



**AGENDA  
NEWTON TOWN COUNCIL  
REGULAR HYBRID MEETING  
FEBRUARY 24, 2025  
7:00pm**

Please click this URL to join:

<https://us02web.zoom.us/j/83897818208?pwd=b1I2VDYvL0VleVRlemRVVnRrT3ZBZz09>

Webinar ID: 838 9781 8208 Passcode: 594036

Or join by phone: Dial: US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782

**I. PLEDGE OF ALLEGIANCE**

**II. ROLL CALL**

**III. OPEN PUBLIC MEETINGS ACT STATEMENT**

**IV. APPROVAL OF MINUTES**

- a. February 10, 2025 – Regular Meeting

**V. OPEN TO THE PUBLIC (3 minutes each)**

At this point in the meeting, the Town Council welcomes comments from any member of the public on any topic. To help facilitate an orderly meeting and to permit the opportunity for anyone who wishes to be heard, speakers are asked to take one turn at the microphone and please limit their comments to 3 minutes. The Clerk will keep time. If reading from a prepared statement, please provide a copy and email a copy to the Clerk's Office after making your comments so it may be properly reflected in the minutes. Council may choose to comment after the entire public portion has concluded. **Please identify yourself and spell your last name for the record.**

**VI. COUNCIL & MANAGER REPORTS**

- a. Town Manager Russo
- b. Councilmember Couce
- c. Councilmember Diglio
- d. Councilmember Teets
- e. Deputy Mayor Dickson
- f. Mayor Le Frois

**VII. UNFINISHED BUSINESS**

- a. Construction Permit Fees

**VIII. ORDINANCES**

- a. 2<sup>nd</sup> Reading and Public Hearing  
Ordinance 2025-4

An Ordinance to Exceed the Municipal Budget Appropriation Limits and the Establish a Cap Bank

## **IX. 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 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.

- a.** Resolution #88-2025\* Resolution to Accept the Proposed Improvements to Clinton Street, West Nelson Street, & Division Street and ADA Ramps & Signage Project as Final and Complete
- b.** Resolution #89-2025\* Resolution Authorizing the Mayor and Municipal Clerk to Execute a Federal Aid Agreement with the NJDOT
- c.** Resolution #90-2025\* Introduction of the 2025 Municipal and Water and Sewer Utility Budgets
- d.** Resolution #91-2025\* Resolution Authorizing the Award of Demolition Services Bid
- e.** Resolution #92-2025\* Authorizing the Execution of a Declaration of Encumbrance to Revise the Recreation and Open Space Inventory ("ROSI") to include Memory Park Development 2, Project #1915-96-069
- f.** Resolution #93-2025\* Approve Bills and Vouchers
- g.** Application(s) An Application for Membership into the Newton Fire Department as a Regular Member from John C. Rios

## **X. OPEN TO THE PUBLIC (3 minutes each)**

## **XI. COUNCIL & MANAGER COMMENTS**

## **XII. EXECUTIVE SESSION**

- a.** Resolution #94-2025 A Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12
  - i.** Attorney-Client Privilege - Redevelopment

## **XIII. ADJOURNMENT**

**TOWN OF NEWTON**

**ORDINANCE 2025-4**

**CALENDAR YEAR 2025**

**AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND  
TO ESTABLISH A CAP BANK  
(N.J.S.A. 40A: 4-45.14)**

**WHEREAS**, the Local Government Cap Law, N.J.S.A. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

**WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two (2) succeeding years; and

**WHEREAS**, the Governing Body of the Town of Newton in the County of Sussex finds it advisable and necessary to increase its CY 2025 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety, and welfare of the citizens; and

**WHEREAS**, the Governing Body hereby determines that a 1% increase in the budget for said year, amounting to \$122,253.56 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

**WHEREAS**, the Governing Body hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two (2) succeeding years;

**NOW, THEREFORE BE IT ORDAINED**, by the Governing Body of the Town of Newton, in the County of Sussex, a majority of the full authorized membership of this Governing Body affirmatively concurring, that, in the CY 2025 budget year, the final appropriations of the Town of Newton shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$427,887.46, and that the CY 2025 municipal budget for the Town of Newton be approved and adopted in accordance with this ordinance; and

**BE IT FURTHER ORDAINED**, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two (2) succeeding years; and

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within five (5) days of introduction; and

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within five (5) days after such adoption.

Recorded Vote:

Ayes: (   
 (   
 (   
 (   
 (

Nayes: (   
 (   
 (   
 (

Abstain: (

Absent: (

**NOTICE**

**TAKE NOTICE** the above Ordinance was introduced at a regular meeting of the Town Council of the Town of Newton conducted on Monday, February 10, 2025. It was adopted, after final reading and public hearing thereon, at a meeting of the Newton Town Council conducted at 7:00 pm on February 24, 2025 in the Council Chambers at the Newton Municipal Building, 39 Trinity Street, Newton, New Jersey, and shall take effect in accordance with law.

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Teresa A. Oswin, RMC  
Municipal Clerk



## TOWN OF NEWTON

### RESOLUTION #88-2025

February 24, 2025

**“Resolution to Accept the Proposed Improvements to Clinton Street, West Nelson Street, & Division Street and ADA Ramps & Signage Project as Final and Complete”**

**WHEREAS**, on August 21, 2023, the Newton Town Council adopted Resolution #212-2023 awarding the bid for Proposed ADA Ramps and Signage for West Nelson and Division Streets to ADS Contractors, LLC, 52 Crooks Cross Road, Pittstown, NJ in the amount of \$50,991.53; and

**WHEREAS**, on March 11, 2024, the Newton Town Council adopted Resolution #93-2024, awarding the Proposed Improvements to Clinton Street, West Nelson Street, and Division Street Project to Riverview Paving, Inc., 859 Willow Grove Street, Hackettstown, NJ in the amount of \$118,834.45; and

**WHEREAS**, Harold E. Pellow from Harold E. Pellow & Associates, Inc. in his memo dated February 11, 2025, confirms all work has been completed by the contractors and the final paperwork be processed and the project be accepted as final and complete by the Town Council;

**NOW, THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Newton that it hereby accepts the Proposed Improvements to Clinton Street, West Nelson Street, and Division Street and ADA Ramps and Signage Project as Final and Complete based on the recommendation of Harold E. Pellow & Associates, Inc., so the final paperwork can be completed.

### 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 regular meeting of said Governing Body conducted on Monday, February 24, 2025.

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Teresa A. Oswin, RMC  
Municipal Clerk



## TOWN OF NEWTON

### RESOLUTION #89-2025

February 24, 2025

### “Resolution Authorizing the Mayor and Municipal Clerk to Execute a Federal Aid Agreement with the NJDOT”

**WHEREAS**, the Federal Highway Administration (FHWA) authorized funding up to an amount of \$303,678.24, for a Federal Aid Highway Program Project for the Memory Park Connector Boardwalk; and

**WHEREAS**, this authorization was based on the scope of work and budget agreed upon by the Town of Newton and the NJDOT Division of Local Aid; and

**WHEREAS**, the scope of work in this authorization includes Preliminary Engineering (PE) Activities and Final Design Activities which will be authorized once PE activities have been completed; and

**WHEREAS**, it is necessary for the Town of Newton to enter a design contract with NV5 for the Preliminary Engineering (PE) Activities; and

**WHEREAS**, work cannot begin until this funding agreement is executed by NJDOT; and

**NOW, THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Newton that the Mayor and Municipal Clerk are authorized to execute the attached Federal Aid Agreement; and

**BE IT FURTHER RESOLVED**, that three (3) original signed and sealed copies of the attached agreement along with three (3) signed and sealed Resolutions be returned to the NJDOT for execution; and

**BE IT FURTHER RESOLVED**, the NJDOT will receive an initial billing (payment voucher) from the Town of Newton for the design project no later than three (3) months after the NJDOT has concurred with the award of the construction contract and will receive subsequent billings in accordance with the terms of the agreement.

### 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 regular meeting of said Governing Body conducted on Monday, February 24, 2025.

