

**ANNUAL ORGANIZATION MEETING – JANUARY 7, 2018**

**READ PUBLIC MEETINGS LAW ARTICLE**

**MEETING CALLED TO ORDER**

Mayor Carl A. Hokanson

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**NATIONAL ANTHEM**

Mariann Brenner

**FAREWELL ADDRESS**

Eugene Meola, First Ward Councilman

**OATHS OF OFFICE**

Jayme Lynn Negron, First Ward Councilwoman  
Joseph DeIorio, Councilman-at-Large

**2018 COUNCIL CALLED TO ORDER**

**ROLL CALL**

**MAYOR'S ANNUAL ADDRESS**

Mayor Carl A. Hokanson

**REMARKS FROM COUNCIL**

**PUBLIC PORTION (Time Limit of 7 Minutes; Limited to Agenda Items Only)**

**2018 COUNCIL APPOINTMENTS:**

NO MAYORAL ACTION IS REQUIRED FOR THE FOREGOING APPOINTMENTS EXCEPT IN THE EVENT OF A TIE VOTE. ALL APPOINTMENTS ARE EFFECTIVE IMMEDIATELY AND SHALL EXPIRE DECEMBER 31, 2018. NOMINATIONS FOR THE FOREGOING POSITIONS SHALL BE MADE BY MOTION.

**APPOINTMENT OF COUNCIL PRESIDENT (Per § 2-6)**

**APPOINTMENT OF CLASS III MUNICIPAL LAND USE BOARD MEMBER (Per § 40-101.A.3)**

**APPOINTMENT OF ARTS COMMITTEE COUNCIL LIAISON (Per § 2-40.1.d)**

**APPOINTMENT OF DIVERSITY COMMITTEE COUNCIL LIAISON (Per § 2-41.1.d)**

**APPOINTMENT OF RECREATION COMMITTEE COUNCIL LIAISON (Per § 2-39.4)**

**2018 MAYORAL APPOINTMENTS:**

ALL ADDRESSES ARE WITHIN THE BOROUGH OF ROSELLE PARK UNLESS OTHERWISE NOTED. NO CONFIRMATION OF COUNCIL IS REQUIRED FOR THE FORGOING APPOINTMENTS. ALL APPOINTMENTS ARE EFFECTIVE IMMEDIATELY.

**2018 COMMITTEES OF COUNCIL**

**PUBLIC SAFETY**

**Carl A. Hokanson, Chair**

POLICE – Carl A. Hokanson  
FIRE – Michael Connelly  
FIRST AID – Joseph R. DeIorio

**MUNICIPAL SERVICES (DPW & ENGINEERING)**

**Thos Shipley, Chair**

CONSTRUCTION & TRANSPORTATION – Michael Connelly  
D.P.W. – Thos Shipley  
CODE ENFORCEMENT – William Fahoury

**FINANCE & ADMINISTRATION**

**Joseph R. DeIorio, Chair**

MUNICIPAL BUDGET & FINANCE – Joseph R. DeIorio  
PUBLIC BUILDINGS & FACILITIES – William Fahoury  
COMMERCE – Jayme Lynn Negrón

**PUBLIC SERVICES & ADMINISTRATION**

**Joseph Petrosky, Chair**

HUMAN RESOURCES – Jayme Lynn Negrón  
TECHNOLOGY – Thos Shipley  
LEGISLATIVE – Joseph Petrosky

**COMMUNITY CENTER COMMITTEE**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Member	Vipul Patel	405 Woodland Avenue	December 31, 2018*
Member	Carl Pluchino	203 Walnut Street	December 31, 2020
Member	Michael Peterson	45 E. Colfax Avenue	December 31, 2020
Member	Maxine Padulsky	125 Camden Street	December 31, 2019**
Member (Association Rep.)	Christine Lettieri	628 Maplewood Avenue	December 31, 2018
Member (Library Rep)	Kit Rubino	231 Sheridan Avenue	December 31, 2018**
Member (School Rep.)	Kimberly Powers	29 E. Clay Avenue	December 31, 2018
Liaison	William Fahoury	812 Hamilton Place	December 31, 2018

\*One (1) year appointment creates appropriate staggering of terms as provided for in the Borough Code, and corrects appointment discrepancy.

\*\* Under provisions of Section 2-37.4.c. of Borough Code, the Mayor is removing Kit Rubino as a general community member and appointing her to the open Library Representative position. The Mayor is appointing Maxine Padulsky to Kit Rubino's unexpired term.

**LIBRARY BOARD OF TRUSTEES REPRESENTATIVE**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Mayor's Representative	Joseph R. DeIorio	824 Larch Street	December 31, 2018

**ARTS COMMITTEE**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Member	Danielle Zdanowicz	204 E. Grant Avenue	December 31, 2018
Member	Paul Zdanowicz	204 E. Grant Avenue	December 31, 2018
Member	Pico Reinoso	335 Pershing Avenue	December 31, 2018
Member	Joseph R. DeIorio	824 Larch Street	December 31, 2018
Member	Pam Reinoso	335 Pershing Avenue	December 31, 2018
Member	Shana D. O'Keefe	321 Sheridan Avenue	December 31, 2018
Member	Jamie O'Connell	129 Bender Avenue	December 31, 2018
Member	Kristy May Chatelain	112 Berwyn Street	December 31, 2018
Member	Matthew Leingang	245 Magie Avenue	December 31, 2018

**ANIMAL CONTROL LIAISONS**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Liaison	Carl A. Hokanson	318 Hemlock Street	December 31, 2018
Liaison	Alexander J. Balaban	2535 Audrey Terrace Union, NJ 07083	December 31, 2018

**BOARD OF EDUCATION LIAISON**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Liaison	Jayme Lynn Negron	117 E. Westfield Avenue, 3B	December 31, 2018

**CLEAN COMMUNITIES LIAISON**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Liaison	William Fahoury	812 Hamilton Place	December 31, 2018

**UNION COUNTY COMMUNITY DEVELOPMENT REVENUE SHARING COMMITTEE**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Member	Rupen Shah	110 Grove Street	December 31, 2018
Member	Carl A. Hokanson	318 Hemlock Street	December 31, 2018
Alt. Member #1	Joseph R. DeIorio	824 Larch Street	December 31, 2018
Alt. Member #2	Vacant	N/A	December 31, 2018

**DIVERSITY COMMITTEE**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Member	Stephanie Kilborn	226 Meadow Street	December 31, 2018
Member	Connie Bana	24 E. Webster Avenue	December 31, 2018
Member	Jeff Vita	315 E. Lincoln Avenue	December 31, 2018
Member	Saul Qersdyn	150 Berwyn Street	December 31, 2018
Member	Odalys Arbelaez	607 Faitoute Avenue	December 31, 2018
Member	Robert Goldstein	150 Berwyn Street	December 31, 2018
Member	Wilma Sekou	336 Sheridan Avenue	December 31, 2018
Member	Michael Wilkens	423 Park Place	December 31, 2018
Member	Vacant	N/A	December 31, 2018

**ENVIRONMENTAL COMMISSION**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Member	Dan Petrosky	317 Sheridan Avenue	December 31, 2020
Member	Michael Peterson	45 E. Colfax Avenue	December 31, 2020
Member	Jackie Nolot	125 Dalton Street	December 31, 2020*
Member	Yasmine Coello	129 W. Grant Avenue	December 31, 2020
Member	Vacant	N/A	December 31, 2020
Alternate #1	Vacant	N/A	December 31, 2019
Alternate #2	Vacant	N/A	December 31, 2018*
Liaison	Michael Connelly	290 W. Clay Avenue	December 31, 2018

\* Under the provisions of Section 2-34.2.a.1. the Mayor is appointing Jackie Nolot to full-committee membership leaving the position of Alternate #2 vacant.

