, 2019".

8. **COUNCIL PRESIDENT ENTERTAINS A MOTION FOR COUNCIL VICE PRESIDENT**
9. **CONSENT AGENDA:**

The following items are considered to be routine by the City Council and will be acted upon in one motion. There will be no separate discussion of these items unless a Council member so requests. In this event, the item will be removed from the Consent Agenda and considered in the normal sequence of the Agenda.

MOVED by: _____ of the Council of the City of South Amboy, that Resolution #20-01 through #20-051 are hereby approved. **SECONDED by:** _____. **ROLL CALL VOTE:**

Resolution 20-001	Resolution Authorizing Temporary Budget Appropriations for the 2020 Calendar Year
Resolution 20-002	Resolution Adopting 2020 Cash Management Plan
Resolution 20-003	Resolution establishing 2020 Meeting Dates
Resolution 20-004	Resolution Adopting 2020 Holiday Schedule
Resolution 20-005	Designating Official Newspapers
Resolution 20-006	Designating Official Depositories
Resolution 20-007	Resolution Filing Signature with Secretary of State
Resolution 20-008	Appointment to Emergency Management Council
Resolution 20-009	Appointment of Public Agency Compliance Officer
Resolution 20-010	Appointment of Crossing Guards
Resolution 20-011	Appointment Deputy Records Custodians
Resolution 20-012	Approval of Towing City Tow Service Operators

Resolution 20-013	Change Fund – Tax Collector
Resolution 20-014	Change Fund – City Clerk
Resolution 20-015	Petty Cash Fund – Administration
Resolution 20-016	Re-establishing Change Fund – Municipal Court Administrator
Resolution 20-017	Accepting EMAA-EMPG Subgrant
Resolution 20-018	Change Fund – Construction Code Office
Resolution 20-019	Appointing JIF Commissioner and Alternate Commissioner
Resolution 20-020	Authorizing Purchase of Rock Salt – Morton Salt Inc.
Resolution 20-021	Appointment of Registrar - Katko
Resolution 20-022	Appointment of Deputy Registrar - Garcia
Resolution 20-023	Appointing Business Administrator
Resolution 20-024	Appointing Interim Qualified Purchasing Agent - Manion
Resolution 20-025	Establishing Interest Rate on Delinquent Taxes
Resolution 20-026	Establishing Interest Rate on Delinquent Sewer Use Fees
Resolution 20-027	Authorizing Tax Collector to Refund Property Taxes or Delinquency
Resolution 20-028	Authorizing Prepayment of Middlesex County Taxes
Resolution 20-029	Authorizing Disbursement of Hospitalization and state Health Benefits
Resolution 20-030	Authorizing 2020 Pay Schedule and Pension Payments
Resolution 20-031	Authorizing the CFO to Wire Transfer Funds for Investment and Payment of Capital Debt
Resolution 20-032	Payroll Agreement with Sadie Pope-Dowdell Library
Resolution 20-033	Payroll Agreement with SARA
Resolution 20-034	EEOC Compliance-Hiring Practices
Resolution 20-035	Appointment of Municipal Prosecutor
Resolution 20-036	Appointment of Municipal Public Defender
Resolution 20-037	Authorizing the Award of a Contract for Special Services Engineer
Resolution 20-038	Authorizing the Award for Architectural Services
Resolution 20-039	Authorizing the Award of a Contract for Special Tax Counsel
Resolution 20-040	Authorizing the Award of a Contract for Planning Board Planner
Resolution 20-041	Authorizing the Award of a Contract for Risk Management Consultant/Liability Insurance Broker of Record
Resolution 20-042	Authorizing the Award of a Contract for Auditor
Resolution 20-043	Authorizing the Award of a Contract for Bond Counsel
Resolution 20-044	Authorizing the Award of Contract for General Counsel
Resolution 20-045	Authorizing the Award of Contract for Group Medical and Prescription Services
Resolution 20-046	Authorizing the Award of a Contract for Consulting Engineer Services
Resolution 20-047	Authorizing the Award of a Contract for Planning Board Planner/Engineer
Resolution 20-048	Appointment of City Engineer
Resolution 20-049	Appointing Housing Authority Commissioners – Hoffman and Connors
Resolution 20-050	Appointing Library Board of Trustees
*Resolution 20-051	Appointing Planning Board members
Resolution 20-052	Appointing Sustainable Green Team members

* **Need Mayoral Appointment**

10. COMMENTS

11. PUBLIC COMMENTS

12. ADJOURNMENT OF MEETING

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #20-001

**RESOLUTION AUTHORIZING TEMPORARY BUDGET
APPROPRIATIONS FOR THE 2020 CALENDAR YEAR**

WHEREAS, N.J.S.A 40:4-19 provides for the adoption of a temporary budget to provide for the period between the beginning of the calendar year and the adoption of the final budget for the 2020 calendar year provided such appropriations are made within the first 30 days of the fiscal year; and

WHEREAS, such temporary appropriations shall not exceed 26.25% of the total of appropriations made for all purposes in the budget for the preceding calendar year, excluded, in both instances appropriations made for interest and debt redemption charges, capital improvement fund and public assistance; and

WHEREAS, the total amount that may be introduced as a Temporary Budget for 2020 is \$4,331,368.65; and,

NOW, THEREFORE, BE, AND IT RESOLVED by the Council of the City of South Amboy, County of Middlesex, State of New Jersey, that the following line items are hereby adopted as the Temporary Budget for 2020 in the amount of \$4,326,000.00 exclusive of interest, debt service and capital.

City of South Amboy				
Temporary Budget - 2020		2020	2020	2020
Dept #	DEPARTMENT	SALARIES	OTHER	TOTAL
20-100	Administration	\$ 106,000.00	\$ 37,000.00	\$ 143,000.00
20-110	Mayor and Council	17,000.00	2,000.00	19,000.00
20-120	Clerk	28,000.00	4,000.00	32,000.00
20-130	Financial Administration	68,000.00	7,000.00	75,000.00
20-135	Audit	-	14,000.00	14,000.00
20-145	Revenue Administration	33,000.00	6,000.00	39,000.00
20-150	Tax Assessor	13,000.00	2,000.00	15,000.00
20-155	Legal Services	-	45,000.00	45,000.00
20-165	Engineering Services	-	71,000.00	71,000.00
21-180	Planning Board	4,000.00	15,000.00	19,000.00
22-195	Code Enforcement	86,000.00	1,000.00	87,000.00
23-210	Liability Insurance	-	74,000.00	74,000.00
23-212	Disability Insurance	-	5,000.00	5,000.00
23-215	Workers Comp	-	91,000.00	91,000.00
23-220	Employee Group Insurance	-	673,000.00	673,000.00
23-221	Health Benefit Waiver	-	8,000.00	8,000.00
23-225	Unemployment Insurance	-	3,000.00	3,000.00
25-240	Police	1,305,000.00	42,000.00	1,347,000.00

25-252	Emergency Management	4,000.00	2,000.00	6,000.00
25-255	Aid to Volunterr Fire Co.s	-	27,000.00	27,000.00
25-260	Aid to Volunteer Ambulance	-	19,000.00	19,000.00
25-265	Fire Department Other	-	14,000.00	14,000.00
25-267	LOSAP	-	14,000.00	14,000.00
26-290	Streets and Roads	266,000.00	24,000.00	290,000.00
26-305	Solid Waste	58,000.00	111,000.00	169,000.00
26-306	Recycling Coordinator	2,000.00	1,000.00	3,000.00
26-307	Sewer	86,000.00	32,000.00	118,000.00
26-308	MCUA Sewer Fees	-	182,000.00	182,000.00
26-310	Building and Grounds	63,000.00	44,000.00	107,000.00
26-315	Vehicle Maintenance	44,000.00	29,000.00	73,000.00
28-379	Shade Tree	-	3,000.00	3,000.00
27-330	Public Health Services	2,000.00	17,000.00	19,000.00
27-331	Vital Statistics	4,000.00	1,000.00	5,000.00
27-340	Animal Control Services	-	4,000.00	4,000.00
28-370	Recreation	21,000.00	7,000.00	28,000.00
28-370	Historical Society of S Amboy	-	3,000.00	3,000.00
28-370	S Amboy Arts District	-	3,000.00	3,000.00
28-371	Senior Citizens	34,000.00	4,000.00	38,000.00
29-390	Library	-	87,000.00	87,000.00
30-420	Celebration of Public Events	-	11,000.00	11,000.00
30-425	Salary & Wage Adjustment	22,000.00	-	22,000.00
31-430	Utilities	-	181,000.00	181,000.00
36-472	Social Security	-	82,000.00	82,000.00
36-473	DCRP	-	3,000.00	3,000.00
43-275	Municipal Prosecutor	6,000.00	-	6,000.00
43-490	Municipal Court	44,000.00	2,000.00	46,000.00
43-495	Public Defender	3,000.00	-	3,000.00
		\$ 2,319,000.00	\$ 2,007,000.00	\$ 4,326,000.00
45-901	Capital Improvements	-	100,000.00	100,000.00
45-920	Bond Principal	-	2,035,800.00	2,035,800.00
45-930	Bond Interest	-	575,800.00	575,800.00
45-942	MCIA Loan Principal & Int	-	23,630.00	23,630.00
		\$ -	\$ 2,735,230.00	\$ 2,735,230.00
		\$ 2,319,000.00	\$ 4,742,230.00	\$ 7,061,230.00