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Teresa A. Oswin, RMC  
Municipal Clerk

New Jersey Department of Transportation  
Division of Local Aid and Economic Development  
Federal Aid Cost Reimbursement Agreement



**FEDERAL AID AGREEMENT**

Agreement No.: 2025-DT-DLA-510 Contract ID: 25 70063

Local Public Agency (LPA)/Subrecipient: Newton Township

CFDA Name and Number: **Highway Planning and Construction 20.205**

LPA Unique Entity Identifier Number: HM2KJ1H7XBC8

Contact Name and Phone Number: Julie Seaman, 609-963-2004

Project: Memory Park Connector Boardwalk

Municipality: Newton Township

County: Sussex

This Cost Reimbursement Agreement (“Agreement”) is made as of the \_\_\_\_\_ day of \_\_\_\_\_, by and between the Township of Newton, having its offices at 39 Trinity Street, Newton, NJ 07860 (“Subrecipient” or “Local Public Agency” (“LPA”)) and the New Jersey Department of Transportation, having its offices at 1035 Parkway Avenue, Trenton, NJ 08625 (“State” or “NJDOT”);

**WITNESSETH**

**WHEREAS**, the Congress of the United States has enacted various Transportation Authorization Bills to provide federal funding for transportation programs (“federal-aid funds”). These transportation programs including, but are not limited to, the National Highway Performance Program (“NHPP”), the Surface Transportation Program (“STP”), the Congestion Mitigation and Air Quality Improvement Program (“CMAQ”), the Transportation Alternatives Program (“TA”), the Highway Safety Improvement Program (“HSIP”), the Safe Routes to School Program, and the Emergency Relief Program; and

**WHEREAS**, the Legislature of the State of New Jersey has enacted legislation by which certain federal-aid funds may be made available for use on local transportation related projects of public entities qualified to act as Subrecipients of these federal-aid funds in accordance with the intent of federal law; and

**WHEREAS**, before federal-aid funds will be made available for a specific program project, the Subrecipient and State are required to enter into an agreement to establish terms and conditions applicable to the Subrecipient when receiving federal-aid funds for a designated project facility and to the subsequent operation and maintenance of that completed facility.

**WHEREAS**, the Subrecipient proposes to be the Sponsor LPA of a project eligible for funding (the “Project”) pursuant to the terms and conditions of this Agreement; and

**WHEREAS**, the Project may be included in the Metropolitan Planning Organization's Transportation Improvement Program and the State Transportation Improvement Program; and

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**WHEREAS**, the State may award Subrecipient funds to finance the Project ("Project Fund") pursuant to the applicable federal and state law; and

**WHEREAS**, Subrecipient and the State desire to specify the conditions applicable to the financing of the costs of the Project ("Project Costs") out of the Project Fund and the obligations of the Subrecipient and the State with respect to the Project; and

**NOW, THEREFORE**, for and in consideration of the mutual covenants contained herein, and pursuant to all federal, state, and local laws and ordinances, the Subrecipient and the State hereby agree as follows:

**1. Definitions**

As used in this Agreement, the following terms are defined in the manner indicated below:

- 1.1 Local Public Agency ("LPA"): The contracting agency that is the subrecipient of Federal-aid funds administered through the NJDOT.
- 1.2 FHWA: Federal Highway Administration.
- 1.3 USDOT: United States Department of Transportation
- 1.4 Useful Life of the Project: the period of time assigned to the project for purposes of determining a repayment schedule or reimbursement in the event of default.
- 1.5 Responsible Charge: A full time public employee of the Subrecipient, who is not a consultant, and is responsible for the Project.
- 1.6 Construction Engineering: construction related design services including review of contractor's working drawings, responding to contractor questions regarding design, and reviewing design changes.
- 1.7 Construction Inspection: Subrecipient is responsible for ensuring that the project is being inspected on a full time basis throughout construction of the project. Federally funded construction projects must be built and inspected in accordance to the pertinent federal and state requirements and contract documents.
- 1.8 Standard Specifications: the NJDOT Standard Specifications for Road and Bridge Construction, including all Baseline Document Change ("BDC") Announcements. The Standard Specifications are incorporated into this Agreement by reference. The Subrecipient shall follow, and cause and ensure all contractors and consultants follow, all applicable provisions of the Standard Specifications.
- 1.9 Period of Performance: the period of time during which the Subrecipient is to complete the activities described herein and to incur and expend approved funds.

**2. Description of Project – Scope of Work**

A detailed Project description is included in the Project Scope of Work and a detailed Cost Estimate are attached to this Agreement.

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**3. Agreement Contract Terms**

- 3.1 The State hereby awards a grant of federal-aid funds, available on a reimbursement basis, in the amount of \$ 303,678.24 for the period of performance (“Project Fund”). Neither the State, FHWA, nor USDOT shall provide funding greater than this amount under this Agreement. The Subrecipient acknowledges that neither the State, FHWA nor USDOT are liable for payments that exceed this amount.
- 3.2 The Period of Performance for this award begins on the date of this Agreement and shall continue in effect until the Project is completed and all payment vouchers have been paid subject to Section 7 of this Agreement or until, based on inactivity as defined in Section 7.5.2 of this Agreement. The Project shall be completed by 03/31/2028, unless either terminated or extended by written authorization of the State. The Subrecipient shall not charge to the Project Fund costs that are incurred prior to and/or after the Period of Performance unless prior written consent is received from the State and the FHWA. Once the Period of Performance has concluded all obligations of the State, USDOT, and FHWA are terminated under this Agreement.
- 3.3 Subject to the following, this Agreement may be terminated by either party upon thirty (30) days written notice to the other party.
- 3.3.1 The State may, in its sole discretion, terminate this Agreement for cause and all of its obligations under this Agreement if any of the following occurs:
- 3.3.1.1 The Subrecipient fails to begin expenditure of award funds;
- 3.3.1.2 The Subrecipient fails to meet the conditions and obligations specified under this Agreement, including a material failure to comply with the Period of Performance in Section 3.2 of this Agreement even if it is beyond the reasonable control of the Subrecipient.
- 3.3.1.3 The State, USDOT, or FHWA, may terminate this Agreement for convenience if, in their sole discretion, they determine that termination of this Agreement is in the public interest. Costs incurred by the Subrecipient as a result of a termination for convenience by the State or FHWA may be included in the Subrecipient's claim for compensation.
- 3.3.1.4 The Subrecipient abandons the Project during any phase (planning, design, construction, etc.). The State may demand the return of all funds or the remaining funds, at its own discretion.
- 3.3.2 In the event the Subrecipient terminates the Agreement, the State in its discretion will determine compensation, if any, to be paid.
- 3.3.3 This Agreement terminates on Project Closeout.
- 3.4 Fund Liquidation, Adjustment, and Cancellation.

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- 3.4.1 The Subrecipient shall liquidate all obligations under this award not later than 90 days after the Period of Performance that is listed in Section 3.2 of this Agreement.
- 3.4.2 Liquidation and adjustment of funds under this Agreement follow the requirements of 2 C.F.R. §§ 200.343–.345.
- 3.5 The Project shall not be sold, assigned or ownership transferred without the consent of the State. In the event the Project is sold to a non-public entity for a non-public use or any use inconsistent with the terms of this Agreement, this Agreement shall be deemed terminated and the State shall be reimbursed for all money paid.
- 3.6 The Subrecipient shall not proceed with any work on the Project (“Project Work”) for which reimbursement shall be sought without the specific written authorization of the State. It is agreed that any and all Project Costs incurred by the Subrecipient prior to the execution of this Agreement by all parties shall be non-participating by the NJDOT and the FHWA except as provided in Section 3.3 of this Agreement.
- 3.7 Subrecipient will ensure that Project Work will comply with all applicable laws and other requirements of federal, state and local governmental bodies including but not limited to the Standard Specifications.
- 3.8 Subrecipient shall solicit proposals for all Project Work in accordance with the Brooks Act of 1972 (40 U.S.C. Ch. 11), 2 C.F.R. §§ 200.317-.327, and all applicable federal and state laws, rules and regulations. All contracts entered into under this Agreement must contain the applicable provisions described in 2 C.F.R. Part 200, App. II—Contract Provisions for non–Federal Entity Contracts under Federal Awards. All design solicitations and construction bid solicitations by the Subrecipient must include the following language: "Proposals are being solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.3 et seq., and as such, contractors are exempt from the limitations on making political contributions under that law. Further, for that reason, as well as because of language in New Jersey's Annual Appropriations Act, refusal to disclose campaign contributions otherwise required by N.J.S.A. 19:44A-20.3 et seq. and N.J.S.A 19:44A-20.25 et seq., will not adversely affect your consideration for award."

**4. Plans and Specifications**

- 4.1 Subrecipient shall prepare, or have prepared, if required by the State, environmental documents, engineering documents, plans, specifications and estimates for the Project and shall submit them to the State for review. A Professional Engineer licensed to practice in New Jersey must prepare the plans and specifications. The State shall review the engineering documents, plans and specifications for conformance to program requirements and design standards. All design work shall conform to the applicable American Association of State Highway and Transportation Officials (AASHTO) design criteria, the current Manual on Uniform Traffic Control Devices (MUTCD), and the NJDOT Bicycle Compatible Roadway and Bikeways Planning and Design Guideline. However, the design

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of traffic barriers and drainage systems shall conform to the NJDOT and the current version of the NJDOT Roadway Design Manual in effect at the time this Agreement is executed. All workmanship and materials shall conform to the Standard Specifications. If there is a deviation from these standards, the Subrecipient shall notify the State in writing of any deviation from the standards and shall accept any and all responsibility for any injury and damage by such deviation to any person or property and shall indemnify the State as outlined in this Agreement. A Design Exception shall be executed when it can be documented to the State's satisfaction that a lesser design value is the best practical alternative. The factors to be considered when determining if a lesser design value should be elected shall include social economic and environmental impacts together with safe and efficient traffic operations.

