



**AGENDA
NEWTON TOWN COUNCIL
ANNUAL REORGANIZATION MEETING
January 15, 2025
Noon**

- I. INVOCATION**
- II. PLEDGE OF ALLEGIANCE**
- III. ROLL CALL**
- IV. OPEN PUBLIC MEETINGS ACT STATEMENT**
- V. SWEARING-IN OF COUNCILMEMBERS JOHN-PAUL E. COUCE AND MICHELLE J. TEETS**
- VI. DESIGNATION OF TEMPORARY MAYOR**
- VII. NOMINATION AND SELECTION OF MAYOR**
- VIII. SWEARING-IN OF MAYOR**
- IX. NOMINATION AND SELECTION OF DEPUTY MAYOR**
- X. SWEARING-IN OF DEPUTY MAYOR**
- XI. COMMENTS BY TOWN MANAGER, COUNCIL MEMBERS, DEPUTY MAYOR, AND MAYOR**
- XII. CONSENT AGENDA**

All items listed with an asterisk (*) are considered to be routine and non-controversial by the Town Council and will be approved by one (1) motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

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|-----------|---------------------|---|
| a. | Resolution #1-2025* | Designate Banks as Depositories for Calendar Year 2025 |
| b. | Resolution #2-2025* | Appoint the Town Manager as Hearing Officer in all Matters of Dispute Regarding the Town of Newton for Calendar Year 2025 |
| c. | Resolution #3-2025* | Authorize Payment of Recurring Bills |
| d. | Resolution #4-2025* | Designate Legal Newspapers that will Receive Notices Required by the NJ Open Public Meetings Act for 2025 |

- e. Resolution #5-2025* Establish Schedule of Public Town Council Meetings for 2025
- f. Resolution #6-2025* Establish the Rate of Interest to be Charged for Non-Payment of Taxes on or Before the Due Date
- g. Resolution #7-2025* Designate Officials to Sign Checks
- h. Resolution #8-2025* Designate Chief Financial Officer/Finance Director as the Individual Authorized to Sell Bond Anticipation Notes for Calendar Year 2025
- i. Resolution #9-2025* Authorize the Tax Assessor, the Town Attorney, and the Town Manager to Act on the Behalf of the Town of Newton for Calendar Year 2025 with Regard to Tax Appeals
- j. Resolution #10-2025* Appointment of Mayor as a Class I Member of the Newton Planning Board
- k. Resolution #11-2025* Appointment of Town Council Representative as a Class III Member of the Newton Planning Board
- l. Resolution #12-2025* Cancellation of Small Balances
- m. Resolution #13-2025* Granting Authority for Approval of Certain Purchases Through New Jersey State Contracts and/or Purchasing Cooperatives
- n. Resolution #14-2025* Resolution Recognizing Town Events and Town Endorsed Events
- o. Resolution #15-2025* Resolution Authorizing Compliance with the United States Equal Employment Opportunity Commission's Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964
- p. Resolution #16-2025* Appointment of Deborah Danielson as Municipal Recycling Coordinator for Calendar Year 2025
- q. Resolution #17-2025* To Confirm/Establish Petty Cash and Change Funds for Calendar Year 2025
- r. Resolution #18-2025* Appointment of Members of the Town of Newton Ad Hoc Redevelopment Team
- s. Resolution #19-2025* Appoint Local Emergency Planning Committee for Calendar Year 2025
- t. Resolution #20-2025* Designation of Theresa Schlosser as Tax Search Officer for the Town of Newton for 2025

- u.** Resolution #21-2025* Appointment of Michelle J. Teets as Town Council Liaison to the Newton Board of Education
- v.** Resolution #22-2025* Appointment of John-Paul E. Couce as Town Council Liaison to the Economic Development Advisory Commission
- w.** Resolution #23-2025* Appointment of Sandra Lee Diglio as Town Council Liaison to the Historic Preservation Advisory Commission
- x.** Resolution #24-2025* Resolution Affirming the Current Fund Balance Policy
- y.** Resolution #25-2025* Resolution Affirming the Water Sewer Utility Fund Balance Policy
- z.** Resolution #26-2025* Appointment of Virginia Raftery as Clean Communities Coordinator for the Town of Newton for 2025
- aa.** Resolution #28-2025* Appointment of the Municipal Auditor for the Town of Newton for Calendar Year 2025
- bb.** Resolution #29-2025* Adoption of the Temporary Current Operating Budget and Temporary Water and Sewer Budget for 2025
- cc.** Resolution #30-2025* Authorize the Execution of an Agreement for Review of Statement of Assets Available for Benefits for LOSAP with Nisivoccia LLP
- dd.** Resolution #31-2025* Authorize and Direct the Tax Collector to Sell Municipal Liens in Accordance with New Jersey Law in 2025
- ee.** Resolution #32-2025* Authorize the Award of a Required Disclosure Contract for David B. Simmons, Jr., of Harold E. Pellow & Associates, Inc., as Water Engineer for the Town of Newton for Calendar Year 2025
- ff.** Resolution #33-2025* Authorize the Award of a Required Disclosure Contract to Eric M. Bernstein & Associates for Municipal Attorney for 2025
- gg.** Resolution #34-2025* Authorize the Award of a Required Disclosure Contract for J. Caldwell & Associates, LLC as Planner for the Town of Newton for Calendar Year 2025
- hh.** Resolution #35-2025* Appointment of Keith Mitchell of the Mitchell Insurance Agency as Insurance Agent for Calendar Year 2025
- ii.** Resolution #36-2025* Reappointment of Certain Board and Commission Members

- jj.** Resolution #37-2025* Authorize the Award of a Required Disclosure Contract for Frederick J. Margron, P.E., REM, CEA, of the firm Professional Consulting, Inc., as Alternate Sewer Engineer for the Town of Newton for Calendar Year 2025
- kk.** Resolution #38-2025* Authorize an Agreement with Holzhauer & Holenstein, LLC for Appraisal Services for Defense of State Level Tax Appeals in Calendar Year 2025
- ll.** Resolution #39-2025* Appointment of Kathleen Stirrat as Volunteer Senior Citizen Coordinator for the Town of Newton for 2025
- mm.** Resolution #40-2025* Authorizing the Town of Newton to Enter into an Agreement with EXCEL Environmental Resources, Inc., for Environmental Engineering Services for Calendar Year 2025
- nn.** Resolution #41-2025* Authorize the Award of a Required Disclosure Contract for DeCotiis, Fitzpatrick, Cole and Giblin, LLC for Redevelopment Counsel for 2025
- oo.** Resolution #42-2025* Authorize the Award of a Required Disclosure Contract for Gibbons P.C. for Bond Counsel for 2025
- pp.** Resolution #43-2025* Authorize the Award of a Required Disclosure Contract to Martin Allen, Esq. as Tax Appeal Conflict Attorney for 2025
- qq.** Resolution #44-2025* Appointment of Helen R. Le Frois as Town Council Liaison to the Advisory Recreation Commission
- rr.** Resolution #45-2025* Procedure for Claimant Certification
- ss.** Resolution #46-2025* Award of an Insurance Broker of Record Contract for Employee Benefits
- tt.** Resolution #47-2025* Reimburse Town Employees for Vehicle Expenses for Calendar Year 2025
- uu.** Resolution #48-2025* Authorize the Award of a Required Disclosure Contract for Paulus, Sokolowski and Sartor, LLC as Alternate Water and Sewer Engineers for the Town of Newton for Calendar Year 2025
- vv.** Resolution #49-2025* Authorize the Award of a Required Disclosure Contract for KKPR Marketing and Public Relations
- ww.** Resolution #50-2025* Reappointment of Kai Crimando as Animal Control Officer for the Town of Newton

- xx.** Resolution #51-2025* Authorizing the Town of Newton to Enter into an Agreement with The Canning Group, LLC for the Provision of Qualified Purchasing Agent Services for Calendar Year 2025
- yy.** Resolution #52-2025* Authorizing the Town of Newton to Enter into an Agreement with Phoenix Advisors, LLC in Connection with the Continuing Disclosure Requirements as our Independent Registered Municipal Advisor
- zz.** Resolution #53-2025* Authorize the Award of a Required Disclosure Contract for Suburban Consulting Engineers as Sewer Engineers for the Town of Newton for Calendar Year 2025
- aaa.** Resolution #54-2025* Authorize the Award of a Required Disclosure Contract to Schenck, Price, Smith & King, LLP for Tax Appeal and Municipal Conflict Attorney for 2025
- bbb.** Resolution #55-2025* Appointment of John-Paul E. Couce as Town Council Liaison to the Advisory Shade Tree Commission
- ccc.** Resolution #56-2025* Authorize the Award of a Required Disclosure Contract to The Chilla Business Counsel, LLC for Labor Relations Attorney for 2025
- ddd.** Resolution #57-2025* Granting Authority for Approval of Certain Purchases in Excess of the Bid Threshold Through New Jersey State Contracts and/or Purchasing Cooperatives for 2025
- eee.** Resolution #58-2025* Approval of Extension of Contract Chemical Supply Bid #16R-2022
- fff.** Resolution #59-2025* Authorizing Change Order No. 1 for the Proposed Improvements to Douma Drive, Douma Court, Valley View Court, and Babbit Court Project – Denville Line Painting, Inc.
- ggg.** Resolution #60-2025* Authorize Award of Contract for Phillips, Preiss, Grygiel, Leheny, Hughes, LLC as Conflict Town Planner for the Town of Newton for 2025
- hhh.** Resolution #61-2025* Resolution Supporting the Implementation Plan of the Neighborhood Preservation Program for 2025
- iii.** Resolution #62-2025* Authorizing Change Order No. 7 for Renovations to Newton Firehouse #1

jjj. Resolution #63-2025*

Appointment of Mathias Banner as a Class C, Regular Member of the Historic Preservation Advisory Commission

kkk. Resolution #64-2025*

Resolution to Extend the 2025 Budget Process Dates

lll. Resolution #65-2025*

Approve Bills and Vouchers for Payment

XIII. RESOLUTIONS

a. Resolution #27-2025

Concur with the Town Manager's Appointment of Special Police Officers

XIV. APPOINTMENT

a. Mayor's Appointment

Class II Representative to the Newton Planning Board (*Appointment of Town Manager by the Mayor*)

XV. OPEN TO THE PUBLIC

XVI. ADJOURNMENT



TOWN OF NEWTON

RESOLUTION #1-2025

January 15, 2025

"Designate Banks as Depositories for Calendar Year 2025"

BE IT RESOLVED, by the Town Council of the Town of Newton that the following policy is hereby adopted pertaining to Town funds for calendar year 2025:

1) The cash management and investment objectives for the Town of Newton include preservation of capital, adequate safekeeping of assets, maintenance of liquidity to meet operating needs, diversification of the Town's portfolio to minimize risks associated with individual investments, and investment of assets in accordance with State and Federal laws and regulations.

2) The following banks are hereby authorized to be used as depositories for Town funds:

PNC Bank
JP Morgan Chase Bank
New Jersey Cash Management Fund
Provident Bank
First Hope Bank
Santander Bank, N.A.
TD Bank
Valley National Bank
Wells Fargo Bank, N.A.

Beginning with the filing of September 30, 2010, a list of banks that participate in the Governmental Unit Deposit Protection Act (GUDPA), except for the New Jersey Cash Management Fund, and the type of certificate of eligibility is available quarterly from the State of New Jersey, Department of Banking and Insurance website:

https://www.state.nj.us/dobi/division_banking/depositories/gudpa.htm

The Chief Financial Officer/Finance Director will review this site and provide the Town Auditor with a copy of this list.

The above designated official depositories are required to submit to the Chief Financial Officer/Finance Director a copy of the institution's "Annual Report" each year. This may also be satisfied electronically.

3) All funds shall be deposited within 48 hours of receipt, in accordance with N.J.S.A. 40A:5-15.

The Chief Financial Officer/Finance Director shall minimize the possibility of idle cash accumulating in accounts by assuring the amounts in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.

The method of calculating banking fees and compensating balances shall be reviewed on a monthly basis.

Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer/Finance Director.

4) Permissible investments for the Town of Newton shall include:

- (a) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- (b) government money market mutual funds;

(c) 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;

(d) Bonds or other obligations of the local unit or school districts of which the local unit is a part;

(e) any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments;

(f) local government investment pools;

(g) New Jersey State Cash Management Fund; and

(h) repurchase agreements of fully collateralized securities.

5) The Municipality is authorized to deposit funds, including certificates of deposits, in accounts subject to the following conditions pursuant to N.J.S.A.40A:5-14, amended by P.L.2018,c.40:

(a) the funds are initially invested through a public depository as defined in section 1 of P.L.1970,c.236(C.17:9-41) designated by the local unit;

(b) the designated public depository arranges for the deposit of funds in certificates of deposit in one or more federally insured banks or savings and loan associations, for the account of the local unit;

(c) 100 percent of the principal and accrued interest of each certificate of deposit is insured by the Federal Deposit Insurance Corporation;

(d) 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

(e) at the same time that the local unit's funds are deposited and the certificates of deposit are issued, the designated public depository receives an amount of deposits from customers of other banks and savings and loan associations, wherever located, equal to the amount of funds invested by the local unit through the designated public depository.

6) The Chief Financial Officer/Finance Director is authorized and directed to make investments on behalf of the Town of Newton. All investment decisions shall be consistent with this plan and all appropriate regulatory constraints.

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

8) The Chief Financial Officer/Finance Director shall report to the Town Council all purchases of investments in accordance with N.J.S.A. 40A:5-15.2.

9) The Cash Management Plan shall be subject to annual audit conducted pursuant to N.J.S.A. 40A:5-14.

10) The Chief Financial Officer/Finance Director shall escheat to the State of New Jersey checks which remain outstanding for twelve (12) or more months after the date of issuance.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #2-2025

January 15, 2025

"Appoint the Town Manager as Hearing Officer in all Matters of Dispute Regarding the Town of Newton for Calendar Year 2025"

WHEREAS, certain matters may arise over the course of the year which require a hearing to be conducted for the purpose of resolving issues; and

WHEREAS, Thomas S. Russo, Jr., Town Manager of the Town of Newton, is the representative of the Governing Body, as well as both the Chief Executive Officer and Chief Administrative Officer of the municipality;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the Town Manager is hereby appointed as Hearing Officer in all matters of dispute regarding the Town of Newton for the calendar year 2025.

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Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #3-2025

January 15, 2025

"Authorize Payment of Recurring Bills"

WHEREAS, all claims of payment by the Town of Newton, County of Sussex, State of New Jersey, are required to be first submitted to the Mayor and Town Council for consideration before payment is made; and

WHEREAS, due to the nature of certain claims and timing of the particular meetings involved, certain claims should be paid when presented which are statutory and regular in nature, rather than held for the next meeting of the Mayor and Town Council due to the nature of said bills;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Town Council of the Town of Newton that we hereby approve the payment between meetings of the following enumerated claims for payment, when the same are presented to the Mayor and Town Council and Chief Municipal Finance Officer of the Town of Newton.

