

**AGENDA
COUNCIL REORGANIZATION AND COUNCIL MEETING
JANUARY 5, 2022
THIS MEETING IS BEING HELD ELECTRONICALLY**

To participate by computer, tablet or smartphone, it is necessary to download the following application: <https://global.gotomeeting.com/install/946806885>

OR CALL 1 571-317-3122 AND ENTER ACCESS CODE 946806885 FOLLOWED BY THE # KEY

COMMENTS FROM THE PUBLIC MAY BE EMAILED TO BROOKSD@SOUTHAMBOYNJ.GOV OR PUT IN THE DROP BOX IN THE LOBBY OF CITY HALL

140 NORTH BROADWAY
SOUTH AMBOY, NJ 08879

6:00 P.M.

1. MEETING CALLED TO ORDER BY 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 CITY CLERK
8. COUNCIL PRESIDENT ENTERTAINS A MOTION FOR COUNCIL VICE PRESIDENT
10. **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 #22-001 through #22-048 are hereby approved retroactive to January 1, 2022. **SECONDED by:** _____. **ROLL CALL VOTE:**

Resolution 22-001 Resolution Authorizing Temporary Budget Appropriations for the 2022 Calendar Year

Resolution 22-002 Resolution Adopting 2022 Cash Management Plan

Resolution 22-003 Resolution establishing 2022 Meeting Dates

Resolution 22-004 Resolution Adopting 2022 Holiday Schedule

Resolution 22-005 Designating Official Newspapers

Resolution 22-006 Designating Official Depositories

Resolution 22-007 Resolution Filing Signature with Secretary of State

Resolution 22-008 Appointment to Emergency Management Council

Resolution 22-009 Appointment of Public Agency Compliance Officer

Resolution 22-010 Appointment of Crossing Guards

Resolution 22-011 Appointment Deputy Records Custodians

Resolution 22-012 Approval of Towing City Tow Service Operators

Resolution 22-013 Change Fund – Tax Collector

Resolution 22-014 Change Fund – City Clerk

Resolution 22-015 Petty Cash Fund – Administration

Resolution 22-016 Re-establishing Change Fund – Municipal Court Administrator

Resolution 22-017 Accepting EMAA-EMPG Subgrant

Resolution 22-018 Establishing Interest Rate on Delinquent Taxes

Resolution 22-019 Appointing JIF Commissioner and Alternate Commissioner

Resolution 22-020 Authorizing Purchase of Rock Salt – Morton Salt Inc.

Resolution 22-021 Establishing Interest Rate on Delinquent Sewer Use Fees

Resolution 22-022 Authorizing Prepayment of Middlesex County Taxes

Resolution 22-023 Appointing OEM Coordinator and Deputy Coordinators

Resolution 22-024 Appointing Qualified Purchasing Agent - Manion

Resolution 22-025 Resolution Authorizing Tax Assessor to act as agent for the City of South Amboy for the purpose of filing and settling tax appeals on behalf of the taxing district for the tax year 2022

Resolution 22-026 EEOC Compliance-Hiring Practices

Resolution 22-027 Authorizing Disbursement of Hospitalization and state Health Benefits

Resolution 22-028 Authorizing 2022 Pay Schedule and Pension Benefits

Resolution 22-029 Authorizing the CFO to Wire Transfer Funds

Resolution 22-030 Payroll Agreement with Sadie-Pope-Dowdell Library

Resolution 22-031 Payroll Agreement with SARA

Resolution 22-032 Authorizing the Award of a Contract for IT Services – HBK IT

Resolution 22-033 Appointment of Municipal Prosecutor

Resolution 22-034 Appointment of Municipal Public Defender

Resolution 22-035 Authorizing the Award of a Contract for Planning Board Planner/Engineer

Resolution 22-036 Authorizing the Award of a Contract for Consulting Engineer Services

Resolution 22-037 Authorizing the Award of a Contract for Special Services Engineer

Resolution 22-038 Authorizing the Award for Architectural Services

Resolution 22-039 Authorizing the Award of a Contract for Special Tax Counsel

Resolution 22-040 Authorizing the Award of a Contract for Planning Board Attorney

Resolution 22-041 Authorizing the Award of a Contract for Risk Management Consultant/Liability Insurance Broker of Record

Resolution 22-042 Authorizing the Award of a Contract for Auditor

Resolution 22-043 Authorizing the Award of a Contract for Bond Counsel

Resolution 22-044 Authorizing the Award of Contract for General Counsel

Resolution 22-045 Authorizing the Award of Contract for Grant Writer

Resolution 22-046 Appointing Sustainable Green Team members

Resolution 22-047 Library Board Appointments

Resolution 22-048 Appointing Planning Board members

11. END REORGANIZATION MEETING/BEGIN COUNCIL MEETING

12. RESOLUTIONS:

**RESOLUTION NO. 22-049
APPROVAL AND RELEASE OF MINUTES**

BE IT RESOLVED, that the City Council of the City of South Amboy does hereby approve and release the Council Minutes of the November 22, 2021 Council Meeting.