- 4.2 Approval for the Design Exception shall be based upon Division of Local Aid and Economic Development Policy Number 005.00 as follows:
- 4.2.1 All Design Exceptions for Local Aid projects on non-National Highways System (non-NHS) roadways must be prepared by a licensed professional engineer in the State of New Jersey and approved by the sponsor via a design exception certification.
- 4.2.2 Projects that are on NHS roads must follow the procedure outlined in the NJDOT Design Exception manual including approval by the Director of Design Services and the FHWA.
- 4.2.3 The above applies regardless of funding source. The State shall notify Subrecipient when the Project is acceptable for bidding.
- 4.3 For reimbursement of allowable costs, Project limits cannot be exceeded, plans and specifications altered, construction change orders issued, or items added or deleted from Project without prior written approval of the State.

**5. Projects Eligible for Funding Under this Agreement**

**5.1 Right of Way Acquisition Projects**

- 5.1.1 Subrecipient shall acquire Right of Way parcels in accordance with applicable federal and state requirements, including, but not limited to, 49 C.F.R. Part 24, 23 C.F.R. § 710.203, N.J.S.A. 20:4-1 to -22, the NJDOT Right of Way Acquisition Manual and the Standard Specifications.
- 5.1.2 Subrecipient shall be responsible for preparing all maps and other documents required by the NJDOT Right of Way Acquisition Manual and Right of Way Engineering Manual.
- 5.1.3 Eligible costs for Right of Way acquisition projects shall include:

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- 5.1.3.1 Cost of real property which shall be based on the actual purchase price of the parcel or easement, after negotiating a purchase agreement, or the just compensation amount as determined by a court, and
- 5.1.3.2 Associated direct costs of acquisition pursuant to 23 C.F.R. § 710.203, including appraisal fees, cost estimates, Right of Way plan preparation, title work, cost to acquire real property, cost of administrative settlements, relocations, and damages.
- 5.1.4 Any amount paid to the Subrecipient under this Agreement for a parcel or easement that is later declared to be in excess and sold, may be recovered by the State.

**5.2 Design Projects**

- 5.2.1 Subrecipient warrants that the engineering services shall be performed or approved by an engineer licensed by the State of New Jersey Board of Professional Engineers and Land Surveyors to practice in the State of New Jersey.
- 5.2.2 Subrecipient covenants that design work will comply with all applicable laws and other requirements of federal, state and local governmental bodies including applicable American Association of State Highway and Transportation Officials (AASHTO) design criteria, the current Manual on Uniform Traffic Control Devices (MUTCD), and the NJDOT Bicycle Compatible Roadway and Bikeways Planning and Design Guideline.
  - 5.2.2.1 Certain projects shall require the pre-approval of the State, prior to the design phase, as to the applicable standards that apply, as follows:
    - 5.2.2.1.1 Transportation projects other than roads and bridges,
    - 5.2.2.1.2 Projects that intersect State highways,
    - 5.2.2.1.3 Projects with railroad crossings within the project limits or 1000 feet outside the project limits, or
    - 5.2.2.1.4 Projects with railroad crossings outside the project limits where the project could impact traffic flow across the railroad crossing.
- 5.2.3 Subrecipient shall prepare, or have prepared any necessary environmental documents, engineering documents, plans, specifications and estimates for the Project as required by Section 5.2 of this Agreement.
- 5.2.4 The Subrecipient shall not proceed with any design work for which reimbursement shall be sought without the specific written authorization of the State. It is agreed that any and all Project Costs incurred by the Subrecipient prior to the execution of this Agreement by all parties shall be non-participating by the State and FHWA.

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- 5.2.5 Subrecipient shall submit to the State documentation of the consultant selection process or use of in-house forces and final negotiated consultant cost proposal. In order to use in-house staff for design work, Subrecipient must allow the State to review its project accounting systems and be cost-basis approved by the State.
- 5.2.6 If Subrecipient is not performing design work in-house, Subrecipient shall solicit proposals in accordance with Section 3.8 of this Agreement. Upon receipt of proposals from responsible design consultants, Subrecipient shall select professional services based upon qualifications and shall furnish the name of such consultant to the State for concurrence. Subrecipient agrees not to contract with any consultant to whom the State has made a reasonable and timely objection.
- 5.2.7 If the design consultant is to be retained for construction engineering purposes during the construction phase, contracts with design consultants shall include stipulations on retaining the designer for that purpose during which the negotiated cost of the construction engineering activity should be part of the construction contract.
- 5.2.8 Subrecipient or its consultant shall be required to submit a design schedule to the State which should include, at a minimum, the submission dates for Project plans and descriptions for NEPA determination, environmental screening, environmental permits/approvals, preliminary plans specifications, and estimate, and for the funding authorization request package.
- 5.2.9 Funds for design work shall be authorized by the State once the design authorization submission has been approved.
- 5.2.10 Subrecipient agrees that all pedestrian facilities shall be designed to provide safe and easy accessibility for all users. These facilities shall comply with the Americans with Disabilities Act (ADA) of 1990, Section 504 of the Rehabilitation Act of 1973, 49 C.F.R. Part 27, and the current version of the NJDOT Roadway Design Manual in effect at the time this Agreement is executed.
- 5.2.11 Subrecipient agrees that the monies requisitioned from the Project Fund will be used only to reimburse actual, eligible costs and for no other purpose. Subrecipient agrees that it shall provide to the State, upon demand and at no cost to the State, such documentation as will enable the State to determine that the proceeds of the Project Fund have been applied solely to Project Costs.
- 5.2.12 When the Subrecipient considers the design work to be finally complete, Subrecipient shall request that the State's representative make a final review of the plans, specifications and estimate. If it is determined, after such review, that the design work has been completed in accordance with all applicable laws and requirements, Subrecipient shall submit a final invoice to the State and the State shall disburse an amount equal to the approved final payment. Upon payment of the amount approved for final payment, the State shall be released from any further responsibility in connection with the Project Fund and the Project design work.



### 5.3 Construction Projects

- 5.3.1 Subrecipient shall complete or cause the completion of Project Work in accordance with the plans and specifications approved by the State.
- 5.3.2 Subrecipient covenants that Project Work will comply with all applicable laws and other requirements of federal, state and local governmental bodies. Subrecipient shall obtain all permits and licenses necessary to complete Project Work prior to federal authorization.
- 5.3.3 The Subrecipient shall not advertise the project until federal authorization for the Project is obtained and the State provides written authorization to proceed.
- 5.3.4 Subrecipient shall not proceed with any Project Work for which reimbursement shall be sought without the written authorization of the State.
- 5.3.5 Subrecipient shall solicit bids for Project Work in accordance with Section 3.8 of this Agreement. The Subrecipient shall advertise the project within sixty (60) days of the State's authorization of funds and must award the project within six months of authorization of funds. The Subrecipient shall comply with, and cause all bidders to comply with, the applicable Civil Rights and bidding provisions of the Standard Specifications, including, but not limited to, Sections 102.13.01 and 105.02.05. Upon receipt of bids from responsible contractors, Subrecipient shall select the contractor submitting the lowest responsive bid. Within thirty (30) days of the award of the contract, the Subrecipient shall submit:
- 5.3.5.1 One copy of the summary of construction bids showing all bid quantities, unit prices, and amounts for the construction of pay items, and
- 5.3.5.2 A fully executed and sealed resolution awarding the contract to the lowest responsible bidder, which shall be subject to the approval of the State.
- 5.3.5.3 Once the State has received all of the information listed above, it shall notify Subrecipient in writing whether it has been approved. Subrecipient agrees not to contract with any contractor to whom the State has made a reasonable and timely objection.
- 5.3.6 Subrecipient shall submit to the State documentation of the consultant selection process or use of in-house forces and final negotiated consultant cost proposal. The use of in-house staff is permitted but is subject to the approval of the State. In order to use in-house staff for design work, Subrecipient must allow the State to review its project accounting systems and be cost-basis approved by the State.
- 5.3.7 If Subrecipient is not performing construction inspection work in-house, Subrecipient shall solicit proposals in accordance with Section 3.8 of this Agreement. Upon receipt of proposals from responsible consultants, Subrecipient shall select professional services based upon qualifications and shall furnish the

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name of such consultant to the State for concurrence. Subrecipient agrees not to contract with any consultant to whom the State has made a reasonable and timely objection.