**KELLY-KAULFERS PARK AD-HOC COMMITTEE**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Member	Ray Parenteau	614 Chester Avenue	December 31, 2018

**MUNICIPAL ALLIANCE LIAISON**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Liaison	William Fahoury	812 Hamilton Place	December 31, 2018

**MUNICIPAL LAND USE BOARD**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Class II Member	Peter Picarelli	714 Hamilton Place	December 31, 2018
Class IV Member	Loren Harms	284 Seaton Avenue	December 31, 2021
Alternate #3	Owen Iungerman	131 Berwyn Street	December 31, 2019
Alternate #4	Gregory Delano	309 W. Webster Avenue	December 31, 2019

**RECREATION COMMITTEE**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Member	Jeanine Goodis	152 Berwyn Street	December 31, 2022
Member	John Schwarz	117 Avon Street	December 31, 2022

**SOLID WASTE ADVISORY COUNCIL OF UNION COUNTY**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Designee	DPW Superintendent	180 W. Webster Avenue	December 31, 2018
Alternate Designee	Thos Shipley	824 Larch Street	December 31, 2018

**STREET LIGHTING AD-HOC COMMITTEE**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Member	Joseph Signorello	625 Woodland Avenue	December 31, 2018
Member	James McCrady	26 E. Colfax Avenue	December 31, 2018

**TOWN CRIER**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Town Crier	Barbara Jean Delnero	816 Elm Street	December 31, 2018

**UNION COUNTY TRANSPORTATION ADVISORY COMMITTEE**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Member	Eugene Meola	226 Sheridan Avenue	December 31, 2018
Alternate Member	Jayne Lynn Negron	117 E. Westfield Avenue, 3B	December 31, 2018

**YOUTH CENTER COUNCIL LIAISON**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Liaison	Joseph Petrosky	317 Sheridan Avenue	December 31, 2018

**YOUTH CENTER ADVISORY COMMITTEE**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Member	Joseph Signorello	625 Woodland Avenue	December 31, 2018
Member	Antonette Signorello	625 Woodland Avenue	December 31, 2018

**LIAISON TO LOCAL HISTORIAN / HISTORICAL SOCIETY**

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Liaison	Joseph Petrosky	317 Sheridan Avenue	December 31, 2018

**"ALL MATTERS LISTED WITH AN ASTERISK (\*) ARE CONSIDERED TO BE ROUTINE AND NON-CONTROVERSIAL BY THE COUNCIL AND WILL BE APPROVED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS A MEMBER OF THE GOVERNING BODY SO REQUESTS, IN WHICH CASE THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED IN ITS NORMAL SEQUENCE ON THE AGENDA AS PART OF THE GENERAL ORDERS."**

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**RESOLUTIONS:**

- \* #1-18 – Adopting the By-Laws of Mayor and Council
- \* #2-18 – Appointing Gary Bundy as Municipal Court Judge

- \* **#3-18** – Appointing Michelle McGlynn as Clean Communities Coordinator
- \* **#4-18** – Appointing Rose Cooper as Deputy Court Administrator
- \* **#5-18** – Naming Andrew Casais as Public Agency Compliance Officer for 2018
- \* **#6-18** – Adoption of Annual Meeting Dates of Mayor and Council for 2018
- \* **#7-18** – Naming Official Borough Newspapers for 2018
- \* **#8-18** – Adoption of 2018 Temporary Budget
- \* **#9-18** – Authorizing Standard Mileage Expense for Automobile Business Usage at 54.5 cents per Mile Effective January 1, 2018
- \* **#10-18** – Authorizing the Chief Financial Officer to Perform All Matters Necessary to Enable the Issuance of 2018 County Tax Payments
- \* **#11-18** – Authorizing 2018 Petty Cash Account(s)
- \* **#12-18** – Authorizing the Chief Financial Officer to Issue Payroll Checks in 26 Installments
- \* **#13-18** – Authorizing the Chief Financial Officer to Issue Social Security Payments in 26 Installments
- \* **#14-18** – Authorizing Chief Financial Officer to Perform all Matters Necessary to Enable the Issuance of 2018 Debt Payments
- \* **#15-18** – Authorizing Chief Financial Officer to Perform all Matters Necessary to Enable the Issuance of 2018 Unemployment/Disability Payments
- \* **#16-18** – Naming Depository and Authorizing Check Signatories
- \* **#17-18** – Adoption of 2018 Cash Management Plan
- \* **#18-18** – Authorizing Personnel to Certify Receipt of Labor, Services, and Materials.
- \* **#19-18** – Authorizing Mayor and Council President to Sign Checks
- \* **#20-18** – Establishing the Interest Rate for Delinquent Property Taxes
- \* **#21-18** – Authorizing issuance of medical insurance premium payments for year 2018
- \* **#22-18** – Authorizing Application for the 2017 Union County Leveling the Playing Field Grant
- \* **#23-18** – Appointing the Firm of Neglia Engineering to perform the duties of Collections System Operator at the rate of \$350.00 per month not to exceed the amount of \$4,200.00
- \* **#24-18** – Appointing Officers of the Roselle Park Fire Department

- \* **#25-18** – Appointing Members of the Roselle Park Board of Health
- \* **#26-18** – Appointing the Commissioner and Alternate Commissioner of the Joint Meeting of Essex and Union County Sewerage Authority
- \* **#27-18** – Appointing Members of the Roselle Park Library Board of Trustees
- \* **#28-18** – Appointing Commissioners and Alternate Commissioners of the Morses Creek Flood Control Commission
- \* **#29-18** – Appointing the 2018 Local Historian
- \* **#30-18** – Appointing Luis Alvarez as a Member of the Roselle Park Fire Department
- \* **#31-18** – Appointing Andrew J. Casais as Commissioner and Kenneth P. Blum, Jr. as Alternate Commissioner of the Garden State Municipal Joint Insurance Fund for Calendar Year 2018
- \* **#32-18** – Appointing Katy Andaluz as Municipal Court Administrator
- \* **#33-18** – Accepting a Material Donation in the Form of Boutonnieres/Corsages from Donato Florist for Use during the 2018 Reorganization Meeting of Mayor and Council
- \* **#34-18** – Suspending Article I, Section 9 of the By-Laws of Mayor and Council for the Purpose of Appointment of 2018 Professional Service Providers at the Next Regular Meeting
- \* **#35-18** – Accepting the Resignation of Jean Coop as Alternate Crossing Guard
- \* **#36-18** – Appointing Dolores R. Tango and Ronald F. Vallone to the Position of Alternate Crossing Guard

**PUBLIC PORTION (Time Limit of 5 Minutes; On any Subject)**

**BENEDICTION**

**“GOD BLESS AMERICA”**

Mariann Brenner

**ADJOURNMENT**

**NEXT REGULAR SCHEDULED MEETING OF THE MAYOR AND COUNCIL  
WILL BE HELD ON JANUARY 18, 2018**

**SPECIAL MEETINGS OF MAYOR AND COUNCIL WILL BE HELD  
JANUARY 9, 2018 & JANUARY 15, 2018 AT 6:00 P.M.  
TO INTERVIEW PROSPECTIVE 2018 PROFESSIONAL SERVICE VENDORS**

## RESOLUTIONS

### RESOLUTION NO. 1-18

BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the forgoing By-Laws of Mayor and Council dated November 16, 2017 be hereby re-adopted without revision:

Roselle Park is governed by a Mayor and Council form of government, one of two municipalities in the State, which have been grandfathered as such.

### BY-LAWS

### ARTICLE I

### MEETINGS

The Annual Reorganization Meeting of the Governing Body is held on January 1<sup>st</sup> at twelve o'clock noon, or during the first seven days of January in any year.

Section 1. All regular meetings of the Council of the Borough of Roselle Park, shall be held in accordance with the provisions of Chapter 231, P.L. 1975, known as THE OPEN PUBLIC MEETING ACT. Unless otherwise advertised, the regular meeting of Council shall be held at the Council Chambers on the FIRST and THIRD Thursday of each month at 7:00 p.m. Special meetings may be called as provided by law. Regular meetings of Mayor and Council shall conclude by 11:00 p.m. unless continued by a majority vote of Council.

Section 2. When any special meeting is called it shall be the duty of the Clerk to notify all members of the Council thereof, in writing, at least two days in advance of the time fixed for holding same.

Section 3. A quorum shall be as provided by law, to wit: Three (3) Councilmembers and the Mayor, or four (4) Councilmembers in the Mayor's absence. No business shall be transacted at any meeting in the absence of a quorum.