MOVED by: _____ of the Council of the City of South Amboy, that Resolution No. 22-049 is hereby approved. **SECONDED by:** _____ **ROLL CALL VOTE:**

**RESOLUTION NO. 22-050
VETERAN TAX REFUND – MEDINA**

WHEREAS, Sarafin Medina, 365 Fourth St, City of South Amboy, County of Middlesex Block 118 Lot 5 applied for a veteran property tax deduction on 11-22-2021; and

WHEREAS, the following applicant is entitled to the \$250.00 deduction in 2021; and

WHEREAS, the tax collector certifies that the property taxes are paid current for 2021; and

WHEREAS, Sarafin Medina is entitled to a refund of \$250.00 for 2021; and

NOW, THEREFORE, BE IT RESOLVED by the Council of City of South Amboy, Middlesex County, New Jersey that the Chief Financial Officer be and the same is hereby authorized to issue a check to Sarafin Medina in the amount \$250.00 for 2021 The Tax Assessor is hereby authorized to adjust the MOD IV system for 2022.

MOVED by: _____ of the Council of the City of South Amboy, that Resolution No. 22-050 is hereby approved. **SECONDED by:** _____ **ROLL CALL VOTE:**

**RESOLUTION NO. 22-051
RESOLUTION CERTIFYING ACTIVE MEMBERSHIP WITH SOUTH AMBOY FIRE DEPARTMENT FOR NEW JERSEY STATE FIREMEN'S ASSOCIATION ELIGIBILITY – LOHSEN AND WARD**

BE IT RESOLVED, that the Council of the City of South Amboy does hereby certify that **Matthew M. Lohsen and Harry R. Ward** are active members of the South Amboy Fire Department and are eligible to be members of the New Jersey State Firemen's Association upon completion of all requirements of the Fire Chief.

MOVED by: _____ of the Council of the City of South Amboy, that Resolution No. 22-051 is hereby approved. **SECONDED by:** _____ **ROLL CALL VOTE:**

RESOLUTION 22-052

A RESOLUTION EXTENDING RESOLUTION 20-094 CONTRACT AWARD FOR THE SUPPLY OF GASOLINE FOR MUNICIPAL VEHICLES TO KIRA-DHAR, INC. EXXON OF SAYREVILLE

WHEREAS, the City of South Amboy entered into a contract for the supply of gasoline in 2020, for two (2) years in accordance with the Local Public Contracts Law, N.J.S.A 40A:11-1 et seq.; and

WHEREAS, the City of South Amboy wishes to renew the contract for one (1) year term from Jan 1, 2022 through December 31, 2022; and

WHEREAS, the Purchasing Agent has recommended the City of South Amboy extend the contract to KIRA-DHAR, Inc. EXXON of Sayreville in the amount not to exceed \$90,000.00; and

WHEREAS, the Chief Financial Officer has determined sufficient funds are available, as evidenced by the Chief Financial Officer's Certification, below;

NOW, THEREFORE, BE, AND IT IS HEREBY RESOLVED by the Council of the City of South Amboy, Middlesex County, State of New Jersey, that Resolution No. 20-094 is hereby extended for the term of one (1) year in the amount not to exceed \$90,000.00

MOVED by: _____ of the Council of the City of South Amboy, that Resolution No. 22-052 is hereby approved. **SECONDED by:** _____ **ROLL CALL VOTE:**

13. COMMENTS

14. PUBLIC COMMENTS

15. ADJOURNMENT

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #22-001

**RESOLUTION AUTHORIZING TEMPORARY BUDGET
APPROPRIATIONS FOR THE 2022 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 2022 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 2022 is \$4,497,975.22; 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 2022 in the amount of \$4,497,000.00 exclusive of interest, debt service and capital.

City of South Amboy		2022 Temporary Budget		
Dept #	DEPARTMENT	SALARIES	OTHER	TOTAL
20-100	Administration	\$ 118,000.00	\$ 29,000.00	\$ 147,000.00
20-110	Mayor and Council	17,000.00	3,000.00	20,000.00
20-120	Clerk	45,000.00	5,000.00	50,000.00
20-130	Financial Administration	89,000.00	10,000.00	99,000.00
20-145	Revenue Administration	36,000.00	5,000.00	41,000.00
20-150	Tax Assessor	14,000.00	2,000.00	16,000.00
20-155	Legal Services	-	50,000.00	50,000.00
20-165	Engineering Services	-	79,000.00	79,000.00
21-180	Planning Board	2,000.00	15,000.00	17,000.00
22-195	Code Enforcement	110,000.00	3,000.00	113,000.00
23-210	Liability Insurance	-	150,000.00	150,000.00
23-212	Disability Insurance	-	3,000.00	3,000.00
23-215	Workers Comp	-	183,000.00	183,000.00
23-220	Employee Group Insurance	-	507,000.00	507,000.00
25-240	Police	1,460,000.00	41,000.00	1,501,000.00
25-252	Emergency Management	5,000.00	3,000.00	8,000.00
25-261	Emergency Medical Services	-	8,000.00	8,000.00
25-265	Fire Department	-	15,000.00	15,000.00