- 5.3.8 Subrecipient agrees that the monies requisitioned from the Project Fund will be used only to reimburse actual, eligible Project Costs and for no other purpose. Subrecipient agrees that it shall provide to the State, upon demand and at no cost to the State, such documentation as will enable the State to determine that the proceeds of the Project Fund have been applied solely to Project Costs.
- 5.3.9 Upon written request of the State, the Subrecipient shall cause its contractor to provide payment and performance bonds in an amount equal to 100% of the cost of the Project Work. A surety company satisfactory to the State and qualified to do business in the State of New Jersey shall execute such bonds. Copies of all bonds shall be delivered to the State upon request. Only those sureties listed in the US Treasury Department Circular 570 and authorized to do business in the State shall furnish the surety bonds. Payment and performance bonds shall be part of the contract standard items. Performance and/or Payment bonds shall be billed to the State upon award of contract.
- 5.3.10 Foreign Materials And Equipment. Subrecipient agrees that it will comply and cause its contractor to comply with the Infrastructure Investment and Jobs Act (“IIJA”), Pub. L. No. 117-58, which includes the Build America, Buy America Act (“Buy America”), Pub. L. No. 117-58, §§ 70901-52 and implementing regulations, and § 106.03.2 of the current version the NJDOT Standard Specifications, which sets forth the federal requirements for the use of foreign materials and equipment on Federal-aid projects.
- 5.3.11 Subrecipient agrees that it shall cause its contractor to comply with Federal ADA requirements. All pedestrian facilities constructed or reconstructed shall provide safe and easy accessibility for all users. These facilities shall comply with the Americans with Disabilities Act (ADA) of 1990, Section 504 of the Rehabilitation Act of 1973 and 49 C.F.R. Part 27 and the current version of the NJDOT Roadway Design Manual in effect at the time this Agreement is executed. Failure to comply may result in the loss of projects funds.
- 5.3.12 The Subrecipient agrees that it will ensure its contractors are aware of and are in compliance with 31 U.S.C. § 1352 prior to execution of any agreement in order to remain eligible for federal-aid funds.
- 5.3.13 When Subrecipient considers the Project to be finally complete, Subrecipient shall request that the State's representative make a final inspection of the Project. If it is determined, after such inspection, that the Project has been completed in accordance with the plans and specifications, Subrecipient shall prepare and submit to the State a certification that the final inspection has been made and the cost of the Project has actually been incurred in accordance with the provisions of the

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Agreement. Upon receipt, the State shall disburse an amount equal to the approved final payment. Upon payment of the amount approved for final payment, the State shall be released from any further responsibility in connection with the Project Fund and the Project. The State will monitor maintenance of completed Project by the Subrecipient. Failure to maintain Project will result in the withholding of funds payable to the Subrecipient on other State funded programs.

- 5.3.14 The Subrecipient must designate a person in Responsible Charge who is a full time employee of the agency as per 23 C.F.R. § 635.105. The person in "Responsible Charge" of LPA administered projects need not be an engineer. This requirement applies even when consultants are providing construction engineering services. This person may share duties, but is expected to be able to perform the following duties and functions:
- 5.3.15 Administers inherently governmental project activities, including those dealing with cost, time, adherence to contract requirements, construction quality and scope of Federal-aid projects;
- 5.3.16 Maintains familiarity of day to day project operations, including project safety issues;
- 5.3.17 Makes or participates in decisions about changed conditions or scope changes that require change orders or supplemental agreements;
- 5.3.18 Visits and reviews the Project on a frequency that is commensurate with the magnitude and complexity of the project;
- 5.3.19 Reviews financial processes, transactions and documentation to ensure that safeguards are in place to minimize fraud, waste, and abuse; and;
- 5.3.20 Directs Project staff, agency or consultant, to carry out Project Administration and Contract Oversight, including proper documentation.
- 5.3.21 Is aware of the qualifications, assignments and on-the-job performance of the agency and consultant staff at all stages of the Project.
- 5.3.22 In addition to adhering to the requirements specifically set forth in this Agreement, Subrecipient agrees that it will cause its contractor to comply with the USDOT/FHWA's official Disadvantaged Business Enterprises (DBE) Program Guidance, including that all contract bidders/offerors submit DBE subcontractor information and/or good faith efforts, either at the time of bid (responsiveness) or within 5 days of bid (responsibility). Guidance with regard to the DBE program can be found on the USDOT and FHWA Civil Rights' websites.

**6. Insurance**

- 6.1 Subrecipient shall maintain or cause to be maintained:

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- 6.1.1 General Comprehensive Liability Insurance in the minimum amount of \$1,000,000.00 combined single limit plus \$1,000,000.00 in an umbrella policy. This insurance shall specifically provide for coverage of the State as an additional insured and shall provide for coverage at least as broad as the standard, basic un-amended commercial general liability policy and shall be endorsed to include broad form contractual liability coverage, independent contractor's coverage and completed operations coverage.
- 6.1.2 Comprehensive Automobile Liability Insurance in the minimum amount of \$1,000,000.00.
- 6.1.3 Workers Compensation Insurance in the amount required by law.
- 6.2 A copy of each insurance policy shall be made available to the State upon request.
- 6.3 Subrecipient shall cause to be maintained Errors and Omissions, Professional Liability Insurance and/or Professional Malpractice Insurance sufficient to protect against liabilities arising out of professional obligations performed pursuant to the requirements of this Agreement. This insurance shall be in the minimum amount of \$1,000,000.00.
- 6.4 Subrecipient expressly understands and agrees that any insurance protection required by this Agreement shall in no way limit the obligations assumed by Subrecipient pursuant to this Agreement and shall not be construed to relieve Subrecipient of liability in excess of such coverage, nor shall it preclude the State from taking such other actions as are available to it under any other provision of this Agreement or otherwise in law.
  
- 7. **Disbursement of Project Fund**
- 7.1 It is agreed that any and all Project Costs incurred by the Subrecipient prior to the execution of this Agreement by all parties shall be non-participating by the State and FHWA.
- 7.2 The State shall disburse monies from the Project Fund to Subrecipient in order to reimburse actual, eligible costs associated with Project Work in accordance with the terms and conditions of this Agreement. Only those costs specifically enumerated in the Project Scope of Work and Cost Estimate are eligible for reimbursement. Nothing contained herein shall impose upon the State any obligation to ensure the proper application of the monies paid to Subrecipient from the Project Fund. Furthermore, nothing contained herein shall impose any obligation upon the State to pay to Subrecipient any monies in excess of the Project Fund. The Subrecipient shall reimburse its consultants/contractors for allowable expenses after the receipt of properly prepared payment vouchers as outlined in Section 7.5 of this Agreement. All monies shall be subject to appropriations and availability of funds.
- 7.3 The Agreement may be adjusted and/or modified unilaterally by the State to reflect the Project Costs in accordance with 23 C.F.R. § 630.106.



7.4 The final eligible costs incurred by the Subrecipient during the Project may be reimbursed by the State, subject to prior written approval, the availability of funds, and at the State's sole discretion.

7.5 **Payment Vouchers**

7.5.1 Subrecipient shall prepare and submit payment vouchers for payment for approval by the State within three (3) months of initial billing by the contractor or design consultant, or six (6) months from award, whichever is first. Payment vouchers may be submitted as frequently as every month at most but are required at least quarterly.

7.5.2 If Subrecipient does not comply with the aforementioned time periods for submitting payment vouchers, the State may determine that the Project is deemed "inactive" and, as a result, Project funds may be withdrawn by the State. The Project may also be determined inactive, at the discretion of the State, for the following reasons: failure to provide billing for eligible costs within 12 months from the initial authorization or a preceding bill, the failure to perform Project Work properly, failure to complete the project as proposed, failure to properly submit or complete the close out documents, or any reason that the State may determine based upon the Project status and remaining Project Work to be performed. The payment vouchers shall state, with proper documentation, the amounts due to the Subrecipient for actual, eligible costs incurred in connection with the Project. The Subrecipient shall maintain a complete set of time sheets, records and accounts to identify eligible salaries, fringe benefits, leave, and non-salary direct expenses incurred in support of the Project, as well as material records, certifications, and as-built quantities.

7.5.3 The parties agree that the State has sole discretion to modify the initial Agreement amount to reflect the actual, eligible costs for the Project Work at the time of the award concurrence.

7.5.4 Progress Reports will accompany all payment vouchers and shall include:

7.5.4.1 A narrative description of Project Work performed during the payment period and any difficulties or delays encountered;

7.5.4.2 A comparison of actual accomplishments to the goals established for the payment period;

7.5.4.3 A comparison, by tasks, of costs incurred with amounts budgeted, and;

7.5.4.4 A comparison, by task, of Project Work performed compared to the schedule, including a percentage of the total Project work completed. This requirement can be met by including a bar chart showing schedule timing and actual progress.

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7.5.4.5 Copies of contract compliance documents as completed for the voucher payment period by the Resident Engineer that is designated by the Subrecipient, a complete set of which shall be furnished by the State at kickoff and/or preconstruction meetings.

7.5.5 The State shall review and verify such payment vouchers for payment and remunerate the Subrecipient for direct and indirect costs incurred up to a maximum Project approved budget for satisfactorily completing the Project.

**7.6 Partial Payments**

7.6.1 The State shall make partial payments to the Subrecipient toward the actual, eligible costs for the Project Work upon the receipt of properly drawn payment voucher for a percentage of Project Work completed during the period as shown on the accompanying progress report. Where there is a disagreement between the State and the Subrecipient concerning the percentage of Project Work completed during any given period, that dispute shall be resolved in accordance with Section 22.3 of this Agreement.

7.6.2 Subrecipient may submit payment vouchers totaling up the amount equivalent to full payment for Project Work completed within the billing time period. Full payment will be made less non participating costs and or mathematical errors; up to 90% of the budget amount authorized. The remaining 10% will be withheld, until such time the project has been deemed satisfactorily complete. At the sole discretion of the NJDOT, projects with high dollar values may receive a portion of the 10% withholding, provided the Subrecipient has not had any documented problems with the oversight and delivery of a project.