Section 4. Except at the Annual Meeting, the order of business shall be as follows:

#### Regular Meeting:

1. Roll Call
2. Moment of Silence/Prayer
3. Pledge of Allegiance
4. Communications
5. Approval of Minutes
6. Payment of Bills
7. Public Portion (Agenda Items Only)



8. Passage of Ordinances
9. Consent Agenda for Resolutions
10. Mayor and Council Committee Reports/Reports of Departments
11. Workshop Discussion
12. Public Portion (On Any Subject)
13. Executive (Closed) Session
14. Adjournment

Section 5. The consent agenda shall include all resolutions, which have the unanimous support of the Mayor and Council and a vote to approve the consent agenda shall be deemed to be a vote approving all of the resolutions and matters contained therein. Any member of Council may, if they so choose prior to the adoption of the consent agenda, request that an item contained therein be deleted for independent consideration. Under such a circumstance, the requested item shall be deleted from the consent agenda and shall be voted upon separately after adoption of the consent agenda.

Section 6. Resolutions offered shall be in writing, a copy of which shall be given to the Mayor and each Councilmember prior to its introduction. Members of Council shall be seated at the Council dais for Council meetings as designated by the Mayor.

Section 7. The meetings of the Council shall be governed by Robert's Rules of Order, except as herein otherwise provided.

Section 8. Absence from meetings policy shall be:

Whenever the Mayor or a member of the Governing Body fails to attend and participate in any meeting of the Governing Body for a period of eight (8) consecutive weeks, unless excused from attendance by a majority of the members of the Governing Body, at the conclusion of such period, the office of said member shall be deemed vacant. (N.J.S.A. 40a:16-3)

Section 9. The deadline for submission of agenda items to the Borough Clerk shall be the close of Borough business on the Monday immediately prior to a Regular Meeting held pursuant of Section 1 of this Article.

Two general exemptions shall exist to this deadline as follows: (1) Matters and items which affect the health, safety, and welfare of the public-at-large; and, (2) Matters affecting the financial operation of Borough.

## ARTICLE II

### RULES OF PROCEDURE

Section 1. The Mayor, or if absent the President, shall preside, maintain order and decorum at all meetings, may speak on points of order and shall decide points of order subject to appeal by any member of Council. The question on appeal shall be put to vote by the President of Council. In the event of the President not being present, or if the President shall be presiding, then the question shall be put by the Borough Clerk in the following form: "Shall the decision stand as a decision of the Council?"

Section 2. All matters requiring consideration by a committee shall, upon introduction, be referred by the Mayor to the appropriate committee subject to the right of Council to make any other reference or disposition of the same, which they deem best.

Section 3. Roll call of members of the Council shall be according to seniority of service; that is, the member of Council serving the longest number of consecutive years on the Council shall be called first, then to be followed by those members serving next in number of years. If members on the Council have served the same number of years, the call shall be in alphabetical order. Although it is the duty of every member who has an opinion on a question to express it by his vote, he can abstain or recuse, since he cannot be compelled to vote. No member of Council shall be required by any person to explain or justify a particular position or vote.

Section 4. There will be two (2) public portions consisting of seven (7) minutes for the first public portion and five (5) minutes for the second public portion. The initial public portion will be limited to agenda items only, and shall be held no later than 8:30 p.m. The second public portion, the public will be able to speak on any topic. All members of the public wishing to participate in the established public portions of regularly scheduled and special meetings shall be permitted to comment for a period of time up to, but not to exceed seven (7) minutes for the first public portion and five (5) minutes for the second public portion under the control of the chairman. Said comment period shall include any statements, comments, questions, and/or dialogue between the speaker and the Governing Body. Any response made by the Governing Body shall be included in the speaker's seven (7) minute and five (5) minute allotted time period. All statements, comments, questions and/or dialogue from a speaker shall be directed to the chairman.

Section 5. Whenever the President of Council is called upon to preside at an official meeting of the Governing Body, the President shall be entitled to retain the right to vote as a member of Council on all issues brought before the Governing Body at the time the President of Council is so presiding.

### ARTICLE III

#### **BOROUGH CLERK**

Section 1. In addition to the duties imposed by law, the Borough Clerk shall record a summary of the proceedings of the Council, furnishing to the Mayor, each Councilmember and the Borough Attorney, a copy of the minutes of each regular and special session. The pages of these minutes shall be consecutively numbered commencing with the report of the first meeting and ending with the last meeting of the calendar year. One copy of all such minutes shall be retained by the Clerk as of the official record of the Mayor and Council, and at the end of the calendar year, shall be permanently bound and retained with the Borough records. The Borough Clerk shall also keep an Ordinance Book containing a signed copy of all ordinances, an appointment book containing a record of all appointments to office, the term to which each is appointed, and his or her salary, if any. The Clerk shall make a monthly report in such form as the Council may decide.

Section 2. The Borough Clerk shall have custody of the Official Seal of the Borough.

## ARTICLE IV

### COMMITTEES

Section 1. In addition to such special committees as the Mayor shall from time to time create and appoint, there shall be four standing committees, each to consist of Sub-Committees, the Chairperson of each to be appointed by the Mayor. Each Sub-Committee Chairperson shall submit such reports of their committee as the Mayor shall from time to time request or require. Whenever a major decision, as determined by the Mayor, is needed to be made by a Chair, it shall be brought up to the other Chairs of the same standing committee, and a standing committee decision and recommendation shall be made to Mayor and Council. In any case, the Mayor of the Borough shall serve as an ex-officio member of all committees and shall make amendments concerning policy, as he/she shall deem necessary. Reports of Chairs shall be made at each meeting of Council under committee reports. Each Councilmember shall receive notice of meeting dates of each standing committee.

Section 2. It shall be a requirement that each member of the Council serve as a member of at least one (1) of the governing body's standing committees and serve as a liaison to at least one (1) of the various committees or entities established by the Borough.

Section 23. The standing committees of the Council and such special committees as may from time to time be created by the Mayor, shall be appointed as set forth in Section 1 of Article IV as follows:

### STANDING COMMITTEES

When a committee member is absent, the Mayor may appoint a temporary committee member to serve as needed.

#### PUBLIC SAFETY

A Chairperson selected from one of the Sub-Committees will be named by the Mayor to oversee the Public Safety Committee. It is the responsibility of the Public Safety Chairperson to report on Public Safety Meetings to the Mayor and Council.

The Public Safety Standing Committee shall consist of three Sub-Committee Chairpersons who will address issues concerning the safety of the Borough and its residents. The Public Safety Chairperson shall be responsible for scheduling, conducting and, when necessary, canceling meetings of the Public Safety Committee. The Public Safety Committee shall be comprised of a Sub-Committee Chairperson for Police, Fire, and First Aid as stated herein:

#### Police Committee:

The Chair of the Police Committee will report and make recommendations to the Mayor and Council with regard to all police activity as set by Ordinance and law. This activity will include, but not exclusively, personnel, sick time, overtime, crime and other types of violations, grievances, litigation, equipment, and any other activity pertaining to the department. With this

position, all activity pertaining to Emergency Management, Special Police, Crossing Guards, Auxiliary Police, and Municipal Court will be under the oversight function of the Police Chair.

Fire Committee:

The Chair of the Fire Committee will report and make recommendations to the Mayor and Council with regard to all fire safety activity. This activity will include, but not exclusively, personnel (including volunteers), equipment, litigation, and any other activity pertaining to the department. With this position, all activity pertaining to Fire Prevention will be under the oversight function of the Fire Chair.

First Aid Committee:

The Chair of the First Aid Committee will report and make recommendations to the Mayor and Council with regard to all first aid activity. This activity will include, but not exclusively, personnel (including volunteers), equipment, grievances, violations and any other activity pertaining to the department.

## MUNICIPAL SERVICES

A Chairperson selected from one of the Sub-Committees will be named by the Mayor to oversee the Municipal Services Committee. It is the responsibility of the Municipal Services Chairperson to report on Municipal Services Meetings to the Mayor and Council.

The Municipal Services Standing Committee shall consist of three Sub-Committee Chairpersons of DPW, Construction and Transportation, and Code Enforcement and shall address issues concerning Public Works and Engineering for the betterment of the Borough and its residents as stated herein:

DPW Committee:

The Chair of the DPW Committee will report and make recommendations to the Mayor and Council with regard to all department activity. This activity will include, but not exclusively, personnel, sick time, overtime, grievances, and any other activity pertaining to the department.