- a. Town of Newton, net payroll, and payroll deduction accounts
- b. Town of Newton, Board of Education
- c. County Treasurer (County taxes only)
- d. Banks for investment Purposes/Inter-fund transfers/Debt Service payments Bond/Note payments
- e. Statewide Insurance Fund, NJ Municipal Employee Benefits Fund, Vision Service Plan, and all other insurances
- f. Repair of emergency, police, and rescue vehicles; parts needed for said vehicles; and critical equipment related to the operations of the DPW/Police or Emergency Services
- g. Bond Releases
- h. All Utility Payments
- i. Employee Reimbursements
- j. Petty Cash Reimbursements
- k. Lien Redemptions
- l. Premium Redemptions
- m. Contractual Payments for Blanket Purchase Orders

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Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #4-2025

January 15, 2025

"Designate Legal Newspapers that will Receive Notices Required by the NJ Open Public Meetings Act for 2025"

WHEREAS, Section 3D(2) of the Open Public Meetings Act, approved October 21, 1975 as Chapter 231, P.L. 1975, requires every public body to designate two (2) newspapers to receive notices required to be mailed, telephoned, telegrammed, or hand delivered, as also defined under Title 35 of the New Jersey Statutes.

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that it hereby designates the newspapers listed below as the official newspapers for legal advertising and to receive notices required by the Open Public Meetings Act:

New Jersey Herald (Primary)

Daily Record (Alternate)

The Alternative Press (Alternate)

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Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #5-2025

January 15, 2025

"Establish Schedule of Public Town Council Meetings for 2025"

WHEREAS, Section 13 of the Open Public Meetings Act, approved October 21, 1975 as Chapter 231, P.L. 1975, requires every public body to post and maintain posted throughout the year a schedule of the meetings of said public body;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, Sussex County, New Jersey that the following schedule for 2025 indicates all public meetings of the Newton Town Council will be held on the second and fourth Mondays of each month, unless otherwise indicated, in the Council Chambers, 39 Trinity Street, Newton, New Jersey, unless otherwise noticed; and

Council Meetings

7:00pm

January	27	July	14
February	10 and 24	August	11
March	10 and 24	September	10* and 22
April	14 and 28	October	15* and 27
May	12 and 28*	November	10 and 24
June	9 and 23	December	15**

*Held Wednesday

**Held Third Monday

Reorganizational Meeting

Thursday, January 15, 2026

Noon

BE IT FURTHER RESOLVED, the Town Council reserves the right to conduct one (1) or more executive sessions at any meeting of the Town Council for reasons pursuant to the executive session; and

BE IT FURTHER RESOLVED, that, for the purposes of the Act, the official bulletin board for posting notices shall be the bulletin board in the first-floor lobby of the Municipal Building at 39 Trinity Street, Newton, New Jersey, with said board being just outside the door of the Municipal Clerk's Office; and

BE IT FURTHER RESOLVED, that certified copies of this Resolution be forwarded to The Alternative Press (TAPintoNewton), Daily Record, and New Jersey Herald and a copy be filed with the Municipal Clerk; and

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be mailed to any person requesting notices of meetings of the Town Council pursuant to N.J.S.A. 10:4-19 and whoever has paid the required fee for such notice.

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Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #6-2025

January 15, 2025

“Establish the Rate of Interest to be Charged for Non-Payment of Taxes on or Before the Due Date”

WHEREAS, N.J.S.A. 54:4-67 permits the Governing Body of each municipality to fix the rate of interest to be charged for late payment of taxes as provided by law; and

WHEREAS, N.J.S.A. 54:6-67 has been amended to permit the fixing of said rate at eight percent (8%) per annum for the first \$1,500.00 of the delinquency and eighteen percent (18%) per annum for amounts in excess of \$1,500.00, and an additional penalty of six percent (6%) may be collected for delinquencies in excess of \$10,000.00 from property owners who fail to pay the delinquency prior to the end of the calendar year;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the Tax Collector is hereby authorized and directed to charge an eight percent (8%) per annum rate of interest on the first \$1,500.00 of taxes which become delinquent after the tax due date, and a rate of eighteen percent (18%) per annum interest on any amount of taxes due in excess of \$1,500.00 which becomes delinquent after the tax due date; and

BE IT FURTHER RESOLVED, that the Tax Collector is also authorized and directed to charge an additional penalty of six percent (6%) if a delinquency is in an amount in excess of \$10,000.00 and remains in arrears beyond December 31st of each calendar year; and

BE IT FURTHER RESOLVED, that the ten (10) day grace period for quarterly tax payments shall remain in effect, any payment of taxes not made on or before the due date in accordance with this Resolution shall be charged interest from the due date as set forth by law, and this Resolution shall take effect immediately.

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Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #7-2025

January 15, 2025 "Designate Officials to Sign Checks"

BE IT RESOLVED by the Town Council of the Town of Newton that the Town Manager, the Town Treasurer, and/or the Chief Municipal Financial Officer are hereby designated as officials authorized to sign all municipal checks, Water and Sewer Utility checks, and payroll checks during calendar year 2025.

CERTIFICATION

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Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #8-2025

January 15, 2025

"Designate Chief Municipal Financial Officer/Finance Director as the Individual Authorized to Sell Bond Anticipation Notes for Calendar Year 2025"

WHEREAS, it is necessary from time to time for the Town of Newton to sell Bond Anticipation Notes or other Notes for the benefit of the municipality; and

WHEREAS, the Chief Municipal Financial Officer/Finance Director is the individual responsible for maintaining the financial records of the Town of Newton;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton as follows:

- 1) The Chief Municipal Financial Officer/Finance Director is hereby authorized to sell Bond Anticipation Notes and directed to determine all matters in connection with said Notes not determined by this or subsequent Resolutions.
- 2) The Chief Municipal Financial Officer/Finance Director is directed to report in writing to the Governing Body at the meeting next succeeding the date when the sale or delivery of Notes pursuant to this Resolution is made. Such report is to include the amount, description, interest rate, maturity of the Notes sold, the price obtained, and the name of the purchaser.
- 3) This Resolution shall take effect immediately upon its adoption.

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Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #9-2025

January 15, 2025

“Authorize the Tax Assessor, the Town Attorney, and the Town Manager to Act on the Behalf of the Town of Newton for Calendar Year 2025 with Regard to Tax Appeals”

BE IT RESOLVED, by the Town Council of the Town of Newton that the Municipal Tax Assessor and the Town Attorney are hereby authorized to defend all contest appeals before the Sussex County Board of Taxation and the Tax Court of the State of New Jersey; and

BE IT FURTHER RESOLVED, that the Municipal Tax Assessor and the Town Attorney are also hereby authorized to initiate municipal appeals to correct the Town of Newton tax listing including, but not limited to, rollback complaints, added and omitted assessment complaints, and such other appeals as may be necessary to correct the assessments for the Town of Newton; and

BE IT FURTHER RESOLVED, that the Municipal Tax Assessor, the Municipal Attorney, and the Town Manager are hereby designated as the agents of the Town of Newton for the purpose of signing settlements of the foregoing matters by stipulation for the 2025 calendar year.

CERTIFICATION

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Teresa A. Oswin, RMC
Municipal Clerk



**TOWN OF NEWTON
RESOLUTION #10-2025**

January 15, 2025

**"Appointment of Mayor as a Class I Member
of the Newton Planning Board"**

BE IT RESOLVED, by the Town Council of the Town of Newton that Mayor Helen R. Le Frois be and is hereby appointed to the Newton Planning Board as a Class I member for the calendar year 2025.

CERTIFICATION

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Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #11-2025

January 15, 2025

“Appointment of Town Council Representative as a Class III Member of the Newton Planning Board”

BE IT RESOLVED, by the Town Council of the Town of Newton that Deputy Mayor Matthew S. Dickson, be and is hereby appointed to the Newton Planning Board as a Class III member for calendar year 2025.

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Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #12-2025

January 15, 2025 "Cancellation of Small Balances"

WHEREAS, N.J.S.A. 40A: 5-17.1 allows for the cancellation of property tax refunds or delinquent amounts in the amount of less than ten (\$10.00) dollars; and

WHEREAS, the Town Council of the Town of Newton may authorize the Tax Collector to process, without any further action on the part of the Governing Body, any cancellation of property tax refunds or delinquencies of less than ten (\$10.00) dollars;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton in the County of Sussex, State of New Jersey, that the Tax Collector is hereby authorized to process the cancellation of any property tax refunds or delinquencies of less than ten (\$10.00) dollars.

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Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #13-2025

January 15, 2025

"Granting Authority for Approval of Certain Purchases Through New Jersey State Contracts and/or Purchasing Cooperatives"

WHEREAS, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and P.L. 2011, c.139, the Governing Body may delegate the power to award purchases, contracts, and/or agreements through New Jersey State Contracts and/or Purchasing Cooperatives to which the Town of Newton is a member; and

WHEREAS, in the interest of streamlining Town operations and improving efficiency, it is the desire of the Mayor and Council to authorize the Purchasing Officer/Qualified Purchasing Agent (QPA) to approve purchases, contracts, and agreements through New Jersey State Contracts and/or Purchasing Cooperatives, subject to provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and P.L. 2011, c.139 below the \$44,000.00 threshold in individual purchases and the aggregate as defined by N.J.S.A. 40A:11-2(19);

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Town of Newton that the Purchasing Officer/Qualified Purchasing Agent (QPA) upon receipt of an identified need and direction from the Town is hereby authorized to approve purchases, contracts, and/or agreements through New Jersey State Contracts and/or Purchasing Cooperatives to which the Town of Newton is a member without further action from the Council, provided funds are available to cover the expenditure; and

BE IT FURTHER RESOLVED, purchase approvals made by the Purchasing Officer/Qualified Purchasing Agent (QPA) by virtue of the adoption of this Resolution shall be subject to the provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and that no amount of any contract shall be in excess of the bid threshold in a single purchase or the aggregate without express individual resolutions authorizing such cooperative purchases by contract number.

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Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #14-2025

January 15, 2025

"Resolution Recognizing Town Events and Town Endorsed Events"

WHEREAS, the Town of Newton sponsors certain events throughout the year and endorses other privately held events for which it lends specified assistance; and

WHEREAS, the Town Council of the Town of Newton has adopted a policy whereby it will recognize Town and Town endorsed events by Resolution to be considered on an annual basis;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, in the County of Sussex and State of New Jersey, there shall be two (2) categories of events run or endorsed by the Town:

Town Events – Events that are run by the Town.

Town Endorsed Events – Privately held events the Town will provide specified assistance to (some of which will be free, others which will include escrow or other fee payment).

BE IT FURTHER RESOLVED, the list of possible Town events and Town endorsed events for the calendar year 2025 shall be as follows:

Town Events	Town Endorsed Events
Easter Egg Hunt	Memorial Day Parade
Events at Newton Town Pool/Pavilion	Newton Day/Fireworks
Halloween Parade	Taste of Newton
Ladies' Night Out	Holiday Parade/Post-Parade Events
Movie Nights	Saint Patrick's Day Parade
Fall Festival	
Miss Newton Contest	
Flags of Honor	
Town-wide Garage Sale	
Neighbors Helping Neighbors	
Christmas Tree Lighting/Operation Santa	
Summer Music Concert Series	
Newton Recreation Department Events	
Events Related to the NPP Grant	
Newton Community Development Events	
Sidewalk Sales	

BE IT FURTHER RESOLVED, that Town Endorsed Events must meet the following criteria:

1. The event must be sponsored by a nonprofit organization with a physical office location within the Town of Newton or County of Sussex.
2. The event must be open to all Town residents, whether free or by fee.

3. Each organization shall be limited to no more than two (2) events per calendar year.
4. The Greater Newton Chamber of Commerce (GNCC), due to its historic importance and special working relationship with the Town of Newton for decades, shall be limited to no more than six (6) outdoor events per calendar year.
5. Organizations utilizing Town-owned facilities, parks, or roadways must be in compliance with all applicable resolutions and ordinances of the Town of Newton, including, but not limited to, Chapter 307 regarding parking and traffic and Chapter 115 concerning fire prevention; and the event shall not interfere with or obstruct contiguous traffic, access to residences or businesses, or the movement of firefighting, first aid, or other safety vehicles.
6. Each organization is required to request through the Newton Town Manager's Office in writing the date of an event at least sixty (60) calendar days prior to the event. The written notice must also include any formal request for paid services to be rendered by the Newton DPW and/or the Newton Police Department.
7. The Newton Town Manager shall review all DPW and/or Police requests and determine the amount of escrow funds necessary to be provided by the sponsoring organization to the Town of Newton. Escrow funds must be provided by the sponsoring nonprofit organization to the Town of Newton twenty-one (21) calendar days prior to the date of the scheduled event. Any funds not utilized for the event shall be returned after the event within thirty (30) calendar days by the Town of Newton Finance Department to the sponsoring nonprofit organization.
8. Each organization shall be responsible for providing honest and thorough answers on the "Town of Newton Event Checklist Application" which will be available at the Community Development Office in the Town of Newton. The Community Development Director and Town Manager shall both be required to be signatories on a final event checklist application which must be completed no later than seven (7) calendar days prior to the event. The Town will not charge a fee for any staff or professional review of said Event Checklist Application.
9. Town Endorsed Events may include, but not be limited to, the following: shows, carnivals, circuses, festivals, fairs, flea markets, outdoor plays, dances, concerts, theatrical events, parades, or sporting events not sponsored by the Town of Newton or Town of Newton recognized league; any event requiring temporary or permanent closure of any Town streets, sidewalks, park areas, or impacting the public health, safety, and welfare of the Town or its residents; excludes weddings, funerals, memorials, graduations, or Town-sponsored functions.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #15-2025

January 15, 2025

"Resolution Authorizing Compliance with the United States Equal Employment Opportunity Commission's Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the Governing Body of each municipality and county to certify 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 Newton Town Council members 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 Town of Newton hereby states it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Municipal 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.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

**GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF
COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY
COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in
Employment Decisions Under Title VII of the Civil Rights Act of 1964"**

**GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES
NO PHOTO COPIES OF SIGNATURES**

STATE OF NEW JERSEY
COUNTY OF *Sussex*

We, members of the Governing Body of the *Town of Newton* being duly sworn according to law, upon our oath depose and say:

1. We are duly elected (or appointed) members of the *Town Council* of the *Town of Newton* in the County of *Sussex*;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of 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);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement guidance.

(L.S.)	(L.S.)

Sworn to and subscribed before me this
_____ day of _____
Notary Public of New Jersey

Teresa A. Oswin, RMC
Municipal Clerk

IMPORTANT: This certificate must be executed before a municipality or county can submit its approved budget to the Division of Local Government Services. The executed certificate and the adopted resolution must be kept on file and available for inspection.