7.6.3 If the Subrecipient was found to be in good standing and compliance with the terms this Agreement, the Subrecipient can request compensation of a portion of the funds that were held as per Section 7.6.2 of this Agreement after a satisfactory final inspection by NJDOT and prior to the submittal of the final Payment voucher. Good standing can be defined as maintaining eligibility assessment, invoicing at a minimum of a quarterly basis, and receiving satisfactory reviews with regard to compliance with construction oversight inspections. This payment request will be accepted and processed at the sole discretion of the NJDOT.

**7.7 Consultants and Contractors**

7.7.1 The Subrecipient shall remain responsible for satisfactory performance of all Project Work.

7.7.2 All Project Work performed by consultant, contractors and subcontractors on the Project shall be treated as being performed by the Subrecipient.

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- 7.7.3 Subrecipient will be paid the actual, eligible costs for the Project Work of each contractor and consultant. The actual, eligible costs shall be considered full compensation for all costs incurred by the Subrecipient relative to the Project Work performed by each contractor and consultant. Payment of the actual, eligible costs shall be made on monthly or quarterly payment vouchers submitted by the Subrecipient based upon the percentage of the contracted Project Work completed as shown in the Subrecipient's monthly progress reports.
- 7.7.4 Subrecipient shall require its contractors and consultants to comply with the applicable cost principles set forth in this Section and the requirements of Section 12 of this Agreement by placing equivalent provisions in their contracts.
- 7.7.5 Subrecipient shall require all subcontracting be performed in accordance with the 23 C.F.R. § 635.116 and the Standard Specifications, including, but not limited to, § 108.01.

**8. Conflict of Interest**

- 8.1 All FHWA Federal Aid Highway Program (FAHP) funds provided for locally administered projects must pass through NJDOT pursuant to 23 C.F.R §172.5. NJDOT, as the grant recipient, is responsible for ensuring the Subrecipient complies with federal requirements. This includes ensuring sufficient controls are in place to protect the public's interest against fraud, waste, and abuse of taxpayer resources.
- 8.2 Federal requirements and FHWA policies do not expressly prohibit the use of the same consulting firm for design and construction inspection services on the same project. However, the use of the same firm for design and inspection may present potential conflicts of interest that provide opportunities that benefit the consulting engineering firm and not the Subrecipient. A consulting firm performing construction inspection services for the same Federal-aid project that the firm also designed provides the firm an opportunity to influence or affect decisions on scope changes; design changes; construction revisions; contract change orders; and related issues. A firm may have a vested financial interest in failing to disclose deficiencies in its design work during construction, such as minimizing or ignoring design errors and omissions rather than serving the best interest of the public. Using a different firm for construction inspection provides an additional level of review and reduces the risk for potential conflicts of interest. Prior to allowing a consulting firm to provide services on subsequent phases of the same project, the Subrecipient must establish appropriate compensating controls in the form of policies, procedures, practices, and other safeguards to ensure a conflict of interest does not occur in the procurement, management, and administration of consultant services as specified in 23 CFR 172.7(b)(4).

**9. Liquidated Damages**

- 9.1 Liquidated damages must be specified for all federally funded projects. Liquidated Damages are defined as the daily amount set forth in the contract to be deducted from the contract price to cover damages to the State and the Subrecipient as a result of the

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contractor's failure to complete Project Work within the specified Contract Time. The amount of liquidated damages set forth in all contracts pursuant to this Agreement shall take into account the Subrecipient's estimated costs incurred as well as Road User Costs. Liquidated damages must be assessed by the Subrecipient in accordance with the Standard Specifications. Failure to assess liquidated damages by the Subrecipient in accordance with the Standard Specifications, contract bid documents, and federal requirements may result in the loss of federal participation of funds.

- 9.2 Contract time extensions will only be granted for excusable delays specified in the Standard Specifications. Contract time extensions must be submitted and approved by Change Order as the project progresses and at the time an excusable delay occurs in accordance with the Standard Specifications.

**10. Audit Requirements**

- 10.1 The Subrecipient shall provide the State with a fiscal year, organization-wide audit that has been conducted in accordance with the requirements of OMB "Supercircular" 2 C.F.R. Part 200, Audits of States, Local Governments, and Non-Profit Organizations, and State Circular Letter 15-08-OMB, Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid. If the Subrecipient is to contract with a commercial organization they must follow 48 C.F.R. § 31.2, "Contracts with Commercial Organizations." The Subrecipient shall ensure that the State receives the audit within the prescribed submission period and that this Agreement is listed on the appropriate Schedule of Financial Assistance.
- 10.2 The State, or its agents, shall be entitled to perform an audit at the following times:
- 10.2.1 At any time during the performance of Project Work set forth in this Agreement.
- 10.2.2 During a period of up to three (3) years after either the date of payment of the Final Invoice or a date mutually agreed to by the parties.
- 10.2.3 The Subrecipient acknowledges that changes in payment due the Subrecipient resulting from audits performed by the State shall be made as follows:
- 10.2.3.1 In the event of overpayment by the State, the Subrecipient shall refund the amount of such overpayment within thirty (30) days of the request by the State. In the event the Subrecipient fails to comply with said request, the State is hereby authorized to deduct such overpayment from other monies due the Subrecipient under the terms of this Agreement or any other agreement between the State and the Subrecipient. Furthermore, the Subrecipient expressly understands and agrees that the provisions of this Section shall in no way be construed to relieve the Subrecipient from any liability, or preclude the State from taking any other actions as are available to it under any other provisions of this Agreement or otherwise at law. The

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terms of this Section shall survive the expiration or termination of the Agreement.

10.2.3.2 In the event of underpayment by the State, the State shall pay sufficient funds to the Subrecipient to correct the underpayment as soon as is practicable.

10.3 The Subrecipient shall include in the Final Invoice the following release clause:

“In consideration of the requested payment of this Final Invoice, the [Subrecipient] hereby releases the State of New Jersey and the New Jersey Department of Transportation, their agents, officers and employees, from all claims and liabilities arising from Project Work done or services performed under this Agreement.”

10.4 Payment to the Subrecipient for a Final Invoice does not waive either the right of the State to establish adjustments and to collect overpayments that are disclosed by audits performed subsequent to payment of the Final Invoice, or the right of the Subrecipient to underpayments based upon adjustments disclosed by said audits.

**11. Inspection**

Subrecipient shall permit the State or any authorized representative, free access to the Project with the right to examine, visit and inspect, at any reasonable time, all Project Work completed or in progress, labor performed and materials furnished in connection with the Project as well as Subrecipient's accounts, books and records, including its receipts, disbursements, contracts and any other matters relating thereto. Subrecipient shall supply such reports and information as the State shall reasonably request. All accounts, books, records and other documents related to the Project shall be retained by Subrecipient for a period of three (3) years after final payment is received from the State.

**12. Indemnification**

Subrecipient shall indemnify, defend, protect and hold harmless the State of New Jersey and its agents, servants and employees from and against any and all liability, fines, suits, claims, demands and actions, costs and reasonable expenses of any kind or nature or by anyone whomsoever, including, but not limited to, claims for personal injury, wrongful death, property damage and contractual liability due to or arising in any way out of the performance of any services, actions or operations in connection with the Project or any breach of this Agreement unless caused solely by the gross negligence or default of the State or its agents, servants or employees; provided, however, that the State shall give Subrecipient prompt notice thereof. If Subrecipient shall be required to defend in any action or proceeding pursuant to this Section to which action or proceeding the State is made a party, the State shall be entitled to participate in the matter, at its election and sole cost; provided, however, that any such action by the State does not limit or make void any liability of Subrecipient in respect to the claim or matter in question.

**13. No Personal Liability**

Notwithstanding anything to the contrary contained herein, the parties hereto specifically understand and agree that there shall be no personal liability imposed on the officers, employees or agents of Subrecipient or the State with respect to any of the covenants or conditions of this Agreement.