26-290	Streets and Roads	210,000.00	24,000.00	234,000.00
26-305	Solid Waste	104,000.00	148,000.00	252,000.00
26-306	Recycling Coordinator	1,000.00	1,000.00	2,000.00
26-307	Sewer	61,000.00	37,000.00	98,000.00
26-308	MCUA Sewer Fees	-	218,000.00	218,000.00
26-310	Building and Grounds	28,000.00	45,000.00	73,000.00
26-315	Vehicle Maintenance	46,000.00	28,000.00	74,000.00
28-379	Shade Tree	-	3,000.00	3,000.00
27-330	Public Health Services	2,000.00	20,000.00	22,000.00
27-331	Vital Statistics	4,000.00	1,000.00	5,000.00
27-340	Animal Control Services	-	5,000.00	5,000.00
28-370	Recreation	18,000.00	7,000.00	25,000.00
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	30,000.00	3,000.00	33,000.00
29-390	Library	-	87,000.00	87,000.00
30-420	Celebration of Public Events	-	7,000.00	7,000.00
30-425	Matching Funds for Grants	-	1,000.00	1,000.00
31-430	Utilities	-	187,000.00	187,000.00
36-465	Recycling Tax	-	4,000.00	4,000.00
36-472	Social Security	-	84,000.00	84,000.00
36-473	DCRP	-	3,000.00	3,000.00
43-275	Municipal Prosecutor	6,000.00	-	6,000.00
43-490	Municipal Court	54,000.00	4,000.00	58,000.00
43-495	Public Defender	3,000.00	-	3,000.00
		<u>\$ 2,463,000.00</u>	<u>\$ 2,034,000.00</u>	<u>\$ 4,497,000.00</u>
45-901	Capital Improvements	-	135,000.00	135,000.00
45-920	Bond Principal	-	1,490,000.00	1,490,000.00
45-930	Bond Interest	-	478,800.00	478,800.00
45-925	Note Principal	-	100.00	100.00
45-935	Note Interest	-	100.00	100.00
45-942	MCIA Loan Principal & Int	-	171,450.00	171,450.00
45-950	MCIA Lease Principal	-	21,500.00	21,500.00
45-951	MCIA Lease Interest	-	650.00	650.00
		<u>\$ -</u>	<u>\$ 2,297,600.00</u>	<u>\$ 2,297,600.00</u>
		<u>\$ 2,463,000.00</u>	<u>\$ 4,331,600.00</u>	<u>\$ 6,794,600.00</u>

RESOLUTION NO. 22-002

**CITY OF SOUTH AMBOY
ESTABLISHING A FISCAL MANAGEMENT PLAN
FOR THE 2022 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 #22-006 sets forth financial institution(s) that are declared as the CITY's Official Depositories for 2022 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.

ADOPTED: *this day s:*

Mayor January 5, 2022
Date

Municipal Clerk January 5, 2022
Date

2022 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, 2022 to December 31, 2022. 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. 22-003

BE IT RESOLVED, by the City Council of the City of South Amboy, Middlesex County, New Jersey that the below listed 2022 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 5, 2022	WEDNESDAY	REORGANIZATION/COUNCIL	6:00 P.M.
JANUARY 19, 2022	WEDNESDAY	COUNCIL MEETING	7:00 P.M.
FEBRUARY 2, 2022	WEDNESDAY	COUNCIL MEETING	6:00 P.M.
FEBRUARY 16, 2022	WEDNESDAY	COUNCIL MEETING	7:00 P.M.
MARCH 2, 2022	WEDNESDAY	COUNCIL MEETING	6:00 P.M.
MARCH 16, 2022	WEDNESDAY	COUNCIL MEETING	7:00 P.M.
APRIL 6, 2022	WEDNESDAY	COUNCIL MEETING	6:00 P.M.
APRIL 20, 2022	WEDNESDAY	COUNCIL MEETING	7:00 P.M.
MAY 4, 2022	WEDNESDAY	COUNCIL MEETING	6:00 P.M.
MAY 18, 2022	WEDNESDAY	COUNCIL MEETING	7:00 P.M.
JUNE 1, 2022	WEDNESDAY	COUNCIL MEETING	6:00 P.M.
JUNE 15, 2022	WEDNESDAY	COUNCIL MEETING	7:00 P.M.
JULY 13, 2022	WEDNESDAY	COUNCIL MEETING	6:00 P.M.
AUGUST 17, 2022	WEDNESDAY	COUNCIL MEETING	6:00 P.M.
SEPTEMBER 7, 2022	WEDNESDAY	COUNCIL MEETING	6:00 P.M.
SEPTEMBER 21, 2022	WEDNESDAY	COUNCIL MEETING	7:00 P.M.
OCTOBER 5, 2022	WEDNESDAY	COUNCIL MEETING	6:00 P.M.
OCTOBER 19, 2022	WEDNESDAY	COUNCIL MEETING	7:00 P.M.
NOVEMBER 2, 2022	WEDNESDAY	COUNCIL MEETING	6:00 P.M.
NOVEMBER 21, 2022	MONDAY	COUNCIL MEETING	7:00 P.M.
DECEMBER 14, 2022	WEDNESDAY	COUNCIL MEETING	6:00 P.M.
JANUARY 4, 2023	WEDNESDAY	REORGANIZATION/BUSINESS	6:00 P.M.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 22-004
ADOPTING 2022 HOLIDAY SCHEDULE**

BE IT RESOLVED by the City Council of the City of South Amboy that the 2022 schedule be adopted as follows:

January 1	New Year's Day
January 17	Martin Luther King Jr. Day
February 11	Lincoln's Birthday
February 21	Washington's Birthday/President's Day
April 15	Good Friday
May 30	Memorial Day
July 4	Independence Day (Monday after Independence)
September 5	Labor Day
October 10	Columbus Day
November 8	Election Day
November 11	Veterans Day
November 24	Thanksgiving Day
November 25	Day After Thanksgiving Day
December 24	Christmas Day (Day before Christmas))
December 31, 2022	New Year's Eve 2022 (Day before New Year's)

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #22-005

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 22-006

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 2022 year:

Amboy National Bank
Bank of America
TD Bank
MBIA – New Jersey Class
PNC Bank
Provident Bank
Santander Bank
State of New Jersey Cash Management Fund
United Roosevelt Savings Bank
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 22-007
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.