RESOLUTION NO. 20-002

**CITY OF SOUTH AMBOY
ESTABLISHING A FISCAL MANAGEMENT PLAN
FOR THE 2020 YEAR**

WHEREAS, THE CITY OF SOUTH AMBOY is duly constituted as a Local Government Unit as permitted under the laws promulgated by the State of New Jersey, and

WHEREAS, THE CITY is subject to the requirements contained within the Local Fiscal Affairs Law (N.J.S.A. 40A-5, et seq.); and

NOW, THEREFORE BE IT RESOLVED, by the CITY's Governing Body that:

- I. Resolution #12-02 sets forth financial institution(s) that are declared as the CITY's Official Depositories for 2020 and will be approved by the Governing Body for each subsequent year.
- II. All disbursements for budgetary expenses, tax levy, capital outlay and miscellaneous expenses, shall be withdrawn from the officially named depository(ies) by check, which shall bear the signatures of two (2) of the following persons, duly authorized pursuant to this Resolution, with the exception of the Payroll Fund which shall bear one (1) signature. In addition, upon approval of such disbursements by the Governing Body, funds may be withdrawn for payment via electronic transfer.

_____, Fred A. Henry, Mayor

_____, Daniel Balka, CFO

- III. The Cash and Investment Policy attached herewith shall be adopted.
- IV. Certifying and Approval Officer for all CITY expenses shall be the CITY's Executive Director.

2020 CASH MANAGEMENT AND INVESTMENT POLICY

STATEMENT OF PURPOSE.

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investments") of certain public funds of the City, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in

interest or dividend bearing accounts or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide the decisions made with regard to the Deposits and the Permitted Investments will be done to assure the safety, the liquidity (regarding its availability for the intended purposes), and the Maximum within such limits. The Plan is intended to ensure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments

1.) Cash Management and Investment Objectives

The CITY of SOUTH AMBOY (hereinafter referred to as the CITY) objectives in this area are:

- a.) Preservation of capital.
- b.) Adequate safekeeping of assets.
- c.) Maintenance of liquidity to meet budgetary expenses, tax levy, capital and miscellaneous expenses.
- d.) Diversification of the CITY's portfolio to minimize risks associated with individual investments.
- e.) Maximization of total return, consistent with risk levels specified herein.
- f.) Investment of assets in accordance with State and Federal laws and Regulations.
- g.) Accurate and timely reporting of interest earnings, gains and losses by budgetary line items for each Fund.
- h.) Stability in the value of the CITY's economic surplus.

2.) Permissible Investments

Investments shall be limited to the following:

- a.) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America.
- b.) 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.
- c.) Bonds or other obligations of the local unit or bonds or other obligations of school districts of which the local unit is a part or within which the school district is located; or
- d.) Bonds or other obligations, having a maturity date not exceeding 397 days, approved by the Division of Investment of the Department of Treasury for investment by local units.
- e.) Repurchase agreements of fully collateralized securities, subject to rules and conditions established by the N.J. Department of Community Affairs.

- f.) Bonds, notes, or other obligations issued by an agency or corporation of the federal government or a governmental agency established under the laws of this State, provided that the (issuer) is not in default as to the payment of principal or interest upon any of its outstanding obligations, and provided further that the bonds, notes or other obligations are purchased at fair market value, guaranteed as to interest and principal, and have a credit rating of **A3** or higher by Moody's Investor Services, Inc., **A-** or higher by Standard and Poor's Corporation and **A-** or higher by Fitch Ratings, except that two of the three ratings is sufficient.
- g.) The cash management plan provides for the purchase of certificates of deposits (CDARS) in accordance with the following conditions:
- (1) The funds are initially invested through a public depository as defined in section 1 of P.L.1940, c.236 (C.17:9-41) designated by the local unit.
 - (2) The designated public depository arranges for the deposit of the funds in certificates of deposit in one or more federally insured banks or savings and loans association, for the account of the local unit;
 - (3) 100 percent of the principal and accrued interest of each certificate of deposit is insured by the Federal Deposit Insurance Corporation;
 - (4) The designated public depository acts as custodian for the local unit with respect to the certificates of deposit issued for the local unit's account; and
 - (5) At the same time the local unit's funds are deposited and certificates of deposits are issued, the designated public depository receives an amount of deposits from customers or other banks and savings and loan associations, wherever located, equal to the amount of funds initially invested by the local unit through the designated public depository.
- h.) Debt obligations from the following local government entities are statutorily authorized to be incorporated into the cash management plan without being subject to a 397 day maturity limit:
- (1) Parking Authorities (N.J.S.A 40:11A-16)
 - (2) Sewage and Utilities Authorities (N.J.S.A. 40:14A-30 and 40:14B-62)
 - (3) County Improvement Authorities (N.J.S.A40:37A-84)
 - (4) Pollution Control Financing Authority (N.J.S.A 40:37C-15)
 - (5) Water Commissions created under N.J.S.A. 40:62-108 et seq. (N.J.S.A 40:62-133.12)
 - (6) Municipal Port Authorities (N.J.S.A. 40:68A-22)
 - (7) Bonds issued pursuant to the Local Redevelopment and Housing Law by housing authorities, redevelopment agencies, municipalities, and counties (N.J.S.A. 40A:12A-35)
 - (8) Bonds issued by a county or municipality pursuant to the County and Municipal Water Supply Act (N.J.S.A. 40A:31-22)

(9) Municipal Shared Service Energy Authority (N.J.S.A. 40A66-22)

3.) Authorized Depositories

Amboy Bank	TD Bank	Bank of America	MBIA-New Jersey CLASS
Provident Bank	Santander Bank	Wachovia Bank	Valley National Bank
PNC Bank	United Roosevelt Savings Bank		

In addition to the above, the CITY is authorized to deposit funds in certificates of deposit and other time deposits in banks covered by the Governmental Unit Depository Protection Act, NJSA 17:9-14 *et seq.* (GUDPA). Specifically authorized depositories are approved annually by the Governing Body:

The CITY is also authorized to invest its assets in the New Jersey Cash Management Fund.

4.) Preservation of Capital

Securities shall be purchased with the ability to hold until maturity.

5.) Safekeeping

Securities purchased on behalf of the CITY shall be delivered electronically or physically to the CITY's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the CITY.

6.) Selection of Asset Managers, Custodial Banks and Operating Banks

Asset managers, custodial banks and operating banks shall be retained for contract periods of one (1) year. Additionally, the CITY shall maintain the ability to change asset managers and/or custodial banks more frequently based upon performance appraisals and upon reasonable notice, and based upon changes in policy or procedures.

7.) Reporting

The Treasurer or the Chief Finance Officer shall report to the Finance Committee and/or the Governing Body at regular meetings on all investments. This report shall include information on the balances in all bank and investment accounts, and purchases, sales, and redemptions occurring in the prior month.

8.) Audit

This plan, and all matters pertaining to the implementation of it, shall be subject to the CITY's annual audit.

9.) **Cash Flow Projections**

Asset maturity decisions shall be guided by cash flow factors payout factors supplied by the Treasurer and the CITY CFO.

10.) **Cash Management**

All moneys turned over to the Treasurer shall be deposited within forty-eight (48) hours in accordance with NJSA 40A:5-15.

The Treasurer shall minimize the possibility of idle cash accumulating in accounts by assuring that all amounts in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.

The Treasurer shall escheat to the State of New Jersey checks which remain outstanding for twelve or more months after the date of issuance. However, prior to implementing such procedures, the Treasurer, with the assistance of the CFO, as needed, shall confirm that the outstanding check continues to represent a valid claim against the CITY.