Construction and Transportation Committee:

The Chair of Construction and Transportation Committee will report and make recommendations to the Mayor and Council with regard to all construction and engineering activity. This activity will include, but not exclusively, personnel, sick time, construction permits and any type of violations with respect to the construction code, all activity pertaining to construction of the Borough Infrastructure, i.e. streets, sidewalks, sewers, buildings, etc. and any other activity within the Construction and Engineering Department.

Code Enforcement:

The Chair of Code Enforcement Committee shall oversee residential property maintenance, multi-family unit enforcement, general Code compliance and amendments, and issues concerning the upkeep of all property in the Borough.

## FINANCE AND ADMINISTRATION

A Chairperson selected from one of the Sub-Committees will be named by the Mayor to oversee the Finance and Administration Committee. It is the responsibility of the Finance and Administration Chairperson to report on Finance and Administration Meetings to the Mayor and Council.

The Finance and Administration Standing Committee shall consist of three Sub-Committee Chairpersons of Municipal Budget and Finance, Public Buildings and Facilities and Commerce and shall address issues concerning Finance and Administration as stated herein:

Municipal Budget and Finance Committee:

The Chair of the Municipal Budget and Finance Committee will report and make recommendations to the Mayor and Council with regard to the municipal budget. The Chair will also report to Mayor and Council on activity within the Finance Department and Tax Assessor's Office (i.e. personnel, sick time, etc.) All claims and bills against the Borough shall be referred to this committee. In addition, said Chair will set policy as to the dollar amount required to approve purchase orders with the advice and consent of the Mayor. In addition, it will be the responsibility of the Municipal Budget Chair to assist in the preparation of the Borough's Annual Municipal Budget. The Chair will report and make recommendations to the Mayor and Council with regard to grants available to the Borough of Roselle Park.

Public Buildings and Facilities Committee:

The Chair of the Public Buildings and Facilities Committee will report and make recommendations to the Mayor and Council with regard to all public buildings and facilities owned by the Borough and the buildings and grounds budget.

Commerce Committee:

The Chair of the Commerce Committee shall address concerns or questions from within the business community and forward them to the overall Committee for discussion.

PUBLIC SERVICES AND ADMINISTRATION COMMITTEE

A Chairperson selected from one of the Sub-Committees will be named by the Mayor to oversee the Public Services and Administration Committee. It is the responsibility of the Public Services and Administration Committee Chairperson to report on Public Services and Administration Committee Meetings to the Mayor and Council.

The Public Services and Administration Standing Committee shall consist of three Sub-Committee Chairpersons of Technology, Human Resources and Legislative and shall address issues concerning Public Services and Administration as stated herein:

Technology Committee:

The Chair of the Technology Committee shall investigate the need for and implement improved technology through the Borough.

Human Resources Committee:

The Chair of the Human Resources Committee will report and make recommendations to the Mayor and Council with regard to human resources and personnel issues. The responsibility of the Chair shall include, but not limited to a review of past and present personnel issues,

identifying existing personnel policies adopted by the Borough, as well as training and education of personnel. The Chair shall make recommendations to improve the effectiveness of management and thereby improve the deliveries of services to the public.

Legislative Committee:

The Chair of the Legislative Committee will report and make recommendations to the Mayor and Council with regard to the effect of pending or existing legislation introduced or enacted by county, state and federal level government on the municipality. The intent of the Legislative Committee is to review legislation on the merits of its impact to the Borough's finances (i.e. taxes, municipal budget, grants) and overall public safety.

ARTICLE V

AMENDMENT TO BY-LAWS

These By-Laws may be amended provided the amendment be proposed at a regular meeting and considered and adopted by a majority of members of Council at the next succeeding regular meeting, the Mayor to cast the deciding vote in cases of a tie-vote; but any one of these By-Laws may be suspended temporarily with the concurrence of four members of the Council, or with the concurrence of three members, in case of a tie, with the Mayor casting the affirmative vote to suspend same.

November 16, 2017

# # # #

RESOLUTION NO. 2-18

WHEREAS, the position of Municipal Court Judge is appointed by the Mayor subject to the advice and consent of the municipal Council; and,

WHEREAS, Mayor Carl A. Hokanson has filed his appointment of Gary Bundy as Municipal Court Judge of the Borough of Roselle Park for a three (3) year term.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that Gary Bundy, 105 East Roselle Avenue, Roselle Park, New Jersey be and is hereby appointed to the position of Municipal Judge for a three (3) year term expiring on December 31, 2020, at a starting salary of \$39,646.70 per annum effective January 1, 2018.

RESOLUTION NO. 3-18

WHEREAS, the position of Clean Communities Coordinator is appointed by the Mayor subject to the advice and consent of the municipal Council; and,

WHEREAS, Mayor Carl A. Hokanson has filed his appointment of Michelle McGlynn as Clean Communities Coordinator of the Borough of Roselle Park for the year 2018.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that Michelle McGlynn of 28 East Grant Avenue, Roselle Park, N.J. 07204 be and is hereby appointed to the position of Clean Communities Coordinator of the Borough of Roselle Park at a salary of \$1,967.52 per annum, effective January 1, 2018, for a one year term ending December 31, 2018.

RESOLUTION NO. 4-18

WHEREAS, the position of Deputy Municipal Court Administrator is appointed by the Mayor subject to the advice and consent of the municipal Council; and,

WHEREAS, Mayor Carl A. Hokanson has filed his appointment of Rose Cooper as Deputy Municipal Court Administrator of the Borough of Roselle Park for the year 2018.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that Rose Cooper, 531 Spencer Street, Elizabeth, N.J. 07202 be and is hereby appointed Deputy Court Administrator for a one (1) year term and until a successor is appointed and qualified at a salary of \$39,074.16 per annum effective January 1, 2018.

RESOLUTION NO. 5-18

BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that Andrew Casais, 674 Willow Avenue, Garwood, N.J. 07027 Borough Clerk of the Borough of Roselle park, be and is hereby named the Public Agency Compliance Officer (P.A.C.O.) for Affirmative Action of the Borough of Roselle Park for the year 2018; and,

BE IT FURTHER RSSOLVED that the Borough Clerk is hereby directed to forward notice of this appointment to the New Jersey Department of the Treasury, Office of Affirmative Action pursuant to statute.

RESOLUTION NO. 6-18

WHEREAS, pursuant to Chapter 231, Laws of 1975, known as the Open Public Meetings Act, all meetings of all public bodies wherein formal action, decision or discussion relating to the public business may take place, are required to be publicly announced and scheduled, with adequate posting and advance notice of the time, date, location, and to the extent known, the purpose or agenda of each such meeting.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey, as follows:

1. All Board, Commissions or other agencies of the Borough of Roselle Park, coming within the scope and intent of said statute shall comply with same, according to the terms thereof.
2. The following are designated as meetings of the Mayor and Council of the Borough of Roselle Park, in the County of Union, at which public business may be formally discussed, decided, or acted upon for the calendar year 2018. All meetings are held in the Municipal Building, 110 East Westfield Avenue, Roselle Park on Thursday evenings (unless indicated otherwise). Council Meetings start at 7:00 p.m., unless notified otherwise.

<u>A. DATE</u>	<u>PURPOSE OF AGENDA</u>
January 18	All Public Business
February 1	All Public Business
February 15	All Public Business
March 1	All Public Business
March 15	All Public Business

April 5	All Public Business
April 19	All Public Business
May 3	All Public Business
May 17	All Public Business
June 7	All Public Business
June 21	All Public Business
July 19	All Public Business
August 16	All Public Business
September 6	All Public Business
September 20	All Public Business
October 4	All Public Business
October 18	All Public Business
November 1	All Public Business
November 15	All Public Business
December 6	All Public Business
December 20	All Public Business

3. In addition, such other meetings as the public business may require, shall be scheduled and held, but pursuant to and with such additional notice as is required by said statute.
4. Appropriate officials are hereby authorized and directed to (1) post and maintain a copy hereof on Borough Council regular bulletin board; (2) file a copy of the within resolution with the Borough Clerk; (3) mail copies to the local newspapers, the local official newspapers circulating in Roselle Park, New Jersey, and
5. Do anything necessary hereafter to comply with said statute to the end that adequate public notice of all such public meetings, pursuant to such statute be given according to law.