TOWN OF NEWTON

RESOLUTION #16-2025

January 15, 2025

**"Appointment of Deborah Danielson as
Municipal Recycling Coordinator for
Calendar Year 2025"**

BE IT RESOLVED, by the Town Council of the Town of Newton that Deborah Danielson, be and is hereby appointed as the Town of Newton's Municipal Recycling Coordinator for calendar year 2025.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #17-2025

January 15, 2025

"To Confirm/Establish Petty Cash and Change Funds for Calendar Year 2025"

WHEREAS, the Town of Newton maintains the following petty cash funds, as approved and recorded with the Division of Local Government Services:

Finance	\$250.00	Treasurer (Max reimbursement \$25 Excludes tax)
Water & Sewer	\$50.00	Treasurer

WHEREAS, The Town of Newton maintains the following change funds:

Tax	\$200.00	Tax Collector
Water & Sewer	\$200.00	Water Sewer Utility Collector
Clerk	\$200.00	Municipal Clerk
Court	\$100.00	Court Administrator
Court	\$100.00	Deputy Court Administrator
Police	\$10.00	Records Clerk
Recreation	\$150.00	Recreation Supervisor

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, that the aforementioned petty cash and change funds are established and confirmed.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #18-2025

January 15, 2025

"Appointment of Members of the Town of Newton Ad Hoc Redevelopment Team"

WHEREAS, the Town of Newton acknowledges there are potential benefits to the Town of Newton to be gained through the process of redevelopment; and

WHEREAS, opportunities for beneficial redevelopment should be thoroughly, expeditiously, and efficiently evaluated and pursued;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that it hereby appoints individuals in the positions listed below to an ad hoc Redevelopment Team to evaluate and pursue redevelopment opportunities in the Town of Newton for a one-year period from January 1, 2025 through December 31, 2025; and

BE IT FURTHER RESOLVED, individuals representing the following positions shall be members of the Redevelopment Team, with said meetings to be called by the Town Manager as needed:

Mayor; Deputy Mayor; Town Manager; Town Attorney; Town Planner; Town Engineer; Planning Board Chairperson; Planning Board Attorney; Planning Board Engineer; Redevelopment Counsel; Environmental Engineering Consultant, and other professionals, volunteers, and/or staff as deemed necessary by the Town Manager; and

BE IT FURTHER RESOLVED, said Redevelopment Team is a purely advisory group working only in an analytical and advisory capacity and is: (a) not empowered to make any decisions; (b) has no effective authority; (c) is not empowered to act by vote; (d) is not governed by the Open Public Meetings Act; and (e) is not a "Redevelopment Agency" pursuant to N.J.S.A. 40A:12A-11.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #19-2025

January 25, 2025

"Appoint Local Emergency Planning Committee for Calendar Year 2025"

WHEREAS, Appendix A:9-41 of the NJ Statutes Annotated, and N.J.A.C. 13:64-2.3 pertaining to Emergency Management, requires every New Jersey municipality to create a Local Emergency Planning Committee; and

WHEREAS, the individual appointed as the local Emergency Management Coordinator shall also be a member of, and shall serve as Chairman of, said Local Emergency Planning Committee;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that it hereby concurs with the appointment of the individuals recommended by Emergency Management Coordinator Daniel Finkle for membership on the Newton Local Emergency Planning Committee for calendar year 2025 as listed below:

Daniel Finkle	Emergency Management Coordinator
Jason Miller	Deputy Emergency Management Coordinator
Joseph D'Annibale, Chief	Newton Police Department
Thomas S. Russo, Jr.	Newton Town Manager
Jason Miller, Chief	Newton Fire Department
John-Paul E. Couce, Director	Newton Vol. First Aid and Rescue Squad
Kenneth Jaekel	Newton Public Works Supervisor
Adam Vough	Assistant Newton Public Works Supervisor
Joseph Carr	Licensed Sewer Operator
Michael Awertschenko	Licensed Water Operator
Teresa Oswin	Newton Municipal Clerk/Deputy Town Manager
Kimberly Williams	Community Development Director
Kathryn Alcock	Administrative Assistant/Deputy Municipal Clerk
Joseph Butto	Newton/Hardyston Construction Official
Dr. Joseph S. Piccirillo	Newton School Superintendent

BE IT FURTHER RESOLVED, if any positions become held by different individuals in the 2025 calendar year, then said individuals will assume the aforementioned titled responsibilities on the Newton Local Emergency Planning Committee.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #20-2025

January 15, 2025

"Designation of Theresa Schlosser as Tax Search Officer for the Town of Newton for 2025"

WHEREAS, N.J.S.A. 54:5-11 provides each municipality within the State of New Jersey shall designate a person to act as the Tax Search Officer for the municipality; and

WHEREAS, Theresa Schlosser, as Certified Tax Collector for the Town of Newton, is qualified to make examinations of the municipality's records as to unpaid municipal liens and to certify the results of that examination;

NOW, THEREFORE BE IT RESOLVED, the Town Council of the Town of Newton hereby designates Theresa Schlosser as the Tax Search Officer for the Town of Newton for calendar year 2025.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



**TOWN OF NEWTON
RESOLUTION #21-2025**

January 15, 2025

**"Appointment of Michelle J. Teets as Town
Council Liaison to the Newton Board of
Education"**

BE IT RESOLVED, by the Town Council of the Town of Newton that Councilmember Michelle J. Teets be and is hereby appointed as the Town of Newton liaison to the Newton Board of Education for calendar year 2025.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



**TOWN OF NEWTON
RESOLUTION #22-2025**

January 15, 2025

**"Appointment of John-Paul E. Couce as
Town Council Liaison to the Economic
Development Advisory Commission"**

BE IT RESOLVED, by the Town Council of the Town of Newton that Councilmember John-Paul E. Couce be and is hereby appointed to the Economic Development Advisory Commission as the Town Council liaison member for calendar year 2025.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #23-2025

January 15, 2025

"Appointment of Sandra Lee Diglio as Town Council Liaison to the Historic Preservation Advisory Commission"

BE IT RESOLVED, by the Town Council of the Town of Newton that Councilmember Sandra Lee Diglio be and is hereby appointed to the Historic Preservation Advisory Commission as the Town Council liaison member for calendar year 2025.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #24-2025

January 15, 2025

"Resolution Affirming the Current Fund Balance Policy"

WHEREAS, The Town of Newton established and amended a Fund Balance Policy for the Current Fund by way of adoption of previous resolutions including the most recent adoption of Resolution 24-2024 on January 4, 2024; and

WHEREAS, the Fund Balance Policy has been reviewed by the Town Manager and the Chief Municipal Finance Officer/Finance Director of the Town of Newton and it is recommended appropriate to renew the Policy;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that it hereby resolves and agrees to renew the Current Fund Balance Policy with the following guidelines:

1. The Town of Newton shall establish or maintain fund balance, whereby the percentage of fund balance anticipated to the total budget will not exceed 15%.
2. The Town of Newton hereby establishes the policy of maintaining an end of the calendar year fund balance, which is between 3%-10% of the prior year tax levy.
3. The Governing Body will not anticipate more fund balance than the statutory excess of fund balance of the prior year (amount collected). If the fund balance anticipated will exceed the statutory excess of the prior year, a reason must be stated at an open budget meeting. A plan shall be developed to restore fund balance within a three-year period.
4. Amounts appropriated in the ensuing budget, which reduce the fund balance below the policy guidelines for the purpose of reducing the ensuing year's property tax levy, may be made only upon a specific vote of the Governing Body.
5. The Governing Body, by vote, can declare a fiscal emergency and withdraw any amount of General Fund balance for purposes of addressing the fiscal emergency. Any such action must also provide a plan to restore fund balance to the Target policy level within a five-year period.
6. This policy will be reviewed by the Governing Body every three (3) years following adoption or sooner at the direction of the Governing Body.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #25-2025

January 15, 2025

"Resolution Affirming the Water Sewer Utility Fund Balance Policy"

WHEREAS, The Town of Newton established and amended a Fund Balance Policy for the Water Sewer Utility by way of adoption of previous resolutions including the most recent adoption of Resolution 25-2024 on January 4, 2024; and

WHEREAS, the Fund Balance Policy for the Water Sewer Utility has been reviewed by the Town Manager and the Chief Municipal Finance Officer/Finance Director of the Town of Newton and it is recommended appropriate to renew the Policy;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that it hereby resolves and agrees to renew the Water Sewer Utility Fund Balance Policy with the following guidelines:

1. The Town of Newton shall establish or maintain fund balance, whereby the percentage of fund balance anticipated to the total budget will not exceed 15%.
2. The Town of Newton hereby establishes the policy of maintaining an end of the calendar year fund balance, which is between 3%-10% of the prior year tax levy.
3. The Governing Body will not anticipate more fund balance than the statutory excess of fund balance of the prior year (amount collected). If the fund balance anticipated will exceed the statutory excess of the prior year, a reason must be stated at an open budget meeting. A plan shall be developed to restore fund balance within a three-year period.
4. Amounts appropriated in the ensuing budget, which reduce the fund balance below the policy guidelines for the purpose of reducing the ensuing year's property tax levy, may be made only upon a specific vote of the Governing Body.
5. The Governing Body, by vote, can declare a fiscal emergency and withdraw any amount of General Fund balance for purposes of addressing the fiscal emergency. Any such action must also provide a plan to restore fund balance to the Target policy level within a five-year period.
6. This policy will be reviewed by the Governing Body every three (3) years following adoption or sooner at the direction of the Governing Body.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #26-2025

January 15, 2025

"Appointment of Virginia Raftery as Clean Communities Coordinator for the Town of Newton for 2025"

BE IT RESOLVED, by the Town Council of the Town of Newton that Virginia Raftery be and is hereby appointed as the Clean Communities Coordinator for the Town of Newton during calendar year 2025.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #27-2025

January 15, 2025

**"Concur with the Town Manager's
Appointment of Special Police Officers"**

WHEREAS, within Chapter Thirty, Police Department, of the Code of Town of Newton, NJ, it indicates the Town Manager may appoint Special Police Officers for a term not to exceed one (1) year;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that this Governing Body concurs with the Town Manager's appointment of the following individuals as Special Police Officers for calendar year 2025:

Class II

Raul Couce

Miguel Aviles

Daisy Negrón

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #28-2025

January 15, 2025

"Appointment of the Municipal Auditor for the Town of Newton for Calendar Year 2025"

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

WHEREAS, the anticipated term of this contract is for calendar year 2025; and

WHEREAS, auditing service is a professional service as defined by the Local Public Contracts Law and is, therefore, exempt from public bidding requirements in accordance with N.J.A.C. 40A:11-5(1)(a)(i); and

WHEREAS, Nisivoccia LLP has submitted a proposal dated October 31, 2024 indicating they will provide the 2025 auditing services for \$33,050.00; additional services, should they be required, would be billed at amounts set forth in the contract with hourly rates not to exceed \$200.00 per hour; and

WHEREAS, Nisivoccia LLP has completed and submitted a Business Entity Disclosure Certification which certifies Nisivoccia LLP has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one (1) year, and the contract will prohibit Nisivoccia LLP from making any reportable contributions through the term of the contract; and

WHEREAS, the Newton Chief Municipal Financial Officer/Finance Director has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, the Town Council of the Town of Newton authorizes the Town Manager to enter into a contract with Nisivoccia LLP as described herein; and

BE IT FURTHER RESOLVED, the Business Disclosure Entity Certification and the Determination of Value be filed in the Municipal Clerk's office; and

BE IT FURTHER RESOLVED, notice of this action shall be published once in the New Jersey Herald.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

TOWN OF NEWTON

CERTIFICATION OF THE AVAILABILITY OF FUNDS

(AS REQUIRED BY N.J.S.A. 40A:4-57, N.J.A.C. 5:345.1 et seq)

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

RESOLUTION # 28-2025

APPROVING: Nisivoccia LLP

FOR THE PURPOSE OF: Auditing Service

IN THE AMOUNT OF: \$33,050.00

APPROPRIATED BY:

Current Fund Budget \$24,950.00

Water/Sewer Budget \$8,100.00

Subject to Appropriation of sufficient Funds in the 2025 Budget.

DATED: THIS 15th Day of January 2025

BY



THOMAS M. FERRY, CPA/RMA

CHIEF MUNICIPAL FINANCE OFFICER



TOWN OF NEWTON

RESOLUTION #29-2025

January 15, 2025

"Adoption of the Temporary Current Operating Budget and Temporary Water and Sewer Budget for 2025"

WHEREAS, funds are needed to operate the Municipal Government and the Water and Sewer Utility for the first ninety (90) days of calendar year 2025; and

WHEREAS, N.J.S.A. 40A:4-19 provides for adoption of a Temporary Budget, not to exceed twenty-six and one-quarter percent (26.25%) of the total of the appropriations made for all purposes in the budget for the preceding year excluding, in both instances, appropriations made for interest and debt redemption charges, capital improvement fund, and public assistance;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the 2025 Temporary Operating Budget and the 2025 Temporary Water and Sewer Utility Budget be and are hereby approved, pending adoption of the 2025 Annual Municipal Budget and the 2025 Water and Sewer Utility Budget.

2025 TEMPORARY CURRENT BUDGET CALCULATION

\$ 15,731,497	Total 2024 Modified Budget
1,793,018	Less: Debt (principal & interest)
-0-	Less: Public Assistance
<u>455,299</u>	Less: Capital Improvements
\$13,483,180	Amount on which % is applied
x <u>.2625</u>	Percentage increase allowed by state
<u>\$ 3,539,334</u>	Allowable 2025 Temporary Budget

TOTAL 2025 TEMPORARY CURRENT BUDGET \$3,539,334

TOTAL 2025 TEMPORARY CURRENT CAPITAL IMPROVEMENT BUDGET \$119,516

TOTAL 2025 TEMPORARY CURRENT DEBT SERVICE BUDGET \$470,667

2025 TEMPORARY WATER AND SEWER BUDGET

	<u>2024 BUDGET</u>	<u>2025 TEMPORARY BUDGET</u>
Salaries and Wages	\$ 1,248,200	\$ 327,652
Other Expenses	2,879,923	755,980
DCRP	275	72
PE R S	46,503	12,207
Unemployment	4,800	1,260
Social Security System	<u>94,300</u>	<u>24,754</u>
	4,274,001	<u>\$ 1,121,925</u>
	<u>x.2625</u>	
	<u>\$ 1,121,925</u>	
TOTAL 2025 TEMPORARY WATER & SEWER BUDGET		\$ 1,121,925
TOTAL 2025 TEMPORARY W&S CAPITAL IMPR BUDGET		\$ 354,976
TOTAL 2025 TEMPORARY W&S DEBT SERVICE BUDGET		\$ 67,655

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #30-2025

January 15, 2025

"Authorize the Execution of an Agreement for Review of Statement of Assets Available for Benefits for LOSAP with Nisivoccia LLP"

WHEREAS, the Town of Newton will require the services of a qualified Auditor to review the Statement of Net Assets Available for Benefits for the Town of Newton's Emergency Services Volunteer Length of Service Award Program (LOSAP) as of December 31, 2024; and

WHEREAS, review service is a professional service as defined by the Local Public Contracts Law and is, therefore, exempt from public bidding requirements in accordance with N.J.A.C. 40A:11-5(1)(a)(i); and

WHEREAS, the accounting firm Nisivoccia LLP has furnished an appropriate contract for said services for a maximum contract amount of \$2,050.00; and

WHEREAS, Nisivoccia LLP has completed and submitted a Business Entity Disclosure Certification which certifies that said firm has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one (1) year, and the contract will prohibit the firm from making any reportable contributions through the term on the contract; and

WHEREAS, the anticipated term of this contract is for calendar year 2025; and

WHEREAS, the Newton Chief Municipal Financial Officer/Finance Director has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the Town Manager is hereby authorized to execute a contract on behalf of the municipality for review of their LOSAP Statement of Net Assets Available for Benefit and said contract will remain on file in the Municipal Clerk's office; and

BE IT FURTHER RESOLVED, that a copy of the fully executed contract be forwarded to Nisivoccia LLP and that notice of this award be published in accordance with the Local Public Contracts Law.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

TOWN OF NEWTON

CERTIFICATION OF THE AVAILABILITY OF FUNDS

(AS REQUIRED BY N.J.S.A. 40A:4-57, N.J.A.C. 5:345.1 et seq)

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

RESOLUTION # 30-2025

APPROVING: Nisivoccia LLP

**FOR THE PURPOSE OF: Review of Statement of Assets Available
for Benefits for LOSAP.**

IN THE AMOUNT OF: \$2,050.00

APPROPRIATED BY:

Current Fund Budget \$2,050.00

Subject to Appropriation of sufficient Funds in the 2025 Budget.