**14. Equal Opportunity**

- 14.1 The parties to this Agreement do hereby agree that the provisions of N.J.S.A. 10:2-1 through 10:2-4 and N.J.S.A. 10:5-31 et seq. (PL 1975, c 127, as amended and supplemented) dealing with discrimination in employment on public contracts, and the rules and regulations promulgated pursuant thereunto, are hereby made a part of this contract and are binding upon them.
- 14.2 During the performance of this Agreement, the Subrecipient agrees that it will cause its contractor to comply with the following:
- 14.2.1 The Contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status or sex. The Contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status or sex. Such action shall include but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Division of Civil Rights/Affirmative Action setting forth provisions of this nondiscrimination clause;
- 14.2.2 The Contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status or sex;
- 14.2.3 The Contractor or subcontractor, where applicable, will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the Division of Civil Rights/Affirmative Action, advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- 14.2.4 In the hiring of persons for the performance of Project Work under this contract or any subcontract hereunder, or for the procurement, manufacture, assembling or furnishing of any such materials, equipment, supplies or services to be acquired

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under this contract, no contractor, nor any person acting on behalf of such contractor or subcontractor, shall, by reason of race, creed, color, national origin, ancestry, marital status, gender identity or expression, affectional or sexual orientation or sex, discriminate against any person who is qualified and available to perform the Project Work to which the employment relates;

- 14.2.5 No contractor, subcontractor, nor any person on his behalf shall, in any manner, discriminate against or intimidate any employee engaged in the performance of Project Work under this contract or any subcontract hereunder, or engaged in the procurement, manufacture, assembling or furnishing of any such materials, equipment, supplies or services to be acquired under such contract, on account of race, creed, color, national origin, ancestry, marital status, gender identity or expression, affectional or sexual orientation or sex;
- 14.2.6 There may be deducted from the amount payable to the contractor by the contracting public agency, under this contract, a penalty of \$50.00 for each person for each calendar day during which such person is discriminated against or intimidated in violation of the provisions of the contract; and
- 14.2.7 This contract may be canceled or terminated by the contracting Public Agency, and all money due or to become due hereunder may be forfeited, for any violation of this Section of the contract occurring after notice to the contractor from the contracting public agency of any prior violation of this Section of the contract.
- 14.2.8 The notices referred to in Sections 14.2.1 and 14.2.3 of this Agreement may be obtained at the preconstruction conference.

**15. Nondiscrimination**

Subrecipient hereby agrees that it will comply with Title VI of the 1964 Civil Rights Act (the "Act") and related statutes and implementing regulations to the end that no person shall on the grounds of race, color, national origin, handicap, age, sex, or religion be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under the Project covered by this Agreement and, further Subrecipient agrees that:

- 15.1 It will insert the nondiscrimination notice required by the USDOT Standard Title VI Assurance (DOT Order 1050.2) in all solicitations for bids for Project Work or material, and, in adapted form, in all proposals for negotiated agreements.
- 15.2 It will insert the clauses in Appendixes A, B or C of DOT Order 1050.2 as appropriate, in all contracts, deeds transferring real property, structures, or improvements thereon or interest therein (as a covenant running with the land) and in future deeds, leases, permits, licenses, and similar agreements, related to this Project, entered into by the Subrecipient with other parties.
- 15.3 It will comply with, and cooperate with, FHWA in ensuring compliance with the terms of the standard Title VI Assurance, the act and related statutes, and implementing regulations.

**16. Disadvantaged Business Enterprises**

Subrecipient hereby agrees to the following statements and agrees that these statements shall be included in all subsequent agreements between Subrecipient and any contractor:

- 16.1 It is the policy of NJDOT that Disadvantaged Business Enterprises, as defined in 49 C.F.R., Part 26; Titles I & V of the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA); and the Transportation Equity Act for the 21st Century (TEA-21), shall have equal opportunity to participate in the performance of contracts financed in whole or in part with federal-aid funds under this Agreement. Consequently, the DBE requirements of 49 C.F.R., § 26(A), (C), and (F) apply to this Agreement.
- 16.2 The Subrecipient and its Contractor agree that Disadvantaged Business Enterprises, as defined in 49 C.F.R. § 26(A); and in the ISTEA and the TEA-21, , have equal opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with federal-aid funds provided under this Agreement. In this regard, the NJDOT and all Contractors shall take all necessary and reasonable steps in accordance with 49 C.F.R., Part 26 to ensure that Disadvantaged Businesses are given equal opportunity to compete for and to perform on NJDOT federally funded contracts. The NJDOT and its Contractors shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of USDOT assisted contracts.

**17. No Oral Modifications**

- 17.1 This Agreement may not be changed orally, but only by an agreement in writing and signed by the party against whom enforcement of any waiver, change, modification or discharge is sought.
- 17.2 The Subrecipient shall request State approval for any task or line item budget revision deemed necessary to carry out the Project. The Subrecipient shall submit the request in writing to the State. The State shall provide written authorization to the Subrecipient if the request is by the State and the applicable funding agency.

**18. Notices and Demands**

- 18.1 All notices, demands, requests or other communications required or permitted to be given pursuant to this Agreement must be in writing.
- 18.2 All notices, demands, requests or other communications required or permitted to be given pursuant to this Agreement shall be deemed to have been properly given or served by depositing the same in the United States mail, postpaid and registered or certified, return receipt requested, or by Federal Express or similar service providing receipt against delivery, as follows:

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**If to the State:**

Deval Desai, Director  
Division of Local Aid and Economic Development  
State of New Jersey Department of Transportation  
1035 Parkway Avenue  
Trenton, New Jersey 08625

Or the designated District Office, Division of Local Aid and Economic Development, serving the area of the Subrecipient:

**District 1** - |  |  
Roxbury Corporate Center  
200 Stierli Court  
Mount Arlington, NJ 07856  
Phone: (973) 810-9120  
Fax: (973) 601-6709  
Morris, Passaic,  
Sussex and Warren

**District 2** - |  |  
153 Halsey Street - 5th floor  
Newark, NJ 07102  
Phone: 862-350-5730  
Fax: (973) 648-4547  
Bergen, Essex, Hudson,  
and Union

**District 3** |  |  
1035 Parkway Avenue  
Trenton, NJ 08625  
Phone:(609) 963-2020  
Fax (609)530-8044  
Hunterdon, Middlesex, Mercer,  
Monmouth, Ocean and Somerset

**District 4** - |  |  
1 Executive Campus  
Route 70 West, 3<sup>rd</sup> Floor  
Cherry Hill, NJ 08002  
Phone: (856) 414-8414  
Fax (856) 486-6771  
Atlantic, Burlington, Camden, Cape May,  
Cumberland, Gloucester and Salem

If to Subrecipient:

**Kathryn E. Alcock, RMC  
Town Manager's Office  
Administrative Assistant  
Deputy Municipal Clerk  
39 Trinity Street  
Newton, NJ 07860**

This Section does not apply to legal notices required by law or Court Rules.

**19. Partial Invalidity**

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To the extent that the intent and underlying purpose of this Agreement are not compromised, the invalidity or unenforceability of any term, covenant, condition or provision of this Agreement, or its application to any persons, entities or circumstances shall not render invalid or unenforceable the remainder of this Agreement, or the application of such term, covenant, condition or provision to persons, entities or circumstances other than those as to which it is held invalid or unenforceable, and each term, covenant, condition and provision of this Agreement shall remain valid and enforceable to the fullest extent permitted by applicable law.

**20. Further Assurances**

The parties agree to cooperate with each other and to execute and deliver such further documents and assurances as may be necessary to carry out the purpose of this Agreement.

**21. Subject to FHWA Regulations**

Notwithstanding anything contained herein to the contrary, so long as the Project is being financed out of proceeds from the Project Fund, this Agreement and the obligations of the parties hereunder are subject to the rules and regulations promulgated by the FHWA.

**22. Entire Agreement; Counterparts; Disputes**

- 22.1 This Agreement contains the entire agreement between the parties hereto and supersedes any and all prior understandings and agreements, oral or written, between the parties respecting the subject matter hereof.
- 22.2 This Agreement may be executed in two or more counterparts, each of which shall be deemed a duplicate original and all of which together shall constitute one and the same Agreement.
- 22.3 In the event a dispute arises concerning the meaning of any term used in this Agreement, or the Project Work and services required to be performed under this Agreement, or as to compensation under this Agreement, the dispute shall be decided by the Commissioner of Transportation or his duly authorized representative.

**23. Choice of Law**

This Agreement is being executed and is intended to be performed in the State of New Jersey and shall be governed in all respects by the laws of the State of New Jersey.

**24. Resolution**

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The Subrecipient shall supply the necessary resolution authorizing the Subrecipient to enter into this Agreement and this Agreement shall not become binding on either party until it is executed by the Commissioner of Transportation or the Commissioner's designee.

25. **APPENDIX A** - Non Discrimination - Regulations of the Department of Transportation relative to pursuant to N.J.S.A. 10:5-31 et seq. are attached hereto and made a part of this Agreement.
26. **APPENDIX B** - Certification of Subrecipient is attached hereto and made a part of this Agreement.
27. **APPENDIX C** - Certification of New Jersey Department of Transportation is attached hereto and made a part of this Agreement.
28. **APPENDIX D** - NJDOT Code of Ethics for Vendors is attached hereto and made a part of this Agreement.
29. **APPENDIX E** - Certification of Subrecipient Eligibility is attached hereto and made a part of this Agreement.
30. **APPENDIX F** - Americans with Disabilities Act is attached hereto and made part of this Agreement.
31. **APPENDIX G** – Project Scope of Work is attached hereto and made a part of this Agreement.
32. **APPENDIX H** – Project Cost Estimate is attached hereto and made a part of this Agreement.

October 2024

New Jersey Department of Transportation  
Division of Local Aid and Economic Development  
Federal Aid Cost Reimbursement Agreement



IN WITNESS WHEREOF, the parties have caused their duly authorized representatives to duly execute this Agreement on and as of the day and year first above written.