RESOLUTION NO. 7-18

WHEREAS, R.S. 40:53-1 et seq. provides for the designation of an official newspaper or newspapers for publication of all advertisements or notices required to be published by the municipality by law; and,

WHEREAS, R.S. 10:4-8 provides, among other things, that notice be given to at least two (2) newspapers to be designated by the Governing Body for the purpose of complying with the requirements of notice under the “Open Public Meetings Law”; and,

WHEREAS, no newspaper is published and circulated in the Borough of Roselle Park.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the Borough of Roselle Park hereby designates, for purposes of R.S. 40:53-1 et seq., The Local Source, Union, New Jersey, and The Star Ledger, Newark, New Jersey, and The Home News & Tribune, East Brunswick, New Jersey, as its official newspapers; and,

BE IT FURTHER RESOLVED, that the Borough of Roselle Park hereby designates for purposes of the “Open Public Meetings Law”, R.S. 10:4-8 et seq., The Local Source, Union, New Jersey, and The Star Ledger, Newark, New Jersey, and The Home News & Tribune, East Brunswick, New Jersey, as the newspapers to receive notices of all public meetings held in the Borough of Roselle Park.

RESOLUTION NO. 8-18



WHEREAS, N.J.S.A. 40A:4-19 provides that the Governing Body may, and if any contracts, commitments or payments are to be made prior to the adoption of the Budget shall by resolution adopt prior to January 31<sup>st</sup> of the fiscal year, make appropriations to provide for the period between the beginning of the fiscal year and the adoption of the Budget.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the following temporary appropriations be made for the year 2018:

<u>APPROPRIATIONS</u>	<u>SALARIES AND WAGES</u>	<u>OTHER EXPENSES</u>
Mayor and Council	\$ 15,477.00	\$ 2,887.50
Municipal Clerk	\$ 60,506.25	\$ 22,463.44
Financial Administration	\$ 73,765.39	\$ 9,187.50
Audit Services		\$ 11,950.31
Tax Assessment Administration	\$ 4,650.19	\$ 1,483.13
Revenue Administration	\$ 8,556.98	\$ 4,200.00
Liquidation of Tax Title Liens		\$ -
Legal Services		\$ 18,375.00
Human Resources		\$ 7,875.00
Tax Appeals		\$ 10,500.00
Municipal Prosecutor's Office		\$ 82.16
Engineering Services and Costs		\$ 5,512.50
Buildings and Grounds		\$ 34,125.00
Planning Board	\$ -	\$ -
Municipal Land Use Board	\$ 636.56	\$ 3,937.50
Board of Adjustment	\$ -	\$ -
Employee Group Insurance		\$ 472,237.50
Health Benefits Waiver		\$ 17,062.50
Liability Insurance		\$ 91,350.00
Workers Compensation Insurance		\$ 125,475.00
Other Public Works Functions	\$ -	\$ -
Fire	\$ 11,067.00	\$ 23,437.31
Supplemental Fire Services	\$ -	\$ -
Fire Protection	\$ 3,794.44	\$ 446.25
Police	\$ 915,758.55	\$ 61,569.38
Traffic Control (Schools)	\$ 68,229.79	\$ 3,990.00
Aid to Volunteer Ambulance Company		\$ 3,399.38
Office of Emergency Management	\$ 2,261.44	\$ 3,806.25
Maintenance of Vehicles		\$ 34,125.00
Streets and Roads Maintenance	\$ 235,232.81	\$ 22,312.50
Solid Waste Disposal Costs		\$ 93,187.50
Solid Waste Collection		\$ 105,000.00

<u>APPROPRIATIONS</u>	<u>SALARIES AND WAGES</u>	<u>OTHER EXPENSES</u>
Recycling	\$ 1,056.56	\$ 86,362.50
Recycling Tax		\$ 393.75
Board of Health	\$ 1,484.44	\$ 36,654.71
Animal Control		\$ 1,319.06
Community Alliance Program	\$ -	\$ -
Recreation Services	\$ 2,724.75	\$ 5,617.50
Maintenance of Parks	\$ -	\$ -
Celebration of Public Events		\$ 7,875.00
Youth Center		\$ 18,900.00
Community Center	\$ 12,489.75	\$ 2,999.06
Historical Sites Office		\$ 2,625.00
Senior Citizens Activities	\$ -	\$ -
Environmental Services		\$ -
State Uniform Construction Code	\$ 80,691.19	\$ 3,045.00
Shuttle Bus	\$ -	\$ -
Union County S.L.A.P. Program		\$ -
Municipal Services Act		\$ -
Farmers Market	\$ 980.44	\$ 393.75
Compensated Absences	\$ 34,387.50	
Utilities:		
Street Lighting		\$ 54,075.00
Fire Hydrant Service		\$ 32,025.00
Cable TV 34		\$ 3,937.50
Telephone		\$ 24,150.00
Electricity		\$ 28,087.50
Water		\$ 5,250.00
Natural Gas		\$ 10,500.00
Gasoline		\$ 30,187.50
Contingent		\$ 525.00
Contribution to:		
PERS		\$ 72,275.18
DCRP		\$ 2,100.00
Social Security		\$ 71,295.00
Consolidated PFRS		\$ -
PFRS		\$ 205,411.76
State Unemployment Insurance		\$ 15,750.00
Municipal Court	\$ 57,504.56	\$ 3,643.50
Public Defender		\$ 1,968.75
Maintenance of Free Public Library		\$ 106,312.50
Police Dispatch "911"	\$ 20,763.75	\$ 10,998.75
PEOSHA		\$ -
L.O.S.A.P.		\$ 16,603.13
Snow Emergency	\$ -	\$ -
COAH - Fair Housing		\$ 23,625.00
Matching Funds for Grants		\$ -
Drunk Driving Enforcement Fund Grant		\$ -
Body Armor Grant		\$ -
Recycling Tonnage Grant		\$ -

<u>APPROPRIATIONS</u>	<u>SALARIES AND WAGES</u>	<u>OTHER EXPENSES</u>
Municipal Alliance Program	\$	-
Municipal Alliance Program - Match	\$	-
Capital Improvement Fund	\$	26,250.00
Bond Principal	\$	1,590,000.00
Interest on Bonds	\$	517,251.50
Interest on Notes	\$	-
Green Trust Loan Program	\$	11,659.66
Reserve for Uncollected Taxes	\$	261,576.79
Deficit in Dedicated Trust Assessment	\$	20,000.00
Total	\$ 1,612,019.34	\$ 4,501,621.96

**SEWER UTILITY**

<u>APPROPRIATIONS</u>	<u>SALARIES AND WAGES</u>	<u>OTHER EXPENSES</u>
Joint Meeting Sewer	\$	183,629.78
Rahway Valley Sewerage Authority	\$	118,240.76
Operations	\$ -	\$ 17,062.50
Social Security	\$	-
PERS	\$	-
Capital Outlay	\$	1,312.50
State Unemployment Insurance	\$	-
Maintenance of Vehicles	\$	1,312.50
Bond Principal	\$	-
Interest on Bonds	\$	-
Total	\$ -	\$ 321,558.04

**RESOLUTION NO. 9-18**

WHEREAS, the Mayor and Council of the Borough of Roselle Park reimburse officials, officers and employees for automobile business usage, and

WHEREAS, the Mayor and Council are desirous of setting a rate for automobile business usage, and

WHEREAS, the Internal Revenue Service has announced the standard mileage expense rate for automobile business usage effective January 1, 2018 will be 54.5 cents per mile.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that effective January 1, 2018 the Borough will reimburse officials, officers and employees for automobile business usage at a rate of 54.5 cents per mile.

RESOLUTION NO. 10-18

BE IT RESOLVED, by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the Chief Financial Officer, Kenneth P. Blum, Jr., is hereby authorized to perform all matters necessary to enable the issuance of the County Tax payments on a quarterly basis throughout the year 2018 without the need of further resolution or action by the Mayor and Council of the Borough of Roselle Park.

RESOLUTION NO. 11-18

WHEREAS, the application to establish a Petty Cash Fund in the Office of the Chief of Police has been approved by the Director of Local Government Services; and,

WHEREAS, the Borough does not wish to renew petty cash funds for the Office of the Borough Clerk (Administration) or the Office of the Administrative Assistant.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park that Kenneth P. Blum, Jr., Chief Financial Officer, is hereby authorized to draw checks as follows:

Amount(s)	Description(s)	Fund Custodian(s)
\$100.00	Sum is to be utilized as a Petty Cash Fund in the Office of the Chief of Police	Paul W. Morrison Chief of Police

BE IT FURTHER RESOLVED that the said Kenneth P. Blum, Jr., Chief Financial Officer, is hereby authorized to draw similar checks in the future, pursuant to the guidelines established in the approved application at whatever times the said Petty Cash Fund required additional monies.