DATED: THIS 15th Day of January 2025

BY _____



THOMAS M. FERRY, CPA/RMA

CHIEF MUNICIPAL FINANCE OFFICER



TOWN OF NEWTON

RESOLUTION #31-2025

January 15, 2025

"Authorize and Direct the Tax Collector to Sell Municipal Liens in Accordance with New Jersey Law in 2025"

WHEREAS, the Governing Body of the Town of Newton in the County of Sussex, New Jersey, desires to collect all taxes, assessments, and other municipal charges that are now delinquent; and

WHEREAS, the Tax Collector is directed to sell all municipal delinquencies through December 31, 2024 in a manner prescribed by NJSA 54:5-19 and amended by Chapter 99, Public Laws of 1998;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the Tax Collector is hereby authorized and directed to sell all municipal liens in accordance with the New Jersey Statutes, as described above, and that said sale shall take place in 2025.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #32-2025

January 15, 2025

"Authorize the Award of a Required Disclosure Contract for David B. Simmons, Jr., of Harold E. Pellow & Associates, Inc., as Water Engineer for the Town of Newton for Calendar Year 2025"

WHEREAS, the Town of Newton requires the services of a qualified Water Engineer for the Town of Newton on an annual basis through a contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, Sean Canning, QPA, of the Canning Group, LLC, Newton's Qualified Purchasing Agent, has determined and certified in writing the value of the services will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the 2025 calendar year; and

WHEREAS, David B. Simmons, Jr., of Harold E. Pellow & Associates, Inc., in the aggregate is expected to exceed the pay to play threshold of \$17,500.00; and

WHEREAS, David B. Simmons, Jr., has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure form which certifies David B. Simmons, Jr., of Harold E. Pellow & Associates, Inc., has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one (1) year, and the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, the Town Council of the Town of Newton authorizes the Town Manager to enter into a contract with David B. Simmons, Jr., of Harold E. Pellow & Associates, Inc., not to exceed \$55,000.00 for the 2025 calendar year; and

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

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

TOWN OF NEWTON

CERTIFICATION OF THE AVAILABILITY OF FUNDS

(AS REQUIRED BY N.J.S.A. 40A:4-57, N.J.A.C. 5:345.1 et seq)

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

RESOLUTION # 32-2025

APPROVING: David B. Simmons, Jr. of Harold E. Pellow & Associates, Inc.

FOR THE PURPOSE OF: Water Engineer

IN THE AMOUNT OF: Not to exceed \$55,000.00

APPROPRIATED BY:

Water/Sewer Budget \$55,000.00

Water/Sewer Capital Fund Bond Ordinances per Invoice

Subject to Appropriation of sufficient Funds in the 2025 Budget.

DATED: THIS 15th Day of January 2025

BY _____



THOMAS M. FERRY, CPA/RMA

CHIEF MUNICIPAL FINANCE OFFICER



TOWN OF NEWTON

RESOLUTION #33-2025

January 15, 2025

"Authorize the Award of a Required Disclosure Contract to Eric M. Bernstein & Associates for Municipal Attorney for 2025"

WHEREAS, there exists a need for a Municipal Attorney for the Town of Newton, in the County of Sussex, State of New Jersey; and

WHEREAS, such legal services can be provided best by the Law Firm of Eric M. Bernstein & Associates, LLC, Warren, New Jersey; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires notice with respect to contracts for Professional Services awarded without competitive bids must be publicly advertised;

NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF NEWTON, IN THE COUNTY OF SUSSEX AS FOLLOWS:

1. The Law Firm of Eric M. Bernstein & Associates, LLC, Warren, New Jersey is hereby retained to provide the specialized legal services necessary in connection with redevelopment in accordance with an Agreement based on the proposal dated as of November 12, 2024 and submitted to the Town (the "Contract").
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), because it is for services performed by persons authorized by law to practice a recognized profession.
3. The services to be rendered by the Law Firm of Eric M. Bernstein & Associates, LLC, shall be on an "as needed" requirement, as sought by the Town of Newton in an amount **not to exceed \$60,000.00**.
4. A copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Town and notice of this action shall be published once in the New Jersey Herald.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

TOWN OF NEWTON

CERTIFICATION OF THE AVAILABILITY OF FUNDS

(AS REQUIRED BY N.J.S.A. 40A:4-57, N.J.A.C. 5:345.1 et seq)

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

RESOLUTION # 33-2025

APPROVING: Eric M. Bernstein and Associates.

FOR THE PURPOSE OF: Municipal Attorney

IN THE AMOUNT OF: Not to exceed \$60,000.00

APPROPRIATED BY:

Current Fund Budget \$45,000.00

Water/Sewer Budget \$15,000.00

Subject to Appropriation of sufficient Funds in the 2025 Budget.

DATED: THIS 15th Day of January 2025

BY _____



THOMAS M. FERRY, CPA/RMA

CHIEF MUNICIPAL FINANCE OFFICER



TOWN OF NEWTON

RESOLUTION #34-2025

January 15, 2025

"Authorize the Award of a Required Disclosure Contract for J. Caldwell & Associates, LLC as Planner for the Town of Newton for Calendar Year 2025"

WHEREAS, the Town of Newton requires the services of a qualified Planner for the Town of Newton on an annual basis through a contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, Sean Canning, QPA, of the Canning Group, LLC, Newton's Qualified Purchasing Agent, has determined and certified in writing the value of the services will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the 2025 calendar year; and

WHEREAS, J. Caldwell & Associates, LLC, in the aggregate is expected to exceed the pay to play threshold of \$17,500.00; and

WHEREAS, J. Caldwell & Associates, LLC has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure form which certifies J. Caldwell & Associates, LLC has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one (1) year, and the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, the Town Council of the Town of Newton authorizes the Town Manager to enter into a contract with J. Caldwell & Associates LLC, not to exceed \$110,000.00 for the 2025 calendar year; and

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

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

TOWN OF NEWTON

CERTIFICATION OF THE AVAILABILITY OF FUNDS

(AS REQUIRED BY N.J.S.A. 40A:4-57, N.J.A.C. 5:345.1 et seq)

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

RESOLUTION # 34-2025

APPROVING: J. Caldwell and Associates, LLC

FOR THE PURPOSE OF: Planner for the Town of Newton.

IN THE AMOUNT OF: Not to exceed \$110,000.00

APPROPRIATED BY:

**2025 Current Fund Budget – Community Development Consultant,
Planning Board Consultant.**

2025 Water/Sewer Utility Budget – Consultant.

Trust Escrow Accounts as applicable.

General Capital – Redevelopment

Grant Fund – Neighborhood Preservation Program and Historic.

***“The Maximum dollar value is based on a reasonable estimate of goods
and services required over the contract term, and the Town of Newton
is not obligated to expend that amount”***

Subject to Appropriation of sufficient Funds in the 2025 Budget.

DATED: THIS 15th Day of January 2025

BY



THOMAS M. FERRY, CPA/RMA

CHIEF MUNICIPAL FINANCE OFFICER



TOWN OF NEWTON

RESOLUTION #35-2025

January 15, 2025

"Appointment of Keith Mitchell of the Mitchell Insurance Agency as Insurance Agent for Calendar Year 2025"

WHEREAS, the Town Council of the Town of Newton previously appointed local insurance agents to provide insurance coverage on behalf of the municipality; and

WHEREAS, said insurance services will be needed during calendar year 2025;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that Keith Mitchell, of the Mitchell Insurance Agency, 29 Trinity Street, Newton, NJ 07860, be named as agent of record effective January 1, 2025 for the following insurance policies:

- | | |
|-----------------------------|------------------|
| a) Package | SIF2025-07860 |
| b) Workers' Compensation | WC2025-07860 |
| c) Umbrella Policy | SIF2025-07860 |
| d) Fire Accident Insurance | VFP-4231-3258E-6 |
| e) Fire Life AD&D Insurance | GL163635 |

BE IT FURTHER RESOLVED, that the above-named insurance agent is appointed to provide insurance services without competitive bidding as a "professional service" in accordance with N.J.S.A. 40A:11-1(1)(a) of the Local Public Contracts Law, because the services to be provided are of a nature requiring specific professional skills and knowledge; and

BE IT FURTHER RESOLVED, that notice of this action shall be published once in the New Jersey Herald.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #36-2025

January 15, 2025

"Reappointment of Certain Board and Commission Members"

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the following appointments be made:

<u>Board/Commission</u>	<u>Name</u>	<u>Term</u>	<u>Expiration Date</u>
Advisory Board of Health	Nancy Craddock	5 Years	December 31, 2029
Planning Board	Neil Flaherty	4 Years	December 31, 2028
Planning Board	Samantha Waldron	2 Years	December 31, 2026
Recreation Commission	Karen Crossley	5 Years	December 31, 2029
Recreation Commission	Lisa Qarmout	5 Years	December 31, 2029

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #37-2025

January 15, 2025

"Authorize the Award of a Required Disclosure Contract for Frederick J. Margron, P.E., REM, CEA, of the firm Professional Consulting, Inc., as Alternate Sewer Engineer for the Town of Newton for Calendar Year 2025"

WHEREAS, the Town of Newton requires the services of a qualified Alternate Sewer Engineer for the Town of Newton on an annual basis through a contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, Sean Canning, Q.P.A., of the Canning Group, LLC, Newton's Qualified Purchasing Agent, has determined and certified in writing the value of the services will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the 2025 calendar year; and

WHEREAS, Frederick J. Margron, P.E., REM, CEA, of the firm Professional Consulting, Inc., in the aggregate is expected to exceed the pay to play threshold of \$17,500.00; and

WHEREAS, Frederick J. Margron, has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure form which certifies Frederick J. Margron, P.E., REM, CEA, of the firm Professional Consulting, Inc., has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one (1) year, and the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, the Town Council of the Town of Newton authorizes the Town Manager to enter into a contract with Frederick J. Margron, P.E., REM, CEA, of the firm Professional Consulting, Inc., not to exceed \$100,000.00 for the 2025 calendar year; and

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

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

TOWN OF NEWTON

CERTIFICATION OF THE AVAILABILITY OF FUNDS

(AS REQUIRED BY N.J.S.A. 40A:4-57, N.J.A.C. 5:345.1 et seq)

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

RESOLUTION # 37-2025

**APPROVING: Frederick J. Margron, P.E., REM, CEA of the firm
Professional Consulting, Inc.**

FOR THE PURPOSE OF: Alternate Sewer Engineer

IN THE AMOUNT OF: Not to exceed \$100,000.00

APPROPRIATED BY:

**2025 Water/Sewer Utility Budget – Engineer Contract / Consultant
Water/Sewer Capital Bond Ordinances by project per invoices.**

*“The Maximum dollar value is based on a reasonable estimate of goods
and services required over the contract term, and the Town of Newton
is not obligated to expend that amount”*

Subject to Appropriation of sufficient Funds in the 2025 Budget.

DATED: THIS 15th Day of January 2025

BY _____


THOMAS M. FERRY, CPA/RMA

CHIEF MUNICIPAL FINANCE OFFICER



TOWN OF NEWTON

RESOLUTION #38-2025

January 15, 2025

"Authorize an Agreement with Holzhauer & Holenstein, LLC for Appraisal Services for Defense of State Level Tax Appeals in Calendar Year 2025"

WHEREAS, the Town of Newton anticipates the need for a professional appraiser and consultant in connection with emerging and ongoing tax appeal litigation within the Town of Newton; and

WHEREAS, Michael E. Holenstein of Holzhauer & Holenstein, LLC has submitted a proposal for his continued appraisal services to defend such tax appeals, which is acceptable to the Town of Newton Governing Body; and

WHEREAS, appraisal service is a professional service as defined by the Local Public Contracts Law and is, therefore, exempt from public bidding requirements in accordance with N.J.A.C. 40A:11-5(1)(a)(i); and

WHEREAS, the anticipated term of this contract is one (1) year, January 1, 2025 through December 31, 2025; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, the Town Council of the Town of Newton hereby authorizes the execution of an agreement with Holzhauer & Holenstein, LLC, for appraisal services as outlined in Mr. Holenstein's proposal not to exceed \$17,500.00 for the 2025 calendar year; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to Holzhauer & Holenstein, LLC and a notice of this agreement be in the newspaper of record published in accordance with the Local Public Contracts Law.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

TOWN OF NEWTON

CERTIFICATION OF THE AVAILABILITY OF FUNDS

(AS REQUIRED BY N.J.S.A. 40A:4-57, N.J.A.C. 5:345.1 et seq)

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

RESOLUTION # 38-2025

APPROVING: Holzhauser and Holenstein, LLC

FOR THE PURPOSE OF: Appraisal Services for Defense of State Level Tax Appeals.

IN THE AMOUNT OF: Not to exceed \$17,500.00

APPROPRIATED BY:

Current Fund Budget \$17,500.00.

Subject to Appropriation of sufficient Funds in the 2025 Budget.