Deborah Brooks, Clerk
Term: 9-3-19 through 9-3-2022

Fred Henry, Mayor
Term: 1-1-18 through 12-31-2021

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION# 22-08

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, 2022.

Fred A. Henry	Mayor/Public Information Officer
Mark Herdman	OEM Coordinator/Evacuation Officer
Larry McMahon	Deputy OEM Coordinator
Steve Doyle	Deputy OEM Coordinator
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
Steve Clark	Police
Darren Gorczyka	Public Works Coordinator
Phil English	Haz Mat
Betty Leveille	First Aid Squad
Kim Seber	First Aid Squad
Rob Sekerak	First Aid Squad
Tim Walczak	Resource Officer/First Aid
Don Newton	Resource Officer
Renee Parsons	Resource Officer
Kevin Wiater	Resource Officer
Andrew Gay	Fire Department
John Dragotta	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# 22-09

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, QPA is hereby appointed the Public Agency Compliance Officer for the City of South Amboy for the period January 1, 2022 through December 31, 2022; 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 22-010
APPOINTING 2022 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 2022:

Joanne Niestemski
Maryann Bath
Christa Vouvoudakis
Doreen Sweatt
Sophia Baez
Sandra Reilly
Joanne Hudak

Shannon Merwin
Rita Murphy
Sue Clark
Sonia Valentin
Lorene Cuesta

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 22-011
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 22-012
APPROVAL OF 2022 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 #22-013

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 \$300.00; 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 #22-014
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 #22-015

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 with a maximum distribution of \$75.00; the custodian of such fund shall be the Management Specialist.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #22-016

**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 #22-017

**RESOLUTION AUTHORIZING THE CITY OF SOUTH AMBOY TO ACCEPT A SUBGRANT
AWARD OF THE FEDERAL FISCAL YEAR 2021 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 #FY20-EMPG-EMAA-1220 from the New Jersey Department of Law and Public Safety, Office of the Attorney General for the period of July1, 2021 through June 30, 2022. 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 FFY21 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 22-018
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 2022 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

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 #22-019
JIF APPOINTMENTS

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, 2022.

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, 2022.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION NO. 22-020
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-21-560; 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-21-560 through from Morton Salt, Inc., 444 W. Lake Street, Suite 3000, Chicago, IL 60606, for an amount not to exceed \$25,000.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 22-021
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 2022 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 from date of billing.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 22-022
AUTHORIZING PREPAYMENT OF MIDDLESEX COUNTY TAXES**

WHEREAS, Middlesex County taxes are due quarterly on February 15, May 15, August 15 and November 15, 2022.

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 # 22-023

APPOINTMENT OF OEM COORDINATOR AND DEPUTY COORDINATORS

WHEREAS, Mayor Fred A. Henry has appointed Mark Herdman to the position of Coordinator of the Office of Emergency Management, Lawrence McMahon and Stephen Doyle to the position of Deputy Coordinator, each shall serve for three (3) years, from January 1, 2022 through December 31; 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 Herdman as Coordinator and Lawrence McMahon and Stephen Doyle as Deputy Coordinators of the Office of Emergency Management of the City of South Amboy is hereby given.

CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX

RESOLUTION # 22-024

A RESOLUTION OF THE SOUTH AMBOY CITY COUNCIL APPOINTING KRISTAL
MANION QPA

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

NOW, THEREFORE, BE IT RESOLVED on this 5th day of January, 2022 that the South Amboy City Council does hereby authorize the appointment of Kristal Manion as Qualified Purchasing Agent for a period to expire 6/23/2024; and

BE IT FUTHER RESOLVED, that the Qualified 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 22-025

RESOLUTION AUTHORIZING TAX ASSESSOR TO ACT AS AGENT FOR CITY OF SOUTH AMBOY FOR THE PURPOSE OF FILING AND SETTLING TAX APPEALS ON BEHALF OF THE TAXING DISTRICT FOR THE TAX YEAR 2022

WHEREAS, the Tax Assessor is knowledgeable regarding the valuation and assessment of properties in the City of South Amboy; and

WHEREAS, the Tax Assessor has the statutory responsibility, pursuant to N.J.S.A. 54:4-23 to 36, to set assessments for properties in the City of South Amboy under the Local Property Tax, N.J.S.A. 54:4-1 et seq; and

WHEREAS, the governing body of the Taxing District deems the Tax Assessor to be responsible and acting in the best interest of the municipality;

THEREFORE, BE IT RESOLVED, by the Council of the City of South Amboy, that the Tax Assessor is hereby authorized to act as agent for the Taxing District without further governing approval to;

- a. Determine when tax appeals; cross appeals, complaints and counterclaims should be filed on behalf of the Taxing District with regard to any property located in the City of South Amboy and accordingly direct the attorney for the Taxing District to file such documents with either the County Tax Board or Tax Court of New Jersey as deemed appropriate.;
- b. Resolve and settle tax appeals pending before the County Tax Board, Tax Court or Appellate Courts for any tax year and authorize the attorney for Taxing District to formalize such settlements in the appropriate Courts and/or County Tax Board.