RESOLUTION NO. 12-18

BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the Chief Financial Officer, Kenneth P. Blum, Jr. is hereby authorized to perform all matters necessary to enable the issuance of Borough Payroll checks in twenty-six installments throughout the year 2018 without the need of further resolutions or action by the Mayor and Council of the Borough of Roselle Park; and,

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

RESOLUTION NO. 13-18

BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the Chief Financial Officer, Kenneth P. Blum, Jr., is hereby authorized to perform all matters necessary to enable the issuance of Borough Social Security payments in twenty-six installments throughout the year 2018 without the need of further resolutions or actions by the Mayor and Council of the Borough of Roselle Park.

RESOLUTION NO. 14-18

BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the Chief Financial Officer, Kenneth P. Blum, Jr., is hereby authorized to perform all matters necessary to enable the issuance of all Debt Payments throughout the year 2018 as

required, without the need of further resolution or action by the Mayor and Council of the Borough of Roselle Park.

RESOLUTION NO. 15-18

BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the Chief Financial Officer, Kenneth P. Blum, Jr., is hereby authorized to perform all matters necessary to enable the issuance of the Unemployment/Disability payments on a quarterly basis throughout the year 2018 without the need of further resolution or action by the Mayor and Council of the Borough of Roselle Park.

RESOLUTION NO. 16-18

BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the Bank of America shall be the depository for the Affordable Housing Trust Fund Account – COAH, Animal Control Trust Fund Account, Assessment Trust Fund Account, Current Account, Federal Special Law Enforcement Fund Account, General Capital Account, HUD Trust Account, Recreation Trust Fund Account, Sewer Utility Capital Account, Sewer Utility Operating Account, Special Law Enforcement Fund Account, State Unemployment Insurance Account, Tax Collector Premium Account and Trust Others Account of the Borough of Roselle Park and the custodian shall be Kenneth P. Blum, Jr., Chief Financial Officer. All disbursements shall be made by checks signed by Kenneth P. Blum, Jr., Chief Financial Officer (or Maria Pereira, Assistant Treasurer), Carl Hokanson, Mayor (or Council President) and Andrew J. Casais, Borough Clerk (or Donna L. Corrigan, Deputy Borough Clerk); and,

BE IT FURTHER RESOLVED, that the Bank of America shall be the depository for the Payroll Account, Payroll Agency Account and Retiree Reimbursement Account of the Borough of Roselle Park and the custodian shall be Kenneth P. Blum, Jr., Chief Financial Officer or Maria Pereira, Assistant Treasurer. All disbursements shall be made by checks signed by Kenneth P. Blum, Jr., Chief Financial Officer or Maria Pereira, Assistant Treasurer.

RESOLUTION NO. 17-18

WHEREAS, the new revisions to the Local Fiscal Affairs Law has expanded and reconfirmed the obligation of each Local Unit to adopt a Cash Management Plan; and,

WHEREAS, this obligation has existed for over 30 years under N.J.S.A. 40A: 5-14, this Act imposes specific requirements in connection with such a Cash Management Plan.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey hereby adopt the following Cash Management Plan as required by the Local Fiscal Affairs Law:

CASH MANAGEMENT PLAN OF THE BOROUGH OF ROSELLE PARK,  
IN THE COUNTY OF UNION, NEW JERSEY

1. 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 Borough of Roselle Park, 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 bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure 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.

**II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN.**

A. The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the Borough of Roselle Park:

Animal Control Account	Affordable Housing Trust Fund Account - COAH	Current Account
Federal Special Law Enforcement Fund Account	General Capital Account	HUD Trust Account
Recreation Trust Fund Account	Sewer Utility Capital Account	Sewer Utility Operating Account
State Special Law Enforcement Fund Account	S.U.I. Account	Tax Collector Premium Account
Trust Other Account		

B. It is understood that this Plan is not intended to cover certain funds and accounts of the Borough of Roselle Park, specifically:

- Payroll Account
- Payroll Agency Account
- Retiree Reimbursement Account

**III. DESIGNATION OF OFFICIALS OF THE BOROUGH OF ROSELLE PARK AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN.**

The Chief Financial Officer of the Borough of Roselle Park (and the Assistant Treasurer) (the “Designated Officials”) are hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Borough of Roselle Park are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such officials.

**IV. DESIGNATION OF DEPOSITORIES.**

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

- Roselle Savings & Loan Associates, Roselle, New Jersey
- Bank of America
- New Jersey Cash Management Fund
- Valley National Bank

New Jersey Class/Municipal Investors Service Corporation  
TD Bank  
Wells Fargo Bank  
Spencer Savings Bank  
Sovereign Bank  
Investors Bank  
Two River Community Bank

All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official referred to in Section III above.

V. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL.

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Officials of the Borough of Roselle Park referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Officials referred to in Section III above.

VI. AUTHORIZED INVESTMENTS.

A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- (2) Government money market mutual funds;
- (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factors;
- (4) 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;
- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
- (6) Local government investment pools;
- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52: 18A-90.4); or
- (8) Agreements for the repurchase of fully collateralized securities if:

- (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
- (b) the custody of collateral is transferred to a third party;
- (c) the maturity of the agreement is not more than 30 days;
- (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17: 9-41); and
- (e) a master repurchase agreement providing for the custody and security of collateral is executed.

For the purposes of the above language, the terms “government money market mutual fund” and “local government investment pool” shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:

- (a) which is registered with the Securities and Exchange Commission under the “Investment Company Act of 1940,” 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7.
- (b) the portfolio of which is limited to U.S. Government Securities that that meet the definition of any eligible security pursuant to 17. F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- (c) which has:
  - (i) attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
  - (ii) retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the “Investment Advisors Act of 1940,” 15 U.S.C. sec. 80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool. An investment pool:

- (a) which is managed in accordance with 17 C.F.R. sec. 270.2a-7;
- (b) which is rated in the highest category by a nationally recognized statistical rating organization;
- (c) which is limited to U.S. Government securities that meet the definition of a eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase



agreements that are collateralized by such U.S. Government securities;

- (d) which is in compliance with rules adopted pursuant to the “Administrative Procedure Act,” P.L. 1968, c.410 (c.52: 14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- (e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- (f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C.49: 3-56) and has at least \$25 million in capital stock (or equivalent reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. government securities.

B. Notwithstanding the above authorization, the monies on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

Animal Control Account	Affordable Housing Trust Fund Account - COAH	Current Account
Federal Special Law Enforcement Fund Account	General Capital Account	HUD Trust Account
Recreation Trust Fund Account	Sewer Utility Capital Account	Sewer Utility Operating Account
State Special Law Enforcement Fund Account	S.U.I. Account	Tax Collector Premium Account
Trust Other Account		

**VII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN.**

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Borough of Roselle Park, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Borough of Roselle Park to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a “delivery versus payment” method to insure that such Permitted Investments are either received by

the Borough of Roselle Park or by a third party custodian prior to or upon the release of the Borough of Roselle Park's funds.

To assure that all parties with whom the Borough of Roselle Park deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official(s).

#### VIII. REPORTING REQUIREMENTS.

On the first day of each month during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Borough of Roselle Park a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Borough of Roselle Park as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the Borough of Roselle Park.

#### IX. TERM OF PLAN.

This Plan shall be in effect from January 1, 2018 to December 31, 2018. Attached to this Plan is a resolution of the governing body of the Borough of Roselle Park 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.

BE IT FURTHER RESOLVED, that the Chief Financial Officer of the Borough of Roselle Park is designated to implement this Cash Management Plan which is designed to assure, to the extent practicable, investment of local funds in interest bearing accounts and other permitted investments.