Project: Memory Park Connector Boardwalk

Municipality: Newton Township

County: Sussex

Agreement Number: 2025-DT-DLA-510

Federal Project Number: D00S948

ATTEST/WITNESSED/AFFIX SEAL:

SUBRECIPIENT(LPA)

\_\_\_\_\_  
Name: \_\_\_\_\_ Date \_\_\_\_\_  
Title

By: \_\_\_\_\_  
Name: \_\_\_\_\_ Date \_\_\_\_\_  
Title

ATTEST/WITNESSED/AFFIX SEAL:

NEW JERSEY DEPARTMENT OF

TRANSPORTATION

\_\_\_\_\_  
Anika James \_\_\_\_\_ Date \_\_\_\_\_  
Department Secretary, New Jersey  
Department of Transportation

By: \_\_\_\_\_  
Deval Desai \_\_\_\_\_ Date \_\_\_\_\_  
Director, Division of Local Aid &  
Economic Development

October 2024

**New Jersey Department of Transportation  
Division of Local Aid and Economic Development  
Federal Aid Cost Reimbursement Agreement**



[DAG E-Signature Page to be Inserted Once Signed]

**APPENDIX A****NONDISCRIMINATION**

During the performance of this Agreement, the SUBRECIPIENT, for itself, its assignees and successors in interest hereinafter referred to as the SUBRECIPIENT, agrees as follows:

1. Compliance with Regulations: The SUBRECIPIENT will comply with Regulations of the United States Department of Transportation relative to nondiscrimination in federally assisted programs of the Department of Transportation (Title 49, Code of Federal Regulations, Part 21 through Appendix H, and Title 23 C.F.R. § 710.405(b), hereinafter referred to as the Regulations), which are incorporated herein by reference and made a part of this Agreement.
2. Nondiscrimination: The SUBRECIPIENT, with regard to the work performed by it after award and prior to completion of the work, will not discriminate on the basis of race, color, age, sex, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The SUBRECIPIENT will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the Agreement covers a program set forth in Appendix B of the Regulations.
3. Solicitations for Subcontracts, including Procurement of Procurement of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the SUBRECIPIENT for work to be performed under a subcontract, including procurement of materials or equipment, such potential subcontractor or supplier shall be notified by the SUBRECIPIENT of the SUBRECIPIENT'S obligations under this Agreement and the Regulations relative to nondiscrimination on the basis of race, color, age, sex or national origin.
4. Information and Reports: The SUBRECIPIENT will provide all information and reports required by the Requisitions, or orders and instructions issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the STATE or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of the SUBRECIPIENT is in the exclusive possession of another who fails or refuses to furnish this information, the SUBRECIPIENT shall so certify to the STATE or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.
5. Sanctions for Noncompliance: In the event of the SUBRECIPIENT'S noncompliance with the nondiscrimination provisions of this contract, the STATE shall impose such sanctions as are appropriate and available under the laws of the STATE.
6. (a)Withholding of payments to the SUBRECIPIENT under the contract until the SUBRECIPIENT complies, and/or
7. (b)Cancellation, termination, or suspension of the contract, in whole or in part.

New Jersey Department of Transportation  
Division of Local Aid and Economic Development  
Federal Aid Cost Reimbursement Agreement



8. This Agreement is subject to all federal, State, and local laws, rules, and regulations, including, but not limited to, those pertaining to nondiscrimination in employment and affirmative action for equal employment opportunity.
9. The SUBRECIPIENT agrees to ensure that Disadvantaged Business Enterprises (DBE's) as defined in 49 C.F.R., Part 26 and FTA Circular 4716.1A, have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with federal-aid funds. Failure to make a good faith effort to meet the established DBE goal may result in sanctions as defined under paragraph 5 of this Appendix.
10. If at any time following the execution of this Agreement, the SUBRECIPIENT intends to sublet any additional portion(s) of the work or intends to purchase materials or lease equipment not contemplated during the original proposal preparation, the SUBRECIPIENT shall:
  - (a) Notify the Project initiator, in writing, of the type and approximate value of the work which the SUBRECIPIENT intends to accomplish by such subcontract, purchase order or lease.
  - (b) Give DBE firms equal consideration with non-minority firms in negotiations for any such subcontracts, purchase orders or leases.
11. Incorporation of Provisions: The SUBRECIPIENT will include the provisions of paragraph (1) through (9) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, orders or instructions, issued pursuant thereto.



**APPENDIX B**

**CERTIFICATION OF SUBRECIPIENT**

In executing the Agreement the SUBRECIPIENT'S signatory certifies on behalf of the SUBRECIPIENT that neither he, nor any other officer, agent or employee of the SUBRECIPIENT has:

1. employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for him or the SUBRECIPIENT) to solicit or secure this Agreement.
2. agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of any firm or person in connection with carrying out the Agreement, or
3. paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for him or the SUBRECIPIENT) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the Agreement;

The Subrecipient shall expressly state any exceptions in a disclosure letter to the STATE which shall accompany the Agreement after execution by the SUBRECIPIENT on submission to the Commissioner or his designee for execution.

The SUBRECIPIENT acknowledges that this certificate furnished to the STATE and which may be furnished to the U.S. Department of Transportation, in connection with this Agreement, is subject to applicable State and Federal laws, both criminal and civil.



**APPENDIX C**

**CERTIFICATION OF NEW JERSEY DEPARTMENT OF TRANSPORTATION**

In executing the Agreement the STATE'S signatory certifies that to the best of his knowledge, the SUBRECIPIENT or its representative has not been required, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this Agreement, to:

1. employ or retain, or agree to employ or retain, any firm or person, or
2. pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind.

**APPENDIX D****NJDOT CODE OF ETHICS FOR VENDORS**

1. No vendor\* shall employ any NJDOT officer or employee in the business of the vendor or professional activity in which the vendor is involved with Department officer or employee.
2. No vendor shall offer or provide any interest, financial or otherwise, direct or indirect, in the business of the vendor or professional activity in which the vendor is involved with the Department officer or employee.
3. No vendor shall cause or influence or attempt to cause or influence any NJDOT employee or officer in his or her official capacity in any manner which might tend to impair the objectivity or independence of judgment of that NJDOT officer or employee.
4. No vendor shall cause or influence, or attempt to cause or influence, any NJDOT officer or employee to use or attempt to use his or her official position to secure any unwarranted privileges or advantages for that vendor or for any other person.
5. No vendor shall offer any NJDOT officer or employee any gift, favor, service or other thing of value under circumstances from which it might be reasonably inferred that such gift, service or other thing of value was given or offered for the purpose of influencing the SUBRECIPIENT in the discharge of his or her official duties. In addition, employees or officers of NJDOT will not be permitted to accept breakfasts, lunches, dinners, alcoholic beverages, tickets to entertainment and/or sporting events or any other item which could be construed as having more than nominal value.

**NOTE:** This Section would permit an NJDOT employee or officer to accept food or refreshments of relatively low monetary value provided during the course of a meeting, conference or other occasion where the employee is properly in attendance (for example - coffee, danish, tea or soda served during a conference break). Acceptance of unsolicited advertising or promotional materials of nominal value (such as inexpensive pens, pencils or calendars) would also be permitted.

Any questions as to what is or is not acceptable or what constitutes proper conduct for a Departmental employee or officer should be referred to the Department's Ethics Liaison Officer or his or her designee.

6. This code is intended to augment, not to replace existing administrative orders and the current Departmental Code of Ethics.
7. This code shall take effect immediately upon approval of the NJ Executive Commission on Ethical Standards and adoption by the NJDOT.

\*Vendor is defined as any general contractor, subcontractor, consultant, person, firm, corporation or organization engaging in or seeking to do business with NJDOT.

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Adopted on the 16th day of December, 1987

New Jersey Department of Transportation  
Division of Local Aid and Economic Development  
Federal Aid Cost Reimbursement Agreement



**APPENDIX E**

**CERTIFICATION OF SUBRECIPIENT ELIGIBILITY**

I  hereby certify under penalty of perjury under the laws of the United States, that except as noted below, the company or any person associated therewith in the capacity of owner, partner, director, officer, principal, Project director, manager, auditor, or any position involving the administration of State funds:

is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal, State or local government agency;

has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal, State or local government agency within the past 3 years;

does not have a proposed debarment pending; and

has not been indicted, convicted, or had a civil judgment rendered against (it) by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

(Insert exceptions - for any exception noted, indicate to whom it applies, initiating agency, and dates of action. Providing false information may result in criminal prosecution or administrative sanctions. If no exceptions, insert "None".)

Attest: SUBRECIPIENT

Name/Title

Name/Title

Date: \_\_\_\_\_



## **APPENDIX F**

### **AMERICANS WITH DISABILITIES ACT**

Equal Opportunity For Individuals With Disabilities.