FURTHER BE IT RESOLVED that the City Clerk serve certified copies of this Resolution upon the Tax Collector and Tax Assessor.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 22-26
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 22-027
**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 22-028
AUTHORIZING 2021 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 2022 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 22-029

**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 22-030
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 22-031
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.
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, 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 NO. 22-032

**RESOLUTION AUTHORIZING THE AWARD OF A
CONTRACT FOR IT SERVICES – HBK IT , LLC**

WHEREAS, the City of South Amboy has, pursuant to a fair and open process, publicly advertised for the solicitations of proposals or qualifications for IT Services, 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, HBK IT, LLC, 100 Walnut Ave., Suite# 103, Clark, New Jersey was deemed qualified to perform IT services for the City of South Amboy, subject to a formal contract being awarded; and,

WHEREAS, the maximum amount of this contract is \$57,000.00 and funds are available; 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 HBK IT, LLC as described herein.
2. 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 2022 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.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION 21-033

Approving Municipal Prosecutor

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, 2022, or until such time as their successors are duly appointed and qualified.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 22-034
Approving Municipal Public Defender**

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, 2022.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 22-035
AUTHORIZING THE AWARD OF A FAIR AND OPEN
CONTRACT FOR PLANNING BOARD ENGINEER/PLANNER
AJV ENGINEERING INC.**

WHEREAS, the City of South Amboy requires professional planning and 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 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 (\$40,000) forty thousand 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 07095, is appointed to serve as Planning Board Engineer for the City of South Amboy Planning Board for the year of 2022; and

WHEREAS, AJV Engineering, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that AJV Engineering Inc. 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

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 07095 is hereby authorized;
2. The Mayor and Clerk are authorized to sign a professional service contract with AJV Engineering, Inc. in accordance with the following terms and conditions:

A. Term: A period of not to exceed 12 months

- B. Rate: \$190/hr and in accord with the schedule of fees set forth in the professional service contract;
- C. Services: The firm shall provide Planning and Engineering Services for the City of South Amboy Planning Board.

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 2022 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.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 21-036
AUTHORIZING THE AWARD OF A 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 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 not to exceed (\$210,000) two hundred ten thousand dollars; and

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

WHEREAS, Mark Rasimowicz, PE, PP, CME, of the Center State Engineering 481 Spotswood Englishtown Road, Monroe, New Jersey 08831, is appointed to serve as Consulting Engineer for the City of South Amboy for the year of 2022; 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

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 Mark Rasimowicz of Center State Engineering, 481 Spotswood 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: \$163 per hour for senior project manager, 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 2022 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.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION NO. 22-037
AUTHORIZING THE AWARD OF A FAIR AND OPEN
CONTRACT FOR SPECIAL SERVICES ENGINEER -
GROTTO ENGINEERING ASSOCIATES**

WHEREAS, the City of South Amboy pursuant to a fair and open process advertised for solicitation of proposals for Special Engineering Services 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 seventy thousand dollars (\$70,000); and

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

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: \$155 per hour for Principals, and otherwise in accord with the schedule of fees set forth in the professional service contract;
 - C. Services: 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 2022 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.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION NO. 22-038
AUTHORIZING THE AWARD OF A FAIR AND OPEN
CONTRACT FOR ARCHITECTURAL SERVICES – MICHAEL V. TESTA**

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 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 seventeen thousand five hundred dollars (\$17,500); and

WHEREAS, the anticipated term of this contract is (1) one year; 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 Michael V. Testa, Architect, LLC 701 Tennant Road, Suite 201, Manalapan, NJ 07726 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: \$250 per hour for Principals, and otherwise in accord with the schedule of fees set forth in the professional service contract;
 - C. Services: The firm shall provide Architectural 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 2022 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.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 22-039
AUTHORIZING THE AWARD OF A FAIR AND OPEN
CONTRACT FOR TAX COUNSEL SERVICES –
RAINONE COUGHLIN MINCHELLO, LLC**

WHEREAS, the City of South Amboy requires legal services as Tax Counsel to provide legal counsel and any and all advice and assistance relating to services with respect to taxes and any and all appropriate matters assigned by the City and the Director of the Department of Finance 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, Rainone Coughlin Minchello, LLC, 555 U.S. Highway One South, Suite 440, Iselin, NJ 08830 is appointed to serve as Tax Counsel for the City of South Amboy for the year of 2022; 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

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 Rainone Coughlin Minchello, LLC, 555 U.S. Highway One South, Suite 440, Iselin, NJ 08830 is hereby authorized;
2. The Mayor and Clerk are authorized to sign a professional service contract with Rainone Coughlin Minchello, LLC in accordance with the following terms and conditions:
 - A. Term: A period of not to exceed 12 months
 - B. Rate: \$225.00/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 Tax Counsel Services
3. 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.

- 4 This contract shall be charged to the 2022 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.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION NO. 22-040
AUTHORIZING THE AWARD OF A FAIR AND OPEN
CONTRACT FOR LEGAL SERVICES – PLANNING BOARD ATTORNEY
JAMES STAHL, ESQ.**

WHEREAS, the City of South Amboy requires professional legal services which shall include but not limited to providing legal advice to the City Planning Board, review of applications before the Planning Board, drafting correspondence, representation on legal matters as necessary, attendance at meetings, and providing advice as a -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, James Stahl, Esq. of the law firm Borrus, Goldin, Foley, Vignuolo, Hyman and Stahl, 2875 U.S. Highway 1, North Brunswick, New Jersey 08902, is appointed to serve as Planning Board Attorney for the City of South Amboy for the year of 2022; 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