DATED: THIS 15th Day of January 2025

BY _____



THOMAS M. FERRY, CPA/RMA

CHIEF MUNICIPAL FINANCE OFFICER



TOWN OF NEWTON

RESOLUTION #39-2025

January 15, 2025

**"Appointment of Kathleen Stirrat as
Volunteer Senior Citizen Coordinator for the
Town of Newton for 2025"**

BE IT RESOLVED, by the Town Council of the Town of Newton, that Kathleen Stirrat be and is hereby appointed as the volunteer Senior Citizen Coordinator for the Town of Newton during calendar year 2025.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #40-2025

January 15, 2025

“Authorizing the Town of Newton to Enter into an Agreement with EXCEL Environmental Resources, Inc., for Environmental Engineering Services for Calendar Year 2025”

WHEREAS, the Town of Newton is in need of environmental engineering services for calendar year 2025; and

WHEREAS, EXCEL Environmental Resources, Inc., can provide environmental engineering services, in accordance with N.J.S.A. 40A:11-9; and

WHEREAS, environmental engineering services are exempt from bidding requirements per N.J.S.A. 40A:11-3, et. seq.; and

WHEREAS, the Town of Newton desires to enter into an agreement with EXCEL Environmental Resources, Inc., for environmental engineering services, effective January 1, 2025 through December 31, 2025, based on the proposal dated October 28, 2024;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, County of Sussex, State of New Jersey, as follows:

1. This resolution hereby serves as an Agreement between the Town of Newton and EXCEL Environmental Resources, Inc., for environmental engineering services for calendar year 2025; and
2. A copy of this resolution and EXCEL Environmental Resources, Inc., proposal dated October 28, 2024 be place on file in the Municipal Clerk's Office.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #41-2025

January 15, 2025

"Authorize the Award of a Required Disclosure Contract for DeCotiis, FitzPatrick, Cole and Giblin, LLC for Redevelopment Counsel for 2025"

WHEREAS, there exists a need for specialized legal services for the Town of Newton, in the County of Sussex, New Jersey in connection with the redevelopment program in the Town; and

WHEREAS, such special legal services can be provided best by a recognized Redevelopment Counsel firm, and the law firm of DeCotiis, FitzPatrick, Cole and Giblin, LLC, Paramus, New Jersey is so recognized by the financial community; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires notice with respect to contracts for Professional Services awarded without competitive bids must be publicly advertised;

NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF NEWTON, IN THE COUNTY OF SUSSEX AS FOLLOWS:

1. The law firm of DeCotiis, FitzPatrick, Cole and Giblin, LLC, Paramus, New Jersey is hereby retained to provide the specialized legal services necessary in connection with redevelopment in accordance with an Agreement based on the proposal dated as of October 10, 2024 and submitted to the Town (the "Contract").
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), because it is for services performed by persons authorized by law to practice a recognized profession.
3. The services to be rendered by DeCotiis, FitzPatrick, Cole and Giblin, LLC, shall be on an "as needed" requirement, as sought by the Town of Newton in an amount **not to exceed \$75,000.00.**
4. A copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Town and notice of this action shall be published once in the New Jersey Herald.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

TOWN OF NEWTON

CERTIFICATION OF THE AVAILABILITY OF FUNDS

(AS REQUIRED BY N.J.S.A. 40A:4-57, N.J.A.C. 5:345.1 et seq)

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

RESOLUTION # 41-2025

APPROVING: DeCotiis, FitzPatrick, Cole and Giblin, LLC.

FOR THE PURPOSE OF: Redevelopment Council

IN THE AMOUNT OF: Not to exceed \$75,000.00

APPROPRIATED BY:

Current Fund Budget 75,000.00

Subject to Appropriation of sufficient Funds in the 2025 Budget.

DATED: THIS 15th Day of January 2025

BY  _____

THOMAS M. FERRY, CPA/RMA

CHIEF MUNICIPAL FINANCE OFFICER



TOWN OF NEWTON

RESOLUTION #42-2025

January 15, 2025

"Authorize the Award of a Required Disclosure Contract for Gibbons P.C. for Bond Counsel for 2025"

WHEREAS, there exists a need for specialized legal services for the Town of Newton, in the County of Sussex, New Jersey in connection with the authorization and/or issuance of bonds in the Town; and

WHEREAS, such special legal services can be provided best by a recognized Bond Counsel firm, and the law firm of Gibbons P.C., Newark, New Jersey is so recognized by the financial community; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires notice with respect to contracts for Professional Services awarded without competitive bids must be publicly advertised;

NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF NEWTON, IN THE COUNTY OF SUSSEX AS FOLLOWS:

1. The law firm of Gibbons P.C., Newark, New Jersey is hereby retained to provide the specialized legal services necessary in connection with Bond Counsel in accordance with an Agreement submitted to the Town (the "Contract").
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), because it is for services performed by persons authorized by law to practice a recognized profession.
3. The services to be rendered by Gibbons P.C., shall be on an "as needed" requirement, as sought by the Town of Newton in an amount **not to exceed \$25,000.00.**
4. A copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Town and notice of this action shall be published once in the New Jersey Herald.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

TOWN OF NEWTON

CERTIFICATION OF THE AVAILABILITY OF FUNDS

(AS REQUIRED BY N.J.S.A. 40A:4-57, N.J.A.C. 5:345.1 et seq)

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

RESOLUTION # 42-2025

APPROVING: Gibbons P.C.

FOR THE PURPOSE OF: Bond Council.

IN THE AMOUNT OF: Not to exceed \$25,000.00

APPROPRIATED BY:

Amounts will be encumbered when services are ordered directly against the applicable General Capital and Water/Sewer Capital ordinances, Legal accounts, and Trust Escrow Accounts.

DATED: THIS 15th Day of January 2025

BY _____

THOMAS M. FERRY, CPA/RMA

CHIEF MUNICIPAL FINANCE OFFICER



TOWN OF NEWTON

RESOLUTION #43-2025

January 15, 2025

“Authorize the Award of a Required Disclosure Contract to Martin Allen, Esq. as Tax Appeal Conflict Attorney for 2025”

WHEREAS, there exists a need for a Tax Appeal Conflict Attorney for the Town of Newton, in the County of Sussex, State of New Jersey for 2025; and

WHEREAS, such legal services can be provided best by Martin Allen, Esq. from the Law Firm of DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C.; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires notice with respect to contracts for Professional Services awarded without competitive bids must be publicly advertised;

NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF NEWTON, IN THE COUNTY OF SUSSEX AS FOLLOWS:

1. Martin Allen from the Law Firm of DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. is hereby retained to provide Tax Appeal Conflict Attorney services in accordance with Agreements based on the proposal dated as of October 9, 2024 and submitted to the Town (the "Contract").
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), because it is for services performed by persons authorized by law to practice a recognized profession.
3. The services to be rendered by the Law Firm of DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C. shall be on an "as needed" requirement, as sought by the Town of Newton at a rate of \$200.00 per hour in amounts **not to exceed \$10,000.**
4. A copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Town and notice of this action shall be published once in the New Jersey Herald.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

TOWN OF NEWTON

CERTIFICATION OF THE AVAILABILITY OF FUNDS

(AS REQUIRED BY N.J.S.A. 40A:4-57, N.J.A.C. 5:345.1 et seq)

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

RESOLUTION # 43-2025

APPROVING: Martin Allen, Esq.

FOR THE PURPOSE OF: Tax Appeal Conflict Attorney.

IN THE AMOUNT OF: Not to exceed \$10,000.00

APPROPRIATED BY:

Current Fund Budget \$ 10,000.00

Subject to Appropriation of sufficient Funds in the 2025 Budget.

DATED: THIS 15th Day of January 2025

BY _____

THOMAS M. FERRY, CPA/RMA

CHIEF MUNICIPAL FINANCE OFFICER



TOWN OF NEWTON

RESOLUTION #44-2025

January 15, 2025

"Appointment of Helen R. Le Frois as Town Council Liaison to the Advisory Recreation Commission"

BE IT RESOLVED, by the Town Council of the Town of Newton that Mayor Helen R. Le Frois be and is hereby appointed to the Advisory Recreation Commission as the Town Council liaison member for calendar year 2025.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #45-2025

January 15, 2025

"Procedure for Claimant Certification"

WHEREAS, N.J.A.C. 5:30-9A.6 and 5:31-4.1 allows for greater flexibility for local units when implementing the claimant certification requirement set forth in N.J.S.A. 40A:5-16(a); and

WHEREAS, the local units are now given discretion to require a claimant certification as it deems necessary and appropriate; and

WHEREAS, the Chief Municipal Financial Officer/Finance Director, Thomas M. Ferry of the Town of Newton, recommends a claimant signature only be required for the following:

- Transactions above the dollar threshold of \$6,600
- Reimbursement to Town Employees
- Sole Proprietors
- Deposits in advance of work and travel

WHEREAS, the Chief Municipal Financial Officer/Finance Director and Town Manager recommend the adoption of this Claimant Signature policy;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Town of Newton that, effective immediately, Claimant Certification be waived on the Town Purchase Orders with the exceptions noted above.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #46-2025

January 15, 2025

"Award of an Insurance Broker of Record Contract for Employee Benefits"

WHEREAS, the Town of Newton (the "Town") requires the services of an insurance broker of record in order to oversee the Town's employee benefits program including medical, prescription, dental, vision, and Cobra administration as determined by the Town; and

WHEREAS, the Town is presently a member of the North Jersey Municipal Employee Benefits Fund ("NJMEBF"); and

WHEREAS, Health Insurance Broker and/or the Town's program administrator/ representative to the NJMEBF is exempt from public bidding and may be awarded via resolution pursuant to N.J.S.A. 40A:11-5(m), in accordance with the requirements for extraordinary unspecifiable services; and

WHEREAS, The Vozza Agency ("Broker") is qualified to provide the above referenced services; and

WHEREAS, the Town is hereby authorized and directed to execute a Broker of Record authorization and to cause a notice of this decision to be published in accordance with N.J.S.A. 40A:11-5.

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton as follows:

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. This agreement is hereby authorized and approved.
3. The Vozza Agency is hereby appointed to represent the Town as Broker of Record for employee benefits including medical, prescription, dental, vision, and Cobra administration.
4. The Vozza Agency is here appointed and designated as the Program Administrator/Town representative to NJMEBF.
5. The Town is hereby authorized to execute any and all documents and to take any and all actions necessary to complete and realize the intent and purpose of this Resolution.
6. This resolution shall be effective immediately.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #47-2025

January 15, 2025

"Reimburse Town Employees for Vehicle Expenses for Calendar Year 2025"

WHEREAS, certain Town of Newton employees use their private vehicles in connection with Town business; and

WHEREAS, such employees routinely use their vehicles for travel within Sussex County; and

WHEREAS, it is appropriate to reimburse said Town employees for use of their personal vehicles;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that the employees listed below receive the following **quarterly** allowances for all vehicular trips within Sussex County effective January 1, 2025:

<u>Employee</u>	<u>Position</u>	<u>Estimated Miles/Qtr.</u>	<u>Quarterly Amount</u>
Scott Holzhauser	Tax Assessor	200 miles	\$140.00
Danielle Finkle	Recreation Supervisor	200 miles	\$140.00
Anthony Perigo	Deputy Fire Chief	350 miles	\$245.00

BE IT FURTHER RESOLVED, the following employees are to receive an **annual** stipend for vehicular trips for Town banking purposes:

<u>Employee</u>	<u>Position</u>	<u>Amount</u>
Theresa Schlosser	Tax Collector	\$200.00
Jacki Shackleton	Utility Collector	\$200.00

BE IT FURTHER RESOLVED, that for out-of-town business trips, employees, and officers of the Town of Newton who use their personal means of transportation shall be reimbursed, in accordance with the IRS standard allowance for business miles driven, in effect at the time of travel, from Newton to the point of destination and return during calendar year 2025.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #48-2025

January 15, 2025

"Authorize the Award of a Required Disclosure Contract for Paulus, Sokolowski and Sartor, LLC as Alternate Water and Sewer Engineers for the Town of Newton for Calendar Year 2025"

WHEREAS, the Town of Newton requires the services of a qualified alternate Water and Sewer Engineer for the Town of Newton on an annual basis through a contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, Sean Canning, QPA, of the Canning Group, LLC, Newton's Qualified Purchasing Agent, has determined and certified in writing the value of the services will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the 2025 calendar year; and

WHEREAS, the firm Paulus, Sokolowski and Sartor, LLC, in the aggregate is expected to exceed the pay to play threshold of \$17,500.00; and

WHEREAS, Paulus, Sokolowski and Sartor, LLC, has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure form which certifies Paulus, Sokolowski and Sartor, LLC., has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one (1) year, and the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, the Town Council of the Town of Newton authorizes the Town Manager to enter into a contract with Paulus, Sokolowski and Sartor, LLC not to exceed \$100,000.00 for the 2025 calendar year; and

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

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

TOWN OF NEWTON

CERTIFICATION OF THE AVAILABILITY OF FUNDS

(AS REQUIRED BY N.J.S.A. 40A:4-57, N.J.A.C. 5:345.1 et seq)

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

RESOLUTION # 48-2025

APPROVING: Paulus, Sokolowski and Sartor, LLC

FOR THE PURPOSE OF: Alternate Water / Sewer Engineer

IN THE AMOUNT OF: Not to exceed \$100,000.00

APPROPRIATED BY:

2025 Water/Sewer Utility Budget – Engineer Contract / Consultant

Water/Sewer Capital Bond Ordinances by project per invoices.

“The Maximum dollar value is based on a reasonable estimate of goods and services required over the contract term, and the Town of Newton is not obligated to expend that amount”

Subject to Appropriation of sufficient Funds in the 2025 Budget.

DATED: THIS 15th Day of January 2025

BY _____



THOMAS M. FERRY, CPA/RMA

CHIEF MUNICIPAL FINANCE OFFICER



TOWN OF NEWTON

RESOLUTION #49-2025

January 15, 2025

“Authorize the Award of a Required Disclosure Contract for KKPR Marketing and Public Relations”

WHEREAS, the Town of Newton has a need to maintain an informative website, promote its marketing events through social media and other venues, and ensure the public is well informed regarding events sponsored by the Town of Newton and others, by KKPR Marketing and Public Relations, through a contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Sean Canning, QPA, Newton's Qualified Purchasing Agent, has determined and certified in writing the value of this contract will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the 2025 calendar year; and

WHEREAS, the services of KKPR Marketing and Public Relations in the aggregate is expected to be in excess of the pay to play threshold of \$17,500.00; and

WHEREAS, KKPR Marketing and Public Relations has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure form which certifies KKPR Marketing and Public Relations has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one (1) year, and the contract will prohibit KKPR Marketing and Public Relations, from making any reportable contributions through the term of the contract; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, that the Town Council of the Town of Newton authorizes the Town Manager to enter into a contract with KKPR Marketing and Public Relations not to exceed \$20,210.00 for the 2025 calendar year; and

BE IT FURTHER RESOLVED, that the Business Disclosure Entity Certification and the Determination of Value be placed on file in the Municipal Clerk's Office.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

TOWN OF NEWTON

CERTIFICATION OF THE AVAILABILITY OF FUNDS

(AS REQUIRED BY N.J.S.A. 40A:4-57, N.J.A.C. 5:345.1 et seq)

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

RESOLUTION # 49-2025

APPROVING: KKPR Marketing and Public Relations.