TERM OF PLAN

This Plan shall be in effect from January 1, 2020 to December 31, 2020. Attached to this Plan is a resolution of the Governing Body of the City approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Council, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION NO. 20-03

BE IT RESOLVED, by the City Council of the City of South Amboy, Middlesex County, New Jersey that the below listed 2020 City of South Amboy Business and Council Meetings, which will be held at City Hall, located at 140 North Broadway, South Amboy, New Jersey, is approved. Said meetings are open to the public and formal action may be taken.

JANUARY 8, 2020	WEDNESDAY	BUSINESS MEETING	6:00 P.M.
JANUARY 29, 2020	WEDNESDAY	COUNCIL MEETING	7:00 P.M.
FEBRUARY 5, 2020	WEDNESDAY	BUSINESS MEETING	6:00 P.M.
FEBRUARY 19, 2020	WEDNESDAY	COUNCIL MEETING	7:00 P.M.
MARCH 4, 2020	WEDNESDAY	BUSINESS MEETING	6:00 P.M.
MARCH 18, 2020	WEDNESDAY	COUNCIL MEETING	7:00 P.M.
APRIL 1, 2020	WEDNESDAY	BUSINESS MEETING	6:00 P.M.
APRIL 15, 2020	WEDNESDAY	COUNCIL MEETING	7:00 P.M.
MAY 6, 2020	WEDNESDAY	BUSINESS MEETING	6:00 P.M.
MAY 20, 2020	WEDNESDAY	COUNCIL MEETING	7:00 P.M.
JUNE 3, 2020	WEDNESDAY	BUSINESS MEETING	6:00 P.M.
JUNE 17, 2020	WEDNESDAY	COUNCIL MEETING	7:00 P.M.
JULY 15, 2020	WEDNESDAY	BUSINESS/COUNCIL MEETING	6:00 P.M.
AUGUST 19, 2020	WEDNESDAY	BUSINESS/COUNCIL MEETING	6:00 P.M.
SEPTEMBER 2, 2020	WEDNESDAY	BUSINESS MEETING	6:00 P.M.
SEPTEMBER 16, 2020	WEDNESDAY	COUNCIL MEETING	7:00 P.M.
OCTOBER 7, 2020	WEDNESDAY	BUSINESS MEETING	6:00 P.M.
OCTOBER 21, 2020	WEDNESDAY	COUNCIL MEETING	7:00 P.M.
NOVEMBER 4, 2020	WEDNESDAY	BUSINESS MEETING	6:00 P.M.
NOVEMBER 23, 2020	MONDAY	COUNCIL MEETING	7:00 P.M.
DECEMBER 16, 2020	WEDNESDAY	BUSINESS/COUNCIL MEETING	6:00 P.M.
JANUARY 6, 2021	WEDNESDAY	REORGANIZATION/BUSINESS	6:00 P.M.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 20-004
ADOPTING 2020 HOLIDAY SCHEDULE**

BE IT RESOLVED by the City Council of the City of South Amboy that the 2020 schedule be adopted as follows:

January 20	Martin Luther King Jr. Day
February 12	Lincoln's Birthday
February 17	President's Day
April 10	Good Friday
May 25	Memorial Day
July 3	Independence Day (Friday Before)
September 7	Labor Day
October 12	Columbus Day
November 11	Veterans Day
November 26	Thanksgiving Day
November 29	Day <i>After</i> Thanksgiving Day
December 24	Christmas Eve
December 25	Christmas Day
January 1	New Years' Day 2021 (Friday)

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #20-005

WHEREAS, it is necessary for the Governing Body of the City of South Amboy to designate official newspapers in which the necessary legal and official advertisements of the City of South Amboy are published.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the City of South Amboy, Middlesex County, New Jersey, that The Home News Tribune and The Star Ledger be and hereby are designated as the official newspapers for the City of South Amboy.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon adoption.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION 20-006

WHEREAS, it is necessary for the City of South Amboy to have depositories in order to conduct its official business.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South Amboy that the following financial institutions for the City of South Amboy be and the same are hereby designated as the official depositories during the 2020 year:

Amboy National Bank
Bank of America
TD Bank
MBIA – New Jersey Class
Monmouth Community Bank
PNC Bank
Provident Bank
Sovereign Bank
State of New Jersey Cash Management Fund
Valley National Bank
Wachovia Bank

In additional banks which are protected by the State of New Jersey Governmental Unit Deposit Protection Act.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon adoption.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 20-007
FILING SIGNATURE WITH SECRETARY OF STATE**

BE IT RESOLVED by the City Council of the City of South Amboy that pursuant to N.J.S.A. 40A:9-129 that the Municipal Clerk be directed to file with the Secretary of State facsimiles of her signature and the Mayor's signature, an impression of the municipal seal and a statement of their terms of office, showing the commencement and expiration dates.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION# 20-08

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of South Amboy, Middlesex County, New Jersey, hereby appoints the following individuals to the Emergency Management Council of the City of South Amboy for a one year term expiring December 31, 2020.

Fred A. Henry	Mayor/Public Information Officer
Mark Herdman	OEM Coordinator/Evacuation Officer
Larry McMahon	Deputy OEM Coordinator
Steve Doyle	Deputy OEM Coordinator
George Kern	Resource Officer
Larry Parsons	Damage Assessment Officer
Carol Johnson	Shelter Officer
Kelly Johnson	Deputy Shelter Officer
Darren LaVigne	Police Coordinator/Public Information Officer
Joseph Matarangolo	Police
Jacob Murray	Police
Richard Wojaczyk	Police
Darren Gorczyka	Public Works Coordinator
Phil English	Haz Mat
Betty Leveille	First Aid Squad
Christine Walczyk	First Aid Squad
Rob Sekerak	First Aid Squad
Paula Cox	First Aid Squad
Tim Walczak	Resource Officer/First Aid
Don Newton	Resource Officer
Renee Parsons	Resource Officer
Kevin Wiater	Resource Officer
Andrew Bielak	Fire Department
Robert O'Connor	Fire Department
Dave Szatkowski	Fire Department
Public Health Officer	Middlesex County Health Department
Tom Burkhard	South Amboy Times
Mary Accordino	Human Relations Officer
Mark Rasimowicz	Engineer
Cathy Housman	Medical/Nurse

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION# 2020-09

WHEREAS, pursuant to P.L. 1975 C. 127, every Public Agency shall designate an official or staff person to act as liaison and to serve as a Public Agency Compliance Officer (P.A.C.O).

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Council of the City of South Amboy, County of Middlesex, New Jersey, that Kristal Manion, Keyboard Clerk 2 is hereby appointed the Public Agency Compliance Officer for the City of South Amboy for the period January 1, 2020 through December 31, 2020;and

BE IT FURTHER RESOLVED, that the Municipal Clerk is directed to forward a certified copy of this Resolution to the Department of the Treasury, Affirmative Action Office, P.O. Box 209, Trenton, New Jersey 08625-0209.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 20-010
APPOINTING 2020 SCHOOL CROSSING GUARDS**

BE IT RESOLVED that the City Council of the City of South Amboy, under the authority of the Police Chief, does hereby appoint the following as School Crossing Guards for the year 2020:

Joann Niestemski
Maryann Bath
Christa Vouvoudakis
Doreen Sweatt
John McNeil
Sandra Reilly
Joann Hudak

Shannon Merwin
Rita Murphy
Sue Clark
Sonia Valentin
Sophia Baez
Lorene Cuesta

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 20-011
APPOINTING DEPUTY RECORDS CUSTODIANS**

WHEREAS, because the Open Public Records Act, NJSA 47:1A-1, et seq., has designated the Municipal Clerk as the custodian of all municipal 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 City Council of the City of South Amboy, County of Middlesex, 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 Clerk is hereby appointed deputy records custodian for all tax records.
3. The Planning Board/Board of Adjustment Secretary is hereby appointed deputy records custodian for the Zoning/Planning and land use records.
4. The Technical Assistant to the Construction Official is hereby appointed deputy records custodian for the Building Dept.
5. The CFO is hereby appointed deputy records custodian for the Finance Dept.
6. The designated deputy records custodians shall report to the Municipal Clerk all requests for records and shall follow any instructions given by the Clerk regarding the handling of such records.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 20-012
APPROVAL OF 2020 CITY TOW SERVICE OPERATORS**

BE IT RESOLVED that the City Council of the City of South Amboy upon the authority of the Chief of Police that the following towing contractors be utilized by the Police Department on a rotating basis subject to meeting all the requirements of Chapter 155 of the City Code and receipt of a Hold Harmless Agreement and Certificate of Insurance which shall be submitted to the Municipal Clerk:

Al's Auto Body Services
2072 NJ-35
South Amboy, NJ 08879

Julian's Garage
919 US 9
South Amboy, NJ 08879

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #20-013

CHANGE FUND - TAX COLLECTOR

BE IT RESOLVED, by the City Council of the City of South Amboy that a Change Fund for the Tax Collector be re-established in accordance with N.J.S.A.40A:5-21 and the regulations of the New Jersey Department of Community Affairs, Division of Local Government Services, Local Finance Board.