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 James Stahl, Esq. of the law firm Borrus, Goldin, Foley, Vignuolo, Hyman and Stahl, 2875 U.S. Highway 1, North Brunswick, New Jersey is hereby authorized
2. The Mayor and Clerk are authorized to sign a professional service contract with James Stahl, Esq. in accordance with the following terms and conditions:
 - A. Term: A period of not to exceed 12 months
 - B. Rate: \$210-220 per hour
 - C. Services: The firm shall provide professional legal services to the City of South Amboy Planning Board
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 2022 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.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION NO. 22-041
RESOLUTION AUTHORIZING THE AWARD OF A
CONTRACT FOR RISK MANAGEMENT CONSULTANT/LIABILITY INSURANCE BROKER
OF RECORD**

WHEREAS, the City of South Amboy requires Risk Management Consultant Services, which shall include but not be limited to: assisting the City in identifying its insurable exposures and recommending professional methods to reduce, assume or transfer risk loss; preparing of applications, statements of value and similar documents as may be requested or required by current or potential insurers, and providing professional advice 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 (\$22,000) twenty two thousand 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 the City of South Amboy for the year of 2021; 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

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: 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 2022 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.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 22-042
AUTHORIZING THE AWARD OF A 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 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 (\$50,000) fifty thousand 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 2022; 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: | \$160 to \$190 per hour for partners and otherwise in accord with the schedule of fees set forth in the professional service contract; |
| C. Services: | The firm shall provide auditing services to 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 2022 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.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION 22-043
AUTHORIZING THE AWARD OF A FAIR AND OPEN
CONTRACT FOR SPECIAL BOND COUNSEL SERVICES –
MCMANIMON, SCOTLAND & BAUMANN, LLC**

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 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, 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 2022; 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

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 07068 is hereby authorized;
2. The Mayor and Clerk are authorized to sign a professional service contract with McManimon, Scotland and Bauman LLC 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 Bond Counsel Services |

3. 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.
4. This contract shall be charged to the 2022 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.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION NO. 22-044
AUTHORIZING THE AWARD OF A 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 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 (\$125,000) one hundred twenty five thousand dollars; and

WHEREAS, the anticipated term of this contract is (1) one year; 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, 08830 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: \$190 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 2022 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.

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

**RESOLUTION NO. 22-045
RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR GRANT WRITER –
BROWNFIELD REDEVELOPMENT SOLUTIONS, INC.**

WHEREAS, the City of South Amboy is in need of a Grant Writer; and

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

WHEREAS, Brownfield Redevelopment Solutions, Inc., 739 Stokes Rd., Suites A&B, Medford, NJ 08055 was deemed qualified to perform as Grant Writer for the City of South Amboy, subject to a formal contract being awarded; and,

WHEREAS, the maximum amount of this contract for Grant Writer is \$60,000.00

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 Mayor and City Clerk are hereby authorized and directed to enter into a contract with Brownfield Redevelopment Solutions, Inc. 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 #22-046
GREEN TEAM**

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, 2022:

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

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION #22-047
LIBRARY BOARD APPOINTMENTS

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

Rico Vazquez, Mayor's Representative	1 year term to expire December 31, 2022
Jorge Diaz, Sup. Representative	1 year term to expire December 31, 2022
Mary Rager, Trustee	5 year term to expire December 31, 2026

**CITY OF SOUTH AMBOY
COUNTY OF MIDDLESEX**

RESOLUTION NO. 22-048
PLANNING BOARD APPOINTMENTS

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

Michael Gross, Class III 1 year term to expire December 31, 2022

BE IT FURHTER RESOLVED that the following are appointed by the Mayor with the advice and consent of the Council:

Thomas Kelly, Class II	1 year term to expire December 31, 2022
Scott Kominkiewicz, Class IV	4 year term to expire December 31, 2025
Jorge Gonzales-Gomez, Class IV	4 year term to expire December 31, 2025
George Baranowski, Class IV	4 year term to expire December 31, 2025



South Amboy Police Department

140 North Broadway

South Amboy, NJ 08879

Non-Emergency: (732) 721-0111

Emergencies: 911

DARREN LAVIGNE
CHIEF OF POLICE

To: Deborah Brooks, Mun. Clerk
From: Detective Sergeant Daniel Holovacko
Date: December 14, 2021

Re: So. Amboy Fire Dept. Applicant
Harry Ward

New Jersey Motor Vehicle Commission records indicate the above listed applicant as:

- Possessing a valid NJ Driver's License
- Resides at the address on the application
- Having no entries to their NJ driver's abstract

The City of South Amboy Police Records Department indicates that the applicant has no criminal record within the South Amboy Police Department.

The information contained in this memo is based solely on records maintained by the NJ Motor Vehicle Commission and the South Amboy Police Department. Should additional information that may preclude the applicant's service as a South Amboy firefighter become available in the future, the South Amboy Police Department will notify the appropriate party.

The South Amboy Police Department finds no cause to deny the above-named applicant for membership with the South Amboy Fire Department at this time.

Respectfully.

Det. Sgt. Daniel Holovacko

DEC 16 2021

"The South Amboy Police Department is committed to Protect and Serve in partnership with our Community, and Consistently to maintain Honor, Integrity and Professionalism, while striving to Improve the Quality of Life in South Amboy."



South Amboy Police Department

140 North Broadway

South Amboy, NJ 08879

Non-Emergency: (732) 721-0111

Emergencies: 911

DAVID KEEGAN
DETECTIVE

To: Deborah Brooks, Mun. Clerk

From: Detective David Keegan

Date: October 18, 2021

Re: So. Amboy Fire Dept. Applicant
Matthew Lohsen

New Jersey Motor Vehicle Commission records indicate the above listed applicant as:

- Possessing a valid NJ Driver's License
- Resides at the address on the application
- Having no entries to their NJ driver's abstract

The City of South Amboy Police Records Department indicates that the applicant has no criminal record within the South Amboy Police Department.