RESOLUTION NO. 18-18

BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the following named persons shall be and are hereby authorized to certify for their respective departments, board or other component of local government with respect to receipt of labor, services or materials within their jurisdiction:

DEPARTMENT	INDIVIDUAL
Municipal Clerk	Borough or Deputy Borough Clerk
Mayor and Council	Borough or Deputy Borough Clerk
Assessment of Taxes	Tax Assessor
Revenue Administration	Tax Collector
Liquidation of Tax Title Liens	Tax Collector
Finance Administration	Treasurer or Assistant Treasurer
Group Insurance	Treasurer or Assistant Treasurer
Public Buildings & Grounds	DPW Supt. or Assist. Supt.
Municipal Land Use Board	Chairman or Clerk
Engineering	Engineer
Fire	Fire Chief or Deputy Chief
Uniform Fire Safety Act	Fire Sub Code Official
Police	Police Chief or Officer in Charge
Maintenance "911"	Police Chief or Officer in Charge
Traffic Control-School	Police Chief or Officer in Charge
First Aid Organization	Capt. or Pres., First Aid Squad
Emergency Management	Coordinator
Public Works/Sewer System	DPW Superintendent or Asst. Supt.
Sewer Utility	Sewer Utility Collector or DPW Supt. or Assist. Superintendent
Sanitation	DPW Superintendent or Asst. Supt.
Recycling	Recycling Coordinator or DPW Supt. or Assist. Superintendent
Code Enforcement	Construction Code Official
Board of Health	Clerk of the Board
Recreation	Chairman or League Representative
Community Center	Administrative Assistant
Community Development	Administrative Assistant
Municipal Court	Judge or Court Administrator
Borough Prosecutor	Borough or Deputy Borough Clerk
Public Defender	Borough or Deputy Borough Clerk
Environmental Services	Chairman of Commission
Community Alliance Committee	Chairman of Committee or Coordinator
R.P. Veterans Memorial Library	Librarian
R.P. Farmers Market Committee	Chairman of Committee or Manager
Historical Sites Office	Chairman of Committee or Historian
TV34	Broadcast Technician

BE IT FURTHER RESOLVED, that the Borough Clerk or Chief Financial Officer be and is hereby authorized as aforesaid for all other labor, services or materials not herein provided for and to act on behalf of all other designated officials in their absence; and,

BE IT FURTHER RESOLVED, that in the absence of Council Committee Chairpersons any member on the respective Committee may sign as Chairperson.

RESOLUTION NO. 19-18

BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the Honorable Carl A. Hokanson, Mayor of the Borough of Roselle Park, be and is hereby authorized to sign checks and warrants on behalf of the Borough of Roselle Park and otherwise act for the Borough of Roselle Park in such instances as may become necessary in the various banking transactions involving the Borough; and.

BE IT FURTHER RESOLVED, that the President of the Municipal Council of the Borough of Roselle Park, be and is hereby authorized to act as aforesaid in the place and stead of the Mayor at such times as by law he is empowered so to do; and,

BE IT FURTHER RESOLVED, that a copy of this resolution be filed with Bank of America, one of the official depositories of the Borough.

RESOLUTION NO. 20-18

WHEREAS, N.J.S.A. 54:4-66 establishes that taxes are paid quarterly on the first days of February, May, August and November after which dates they are delinquent and subject to interest; and,

WHEREAS, N.J.S.A. 54:4-67 requires that any taxes remaining unpaid by the first day of February, May, August and November are subject to interest at the rate of up to eight percent (8%) per annum up to \$1,500.00 and eighteen percent (18%) per annum over \$1,500.00; and that municipalities may provide a grace period not exceeding ten days and a six percent (6%) penalty may be charged on any delinquency in excess of \$10,000.00 if not paid by the end of the fiscal year.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the Tax Collector is required to collect interest at the rate of eight percent (8%) per annum upon delinquent taxes, assessments and sewer charges on the first \$1,500.00 of the delinquency and eighteen percent (18%) per annum on any amount in excess of \$1,500.00; and,

BE IT FURTHER RESOLVED, that the Tax Collector shall grant a grace period of ten days within which an installment of taxes, assessment or sewer charge may be received without an additional charge for interest; and,

BE IT FURTHER RESOLVED, that any installment received after the expiration date of this grace period would bear interest from the due date; and,

BE IT FURTHER RESOLVED, that an additional penalty of six percent (6%) will be required on delinquencies in excess of \$10,000.00 that are not paid prior to the end of the fiscal year; and,

BE IT FURTHER RESOLVED, that the Collector of Taxes is authorized to hold a Tax Sale for the 2017 taxes, sewer utility and all other municipal charges.

RESOLUTION NO. 21-18

BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the Chief Financial Officer, Kenneth P. Blum, Jr., is hereby authorized to perform all matters necessary to enable the issuance of all medical insurance premiums throughout the year 2018, without the need of further resolution or action by the Mayor and Council of the Borough of Roselle Park.

RESOLUTION NO. 22-18

WHEREAS, the Borough of Roselle Park is committed to maintaining and expanding recreational opportunities for residents especially the children and youth of the community; and,

WHEREAS, the Union County Open Space, Recreation & Historic Preservation Trust Fund has notified the Borough that the submission deadline for the 2017 “Leveling the Playing Field Grant” (a non-matching grant) has been extended.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey hereby authorize the Borough’s application for the 2017 Leveling the Playing Field Grant.

Improvements to Aldene Park Play Surface

The scope of the project includes improvements to the playground area of Aldene Park located between West Webster Avenue and Faitoute Avenue within the Borough of Roselle Park, New Jersey. The scope of work for this project includes the installation and repair of rubberized surfacing. Grant funds will be used to remove undesirable and damaged surfacing materials, and rework existing stone sub-base materials. New and improved rubberized surfacing will ensure the safety of all children who enjoy this Borough facility, especially those with special needs who may be more predominantly disposed to, or at risk for injury in a crowded play environment.

Total Grant Request:	\$50,805.50.
Total Anticipated Cost:	\$50,805.50.

RESOLUTION NO. 23-18

BE IT RESOLVED that the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey hereby appoint Neglia Engineering Associates, 34 Park Avenue, Lyndhurst, New Jersey 07071 to perform the duties of the position of Collection Systems Operator, effective January 1, 2018, at the rate of \$350.00 per month, not to exceed the amount of \$4,200.00.

RESOLUTION NO. 24-18

WHEREAS, the officers of the Roselle Park Fire Department are appointed by the Mayor subject to the advice and consent of the municipal Council pursuant to Section 2-26 of the Code of the Borough of Roselle Park; and,

WHEREAS, Mayor Carl A. Hokanson has filed his 2018 appointments of Fire Department Officers.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the following individuals be appointed as Roselle Park

Fire Department Officers effective January 1, 2018 (all addresses are located within Roselle Park unless otherwise noted):

<u>Roselle Park Fire Department</u>				
<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>	<u>Annual Salary</u>
Fire Chief	Joseph Signorello	625 Woodland Avenue	December 31, 2020	\$11,358.31

<u>Lorraine Firehouse #1</u>				
<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>	<u>Annual Salary</u>
Deputy Chief	Jim Smith	618 Myrtle Avenue	December 31, 2018	\$4,150.09
Captain	Bill Ferdinando	412 Walnut Street	December 31, 2018	\$1,475.38
Lieutenant	Dante Verdun	337 Bender Avenue	December 31, 2018	\$1,475.38
Engineer	Patrick Wirkus	110 Hillside Road Elizabeth, NJ 07208	December 31, 2018	\$1,475.38
Engineer	Vacant/Open	N/A	December 31, 2018	\$1,475.38

<u>Central Firehouse #2</u>				
<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>	<u>Annual Salary</u>
Deputy Chief	Steve Thompson	77 E. Westfield Avenue	December 31, 2018	\$4,150.09
Captain	Mark Jaskula	535 Ashwood Avenue	December 31, 2018	\$1,475.38
Lieutenant	Neal Iaccarino	60 E. Grant Avenue	December 31, 2018	\$1,475.38
Engineer	Jan Scholte	173 W. Grant Avenue	December 31, 2018	\$1,475.38
Engineer	Robert Lonecker	710 Richfield Avenue Kenilworth, NJ 07033	December 31, 2018	\$1,475.38