BE IT FURTHER RESOLVED, that said change fund be in the amount of \$150.00; the custodian of such fund shall be the Tax Collector; and said fund shall be used to make change for Tax Payments.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #20-014

CHANGE FUND - CITY CLERK

BE IT RESOLVED, by the City Council of the City of South Amboy that a Change Fund for the City Clerk be re-established in accordance with N.J.S.A.40A:5-21 and the regulations of the New Jersey Department of Community Affairs, Division of Local Government Services, Local Finance Board.

BE IT FURTHER RESOLVED, that said change fund be in the amount of \$50.00; the custodian of such fund shall be the City Clerk; and said fund shall be used to make change for the purchase of various licenses.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #20-015

PETTY CASH FUND - ADMINISTRATION

BE IT RESOLVED, by the City Council of the City of South Amboy that a Petty Cash Fund for the Business Administrator be re-established in accordance with N.J.S.A.40A:5-21 and the regulations of the New Jersey Department of Community Affairs, Division of Local Government Services, Local Finance Board.

BE IT FURTHER RESOLVED, that said Petty Cash Fund be in the amount of \$200.00; the custodian of such fund shall be the Business Administrator.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #20-016

**RE-ESTABLISHING CHANGE FUND
MUNICIPAL COURT ADMINISTRATOR**

BE IT RESOLVED, by the City Council of the City of South Amboy that the Change Fund for the Municipal Court Administrator be re-established in accordance with N.J.S.A.40A:5-21 and the regulations of the New Jersey Department of Community Affairs, Division of Local Government Services, Local Finance Board.

BE IT FURTHER RESOLVED, that said change fund be in the amount of \$100.00; the custodian of such fund shall be the Municipal Court Administrator; and said fund shall be used to make change for the Division of Municipal Court.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #20-017

**RESOLUTION AUTHORIZING THE CITY OF SOUTH AMBOY TO ACCEPT A SUBGRANT
AWARD OF THE FEDERAL FISCAL YEAR 2019 OF EMERGENCY MANAGEMENT
PERFORMANCE GRANT AND EMERGENCY MANAGEMENT AGENCY ASSISTANCE**

WHEREAS, the City of South Amboy Office of Emergency Management has been awarded Subgrant Award #FY19-EMPG-EMAA-1220 from the New Jersey Department of Law and Public Safety, Office of the Attorney General for the period of July1, 2019 through June 30, 2020. The subgrant, consisting of \$10,000.00 Federal Award is for the purpose of enhancing the City's ability to prevent, protect against, respond to and recover from acts of terrorism, natural disasters and other catastrophic events and emergencies; and

WHEREAS, the City of South Amboy will use these funds for emergency management purposes; and

WHEREAS, the subgrant award incorporates all conditions and representations contained or made in application and notice of award; and

WHEREAS, the City of South Amboy Office Emergency Management, designated by the New Jersey State Police, Office of Emergency Management, has submitted an Application for Subgrant Award that has been required by the said New Jersey State Office of Emergency Management.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of South Amboy, in the County of Middlesex, State of New Jersey:

1. That the Council accepts the award of the FFY19 EMPG-EMAA Subgrant in the amount of up to \$10,000.00 Federal Funds from the New Jersey State Police, Office of Emergency Management.
2. That the Chief Financial Officer and Director of Emergency Management are authorized to sign the appropriate subgrant award documents.
3. That copies of this resolutions shall be forwarded to the New Jersey State Police, Office of Emergency Management, the City Business Administrator, the Chief Financial Officer and the County Division of Emergency Management and Office of Treasury.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #20-018

CHANGE FUND – CONSTRUCTION CODE OFFICE

BE IT RESOLVED, by the City Council of the City of South Amboy that a Change Fund for the Construction Code Office be re-established in accordance with N.J.S.A. 40A:5-21 and the regulations of the New Jersey Department of Community Affairs, Division of Local Government Services, Local Finance Board.

BE IT FURTHER RESOLVED, that said change fund be in the amount of \$50.00; the custodian of such fund shall be the Construction Code Official, and said fund shall be used to make change for the purchase of various permits.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #20-019

WHEREAS, the City of South Amboy has joined the Central Jersey Joint Insurance Fund as permitted by Chapter 371, Laws of 1983 (N.J.S.A. 40A:10-36, et seq.); and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of South Amboy that Michael Gross is hereby appointed Commissioner to the Joint Insurance Fund for a one (1) year term expiring December 31, 2020.

NOW THEREFORE BE IT FURTHER RESOLVED by the Council of the City of South Amboy that Brian McLaughlin is hereby appointed Alternate Commissioner to the Joint Insurance Fund for a one (1) year term expiring December 31, 2020.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION NO. 20-020

RESOLUTION AUTHORIZING THE PURCHASE OF TREATED ROCK SALT

WHEREAS, the City Hall Public Works Department of the City of South Amboy has a need to purchase treated rock salt; and

WHEREAS, the treated rock salt is being purchased through the Middlesex County Cooperative System in accordance with N.J.S.A. 40A:11-12, of the Local Public Contracts Law under contract number Bid No. B-19-560; and

WHEREAS, the Finance Director has determined that sufficient funds are available.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of South Amboy, County of Middlesex, State of New Jersey, that the Business Administrator and Chief Financial Officer are hereby authorized and directed to purchase treated rock salt under the Middlesex County Cooperative System under Bid No. B-19-560 through from Morton Salt, Inc., 444 W. Lake Street, Suite 3000, Chicago, IL 60606, for an amount not to exceed \$20,000.

Certification of Funds:

I, Daniel Balka, Chief Financial Officer of the City of South Amboy, do hereby certify that the amount of \$20,000.00 will be available in account: 0-01-26-290-040.



Daniel Balka, Chief Financial Officer

Dated:

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION #20-021
Reappointment of Registrar - Katko**

WHEREAS, the City of South Amboy requires the services of a Certified Municipal Registrar for Health and Vital Statistics; and

WHEREAS, N.J.S.A. 26:8-11 requires that the appointment of a Local Certified Municipal Registrar be made by the Governing Body; and

WHEREAS, Joanne Katko has been serving as the Local Certified Municipal Registrar Since January 12, 1998, with the knowledge and consent of The Governing Body; and

WHEREAS, the term of the office of the Local Registrar shall be three (3) years, January 1, 2020 through December 31, 2022; and

NOW, THEREFORE BE AND IT IS RESOLVED by the Council of the City of South Amboy, Middlesex County, New Jersey, that Joanne Katko be hereby reappointed for a three (3) year term as the Local Certified Municipal Registrar of Health and Vital Statistics for the City of South Amboy.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION #20-022
Reappointment of Registrar - Garcia**

WHEREAS, the City of South Amboy requires the services of a Certified Municipal Deputy Registrar for Health and Vital Statistics; and

WHEREAS, N.J.S.A. 26:8-11 requires that the appointment of a Local Certified Municipal Deputy Registrar be made by the Governing Body; and

WHEREAS, Kathy Garcia has been serving as the Local Certified Municipal Registrar Since August 19, 2019, with the knowledge and consent of The Governing Body; and

WHEREAS, the term of the office of the Deputy Registrar shall be three (3) years, January 1, 2020 through December 31, 2022; and

NOW, THEREFORE BE AND IT IS RESOLVED by the Council of the City of South Amboy, Middlesex County, New Jersey, that Kathy Garcia be hereby reappointed for a three (3) year term as the Local Certified Municipal Deputy Registrar of Health and Vital Statistics for the City of South Amboy.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #20-023

WHEREAS, Mayor Fred A. Henry has appointed Glenn Skarzynski to the position of Business Administrator, who shall serve as Business Administrator of the City of South Amboy during the Mayor's term of office and until a successor is appointed and qualified for said position; and

WHEREAS, N.J.S.A. 40:69A-43(b) requires that each Department Head appointed by the Mayor shall be with the advice and consent of City Council.

NOW, THEREFORE, BE AND IT IS, HEREBY RESOLVED, by the Council of the City of South Amboy that consent to the appointment of Glenn Skarzynski as Business Administrator of the City of South Amboy is hereby given.

CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX

Resolution # 20-024

**A RESOLUTION OF THE SOUTH AMBOY CITY COUNCIL APPOINTING A
TEMPORARY PURCHASING AGENT**

WHEREAS, P.L. 2009, c. 166, codified as N.J.S.A. 40A:11-2 et seq., supplementing and amending Chapter 11 of Title 40A of the New Jersey Statutes allows local contracting units in New Jersey to create the position of Purchasing Agent; and

WHEREAS, there exists in the City of South Amboy the position of Purchasing Agent; and

WHEREAS, the City of South Amboy desires to appoint Kristal Manion, to hold the position: and

WHEREAS, N.J.A.C. 5:32-4.4 provides that when there occurs a vacancy in the office of purchasing agent, the governing body or chief executive officer may appoint, for a period not to exceed one year commencing from the date of the vacancy, a person who does not possess a qualified purchasing agent certificate to serve as a temporary purchasing agent, and that with the approval of the Director, such person may be reappointed as a temporary purchasing agent for a maximum of one additional year following the end of the first; and

NOW, THEREFORE, BE IT RESOLVED on this 2nd day of January, 2020 that the South Amboy City Council does hereby authorize the appointment of Kristal Manion as temporary purchasing agent for a period not to exceed one year; and

BE IT FUTHER RESOLVED, that the Temporary Purchasing Agent shall have the authority, responsibility and accountability for the purchasing activity for the City of South Amboy, to prepare public advertising for bids and to receive bids and requests for proposals for the provision or performance of goods, services and construction contracts on behalf of the City of South Amboy, and to award contracts permitted through New Jersey statutes and in accordance with the regulations, forms and procedures promulgated by state regulatory agencies in the name of the City of South Amboy, and conduct any activities as may be necessary or appropriate to the purchasing function of the City of South Amboy.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 20-025
ESTABLISHING INTEREST RATE ON DELINQUENT TAXES**

BE IT RESOLVED by the City Council of the City of South Amboy that in accordance with R.S. 54:4-67 the interest rate on delinquent 2020 taxes shall be as follows:

1. Eight percent (8%) per annum on the first \$1,500.00 of the delinquency.
2. Eighteen (18%) per annum in any amount in excess of \$1,500.00
3. Any taxpayer with a cumulative delinquency in excess of \$10,000.00 who fails to pay the delinquency prior to the end of the calendar year shall be charged with a penalty equal to six percent (6%) of the amount of the delinquency.

BE IT FURTHER RESOLVED that no interest shall be charged until ten (10) days after the due date or the first business day after the (10) tenth calendar day if the 10th is on a weekend.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 20-026
ESTABLISHING INTEREST RATE ON DELINQUENT SEWER USE FEES**

BE IT RESOLVED by the City Council of the City of South Amboy that in accordance with R.S. 54:4-67 the interest rate on delinquent 2020 sewer user fees shall be as follows:

1. Eighteen (18%) per annum on any delinquent amount.

BE IT FURTHER RESOLVED that no interest shall be charged until thirty (30) days after the due date.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 20-027
AUTHORIZING TAX COLLECTOR TO REFUND PROPERTY TAXES OR
DELINQUENCY**

BE IT RESOLVED by the City Council of the City of South Amboy, in the County of Middlesex, State of New Jersey, that in accordance with the provisions of N.J.S.A. 40A:5-17.1, that the City Tax Collector is hereby authorized to process any refund and cancellation of, without further action on the part of the governing body, any property tax or sewer use fee refund or delinquency of less than \$10.00.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 20-028
AUTHORIZING PREPAYMENT OF MIDDLESEX COUNTY TAXES**

WHEREAS, Morris County taxes are due quarterly on February 15, May 15, August 15 and November 15, 2020.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South Amboy that the Chief Financial Officer is hereby authorized to disburse these quarterly payments.

CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX

RESOLUTION 20-029
**AUTHORIZING DISBURSEMENT OF HOSPITALIZATION AND STATE HEALTH
BENEFITS**

WHEREAS, Employee Health Insurance must be paid at the time the bills are submitted thru the States Transmittal Electronic Payment System (TEPS);

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of South Amboy that the Chief Financial Officer be and is hereby authorized to disburse the monies due at the time the bills are submitted and same shall be included on the current bill list with vouchers attached.

CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX

RESOLUTION 20-030
AUTHORIZING 2020 PAY SCHEDULE AND PENSION PAYMENTS

BE IT RESOLVED by the City Council of the City of South Amboy that the Chief Financial Officer is hereby authorized to perform all matters necessary to enable the issuance of City payroll checks in *twenty-six* installments and pension payments throughout the year 2020 without the need of further resolutions or action by the City Council, and

BE IT FURTHER RESOLVED that the Payroll referred to herein for City employees is as authorized by ordinances and resolutions currently in effect.

CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX

RESOLUTION 20-031

**AUTHORIZING THE CHIEF FINANCIAL OFFICER TO WIRE TRANSFER FUNDS FOR
INVESTMENT AND PAYMENT OF CAPITAL DEBT**

BE IT RESOLVED by the City Council of the City of South Amboy that the Chief Financial Officer is hereby authorized to wire transfer funds for investment of surplus funds, as they become available and payment of capital debt, provided that all investments are reported to the City Council.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 19-032
PAYROLL AGREEMENT WITH THE SADIE POPE-DOWDELL PUBLIC
LIBRARY**

WHEREAS, as a cost saving measure, the Sadie Pope-Dowdell Public Library has requested the City of South Amboy to process the payroll of the various Library employees; and

WHEREAS, it is more efficient and cost effective for the City and the Library to have both of their payrolls handled by the same outside payroll service; and

WHEREAS, the City has performed this function for the Library for several years, and the procedures are well-established and satisfactory to both parties,

NOW THEREFORE, it is agreed by and between the Sadie Pope-Dowdell Public Library and the City of South Amboy, as follows:

1. The Library and the City hereby agree that the City will make available its contracted outside payroll service to pay the salaries of employees of the Library, and to arrange and forward any and all properly authorized deductions from the paychecks of the employees. The City's payroll service will prepare all required reports, including, for example, the annual W-2 form, for Library employees. The City will arrange health insurance for Library Employees under the City's current contract, and pay the premiums as they fall due.
- 2, The City shall invoice the "Library" for the salaries and deductions so paid through the payroll service, and for the employer contribution to FICA. The Library will separately reimburse the City for additional payroll-related costs such as employer pension contribution, health insurance premiums, payroll taxes and a pro-rate share of the payroll service processing fee, along with the pro-rata share of pension costs on receipt of an invoice from the City. Invoices shall be on an "as needed basis" but not more frequently than monthly.
3. Library employees shall not be considered City employees and are employees of the Library Board of Trustees and subject exclusively to the Library's personnel policies and other work rules.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 20-033
PAYROLL AGREEMENT WITH THE SOUTH AMBOY REDEVELOPMENT
AGENCY**

WHEREAS, as a cost saving measure, the South Amboy Redevelopment Agency (SARA) has requested the City of South Amboy to process the payroll of the various SARA employees; and

WHEREAS, it is more efficient and cost effective for the City and SARA to have both of their payrolls handled by the same outside payroll service; and

WHEREAS, the City has performed this function for SARA for several years, and the procedures are well-established and satisfactory to both parties,

NOW THEREFORE, it is agreed by and between the South Amboy Redevelopment Agency and the City of South Amboy, as follows:

1. SARA and the City hereby agree that the City will make available its contracted outside payroll service to pay the salaries of employees of SARA, and to arrange and forward any and all properly authorized deductions from the paychecks of the employees. The City's payroll service will prepare all required reports, including, for example, the annual W-2 form, for SARA employees. The City will arrange health insurance for SARA employees under the City's current contract, and pay the premiums as they fall due.
- 2, The City shall invoice SARA for the salaries and deductions so paid through the payroll service, and for the employer contribution to FICA. SARA will separately reimburse the City for additional payroll-related costs such as employer pension contribution, health insurance premiums, payroll taxes and a pro-rate share of the payroll service processing fee, along with the pro-rata share of pension costs on receipt of an invoice from the City. Invoices shall be on an "as needed basis" but not more frequently than monthly.
3. SARA employees shall not be considered City employees and are employees of SARA and subject exclusively to SARA's personnel policies and other work rules.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 20-034
EEOC COMPLIANCE- HIRING PRACTICES**

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 governing body 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 City Council of the City of South Amboy, 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 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.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION 20-035