The information contained in this memo is based solely on records maintained by the NJ Motor Vehicle Commission and the South Amboy Police Department. Should additional information that may preclude the applicant's service as a South Amboy firefighter become available in the future, the South Amboy Police Department will notify the appropriate party.

The South Amboy Police Department finds no cause to deny the above-named applicant for membership with the South Amboy Fire Department at this time.

Respectfully.


Det. David Keegan

"The South Amboy Police Department is committed to Protect and Serve in partnership with our Community, and Consistently to maintain Honor, Integrity and Professionalism, while striving to Improve the Quality of Life in South Amboy."

MINUTES FOR COUNCIL MEETING DECEMBER 15, 2021

The Meeting held at South Amboy City Hall, 140 North Broadway, South Amboy, New Jersey, was called to order by Council President Gross at 6:00 P.M. The City Clerk read the Opening Prayer and all recited the Pledge of Allegiance.

PRESENT: Councilwoman Dato, Councilman McLaughlin, Councilwoman Noble, Councilman Reilly and Councilman Gross

ALSO PRESENT: Mayor Fred Henry, Glenn Skarzynski, Business Administrator, Deborah Brooks, City Clerk, Dan Balka, CFO, Mark Rasimowicz, City Engineer and Francis Womack, City Attorney.

Clerk Brooks read the Notice of Publication Certification.

RECOGNITION: CROSS COUNTRY TEAM

Mr. Reilly presented the Resolution, see attached, recognizing the various accomplishments of the Cross Country team members.

ANNUAL BOARD OF HEALTH MEETING – Council President Gross reminded the public that the Council members are also the City’s Board of Health Members and an annual meeting is required. Mr. Sikorski of the Middlesex County Board of Health spoke briefly of the role that the Health Department plays and the role Ms. Lloyd plays as the City’s Health Officer.

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: Ms. Dato of the Council of the City of South Amboy, that Resolution #21-235 through #21-244 are hereby approved. **SECONDED by:** Ms. Noble. **ROLL CALL VOTE: All Ayes with Mr. McLaughlin abstaining from 21-241**

NO. 21-235 RESOLUTION OF THE CITY OF SOUTH AMBOY, COUNTY OF MIDDLESEX STATE OF NEW JERSEY, ACCEPTING THE CERTIFICATION OF THE DIRECTOR OF PUBLIC WORKS CONCERNING COSTS INCURRED IN THE REMOVAL OF DEBRIS AND CLEAN UP OF THE PROPERTY LOCATED AT 104 S. ROSEWELL ST. BLOCK 38, LOT 2, AND AUTHORIZING THE PLACEMENT OF A LIEN AGAINST SAID PROPERTY FOR SAID COSTS.

NO. 21-236 A RESOLUTION OF THE SOUTH AMBOY COUNCIL OF THE CITY OF SOUTH AMBOY AUTHORIZING THE ADOPTION OF THE MIDDLESEX COUNTY MULTI-JUURISDICTIONAL ALL-HAZARDS MITIGATION PLAN

NO. 21-237 A RESOLUTION CANCELING GRANT BALANCES

NO. 21-238 A RESOLUTION AUTHORIZING BUDGET TRANSFERS IN ACCORDANCE WITH N.J.S.A. 40A:4-58

NO. 21-239 A RESOLUTION AUTHORIZING THE PURCHASE OF ELECTRONIC SIGNS

- NO. 21-240 RESCINDING RESOLUTION 21-230 – TAX REFUND TO BAYONNE COMMUNITY BANK
- NO. 21-241 RESOLUTION AWARDING THE CONTRACT FOR FERRY TERMINAL OPERATOR TO PORT IMPERIAL FERRY CORPORATION DBA/NY WATERWAY
- NO. 21-242 RESCIND/RENEWAL LIQUOR 21-22 LICENSE 1220-33-037-006 DOUBLE NICKEL LLC
- NO. 21-243 2021-2022 LIQUOR LICENSE RENEWAL – DOUBLE NICKEL LLC
- NO. 21-244 RESOLUTION AMENDING THE EMPLOYEE HANDBOOK AND PERSONNEL POLICIES AND PROCEDURES

RESOLUTIONS:

RESOLUTION NO. 21-245
APPROVAL AND RELEASE OF MINUTES

BE IT RESOLVED, that the City Council of the City of South Amboy does hereby approve and release the Council Minutes of the November 22, 2021 Council Meeting.

MOVED by: Ms. Noble of the Council of the City of South Amboy, that Resolution No. 21-245 is hereby approved. **SECONDED by:** Mr. McLaughlin **ROLL CALL VOTE:** All in favor.

RESOLUTION NO. 21-246
APPROVAL OF BILL LIST

BE IT RESOLVED, that the City Council of the City of South Amboy does hereby receive and approve the payment of the bill list dated December 9, 2021, as presented by the Chief Financial Officer.

BE IT FURTHER RESOLVED, that the bills list be appended to the official minutes.

MOVED by: Mr. McLaughlin of the Council of the City of South Amboy, that Resolution No. 21-246 is hereby approved. **SECONDED by:** Ms. Noble. **ROLL CALL VOTE:** All in favor.