FOR THE PURPOSE OF: Website Maintenance, promote marketing events through social media and other venues.

IN THE AMOUNT OF: Not to exceed \$20,210.00

APPROPRIATED BY:

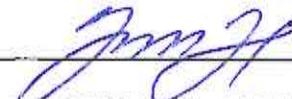
Current Fund Budget \$ 13,140.00

Water/Sewer Budget \$ 7,070.00

Subject to Appropriation of sufficient Funds in the 2025 Budget.

DATED: THIS 15th Day of January 2025

BY _____



THOMAS M. FERRY, CPA/RMA

CHIEF MUNICIPAL FINANCE OFFICER



TOWN OF NEWTON

RESOLUTION #50-2025

January 15, 2025

"Reappointment of Kai Crimando as Animal Control Officer for the Town of Newton"

WHEREAS, N.J.S.A. 4:19-15.16b, states a Governing Body of a municipality shall appoint a certified Animal Control Officer who shall be responsible for animal control within the jurisdiction; and

WHEREAS, Kai Crimando, has successfully satisfied the requirements pursuant to N.J.S.A. 4:19-15.16a as a Certified Animal Control Officer;

NOW, THEREFORE BE IT RESOLVED, that the Town Council of the Town of Newton hereby reappoints Kai Crimando as the Animal Control Officer for the Town of Newton for calendar year 2025.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #51-2025

January 15, 2025

“Authorizing the Town of Newton to Enter into an Agreement with The Canning Group, LLC for the Provision of Qualified Purchasing Agent Services for Calendar Year 2025”

WHEREAS, the Town of Newton is in need of Qualified Purchasing Agent (“QPA”) services; and

WHEREAS, The Canning Group, LLC can provide QPA services, in accordance with N.J.S.A. 40A:11-9; and

WHEREAS, QPA services are exempt from bidding requirements per N.J.S.A. 40A:11-3, et. seq.; and

WHEREAS, the Town of Newton desires to enter into an agreement with The Canning Group, LLC for QPA services, effective January 1, 2025 through December 31, 2025, based on the proposal submitted September 24, 2024 in the amount of \$9,000.00; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, County of Sussex, State of New Jersey, as follows:

1. The Town Manager is hereby authorized to execute the Agreement between the Town of Newton and The Canning Group, LLC for QPA services based on the proposal submitted dated September 24, 2024 in the amount of \$9,000.00; and
2. Sean P. Canning, MPA, QPA is hereby appointed as Qualified Purchasing Agent (QPA) for the Town of Newton effective January 1, 2025 through December 31, 2025.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

TOWN OF NEWTON

CERTIFICATION OF THE AVAILABILITY OF FUNDS

(AS REQUIRED BY N.J.S.A. 40A:4-57, N.J.A.C. 5:345.1 et seq)

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

RESOLUTION # 51-2025

APPROVING: Canning Group, LLC.

FOR THE PURPOSE OF: Qualified Purchasing Agent Services.

IN THE AMOUNT OF: Not to exceed \$9,000.00

APPROPRIATED BY:

Current Fund Budget \$ 5,850.00

Water/Sewer Budget \$ 3,150.00

Subject to Appropriation of sufficient Funds in the 2025 Budget.

DATED: THIS 15th Day of January 2025

BY _____



THOMAS M. FERRY, CPA/RMA

CHIEF MUNICIPAL FINANCE OFFICER



TOWN OF NEWTON

RESOLUTION #52-2025

January 15, 2025

"Authorizing the Town of Newton to Enter into an Agreement with Phoenix Advisors, LLC in Connection with the Continuing Disclosure Requirements as our Independent Registered Municipal Advisor"

WHEREAS, the Town of Newton ("Town") needs to engage the professional services of a financial advisory firm to advise the Town in connection with the Continuing Disclosure Requirements and issuance of Bonds and/or Notes and other matters relating to fiscal management; and

WHEREAS, Phoenix Advisors, LLC ("Phoenix"), 625 Farnsworth Avenue, Bordentown, NJ, 08505, provides such professional advisory services, and is a Registered Municipal Advisor with the Securities and Exchange Commission and the Municipal Securities Rulemaking Board, and has heretofore been appointed by the Town to provide the same for the calendar year 2025; and

WHEREAS, Phoenix will perform, as Financial Advisor, tasks more fully described in the proposal dated December 18, 2024; and

WHEREAS, the Town will compensate Phoenix for Financial Advisory Services, in accordance with the Agreement dated December 18, 2024; and

WHEREAS, the parties desire hereby to set forth the full terms and conditions under which Phoenix will provide professional advisory services to the Town, as set forth in the Agreement attached hereto;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, County of Sussex, State of New Jersey that the Town Manager is hereby authorized to execute an agreement with Phoenix Advisors, LLC in connection with the issuance of Bonds and/or Anticipation Notes, also all Continuing Disclosure Requirements.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #53-2025

January 15, 2025

"Authorize the Award of a Required Disclosure Contract for Suburban Consulting Engineers as Sewer Engineers for the Town of Newton for Calendar Year 2025"

WHEREAS, the Town of Newton requires the services of a qualified Sewer Engineer for the Town of Newton on an annual basis through a contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, Sean Canning, QPA, of the Canning Group, LLC, Newton's Qualified Purchasing Agent, has determined and certified in writing the value of the services will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for the 2025 calendar year; and

WHEREAS, the firm Suburban Consulting Engineers in the aggregate is expected to exceed the pay to play threshold of \$17,500.00; and

WHEREAS Suburban Consulting Engineers has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure form which certifies Suburban Consulting Engineers has not made any reportable contributions to a political or candidate committee in the Town of Newton in the previous one (1) year, and the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, the Town Council of the Town of Newton authorizes the Town Manager to enter into a contract with Suburban Consulting Engineers not to exceed \$100,000.00 for the 2025 calendar year; and

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

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

TOWN OF NEWTON

CERTIFICATION OF THE AVAILABILITY OF FUNDS

(AS REQUIRED BY N.J.S.A. 40A:4-57, N.J.A.C. 5:345.1 et seq)

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

RESOLUTION # 53-2025

APPROVING: Suburban Consulting Engineers

FOR THE PURPOSE OF: Sewer Engineers

IN THE AMOUNT OF: Not to exceed \$100,000.00

APPROPRIATED BY:

2025 Water/Sewer Utility Budget – Engineer Contract / Consultant

Water/Sewer Capital Bond Ordinances by project per invoices.

“The Maximum dollar value is based on a reasonable estimate of goods and services required over the contract term, and the Town of Newton is not obligated to expend that amount”

Subject to Appropriation of sufficient Funds in the 2025 Budget.

DATED: THIS 15th Day of January 2025

BY _____



THOMAS M. FERRY, CPA/RMA

CHIEF MUNICIPAL FINANCE OFFICER



TOWN OF NEWTON

RESOLUTION #54-2025

January 15, 2025

"Authorize the Award of a Required Disclosure Contract to Schenck, Price, Smith & King, LLP for Tax Appeal and Municipal Conflict Attorney for 2025"

WHEREAS, there exists a need for a Tax Appeal and Municipal Conflict Attorney for the Town of Newton, in the County of Sussex, State of New Jersey for 2025; and

WHEREAS, such legal services can be provided best by the Law Firm of Schenck, Price, Smith & King, LLP, Sparta, New Jersey; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires notice with respect to contracts for Professional Services awarded without competitive bids must be publicly advertised;

NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF NEWTON, IN THE COUNTY OF SUSSEX AS FOLLOWS:

1. The Law Firm of Schenck, Price, Smith & King, LLP, Sparta, New Jersey is hereby retained to provide the specialized legal services necessary in connection with Tax Appeal matters and Municipal Conflict Attorney in accordance with Agreements based on the proposal dated as of November 5, 2024 and submitted to the Town (the "Contract").
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), because it is for services performed by persons authorized by law to practice a recognized profession.
3. The services to be rendered by the Law Firm of Schenck, Price, Smith & King, LLP, shall be on an "as needed" requirement, as sought by the Town of Newton in amounts **not to exceed \$25,000** for Tax Appeal Counsel, and **\$10,000** for Municipal Conflict Attorney.
4. A copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Town and notice of this action shall be published once in the New Jersey Herald.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

TOWN OF NEWTON

CERTIFICATION OF THE AVAILABILITY OF FUNDS

(AS REQUIRED BY N.J.S.A. 40A:4-57, N.J.A.C. 5:345.1 et seq)

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

RESOLUTION # 54-2025

APPROVING: Schenck, Price, Smith and King, LLP.

FOR THE PURPOSE OF: Municipal Conflict Attorney.

IN THE AMOUNT OF: Not to exceed \$25,000.00 for Tax Appeal Council.

Not to exceed \$10,000.00 for Municipal Conflict Attorney.

APPROPRIATED BY:

Current Fund Budget \$22,750.00

Water/Sewer Budget \$12,250.00

Subject to Appropriation of sufficient Funds in the 2025 Budget.

DATED: THIS 15th Day of January 2025

BY _____

THOMAS M. FERRY, CPA/RMA

CHIEF MUNICIPAL FINANCE OFFICER



TOWN OF NEWTON

RESOLUTION #55-2025

January 15, 2025

**"Appointment of John-Paul E. Couce as
Town Council Liaison to the Advisory Shade
Tree Commission"**

BE IT RESOLVED, by the Town Council of the Town of Newton that Councilmember John-Paul E. Couce be and is hereby appointed to the Advisory Shade Tree Commission as the Town Council liaison member for calendar year 2025.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #56-2025

January 15, 2025

"Authorize the Award of a Required Disclosure Contract to The Chilla Business Counsel, LLC for Labor Relations Attorney for 2025"

WHEREAS, there exists a need for a Labor Relations Attorney for the Town of Newton, in the County of Sussex, State of New Jersey for 2025; and

WHEREAS, such legal services can be provided best by the Law Firm of The Chilla Business Counsel, LLC, Morristown, New Jersey; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., requires notice with respect to contracts for Professional Services awarded without competitive bids must be publicly advertised;

NOW, THEREFORE BE IT RESOLVED BY THE TOWN OF NEWTON, IN THE COUNTY OF SUSSEX AS FOLLOWS:

1. The Law Firm of The Chilla Business Counsel, LLC, Morristown, New Jersey is hereby retained to provide the specialized legal services necessary in connection with Labor Relations in accordance with Agreements based on the proposal dated as of November 11, 2024 and submitted to the Town (the "Contract").
2. The Contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a), because it is for services performed by persons authorized by law to practice a recognized profession.
3. The services to be rendered by the Law Firm of The Chilla Business Counsel, LLC, shall be on an "as needed" requirement, as sought by the Town of Newton in amounts **not to exceed \$50,000**.
4. A copy of this resolution as well as the Contract shall be placed on file with the Clerk of the Town and notice of this action shall be published once in the New Jersey Herald.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

TOWN OF NEWTON

CERTIFICATION OF THE AVAILABILITY OF FUNDS

(AS REQUIRED BY N.J.S.A. 40A:4-57, N.J.A.C. 5:345.1 et seq)

THIS IS TO CERTIFY THAT FUNDS ARE AVAILABLE AS FOLLOWS:

RESOLUTION # 56-2025

APPROVING: Chilla Business Counsel, LLC.

FOR THE PURPOSE OF: Labor Relations Attorney

IN THE AMOUNT OF: Not to exceed \$50,000.00

APPROPRIATED BY:

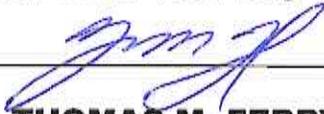
Current Fund Budget \$32,500.00

Water/Sewer Budget \$17,500.00

Subject to Appropriation of sufficient Funds in the 2025 Budget.

DATED: THIS 15th Day of January 2025

BY _____


THOMAS M. FERRY, CPA/RMA

CHIEF MUNICIPAL FINANCE OFFICER



TOWN OF NEWTON

RESOLUTION #57-2025

January 15, 2025

"Granting Authority for Approval of Certain Purchases in Excess of the Bid Threshold Through New Jersey State Contracts and/or Purchasing Cooperatives for 2025"

WHEREAS, a need exists for the acquisition of various goods and services contained within cooperative contracts and over the bid threshold as aggregation of commodities, for the daily operations of the Town of Newton; and

WHEREAS, the Town of Newton may, without advertising for bids, purchase such materials through the New Jersey State Purchase and Property State Contracts and other approved Regional Cooperative Purchasing Systems of which the Town of Newton is a member, pursuant to N.J.S.A. 40A:11-11, N.J.S.A. 40A:11-12, and N.J.A.C. 5:34-7.29 et. Seq.; and

WHEREAS, under the State Cooperative Contract, or Designated Regional Cooperative Contract award, the following vendors hold valid cooperative contracts in accordance with the New Jersey Local Public Contracts Law:

Advanced Auto Parts	R-LD-23013-01	Omnia	Auto Parts	10/31/2028
Amazon	#RTC- 17006	Omnia	General merchandise	1/31/2026
American Hose & Hydraulic	40866	NJ State	T0126 - OEM & NON-OEM MAINTENANCE & REPAIR SERVICES FOR LIGHT/MEDIUM DUTY VEHICLES	3/17/2025
Applied Concepts, Inc, dba Stalker Radar	17-FLEET-00726	NJ State	T0106 - Law Enforcement Firearms Equipment and Supplies	5/14/2025
Atlantic Salt	BC-BID-24-48	Bergen	Roadway Rock Salt	9/30/2025
AXON Enterprises	17-FLEET-00738	T0106	Police Equipment/ Tasers	5/14/2025
Bergen Fence	BC 24-07	Bergen Co Op	Fencing	3/19/2026
Campbell Freightliner LLC	Somerset CC-0129-23	Somerset	Original Equipment Manufactured Parts and Repairs, Heavy Duty Vehicles	11/21/2025
CDW	ESCNJ/AEPA-22G		Technology Supplies & Services	5/24/2026
Cintas Corporation	99297	Bergen	NOI - Facilities Management Products and Solutions – Uniform Rentals	10/31/2025