<u>Faitoute Firehouse #3</u>				
<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>	<u>Annual Salary</u>
Deputy Chief	Ray Parenteau	614 Chester Avenue	December 31, 2018	\$4,150.09
Captain	Dennis Sisnesky	623 Myrtle Avenue	December 31, 2018	\$1,475.38
Lieutenant	Raymond J. Kuterka	4 W. Colfax Avenue	December 31, 2018	\$1,475.38
Engineer	Todd Literate	622 Larch Street	December 31, 2018	\$1,475.38
Engineer	John Gura	303 Seaton Avenue	December 31, 2018	\$1,475.38
Engineer	Michael Gillran	53 North 10 <sup>th</sup> Street Kenilworth, NJ 07033	December 31, 2018	\$1,475.38

<u>Fire Prevention Bureau</u>				
<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>	<u>Salary</u>
Chief Fire Inspector	Jeff Bonner	516 Walnut Street	December 31, 2018	\$5,469.19
Arson Investigator	Ray Parenteau	614 Chester Avenue	December 31, 2018	\$1,500.64

**RESOLUTION NO. 25-18**

WHEREAS, the members of the Roselle Park Board of Health are appointed by the Mayor subject to the advice and consent of the municipal Council pursuant to Section 2-33 of the Code of the Borough of Roselle Park; and,

WHEREAS, Mayor Carl A. Hokanson has filed his 2018 appointments of the Roselle Park Board of Health.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the following individuals be appointed to the Roselle Park Board of Health (all addresses are located within Roselle Park unless otherwise noted):

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Board Member	Carole Langzemis	289 W. Webster Avenue	December 31, 2020
Board Member	Linda Greer	821 Elm Street	December 31, 2020

BE IT FURTHER RESOLVED that there shall be a liaison from the governing body to the Roselle Park Board of Health designated as follows:

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Board Liaison	Carl A. Hokanson	318 Hemlock Street	December 31, 2018

RESOLUTION NO. 26-18

WHEREAS, the Borough of Roselle Park is a member of the Joint Meeting of Essex and Union County Sewerage Authority (hereinafter "JMEUC"); and,

WHEREAS, the Borough of Roselle Park wishes to designate an individual to serve as representative of the Borough of Roselle Park to serve on the Board of Commissioners of the JMEUC; and,

WHEREAS, under the Borough form of government the Mayor appoints all subordinate officers of the municipality subject to the confirmation of the Municipal Council.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the following individuals be appointed as the Borough of Roselle Park's Commissioner/Alternate Commissioner of the JMEUC effective immediately (all addresses are located within Roselle Park unless otherwise noted):

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Commissioner	William Fahoury	812 Hamilton Place	December 31, 2018
Alt. Commissioner	Saul Qersdyn	150 Berwyn Street	December 31, 2018

RESOLUTION NO. 27-18

WHEREAS, the members of the Roselle Park Library Board of Trustees are appointed by the Mayor subject to the advice and consent of the municipal Council pursuant to State Statute; and,

WHEREAS, Mayor Carl A. Hokanson has filed his 2018 appointments of the Roselle Park Library Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the following individuals be appointed to the Roselle Park Library Board of Trustees (all addresses are located within Roselle Park unless otherwise noted):

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Board Member	Brooke Paskewich	131 Bender Avenue	December 31, 2022
Board Member	Jenny Lichtenwalner	163 Berwyn Street	December 31, 2022

RESOLUTION NO. 28-18

WHEREAS, the Borough of Roselle Park is a member of the Morses Creek Flood Control Commission pursuant to N.J.S.A. 40:14-16 et. seq.; and,

WHEREAS, the Borough of Roselle Park wishes to designate an individuals to serve as representatives of the Borough of Roselle Park to serve on the Board of Commissioners of the Morses Creek Flood Control Commission; and,

WHEREAS, pursuant to Section 2-35.2 of the Code of the Borough of Roselle Park the Mayor appoints Commissioners and Alternate Commissioners of the Morses Creek Flood Control Commission subject to confirmation of the Municipal Council; and,

WHEREAS, Mayor Carl A. Hokanson has filed his 2018 appointments of the Morses Creek Flood Control Commission.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the following individuals be appointed as the Borough of Roselle Park's Commissioner/Alternate Commissioner of the JMEUC effective immediately (all addresses are located within Roselle Park unless otherwise noted):

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Commissioner	Eugene Meola	226 Sheridan Avenue	December 31, 2022
Commissioner	Jayne Lynn Negron	117 E. Westfield Avenue, 3B	December 31, 2022
Alt. Commissioner #1	Vacant	N/A	December 31, 2018
Alt. Commissioner #2	Vacant	N/A	December 31, 2018

#### RESOLUTION NO. 29-18

WHEREAS, the Borough Historian is appointed by the Mayor subject to the advice and consent of the municipal Council pursuant to Section 2-18.1 of the Code of the Borough of Roselle Park; and,

WHEREAS, Mayor Carl A. Hokanson has filed his 2018 appointment of the Borough Historian.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the following individual be appointed as Borough Historian effective immediately (all addresses are located within Roselle Park unless otherwise noted):

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Term Expiration</u>
Borough Historian	Patricia Butler	150 Dalton Street	December 31, 2018

#### RESOLUTION NO. 30-18

BE IT RESOLVED that the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey hereby appoint Luis Alvarez, 142 East Clay Avenue, Roselle Park, New Jersey 07204 as a member of the Roselle Park Fire Department, effective immediately, to be assigned to the Lorraine Hose Company.

#### RESOLUTION NO. 31-18

BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that the following municipal officials are hereby appointed as the Commissioner and Alternate Commissioner to the Garden State Municipal Joint Insurance Fund for the calendar year 2018:

Commissioner: Andrew J. Casais, RMC, Borough Clerk  
Alternate Commissioner: Kenneth P. Blum, Jr., CMFO, Chief Financial Officer

#### RESOLUTION NO. 32-18

WHEREAS, a vacancy will exist in the position of Municipal Court Administrator of the Borough of Roselle Park effective January 16, 2018; and,



WHEREAS, the position of Municipal Court Administrator is appointed by the Mayor subject to the advice and consent of the municipal Council; and,

WHEREAS, the Honorable Gary Bundy, Municipal Court Judge of the Borough of Roselle Park, has recommended Katy Andaluz for the position of Municipal Court Administrator of the Borough of Roselle Park; and,

WHEREAS, the Honorable Karen Cassidy, Superior Court Judge of the State of New Jersey, has approved Katy Andaluz and deemed her prospective appointment by the governing body as acceptable; and,

WHEREAS, Mayor Carl A. Hokanson has filed his appointment of Katy Andaluz as Municipal Court Administrator of the Borough of Roselle Park.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey that Katy Andaluz of 12-B Wavecrest Avenue, Winfield Park, New Jersey 07036 be and is hereby appointed to the position of Municipal Court Administrator of the Borough of Roselle Park at a starting salary of \$52,000.00 per annum, effective January 16, 2018, for a one (1) year term and thereafter until a successor is appointed and qualified; and,

BE IT FURTHER RESOLVED that Katy Andaluz shall receive \$5,000.00 in added compensation per annum upon successful certification as a Municipal Court Administrator; and,

BE IT FURTHER RESOLVED that the Mayor is authorized to sign an employment agreement on behalf of the Borough effectuating the terms of her employment as Municipal Court Administrator.

#### RESOLUTION NO. 33-18

BE IT RESOLVED that the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey, hereby accept a material donation of Boutonnieres/Corsages from Donato Florist, 257 West Westfield Avenue, Roselle Park, New Jersey 07204 use during the 2018 Reorganization Meeting of Mayor and Council.

#### RESOLUTION NO. 34-18

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey hereby suspend Article I, Section 9 of its By-Laws for the purpose of appointing 2018 Professional Service Providers at the Regular Meeting of Thursday, January 18, 2018.

#### RESOLUTION NO. 35-18

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey hereby accept the resignation of Jean Coop from the position of Alternate Crossing Guard effective January 3, 2018.

#### RESOLUTION NO. 36-18

WHEREAS, vacancies currently exist in the in the position of Alternate Crossing Guard.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Roselle Park, County of Union, State of New Jersey hereby appoint the following individuals to the position of Alternate Crossing Guard to be paid \$67.26 per day effective immediately:

1. Dolores R. Tango; 240 Sherman Avenue, Roselle Park, N.J. 07204
2. Ronald F. Vallone; 30 East Lincoln Avenue, Roselle Park, N.J. 07204