ORDINANCES:

SECOND READING/ADOPTION

ORDINANCE NO. 2021-18
AN ORDINANCE AMENDING ARTICLE XI OF THE SOUTH AMBOY CITY CODE TO ESTABLISH LEVELS OF STAFFING AND CREATE ADMINISTRATIVE DIVISIONS WITHIN THE SOUTH AMBOY POLICE DEPARTMENT

OPEN PUBLIC - No comment
CLOSE PUBLIC

MOVED by: Ms. Dato, of the Council of the City of South Amboy, that Ordinance #2021-18 is hereby adopted.
SECONDED by: Mr. Gross, **ROLL CALL VOTE: Ayes:** Dato, Reilly, Gross, **Nays:** McLaughlin, Noble

ORDINANCE NO. 2021-21

AN ORDINANCE AMENDING ORDINANCE NO. 1036 ENTITLED "PARKING AND TRAFFIC REGULATIONS" FOR THE CITY OF SOUTH AMBOY, IN THE COUNTY OF MIDDLESEX AND STATE OF NEW JERSEY –ADD FENLON

OPEN PUBLIC – No comment
CLOSE PUBLIC

MOVED by: Mr. McLaughlin, of the Council of the City of South Amboy, that Ordinance #2021-21 is hereby adopted.

SECONDED by: Mr. Reilly, **ROLL CALL VOTE:** All in favor.

COMMENTS:

Ms. Dato:

- Congratulated the Cross Country team on all their accomplishments.
- Reminded everyone to keep in mind the devastation from the tornados and keep the families in mind. Donate if you can.
- Wished everyone a Merry Christmas!

Ms. Noble:

- Congratulated the Cross Country team.
- Thanked Business Administrator Skarzynski and all who worked on getting the Ferry Operator contract together.
- Wished everyone a safe and Happy New Year and Merry Christmas.

Mr. Reilly:

- Followed up on his comments from the last meeting with a statement noting that Grants for environmental clean up are given based on the size of the property involved. He requested that the LSRP for the new site come in front of the Council in the new year.
- Congratulated the Cross Country team.
- Thanked the food pantry volunteers, especially Mark Herdman, for the continued efforts made to provide for families in need.
- Reminded everyone that the FOSA Basketball fund raiser is this Saturday.
- Wished everyone a Merry Christmas and Happy New Year.

Mr. McLaughlin:

- Thanked the emergency personnel and volunteers who continue to go above and beyond in their volunteer efforts.
- Thanked Andrew Bielak for his work over the past year and wished David Szatkowski good luck in the upcoming year.
- Noted he was happy to see the Ferry project moving forward and reported the winning contract firm would be holding a job fair in the future.
- Thanked the Rotary for recognizing some local individuals and thanked Lukas Bros. for their contributions as well.
- Wished everyone a Merry Christmas and Happy New Year and asked that we keep those that cannot be home for the holidays in our thoughts.
- Urged everyone to attend the FOSA Basketball fundraiser this Saturday.

Mr. Gross:

- Thanked the First Responders for their continued volunteer efforts.
- Asked everyone to come and support the FOSA at the fundraiser.
- Wished everyone a Happy and Safe Holiday.

Mayor Henry:

- Thanked the Council for adopting the Ferry Operator Award of Contract. Noted this a very favorable project for the City and thanked everyone who has put so many hours into making this project move forward.
- Thanked the Chief of Police, Mr. Womack and Council President Gross for working together to produce the Ordinance adopted this evening. This Ordinance provides for upcoming growth of the City.
- Congratulated the Chief on successful Accreditation for the Police Dept.
- Reported he had received a letter from Brian Dowling thanking the Police Department for their help during the November Fish Dinner which was a great success.
- Congratulated Library Dir. Elaine Gaber on a successful Business Fair.
- Thanked Mark Rasimowicz and Brian Noble for their work in getting the baseball field renovations underway.
- Wished everyone a Merry Christmas and Happy New Year.

Mr. Skarzynski wished everyone Merry Christmas and Happy New Year.

Mr. Rasimowicz wished everyone a Merry Christmas and Happy New Year.

PUBLIC COMMENTS:

Tom Cross, 5 Grace Dr., reported frustration with the delays due to road construction and requested more details and better management of delays in the future.

Brian Murphy, 260 Henry St., Thanked the Mayor and Council for the recognition of the Cross Country Team and for all the Holiday events offered by the City. Wished everyone a Merry Christmas and is looking forward to the FOSA event on Saturday.

Greg Babilak, 125 Henry St., wished everyone a Happy and Healthy Holiday. Questioned the Clerk about the sound system and asked the Council how many PILOTS are currently in place and how many are planned for the future.

ADJOURNMENT TO CLOSE PUBLIC SESSION AND GO TO AN EXECUTIVE SESSION

RESOLUTION NO. 21-247
AUTHORIZATION TO MOVE INTO AN EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12(b) (1-9) permits the exclusion of the public from a meeting in certain circumstances;

WHEREAS, the Council is of the opinion that such circumstances exist.

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

1. The general nature of the subject matters to be discussed is as follows:

Litigation

2. It is anticipated at this time that the above stated subject matters will be made public when the matters are concluded or as soon thereafter as

it is deemed to be in the public interest to do so.

3. This Resolution shall take effect immediately.

MOVED by: Mr. McLaughlin of the Council of the City of South Amboy, that Resolution No. 21-247 is hereby approved. **SECONDED by:** Ms. Noble . **ROLL CALL VOTE:** All in favor.

ADJOURNMENT

On motion by Mr. McLaughlin, seconded by Ms. Dato and passed unanimously, the meeting was adjourned at 7:20 pm.

Respectfully submitted,

Deborah Brooks
Municipal Clerk