WHEREAS, the City of South Amboy requires a Prosecutor to present, on behalf of the State of New Jersey and the City of South Amboy, matters in the South Amboy Municipal Court; and

WHEREAS, the South Amboy City Code Section 5-75 provides that there shall be a Prosecutor, who may be the City Law Director or such attorney as he may designate with the consent of City Council; and

WHEREAS, the City Law Director, Francis M. Womack III, Esq., has designated John E. Kawczynski, Esquire, of Field & Kawczynski, LLC, 137 South Broadway, Suite B-1, South Amboy, New Jersey 08879, as the primary South Amboy Municipal Prosecutor, Francis M. Womack III, Esq. as the first alternate Municipal Prosecutor and Thomas J. Lanza, Esq., as the second alternate Municipal Prosecutor; and

WHEREAS, the above attorneys are duly qualified to act as the Municipal Prosecutor for the City of South Amboy;

NOW, THEREFORE, BE, AND IT IS, HEREBY RESOLVED by the Council of the City of South Amboy, County of Middlesex, State of New Jersey, that the City Council, hereby, consents and approves the City Law Director's designees, John E. Kawczynski, Esq., as the Primary Municipal Prosecutor, Francis M. Womack III, Esq., as the first alternate Municipal Prosecutor and Thomas J. Lanza, Esq., as the second alternate Municipal Prosecutor for the City of South Amboy from the date hereof to December 31, 2020, or until such time as their successors are duly appointed and qualified.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION 20-036

WHEREAS, the City of South Amboy, pursuant to the law of the State of New Jersey, has created the position of Municipal Public Defender to act, on behalf of indigents, in defense of matters brought in the South Amboy Municipal Court; and

WHEREAS, the Law Director has appointed, subject to the advice and consent of Council, George J. Otlowski, Jr., Esq., an Attorney at Law of the State of New Jersey, as the South Amboy Municipal Public Defender; and

WHEREAS, the City Council consents to the appointment of George J. Otlowski, Jr., Esq., as the Municipal Public Defender;

NOW, THEREFORE, BE, AND IT IS, HEREBY, RESOLVED by the Council of the City of South Amboy, Middlesex County, New Jersey, that George J. Otlowski, Jr., Esq. be, and is, hereby, appointed Municipal Public Defender for the City of South Amboy through December 31, 2020.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION NO. 20-037

**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR SPECIAL SERVICES ENGINEER
GROTTO ENGINEERING ASSOCIATES**

WHEREAS, the City of South Amboy requires professional legal services which shall include but not limited to providing special engineering services, consultation on various projects, review of plans and other materials, drafting correspondence, attendance at meetings when necessary, and providing professional advice as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the amount of the contract will not exceed (\$17,500) seventeen thousand five hundred dollars; and

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

WHEREAS, Grotto Engineering Associates, 340 North Avenue, Cranford, New Jersey 07016, is appointed to serve as Special Services Engineer for the City of South Amboy for the year of 2020; and

WHEREAS, Grotto Engineering Associates has completed and submitted a Business Entity Disclosure Certification which certifies that the neither Grotto Engineering has not made any reportable contributions to a political or candidate committee in the City of South Amboy in the previous one year, and that the contract will prohibit both from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the City Chief Financial Officer in accordance with N.J.A.C. 5:34-5.1 has certified in writing to the City Committee the availability of adequate funds to pay the maximum amount of the contract;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of South Amboy, in the County of Middlesex, State of New Jersey as follows:

1. A professional services contract with Grotto Engineering Associates, 340 North Avenue, Cranford, New Jersey is hereby authorized;
2. The Mayor and Clerk are authorized to sign a professional service contract with Grotto Engineering Associates in accordance with the following terms and conditions:
 - A. Term: A period of not to exceed 12 months
 - B. Rate: \$165 per hour for Principals, and otherwise in accord with the schedule

C. Services:

of fees set forth in the professional service contract;
The firm shall provide Special Engineering Services.

3. The City Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once with an appropriate publication of record stating the nature, duration, service and amount of this contract.
4. The City Clerk shall make copies of this resolution available for public inspection at the South Amboy City Hall, 140 North Broadway, South Amboy, New Jersey 08879.
5. This contract shall be charged to the 2020 budget. The certification of available funds by the City Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the City Clerk.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION NO. 20-038

WHEREAS, the City of South Amboy duly advertised for qualifications and proposals for professional services under a fair and open process for the position of Architectural Services with the submissions due no later than November, 2019 at 10:00 A.M. at City Hall, 140 North Broadway, South Amboy, New Jersey 08879; and

WHEREAS, Michael V. Testa, Architect, LLC submitted a timely and conforming submission in response to the Special Public Notice, Request for Proposals (“RFP”) for the position of Architectural Services; and

WHEREAS, the Law Director has verified that Mr. Testa is qualified for the position of Architect and qualifies as a professional under the Local Public Contract Law (N.J.S.A. 40A:11-1 et seq.); and

WHEREAS, Mayor and Law Director have negotiated a contract for Professional Services with Mr. Testa;

NOW, THEREFORE, BE, AND IT IS HEREBY RESOLVED by the Council of the City of South Amboy, Middlesex County, State of New Jersey, as follows:

1. The Council of the City of South Amboy hereby accepts the terms as specified in an Agreement between the City of South Amboy and Michael V. Testa, Architect, LLC 701 Tennant Road, Suite 201, Manalapan, NJ 07726.
2. The contract is awarded without competitive bidding as a professional service and pursuant to a fair and open process with a fair and open public solicitation process.

3. The City hereby accepts the fees for the basic services and specialized services described in the Agreement and in the submission to the RFP with a maximum amount of \$12,800.00.

4. The City Clerk is hereby authorized and directed to publish the Notice of Contract Award in the Home News Tribune;

5. The Mayor and City Clerk are hereby authorized and directed to sign the Agreement on behalf of the City.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION NO. 20-039
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR TAX COUNSEL
HARRY HAUSHAULTER, ESQ.**

WHEREAS, the City of South Amboy requires professional tax counsel legal services which shall include, but not be limited to, providing legal advice to City officials, representing the City in litigation and administrative proceedings as necessary, to resolve legal issues and conduct *in rem* foreclosures if needed, drafting correspondence, attendance at meetings when necessary, and providing professional advice as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the amount of the contract will not exceed (\$17,500) seventeen thousand five hundred dollars; and

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

WHEREAS, Harry Haushalter, Esq. 2119 Route 33, Suite A, Hamilton Square, New Jersey 08690, is appointed to serve as Special Services Engineer for the City of South Amboy for the year of 2020; and

WHEREAS, Harry Haushalter, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that the neither Grotto Engineering has not made any reportable contributions to a political or candidate committee in the City of South Amboy in the previous one year, and that the contract will prohibit both from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the City Chief Financial Officer in accordance with N.J.A.C. 5:34-5.1 has certified in writing to the City Committee the availability of adequate funds to pay the maximum amount of the contract;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of South Amboy, in the County of Middlesex, State of New Jersey as follows:

1. A professional services contract with , Harry Haushalter, Esq. 2119 Route 33, Suite A, Hamilton Square, New Jersey 08690 is hereby authorized;
2. The Mayor and Clerk are authorized to sign a professional service contract with Harry Haushalter, Esq. in accordance with the following terms and conditions:

A. Term:	A period of not to exceed 12 months
B. Rate:	\$150 per hour;

C. Services:

The firm shall provide professional legal services

3. The City Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once with an appropriate publication of record stating the nature, duration, service and amount of this contract.
4. The City Clerk shall make copies of this resolution available for public inspection at the South Amboy City Hall, 140 North Broadway, South Amboy, New Jersey 08879.
5. This contract shall be charged to the 2020 budget. The certification of available funds by the City Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the City Clerk.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION NO. 20-040

**RESOLUTION AUTHORIZING THE AWARD OF A
CONTRACT FOR PLANNING BOARD ATTORNEY**

WHEREAS, the City of South Amboy has, pursuant to a fair and open process, publicly advertised for the solicitation of proposals or qualifications for a Special Services Engineer, pursuant to the provisions of N.J.S.A. 19:44A-20.7; and,

WHEREAS, the anticipated term of this contract is to December 31, 2020; and,

WHEREAS, the maximum amount of this contract for Planning Board Attorney is \$30,000.00.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the Council of the City of South Amboy, County of Middlesex, State of New Jersey, as follows:

1. The Contract for Planning Board Attorney, on file with the City Clerk, is hereby approved and the Mayor and City Clerk are hereby authorized and directed to enter into a contract with, James Stahl, Esq., and the firm Borrus, Goldin, Foley, Vignuolo, Hyman & Stahl, P.C ; and,
2. The City Clerk shall maintain the contract on file for public inspection during normal business hours;
3. The City Clerk shall serve a true copy of this Resolution on, James Stahl, Esq., and the firm Borrus, Goldin, Foley, Vignuolo, Hyman & Stahl, P.C, 2875 U.S. Highway 1, North Brunswick, NJ 08901;
4. The City Clerk is hereby authorized and directed to publish the Notice of Contract Award in the Home News Tribune;
5. This resolution shall take effect immediately.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 20-041
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR PLANNING BOARD ENGINEER
AJV ENGINEERING**

WHEREAS, the City of South Amboy requires professional engineering services which shall include but not limited to providing engineering services for the South Amboy Planning Board, performing all of the engineering work required in the capacity of Board Engineer, attending all regular or special meetings of the Planning Board or its subcommittees as required by the Board, reviewing subdivision and site plans, including preparation of written reports setting forth compliance to municipal ordinances and accepted engineering and design practices, providing field observation service of subdivisions and/or site plans to assure compliance with Board requirements and approvals, provide and maintain subdivision plans, studies and reports related to engineering matters and reviews approved by the Board, and providing professional advice as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the amount of the contract will not exceed (\$17,500) seventeen thousand five hundred dollars; and

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

WHEREAS, AJV Engineering, Inc., 424 Amboy Avenue, Ste. 201, Woodbridge, New Jersey 07085, is appointed to serve as Planning Board Engineer for the City of South Amboy Planning Board for the year of 2020; and

WHEREAS, AJV Engineering, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that the neither AJV Engineering has not made any reportable contributions to a political or candidate committee in the City of South Amboy in the previous one year, and that the contract will prohibit both from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the City Chief Financial Officer in accordance with N.J.A.C. 5:34-5.1 has certified in writing to the City Committee the availability of adequate funds to pay the maximum amount of the contract;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of South Amboy, in the County of Middlesex, State of New Jersey as follows:

1. A professional services contract with AJV Engineering, Inc. 424 Amboy Avenue, Ste. 201, Woodbridge, New Jersey 07085 is hereby authorized;

- B. Rate: Compensation is to be in the form of commissions received by the Risk Management Consultant from entities with which insurance is placed. The contract shall not include any additional fees for consulting services.
- C. Services: The firm shall provide Risk Management Services for the City of South Amboy.

3. The City Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once with an appropriate publication of record stating the nature, duration, service and amount of this contract.
4. The City Clerk shall make copies of this resolution available for public inspection at the South Amboy City Hall, 140 North Broadway, South Amboy, New Jersey 08879.
5. This contract shall be charged to the 2020 budget. The certification of available funds by the City Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the City Clerk.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 20-042
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR AUDITING SERVICES – MUNICIPAL AUDITOR
LERCH, VINCI & HIGGINS, LLP**

WHEREAS, the City of South Amboy requires professional services which shall include but not be limited to: performing auditing services, including auditing the City's financial statements and other related statements in conformity with requirements promulgated by the Division of Local Government Services; preparing financial and debt statements; attending meetings and testifying as necessary; and providing advice as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the amount of the contract will not exceed (\$17,500) seventeen thousand five hundred dollars; and

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

WHEREAS, Lerch, Vinci & Higgins, LLP, 17-17 Route 208 Fairlawn, New Jersey 07410, is appointed to serve as Auditor for the City of South Amboy for the year of 2020; and

WHEREAS, Lerch, Vinci & Higgins has completed and submitted a Business Entity Disclosure Certification which certifies that Lerch, Vinci & Higgins, LLP has made no reportable contributions to a political or candidate committee in the City of South Amboy in the previous one year, and that the contract will prohibit both from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the City Chief Financial Officer in accordance with N.J.A.C. 5:34-5.1 has certified in writing to the City Committee the availability of adequate funds to pay the maximum amount of the contract;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of South Amboy, in the County of Middlesex, State of New Jersey as follows:

1. A professional services contract with Lerch, Vinci & Higgins, LLP, 17-17 Route 208 Fairlawn, New Jersey is hereby authorized
2. The Mayor and Clerk are authorized to sign a professional service contract with Lerch, Vinci & Higgins, LLP, in accordance with the following terms and conditions:

- | | |
|----------|--|
| A. Term: | A period of not to exceed 12 months |
| B. Rate: | \$150 to \$175 per hour for partners
and otherwise in accord with the |

C. Services:

The firm shall provide tax counsel legal services.

3. The City Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once with an appropriate publication of record stating the nature, duration, service and amount of this contract.
4. The City Clerk shall make copies of this resolution available for public inspection at the South Amboy City Hall, 140 North Broadway, South Amboy, New Jersey 08879.
5. This contract shall be charged to the 2020 budget. The certification of available funds by the City Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the City Clerk.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 20-043
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT
BOND COUNSEL**

WHEREAS, the City of South Amboy requires legal services as Bond Counsel to provide legal counsel and any and all advice and assistance relating to services with respect to Bond and Capital Ordinances and any and all appropriate matters assigned by the City and the Director of the Department of Finance as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the amount of the contract will exceed (\$17,500) seventeen thousand five hundred dollars; and

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

WHEREAS, McManimon, Scotland and Bauman, 75 Livingston Avenue, Roseland, New Jersey 07068, is appointed to serve as Bond Counsel for the City of South Amboy for the year of 2020; and

WHEREAS, McManimon, Scotland and Bauman has completed and submitted a Business Entity Disclosure Certification which certifies that McManimon, Scotland and Bauman has not made any reportable contributions to a political or candidate committee in the City of South Amboy in the previous one year, and that the contract will prohibit both from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the City Chief Financial Officer in accordance with N.J.A.C. 5:34-5.1 has certified in writing to the City Committee the availability of adequate funds to pay the maximum amount of the contract;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of South Amboy, in the County of Middlesex, State of New Jersey as follows:

1. A professional services contract with McManimon, Scotland and Bauman, 75 Livingston Avenue, Roseland, New Jersey is hereby authorized;
2. The Mayor and Clerk are authorized to sign a professional service contract with Reliance Insurance Group in accordance with the following terms and conditions:

A. Term:	A period of not to exceed 12 months
B. Rate:	\$250.00/hr for municipal security filing work; \$215.00/hr for meeting

attendance, litigation and standard document work, and otherwise in accord with the schedule of fees set forth in the professional service contract;

C. Services:

The firm shall provide Risk Management Services for Medical and Prescription Services for the City of South Amboy.

3. The City Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once with an appropriate publication of record stating the nature, duration, service and amount of this contract.
4. The City Clerk shall make copies of this resolution available for public inspection at the South Amboy City Hall, 140 North Broadway, South Amboy, New Jersey 08879.
5. This contract shall be charged to the 2020 budget. The certification of available funds by the City Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the City Clerk.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION NO. 20-044

**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR LEGAL SERVICES
FRANCIS M. WOMACK
LAW OFFICES OF FRANCIS M. WOMACK, ESQ.**

WHEREAS, the City of South Amboy requires professional legal services which shall include but not limited to review of contracts, drafting correspondence, representation on legal matters, attendance at meetings and providing advice as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the amount of the contract will not exceed (\$17,500) seventeen thousand five hundred dollars; and

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

WHEREAS, Francis Womack of the Law Offices of Francis M. Womack, 523 Green Street, Iselin, New Jersey 08830, is appointed to serve as Law Director for the City of South Amboy for the year of 2020; and

WHEREAS, Francis M. Womack has completed and submitted a Business Entity Disclosure Certification which certifies that the neither Francis Womack nor the Law Firm of Francis M. Womack have made any reportable contributions to a political or candidate committee in the City of South Amboy in the previous one year, and that the contract will prohibit both from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the City Chief Financial Officer in accordance with N.J.A.C. 5:34-5.1 has certified in writing to the City Committee the availability of adequate funds to pay the maximum amount of the contract;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of South Amboy, in the County of Middlesex, State of New Jersey as follows:

1. A professional services contract with Francis M. Womack of the Law Firm of Francis M. Womack, 523 Green Street, Iselin, New Jersey, New Jersey 08 is hereby authorized
2. The Mayor and Clerk are authorized to sign a professional service contract with Francis M. Womack, Esq. in accordance with the following terms and conditions:

A. Term:	A period of not to exceed 12 months
B. Rate:	\$195 per hour

C. Services:

The firm shall provide professional legal services

3. The City Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once with an appropriate publication of record stating the nature, duration, service and amount of this contract.
4. The City Clerk shall make copies of this resolution available for public inspection at the South Amboy City Hall, 140 North Broadway, South Amboy, New Jersey 08879.
5. This contract shall be charged to the 2020 budget. The certification of available funds by the City Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the City Clerk.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION NO. 20-045