Cliffside Auto Body	23-26 & 23-26.1	Bergen Co-Op	Automotive - Mechanical Repair Services - CK04 COOP	1/16/2026
Continental Fire & Safety	17-FLEET-00802	T0790	Firefighter Protective Clothing and Equipment	6/14/2025
CONTINENTAL FIRE & SAFETY INC New Jersey Fire Equipment Co Tasc Fire Apparatus Inc. Globe Manufacturing Company LLC State Line Fire & Safety Inc MUNICIPAL EMERGENCY SERVICES Witmer Public Safety Group Inc. AAA Emergency Supply Co Inc	17-FLEET-00805		FIREFIGHTER GEAR	6/14/2025
Creative Management	Contract #12: #2 Ultra Low Sulfur Diesel Fuel	MCCPC	Diesel	12/31/2025
Custom Bandag (Goodyear Tire & Rubber Co.)	socCC- CC-0016-23		Tires, Tubes and Services	6/22/2025
Custom Bandag (Goodyear Tire & Rubber Co.)	socCC-0016-21		Tires, Tubes and Services	6/13/2025
Dell	20-TELE-01510	M0003	Software License & Related Service	5/24/2026
Dell	24-TELE-71883	M0483	Computer Equipment and Peripherals	6/30/2025
Eagle Point Gun	17-FLEET-00721	T0106	Law Enforcement Firearms Equipment and Supplies	5/31/2025
East Coast Emergency Lighting	23-FLEET-68813	NJ State	T0106 - Law Enforcement Firearms Equipment and Supplies	3/31/2027
East Coast Salt Distribution	24-49	Bergen	Bagged Ice melt Products	4/30/2025
Eastern Auto Parts	T2761	NJ State	Auto Parts	2/25/2025
Eastern Autoparts Warehouse	State 86011	NJ State	Fleet Parts and Accessories Non-OEM for Light duty Vehicles	2/25/2025
ELITE EMERGENCY SERVICES	17-FLEET-00749		EMERGENCY LIGHTING AND OTHER VEHICLE ACCESSORIES	5/14/2025
Ex Tech Building Materials	Sussex		Calcium Chloride De-Icing Chemicals (Sussex County Cooperative)	9/21/2025

Firefighter One LLC	17-FLEET-00807	T0790	Police Security Equipment and Supplies	6/14/2025
Firefighter One LLC	17-FLEET-00734	T-0106	Police Security Equipment and Supplies	5/14/2025
Firefighter One LLC HAIX North America All Hands Fire Equipment Witmer Public Safety Group Inc. Skylands Area Fire Equipment & Training LLC DiVal Safety & Equipment	17-FLEET-00809/00810/00810	NJ State	T0790 Firefighter Protective Clothing and Equipment	6/14/2024
Foveonics	ESCNJ 22/23-11	ESCNJ	Document Imaging	6/30/2025
Garden State Labs	HCESC-Ser-21-05-R	HCESC	Lab Testing	6/7/2025
Gabrielli Kenworth of NJ LLC	Somerset CC-0129-23	Somerset	Original Equipment Manufactured Parts and Repairs, Heavy Duty Vehicles	11/21/2025
Gabrielli Truck Sales	97568		BC-BID-21-60 - Automotive Parts and Accessories - COOP	8/13/2025
Goosetown Communications	BID - CK04 COOP	Bergen Co op	Vehicle upfitting	Jan 2026
Goosetown Enterprises	83892	NJ State	T0109 - RADIO COMMUNICATION EQUIPMENT AND ACCESSORIES	4/30/2025
Griffith-Allied Trucking, LLC (dba Allied Oil)	CONTRACT #1: MOTOR GASOLINE	MCCPC	Gasoline	12/31/2024
Home Depot/ Lowes	18-FLEET-00234	NJ State	Hardware and building supply	12/31/2026
Hudson County Motors	24-36	Bergen Co-op	Large Scale: Parts & Repair Services - CK04 COOP	12/3/2026
Majestic Oil	19-FOOD-01098		T1845 Ultra-Low Sulfur Diesel and Biodiesel Fuel	04/01/2020 03/31/2025
Majestic Oil	19-FLEET-00972		T0083 Unleaded Automotive Gasoline	11/01/2019- 10/31/2025
Millennium Strategies	120904	Bergen	BC-RFP-22-008 - Grant Writing Services Coop	6/14/2025
Morton Salt	CONTRACT #3: ROCK SALT & CALCIUM CHLORIDE		MCCPC	10/31/2025

Morton Salt	Sussex		Rock Salt	5/31/2025
Motorola Solutions	83909	T0109	Radio Communications Equipment and Accessories	4/30/2025
Motorola Solutions	83925	T0109	Radio Communications Equipment and Accessories	4/30/2025
Motorola Solutions	23-FLEET-33791	T0106	Law Enforcement Firearms Equipment and Supplies	5/31/2025
Municipal Emergency Services	17-FLEET-00818	T0790	Firefighter Protective Clothing and Equipment	6/2025
North Church Gravel	Sussex		Ice Control Material (Snow Grits) (Sussex County Cooperative)	8/10/2025
NORTHEAST COMMUNICATIONS	83898	T0109	RADIO COMMUNICATIONS	4/30/2025
Rachles Michele's	Gasoline, Diesel, Fuel Oil: Bergen County Coop	Bergen	23-34	3/2/2026
Rachles Michele's	19-FOOD-01099	NJ State	T1845 Ultra-Low Sulfur Diesel and Biodiesel Fuel	3/31/2025
Rachles Michele's	19-FLEET-00973	NJ State	T0083 Unleaded Automotive Gasoline	3/31/2025
Rapid Pump & Meter		Bergen	BC-BID-21-13 - Pump and Meter Repair Services - Catalog - COOP	10/18/2025
Rapid Pump & Meter		Bergen	BC-C-23-017 24 MONTH ELECTRICAL AND MECHANICAL SERVICE CONTRACT	10/19/2024
Riverview Paving	Sussex		2024 Sussex County Road Resurfacing - Sussex County Cooperative	11/25/2025
SHI International	New Jersey Cooperative Purchasing Alliance	CK-04/ BC Bid 22-24	Computer equipment, software and peripherals	6/1/2026
STAVOLA CONSTRUCTION MATERIALS, INC	Sussex		Bituminous Concrete Aggregates & Broken Stone (Sussex County Cooperative)	4/27/2025
Taylor Oil Company	19-FOOD-01097	NJ State	T1845 Ultra-Low Sulfur Diesel and Biodiesel Fuel	3/31/2025
Tony Sanchez Ltd	83906		T2108 - MAINT. & REPAIR FOR HEAVY DUTY VEHICLES (CLASS 5 OR HIGHER, OVER 15,000 LB GVWR)	11/20/2025
Tree King Inc	MCCPC # 18		Tree Removal and Brush Grinding	12/31/2025

WB Mason	ESCNJ 21/22-22	ESCNJ	Office Supplies	1/31/2025
WB Mason	24-COMG-78752	State Contract	T0052 Office Supplies and Recycled Copy Paper Statewide	2/28/2027
IMPAC UNIVERSAL FUEL SERVICES (D/B/A MANSFIELD OIL COMPANY)	24-GNSV1-52509	10/18/2025	M2022 - FUEL CREDIT SERVICES STATEWIDE	10/18/2025
WB Mason	24-COMG-78752	State Contract	T0052 Office Supplies and Recycled Copy Paper Statewide	2/28/2027

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Newton, County of Sussex, State of New Jersey, as follows:

1. The Qualified Purchasing Agent (QPA) upon receipt of an identified need and direction from the Town is hereby authorized to approve purchases in the aggregate over the bid threshold from the list of approved cooperative contracts, through New Jersey State Contracts and/or Purchasing Cooperatives to which the Town of Newton is a member without further action from Council, provided that funds are available to cover the expenditure.
2. Purchase approvals made by the Qualified Purchasing Agent (QPA) by virtue of the adoption of this Resolution shall be subject to the provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and that no amount of any contract shall be in excess of the bid threshold in a single purchase or the aggregate without express individual resolutions authorizing such cooperative purchases by contract number.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #58-2025

January 15, 2025

"Approval of Extension of Contract Chemical Supply Bid #16R-2022"

WHEREAS, there is a need for Chemical Supplies for use at the Town of Newton Water and Sewer Treatment Plants; and

WHEREAS the Town publicly advertised in a fair and open manner consistent with N.J.S.A. 19:44A-20.5 and received and opened bids for Bid #16R-2022 Chemical Supply; and

WHEREAS the Town awarded the bid through Resolution #81-2023 on February 13, 2023; and

WHEREAS, the New Jersey Local Public Contracts Law at N.J.S.A. 40A:11-15 allows for two (2), one (1) year extensions to bid contracts, or one (1), two (2) year extension to bid contracts; and

WHEREAS, it is the desire of the Town to extend the bid contract awarded for an additional one (1) year under the tenets as found within Bid #16R-2022; and

WHEREAS, the Newton Chief Municipal Financial Officer has certified funds will be available as per the attached certification;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, in the County of Sussex as follows:

1. **Main Pool & Chemical Co. Inc., 110 Commerce Road, Dupont, Pennsylvania 18641** is awarded a one (1) year contract for Bid Item 1 - Liquid sodium carbonate, as called for in the Specifications 90,000 gallons 15% yearly at the rate of \$1.37/gallon - \$123,300.00, 3-5 days;
2. **Holland Company Inc., 153 Howland Avenue, Adams, Massachusetts 01220** is awarded a one (1) year contract for Bid Item 2 - Epic WWW 2400 24,000 – 26,000 gallons yearly at the rate of \$5.71/Gallon estimated yearly at \$137,040-\$148,450.00, deliverable in 1-3 days;
3. **JCI Jones Chemicals Inc., 1765 Ringling Blvd., Sarasota, Florida 34236**, is awarded a one (1) year contract for Bid Item 3 - Liquid gas-sulfur-dioxide, as called for in the Specifications 10,950 pounds at the rate of \$1.5333/gallon, estimated at \$16,789.64;
4. **Main Pool & Chemical Co. Inc., 110 Commerce Road, Dupont, Pennsylvania 18641**, is awarded a one (1) year contract for Bid Item 5 - Liquid Sodium Hydroxide, as called for in Specifications 5,500 gallons 25%, at the rate of \$4.28/gallon - \$23,540.00;

5. **George S. Coyne Chemical Company Inc., 3015 State Road, Croydon, Pennsylvania 19021-6997** is awarded a one (1) year contract for Bid Item 6 - Liquid Hydrofluosilic Acid, as called for in Specifications 1,250 gallons \$7.5458/gallon - \$9,432.25;
6. **Main Pool & Chemical Co. Inc., 110 Commerce Road, Dupont, Pennsylvania 18641**, is awarded a one (1) year contract for Bid Item 7 - Liquid Sodium Hypochlorite, as called for in Specifications 7,500 gallons, at the rate of \$3.90/gallon - \$29,250.00, 3-5 days.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #59-2025

January 15, 2025

"Authorizing Change Order No. 1 for the Proposed Improvements to Douma Drive, Douma Court, Valley View Court, and Babbit Court Project – Denville Line Painting, Inc."

WHEREAS, the Newton Town Council adopted Resolution #206-2024, awarding the Line Striping Improvements to Douma Drive, Douma Court, Valley View Court, and Babbit Court Project, to Denville Line Painting, Inc., through the Morris County Co-op, in the amount of \$3,628.45; and

WHEREAS, the Town Engineer's Office and Harold E. Pellow, of Harold E. Pellow & Associates, Inc., recommends in a memorandum dated December 23, 2024, approving Change Order No. 1 for the above referenced project for a decrease in the amount of \$24.57 for a new contract total of \$3,603.88;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, that it hereby concurs with the Town Engineer Office's memorandum and recommendation, and accepts Change Order No. 1 for the Line Striping Improvements to Douma Drive, Douma Court, Valley View Court, and Babbit Court Project; and

BE IT FURTHER RESOLVED, that a copy of Change Order No. 1, and Mr. Pellow's memo be attached to and made part of this Resolution.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #60-2025

January 15, 2025

"Authorize Award of Contract for Phillips, Preiss, Grygiel, Leheny, Hughes, LLC as Conflict Town Planner for the Town of Newton for 2025"

WHEREAS, there exists a need for a conflict professional planner to be appointed to represent the Town of Newton and its various entities through a professional services agreement under N.J.S.A. 40A:11-5; and

WHEREAS, Phillips, Preiss, Grygiel, Leheny, Hughes, LLC has provided a rate schedule which is included in their proposal dated November 18, 2024; and

WHEREAS, Phillips, Preiss, Grygiel, Leheny, Hughes, LLC has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure Form, which certifies they have not made any reportable contributions to a political candidate or committee in the Town of Newton in the previous one (1) year period and that the contract will prohibit them from making any reportable contributions through the term of the contract;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, County of Sussex, State of New Jersey that the Town Manager is hereby authorized to execute an agreement with Phillips, Preiss, Grygiel, Leheny, Hughes, LLC for the Conflict Town Planner services for the Town and/or other applicable entities.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #61-2025

January 15, 2025

"Resolution Supporting the Implementation Plan of the Neighborhood Preservation Program for 2025"

WHEREAS, the Town of Newton applied for and obtained a grant from the New Jersey Department of Community Affairs (NJDCA) Neighborhood Preservation Program (NPP) for \$125,000 with a \$25,000 match from the Town of Newton for a total budget of \$150,000 annually for five years starting in 2022; and

WHEREAS, the purpose of this grant is to bolster economic development by making physical improvements in the Newton Town Center District including creating public art, placemaking, enhancing the Town's online presence, signage improvements, and commercial façade improvements in the district, which is a neighborhood that qualifies for assistance; and

WHEREAS, the Town of Newton has created a Neighborhood Preservation Program Implementation Plan; and

WHEREAS, the Neighborhood Preservation Program Implementation Plan dated January 3, 2025 has been submitted to the Department of Community Affairs for approval;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Town of Newton that the Town of Newton fully supports the Neighborhood Preservation Program Implementation Plan for 2025 and its submission to the Department of Community Affairs.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #62-2025

January 15, 2025

"Authorizing Change Order No. 7 for Renovations to Newton Firehouse #1"

WHEREAS, a need existed for the bidding of a project known as "Renovations to Newton Firehouse #1" within the Town of Newton; and

WHEREAS, the Town of Newton advertised and received bids in a fair and open manner on November 11, 2023, and TNS Construction, LLC, 1294 Waterloo Road, Stanhope, NJ 07874 was determined to be the lowest responsible bidder with a bid of \$1,497,000.; and

WHEREAS, on March 25, 2024, the project was awarded to TNS Construction, LLC by Resolution #104-2024; and

WHEREAS, the Town of Newton has received a request for Change Order No. 7, dated December 17, 2024, from TNS Construction, LLC, identifying unforeseen conditions at time of bid award, necessitating a change order in the amount of \$5,500.00; and

WHEREAS, the Town Architect on this Project, recommends accepting the proposed Change Order No. 7, which will result in a change order increase of 0.0036% for a total contract amount of \$1,502,500.00; and

WHEREAS, the aggregate amount of change orders is less than 20% in accordance with N.J.A.C. 5:30-11.8.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Town Council of the Town of Newton, County of Sussex, State of New Jersey that the Town hereby authorizes the issuance of Change Order No. 7 to the contract with TNS Construction, LLC, 1294 Waterloo Road, Stanhope, NJ 07874 for an increase of 0.0036% (\$5,500.00) for a total contract amount of \$1,502,500.00; and

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be forwarded to the Town of Newton Chief Municipal Financial Officer, the Town of Newton Engineer on this Project, and to TNS Construction, LLC.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at the reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #63-2025

January 15, 2025

"Appointment of Mathias Banner as a Class C, Regular Member of the Historic Preservation Advisory Commission"

WHEREAS, there is currently a vacancy on the Historic Preservation Advisory Commission for a Class C, Regular Member due to the resignation of Harry Kaplan; and

WHEREAS, Mathias Banner, currently Alternate No. 2 on the Historic Preservation Advisory Commission has expressed interest in serving as a Class C, Regular Member on the Commission;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that Mathias Banner is hereby appointed to an unexpired four-year term as a Class C, Regular Member of the Newton Historic Preservation Advisory Commission, effective immediately with said term continuing to December 31, 2026.

CERTIFICATION

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Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #64-2025

January 15, 2025

"Resolution to Extend the 2025 Budget Process Dates"

WHEREAS, the Local Finance Board has authorized revisions to the statutory budget deadlines as per Local Finance Notice LFN 2024-20 dated December 18, 2024; and

WHEREAS, these revisions permit municipalities to extend the deadlines for the submission of the Municipal Annual Financial Statement, as well as the introduction and adoption of the budget; and

WHEREAS, to avail itself of these revised dates, the Governing Body must adopt a Resolution by no later than March 31, 2025;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton, County of Sussex, State of New Jersey, that the Town of Newton hereby avails itself of the revised budget introduction and adoption dates for the calendar year 2025 budget as follows:

Submission of the Municipal Annual Financial Statement (AFS): Extended from February 10th to March 7, 2025

Budget Introduction Date: Extended to March 31, 2025

Budget Adoption Date: Extended to April 30, 2025

BE IT FURTHER RESOLVED that the temporary budget appropriations are hereby extended as may be necessary to accommodate this extension of the budget introduction and adoption dates.

BE IT FURTHER RESOLVED that the Chief Municipal Financial Officer/Finance Director is directed to submit a certified copy of this resolution to the Director of the Division of Local Government Services using the Financial Automation Submission Tracking (FAST) system, as required by Local Finance Notice LFN 2024-20.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk



TOWN OF NEWTON

RESOLUTION #65-2025

January 15, 2025

"Approve Bills and Vouchers for Payment"

BE IT RESOLVED by the Town Council of the Town of Newton that payment is hereby approved for all vouchers that have been properly authenticated and presented for payment, representing expenditures for which appropriations were duly made in the 2024 and 2025 Budgets adopted by this local Governing Body, including any emergency appropriations, and where unexpended balances exist in said appropriation accounts for the payment of such vouchers.

CERTIFICATION

THIS IS TO CERTIFY the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a reorganization meeting of said Governing Body conducted on Wednesday, January 15, 2025.

Teresa A. Oswin, RMC
Municipal Clerk

List of Bills - CLEARING/CLAIMS

Meeting Date: 01/15/2025 For bills from 12/21/2024 to 01/10/2025

Check#	Vendor	Description	Payment	Check Total
12288	2799 - AFLAC	PO 66934 NOV/DEC 2024 AFLAC	4,519.36	4,519.36
12289	3869 - AMERICAN FIDELITY ASSURANCE	PO 66940 NOV/DEC 2024 - Vol Benefits - LTD, Criti	1,339.60	1,339.60
12290	3868 - AMERICAN FIDELITY ASSURANCE COMPANY	PO 66939 FSA - Voluntary - NOV/DEC 2024	1,366.64	1,366.64
12291	4744 - APPRAISAL SYSTEMS INC.	PO 65999 2025 REASSESSMENT	5,000.00	5,000.00
12292	300 - BRIGHTSPEED	PO 64953 B: LONG DISTANCE A/C #320421349 (SPLIT	58.68	
		PO 65084 B: ALARM CIRCUITS A/C #309485585 HIGH ST	125.85	184.53
12293	702 - C W A LOCAL 1032	PO 66938 Police Dispatch Dues - NOV/DEC 2024	605.26	605.26
12294	2589 - DENVILLE LINE PAINTING, INC.	PO 66045 TRAFFIC STRIPING DOUMA/VALLEY VIEW/BABBI	3,603.88	3,603.88
12295	4775 - ENGIE POWER & GAS LLC #411330	PO 65993 B: NATURAL GAS	4,748.42	
		PO 65993 B: NATURAL GAS	1,812.88	6,561.30
12296	4385 - ERIC M. BERNSTEIN & ASSOCIATES, LLC.	PO 64961 B: LEGAL ATTORNEY (\$130/HR NOT TO EXCEE	3,016.00	
		PO 64961 B: LEGAL ATTORNEY (\$130/HR NOT TO EXCEE	364.00	3,380.00
12297	113 - JCP&L	PO 64955 B: ELECTRIC	1,050.18	
		PO 65138 B: EV CHARGING STATION	1,692.94	2,743.12
12298	3644 - JOHNNY ON THE SPOT, LLC.	PO 65195 B: PORT-O-JOHNS FOR 6 COMMUNITY EVENTS 2	4.20	
		PO 65195 B: PORT-O-JOHNS FOR 6 COMMUNITY EVENTS 2	448.80	453.00
12299	2278 - LANGUAGE LINE SERVICES, INC.	PO 64970 B: TRANSLATION SERVICES Acct #9020910058	8.04	8.04
12300	700 - NEWTON PATROLMANS ASSOCIATION	PO 66941 PBA DUES - NOV/DEC 2024	1,710.00	1,710.00
12301	1745 - NEWTON SUPERIOR OFFICERS	PO 66937 SOA DUES - NOV/DEC 2024	840.00	840.00
12302	4383 - OPTIMUM	PO 64956 B: DIGITAL CONVERTERS & DTA'S	79.85	79.85
12303	1407 - PASSAIC VALLEY SEWERAGE COMM.	PO 64947 B: SLUDGE DISPOSAL A/C #12701 (\$102	6,804.00	6,804.00
12304	64 - PELLOW, HAROLD & ASSO, INC.	PO 64047 Fire House 1 Project	142.00	
		PO 64987 B: WATER ENGINEER (not to exceed \$55,000	4,560.02	4,702.02
12305	4126 - PROFESSIONAL CONSULTING INC.	PO 64963 B: SEWER ENGINEER (\$179/HR NOT TO EXCE	1,170.00	
		PO 66356 WTP CLEARWELL & HIGH ST TANK CLEANING	1,705.00	
		PO 66357 CHEMICAL ROOM REHAB	8,875.00	11,750.00
12306	126 - SCMUA	PO 64977 B: TRASH/BRUSH/STREET SWEEPINGS REMOVAL	1,701.91	1,701.91
12307	2257 - STAPLES	PO 65979 FINANCE OFFICE SUPP'S	396.03	
		PO 65979 FINANCE OFFICE SUPP'S	396.02	
		PO 66881 FIRE DEPT TONER	738.35	
		PO 66892 OFFICE SUPPLIES	222.46	
		PO 66907 OFFICE SUPPLIES FOR AESSORS OFFICE	618.16	2,371.02
12308	102 - SUSSEX CAR WASH INC	PO 64995 B: CAR WASHES	136.00	136.00
12309	4278 - TEXAS LIFE INSURANCE COMPANY	PO 66935 NOV/DEC 2024 - Life Insurance	176.90	176.90
12310	2781 - THE CHILLA BUSINESS COUNSEL	PO 64943 B: LABOR ATTORNEY (\$170/HR NOT TO EXCE	204.00	204.00
12311	676 - THE EQUITABLE	PO 66942 Equitable - Def Comp - Dec 20, 2024	45,260.00	45,260.00
12312	2675 - TIRE KING, INC.	PO 66816 REAR TIRES KUBOTA TRACTOR	2,606.00	
		PO 66895 TIRES FIRE TRUCKS	4,766.46	7,372.46
12313	4512 - Town of Newton Clerk	SOFTWARE & MAINT CLERKS OFFICE	1,000.00	1,000.00
12314	2880 - TRACTOR SUPPLY	PO 66795 ACO SUPPLIES	205.45	
		PO 66945 DPW SUPP'S	99.97	305.42
12315	691 - TRANS WORLD ASSURANCE CO.	PO 66936 TWA - Voluntary Life - NOV/DEC 2024	800.00	800.00
12316	4152 - UNITED SITE SERVICES, INC	PO 64948 B: CHEMICAL WASTE REMOVAL WTP A/C #7473	1,993.32	
		PO 64949 B: SLUDGE REMOVAL STP A/C #74732 (\$1	12,398.40	14,391.72
12317	1257 - UNUM LIFE/DISABILITY INSUR	PO 66944 UNUM - Voluntary - LTD - NOV/DEC 2024	1,710.34	1,710.34
12318	2716 - UPSEU LOCAL 424J	PO 66943 DPW - Monthly Dues - NOV/DEC 2024	1,596.00	1,596.00
12319	1500 - WALMART	PO 66887 SUPPLIES FOR THE TREE LIGHTING	64.46	64.46
TOTAL				132,740.83

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-120-200	TOWN CLERK'S OFFICE - OTHER EXPENSES	1,000.00			
01-201-21-180-200	PLANNING BOARD - OTHER EXPENSES	208.00			
01-203-20-100-200	(2024) TOWN MANAGER'S OFFICE - OTHER EXPENSES		448.80		
01-203-20-130-200	(2024) FINANCE ADMINISTRATION - OTHER EXPENSES		396.03		
01-203-20-150-200	(2024) ASSESSMENT OF TAXES - OTHER EXPENSES		5,618.16		
01-203-20-155-200	(2024) LEGAL SERVICES - OTHER EXPENSES		360.00		

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-203-21-181-200	(2024) COMMUNITY DEVELOPMENT - OTHER EXPENSES			1.00	
01-203-22-195-200	(2024) INSPECTION OF BUILDINGS - OTHER EXPENSES			221.46	
01-203-25-240-200	(2024) POLICE DEPARTMENT - OTHER EXPENSES			8.04	
01-203-25-255-200	(2024) FIRE DEPARTMENT - OTHER EXPENSES			738.35	
01-203-26-290-200	(2024) ROAD REPAIR & MAINT - OTHER EXPENSES			99.97	
01-203-26-305-200	(2024) RECYCLING/SANITATION - OTHER EXPENSES			1,665.22	
01-203-26-315-200	(2024) VEHICLE MAINTENANCE - OTHER EXPENSES			4,902.46	
01-203-27-340-200	(2024) ANIMAL CONTROL - OE			269.91	
01-203-28-375-200	(2024) PARKS & PLAYGROUNDS - OTHER EXPENSES			2,606.00	
01-203-31-460-200	(2024) UTILITY EXP/BULK PURCH - OTHER EXPENSES			7,755.92	
01-203-32-465-200	(2024) RECYCLING TAX (PL2007 c.311)O/S CAP			36.69	
01-260-05-100	DUE TO CLEARING			0.00	26,336.01
TOTALS FOR	CURRENT FUND	1,208.00	25,128.01	0.00	26,336.01
=====					
04-215-55-918-000	ORD 2023-7 VAR CAP IMP.			142.00	
04-215-55-926-000	ORD 2024-11 VAR CAP IMP			3,603.88	
04-260-05-100	Due to Clearing			0.00	3,745.88
TOTALS FOR	GENERAL CAPITAL	0.00	0.00	3,745.88	3,745.88
=====					
08-215-55-921-000	ORD 2024-25 WATER IMP amend Ord 2023-08 NJIB			10,580.00	
08-260-05-100	DUE TO CLEARING			0.00	10,580.00
TOTALS FOR	WATER/SEWER UTILITY CAPITAL	0.00	0.00	10,580.00	10,580.00
=====					
09-203-56-501-200	(2024) W&S OPERATING - TOTAL OTHER EXPENSES			32,154.84	
09-260-05-100	DUE TO CLEARING			0.00	32,154.84
TOTALS FOR	WATER/SEWER UTILITY	0.00	32,154.84	0.00	32,154.84
=====					
20-260-05-100	Due to Clearing			0.00	59,924.10
20-291-55-075-001	UNION DUES - PBA			2,550.00	
20-291-55-075-002	UNION DUES - IUE #911			1,596.00	
20-291-55-075-003	UNION DUES - CWA #1032			605.26	
20-291-55-077	DEFERRED COMP - EQUITABLE			45,260.00	
20-291-55-080	TWA SAVINGS PLAN			800.00	
20-291-55-082-001	AFA LTD			607.44	
20-291-55-082-002	AFA Med FSA			533.32	
20-291-55-082-004	AFA Life Ins.			732.16	
20-291-55-082-005	AFA Texas Life			176.90	
20-291-55-082-006	AFA - DEPENDENT CARE FSA			833.32	
20-291-55-084	UNUM DISABILITY INS.			1,710.34	
20-291-55-087-001	AFLAC DISABILITY Post Tax			2,385.16	
20-291-55-087-002	AFLAC ACCIDENT Pre Tax			1,218.76	
20-291-55-087-003	AFLAC HOSPITAL Pre Tax			463.44	
20-291-55-087-004	AFLAC CANCER Pre Tax			452.00	
TOTALS FOR	PAYROLL	0.00	0.00	59,924.10	59,924.10
=====					

Total to be paid from Fund 01 CURRENT FUND	26,336.01
Total to be paid from Fund 04 GENERAL CAPITAL	3,745.88
Total to be paid from Fund 08 WATER/SEWER UTILITY CAPITAL	10,580.00
Total to be paid from Fund 09 WATER/SEWER UTILITY	32,154.84
Total to be paid from Fund 20 PAYROLL	59,924.10

	132,740.83

Checks Previously Disbursed

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
250102	US BANK OPER.CTR/TRUST MGMT	PRINC PAYMENT ON REF 21' OF MCIA 0		250,073.35	1/15/2025
250103	PAYROLL ACCOUNT	1/02 CURR PAYROLL		328,207.41	1/15/2025
250201	PAYROLL ACCOUNT	1/02 GRANT PAYROLL		516.72	1/15/2025
250901	PAYROLL ACCOUNT	1/02 W/S PAYROLL		49,561.80	1/15/2025
252003	PUBLIC EMPLOYEE RETIRE SYSTEM	PERS to state -DEC		24,031.32	1/09/2025
252004	POLICE & FIRE RETIREMENT SYSTEM	PFRS to State -DEC		24,769.79	1/09/2025
253101	PAYROLL ACCOUNT	1/02 TRUST PAYROLL		5,096.00	1/15/2025

1,082,256.39

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 01 CURRENT FUND	978,280.76	26,336.01	1,004,616.77
Fund 02 STATE AND FEDERAL GRANTS	516.72		516.72
Fund 04 GENERAL CAPITAL		3,745.88	3,745.88
Fund 08 WATER/SEWER UTILITY CAPITAL		10,580.00	10,580.00
Fund 09 WATER/SEWER UTILITY	49,561.80	32,154.84	81,716.64
Fund 20 PAYROLL	48,801.11	59,924.10	108,725.21
Fund 31 TRUST	5,096.00		5,096.00
BILLS LIST TOTALS	1,082,256.39	132,740.83	1,214,997.22

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