**RESOLUTION AUTHORIZING THE AWARD OF A
CONTRACT FOR RISK MANAGEMENT CONSULTANT/GROUP MEDICAL AND
PRESCRIPTION INSURANCE BROKER**

WHEREAS, the City of South Amboy has, pursuant to a fair and open process, publicly advertised for the solicitations of proposals or qualifications for Risk Management Consultant/Group Medical and Prescription Insurance Broker, pursuant to the provisions of N.J.S.A. 19:44A-20.7; and,

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

WHEREAS, Reliance Insurance Group, LLC, 1460 Route 9 North, Suite 310, Woodbridge, New Jersey was deemed qualified to perform Risk Management Consulting and Group Medical and Prescription Insurance Broker for the City of South Amboy, subject to a formal contract being awarded; and,

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the Council of the City of South Amboy, County of Middlesex, State of New Jersey, as follows:

1. The Mayor and City Clerk are hereby authorized and directed to enter into a contract with Reliance Insurance Group, LLC, as described herein.
2. The City Clerk shall maintain the contract on file for public inspection during normal business hours.
3. This resolution shall take effect immediately.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 20-046
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR CONSULTING ENGINEER
CENTER STATE ENGINEERING**

WHEREAS, the City of South Amboy requires professional engineering services which shall include but not limited to providing consulting engineering services for the South Amboy, performing all of the engineering work required in the capacity of Consulting Engineer, attending all regular or special meetings of the City Council or its subcommittees as required, preparation of written reports setting forth compliance to municipal ordinances and accepted engineering and design practices, providing field observation services to assure compliance with contractual requirements and accepted engineering and design practices, providing studies and reports related to engineering matters and reviews of concern to the City, and providing professional advice as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the amount of the contract will exceed (\$17,500) seventeen thousand five hundred dollars; and

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

WHEREAS, Center State Engineering, 481 Spotstown Englishtown Road, Monroe, New Jersey 08831, is appointed to serve as Consulting Engineer for the City of South Amboy for the year of 2020; and

WHEREAS, Center State Engineering has completed and submitted a Business Entity Disclosure Certification which certifies that Center State Engineering has not made any reportable contributions to a political or candidate committee in the City of South Amboy in the previous one year, and that the contract will prohibit both from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the City Chief Financial Officer in accordance with N.J.A.C. 5:34-5.1 has certified in writing to the City Committee the availability of adequate funds to pay the maximum amount of the contract;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of South Amboy, in the County of Middlesex, State of New Jersey as follows:

1. A professional services contract with Center State Engineering, 481 Spotstown Englishtown Road, Monroe, New Jersey 08831 is hereby authorized;

2. The Mayor and Clerk are authorized to sign a professional service contract with Center State Engineering in accordance with the following terms and conditions:
 - A. Term: A period of not to exceed 12 months
 - B. Rate: \$165 per hour for managing partner, and otherwise in accord with the schedule of fees set forth in the professional service contract;
 - C. Services: The firm shall provide Consulting Engineering Services for the City of South Amboy.
3. The City Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once with an appropriate publication of record stating the nature, duration, service and amount of this contract.
4. The City Clerk shall make copies of this resolution available for public inspection at the South Amboy City Hall, 140 North Broadway, South Amboy, New Jersey 08879.
5. This contract shall be charged to the 2020 budget. The certification of available funds by the City Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the City Clerk.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution

RESOLUTION 20-047

**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR RISK MANAGEMENT CONSULTANT FOR MEDICAL AND
PRESCRIPTION SERVICES
RELIANCE INSURANCE GROUP**

WHEREAS, the City of South Amboy requires Risk Management Consultant for Medical and Prescription Services, which shall include but not be limited to: assisting the City in identifying its necessary insurance coverages for medical and prescription services and recommending professional methods to procure, reduce, assume or transfer such coverages; preparing of applications, statements, and other documents as may be requested or required by current or potential insurers, and providing consultation services and professional advice as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the amount of the contract will exceed (\$17,500) seventeen thousand five hundred dollars; and

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

WHEREAS, Reliance Insurance Group, 1460 Route 9 North, Suite 310, Woodbridge, New Jersey 07095, is appointed to serve as Risk Management Consultant for Medical and Prescription Services for the City of South Amboy for the year of 2020; and

WHEREAS, Reliance Insurance Group has completed and submitted a Business Entity Disclosure Certification which certifies that Reliance Insurance Group has not made any reportable contributions to a political or candidate committee in the City of South Amboy in the previous one year, and that the contract will prohibit both from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the City Chief Financial Officer in accordance with N.J.A.C. 5:34-5.1 has certified in writing to the City Committee the availability of adequate funds to pay the maximum amount of the contract;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of South Amboy, in the County of Middlesex, State of New Jersey as follows:

1. A professional services contract with Reliance Insurance Group, 1460 Route 9 North, Suite 310, Woodbridge, New Jersey 07095 is hereby authorized;

2. The Mayor and Clerk are authorized to sign a professional service contract with Reliance Insurance Group in accordance with the following terms and conditions:

- | | |
|--------------|---|
| A. Term: | A period of not to exceed 12 months |
| B. Rate: | Consultation Fee of \$1900.00 per month for medical services; and Consultation Fee of \$500.00 per month for prescription services; Reliance Insurance Group may also receive additional compensation in the form of commissions paid by entities with which insurance is placed. |
| C. Services: | The firm shall provide Risk Management Services for Medical and Prescription Services for the City of South Amboy. |

3. The City Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once with an appropriate publication of record stating the nature, duration, service and amount of this contract.
4. The City Clerk shall make copies of this resolution available for public inspection at the South Amboy City Hall, 140 North Broadway, South Amboy, New Jersey 08879.
5. This contract shall be charged to the 2020 budget. The certification of available funds by the City Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the City Clerk.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION NO. 20-048
APPOINTMENT OF CITY ENGINEER**

WHEREAS, Mayor Fred A. Henry has appointed Mark J. Rasimowicz, P.E., P.P., C.M.E., to the position of City Engineer, who shall serve as City Engineer of the City of South Amboy during the Mayor's term of office (January 2019 through December 31, 2022) and until a successor is appointed and qualified for said position; and

WHEREAS, N.J.S.A. 40:69A-43(b) requires that each Department Head appointed by the Mayor shall be with the advice and consent of City Council.

NOW, THEREFORE, BE AND IT IS, HEREBY RESOLVED, by the Council of the City of South Amboy that consent to the appointment of Mark J. Rasimowicz, P.E., P.P., C.M.E., as City Engineer of the City of South Amboy, whose term runs with the Mayor's term of office, is hereby given.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #20-049

WHEREAS, the Housing Authority of the City of South Amboy has five (5) Commissioners appointed by the Governing Body of the City of South Amboy; and

WHEREAS, the Council of the City of South Amboy desires to appoint Grace Hoffman-Spencer and Joseph Connors to a five year term which will expire on December 31, 2024.

NOW, THEREFORE, BE IT RESOLVED that Grace Hoffman-spencer and Joseph Connors are appointed as a Commissioner of the Housing Authority of the City of South Amboy for a five year term to December 31, 2024.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #20-050

NOW, THEREFORE, BE IT RESOLVED that the following are appointed to the Library Board of Trustees of the City of South Amboy:

Linda DeLucia, Trustee	5 year term to expire December 31, 2024
Rico Vazquez, Mayor's Representative	1 year term to expire December 31, 2020
Jorge Diaz, Sup. Representative	1 year term to expire December 31, 2020

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #20-051

NOW, THEREFORE, BE IT RESOLVED that the following are appointed to the Planning Board of the City of South Amboy:

Mary Szaro	4 year term to expire December 31, 2023
Holly Hughes	4 year term to expire December 31, 2023
, Mayor's Representative	1 year term to expire December 31, 2020

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #20-052

NOW, THEREFORE, BE IT RESOLVED that the following are appointed to the City of South Amboy Sustainable Jersey Green Team for a one year term to expire December 31, 2020:

Michael Gross, Councilman
Glenn Skarzynski, BA
Amy Russo, Secretary of Planning Board
Erin Senape, Recycling & Public Works
Jay Elliot, Code Enforcement Officer
Christopher Mazauskas, Resource Development Professional
Anthony Conrad, South Amboy Board of Education
Bobby Kleinau, South Amboy YMCA
Jessica Maliszewski, Resident