The SUBRECIPIENT and the STATE do hereby agree that the provisions of Title II of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. Sec. 12101 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant thereto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the STATE pursuant to this contract, the SUBRECIPIENT agrees that the performance shall be in strict compliance with the Act. In the event that the SUBRECIPIENT, its agents, servants, employees, or sub consultants violate or are alleged to have violated the Act during the performance of this contract, the SUBRECIPIENT shall defend the STATE in any action or administrative proceeding commenced pursuant to this Act. The SUBRECIPIENT shall indemnify, protect, and save harmless the STATE, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The SUBRECIPIENT shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith.

In any and all complaints brought pursuant to the STATE'S grievance procedure, the SUBRECIPIENT agrees to abide by any decision of the STATE which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the STATE or if the STATE incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the SUBRECIPIENT shall satisfy and discharge the same at its own expense.

The STATE shall, as soon as practicable after a claim has been made against it, give written notice thereof to the SUBRECIPIENT along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the STATE or any of its agents, servants, and employees, the STATE shall expeditiously forward or have forwarded to the SUBRECIPIENT every demand, complaint, notice, summons, pleading, or other process received by the STATE or its representatives.

It is expressly agreed and understood that any approval by the STATE of the services provided by the SUBRECIPIENT pursuant to this contract will not relieve the SUBRECIPIENT of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the STATE pursuant to this paragraph.

It is further agreed and understood that the STATE assumes no obligation to indemnify or save harmless the SUBRECIPIENT, its agents, servants, employees and sub consultants for any claim which may arise out of their performance of this Agreement. Furthermore, the SUBRECIPIENT expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the SUBRECIPIENT'S obligations assumed in this Agreement, nor shall they be construed to relieve the SUBRECIPIENT from any liability, nor preclude the STATE from taking any other actions available to it under any other provisions of this Agreement or otherwise at law.



# TOWN OF NEWTON

## RESOLUTION #90-2025

**February 24, 2025      "Introduction of the 2025 Municipal and Water and Sewer Utility Budgets"**

**BE IT RESOLVED**, that the Local Municipal Budget and the Water and Sewer Utility Budget of the Town of Newton, County of Sussex, New Jersey for the calendar year 2025 be approved by the Mayor and Council of the Town of Newton; and

**BE IT FURTHER RESOLVED**, that the Municipal Budget shall authorize total general appropriations of \$16,087,577 and the anticipated revenues of \$5,756,777 leaving an amount to be raised by taxes for municipal purposes of \$10,330,800; and

**BE IT FURTHER RESOLVED**, that the 2025 Water and Sewer Utility Budget consists of appropriations of \$6,182,000, and anticipated revenues of \$6,182,000; and

**BE IT FURTHER RESOLVED**, that the Newton Municipal Clerk is hereby instructed to advertise notice of the approved budgets in the *New Jersey Herald* on March 6, 2025, and that a final public hearing before passage will be held on March 24, 2025, at 7:00 p.m. at the Newton Municipal Building, 39 Trinity Street, Newton, NJ.

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
Helen R. Le Frois, Mayor				
Matthew S. Dickson				
John-Paul E. Couce				
Sandra Lee Diglio				
Michelle J. Teets				

### 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 regular meeting of said Governing Body conducted on Monday, February 24, 2025.

\_\_\_\_\_  
Teresa A. Oswin, RMC  
Municipal Clerk



## TOWN OF NEWTON

### RESOLUTION #91-2025

February 24, 2025      **“Resolution Authorizing the Award of Demolition Services Bid”**

**WHEREAS**, a need exists for the bid for the project known as Demolition Services Bid; and

**WHEREAS**, the Town advertised and received bids in a fair and open manner consistent with N.J.S.A. 19:44A-20.5 and N.J.S.A. 40A:11-1 et. Seq.; and

**WHEREAS**, the Town received nine (9) bids on January 23, 2025, to wit:

ADS Contractors	\$27,500.00
Frank Galbraith & Son Excavation and Demolition	\$56,000.00
TTL Services LLC	\$65,000.00
Caravella Demolition	\$66,350.00
Maruti Construction LLC	\$67,000.00
Pantagon Services	\$69,895.00
Cynna Enterprises	\$93,300.00
Mike Fitzpatrick & Sons Inc	\$115,000.00
Two Brothers Contracting, Inc.	\$128,800.00

**WHEREAS**, ADS Contractors, 52 Cooks Cross Road, Pittstown, New Jersey, 08867 with a bid in the amount of \$27,500.00, was determined to be the lowest responsible bidder in accordance with N.J.S.A.40A:11-4a; and

**WHEREAS**, the Newton Chief Municipal Finance 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 Council of the Town of Newton hereby awards the Demolition Services Bid to ADS Contractors, 52 Cooks Cross Road, Pittstown, New Jersey, 08867, with a bid in the amount of \$27,500.00.

### 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 regular meeting of said Governing Body conducted on Monday, February 24, 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 # 91-2025**

**APPROVING: ADS Contractors**

**FOR THE PURPOSE OF: Demolition Services**

**IN THE AMOUNT OF: Not to exceed \$27,500.00**

**APPROPRIATED BY: Funds Available in Buildings and Grounds  
2025 Budget.**

**Subject to Appropriation of sufficient Funds in the 2025 Budget.**

**DATED: THIS 24th Day of February 2025**

**BY** \_\_\_\_\_

**THOMAS M. FERRY, CPA/RMA**

**CHIEF MUNICIPAL FINANCE OFFICER**



## TOWN OF NEWTON

### RESOLUTION #92-2025

February 24, 2025

**“Authorizing the Execution of a Declaration of Encumbrance to Revise the Recreation and Open Space Inventory (“ROSI”) to include Memory Park Development 2, Project #1915-96-069”**

**WHEREAS**, the Town of Newton (“Town”) desires to amend its Recreation and Open Space Inventory (“ROSI”) to include Memory Park Development 2, Project #1915-96-069, which is further identified as Block 10.01, Lot 1 on the official tax map of the Town of Newton; and

**WHEREAS**, to finalize said amendment to the ROSI, the Town is required to execute a Declaration of Encumbrance to the New Jersey State Department of Environmental Protection (NJDEP); and

**WHEREAS**, the Town wishes to formally authorize the execution of the Declaration of Encumbrance so that same may be recorded and filed with the New Jersey State Department of Environmental Protection (NJDEP);

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Town Council of the Town of Newton, County of Sussex, State of New Jersey that a municipal lien is hereby created, authorized, and imposed on the Property and the Town hereby authorizes the Newton Town Manager to execute the Declaration of Encumbrance and to take the necessary steps to record and file same with the New Jersey State Department of Environmental Protection (NJDEP).

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Teresa A. Oswin, RMC  
Municipal Clerk

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Helen R. Le Frois, Mayor  
Town of Newton

### 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 regular meeting of said Governing Body conducted on Monday, February 24, 2025.

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Teresa A. Oswin, RMC  
Municipal Clerk



## TOWN OF NEWTON

### RESOLUTION #93-2025

February 24, 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 regular meeting of said Governing Body conducted on Monday, February 24, 2025.

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Teresa A. Oswin, RMC  
Municipal Clerk

**List of Bills - CLEARING/CLAIMS**

Meeting Date: 02/24/2025 For bills from 02/11/2025 to 02/21/2025

Check#	Vendor	Description	Payment	Check Total
12550	1846 - ADVANCE AUTO PARTS	PO 67047 B: Auto Supplies #6271030269	194.81	194.81
12551	921 - AIRGAS USA, LLC	PO 67247 ACETYLENE/OXYGEN SUPPLIES	286.67	286.67
12552	3753 - ALCOCK KATHERINE	PO 67229 Chips for Budget meeting	3.66	
		PO 67229 Chips for Budget meeting	6.79	10.45
12553	4106 - ALL GAS & WELDING SUPPLY CO., INC.	PO 67246 Machinery Torch	234.00	234.00
12554	3897 - AMAZON CAPITAL SERVICES	PO 66451 Office Spls/ Mech Main	143.25	
		PO 67219 Supplies for Ice Cream Social	103.42	
		PO 67243 Jan/ Feb Spls	355.81	
		PO 67243 Jan/ Feb Spls	440.94	1,043.42
12555	4466 - ASAP MARKETING, LLC.	PO 67228 2025 Spring Public Newsletter Mailing	537.73	
		PO 67228 2025 Spring Public Newsletter Mailing	998.64	1,536.37
12556	4026 - AUTOZONE INC.	PO 67245 Vehicle Cleaner cust #11108160	26.57	26.57
12557	3251 - BADGER METER, INC.	PO 67259 B: Agreement Beacon Mobile Hosting/ Wate	221.92	221.92
12558	300 - BRIGHTSPEED	PO 66931 B: WOODSIDE AVE PS A/C #3010395888 @ \$42	42.41	
		PO 66932 B: LONG DISTANCE A/C #320421349 (SPLIT	58.85	
		PO 66933 B: LONG DISTANCE #499697313 (SPLIT INTO	59.08	
		PO 66999 B: LOCAL PHONE SVC A/C #310115975	2,084.19	
		PO 66999 B: LOCAL PHONE SVC A/C #310115975	1,243.73	3,488.26
12559	4706 - CARLUCCI, MICHAEL	PO 67016 B: MUNICIPAL JUDGE (N \$40,205.00 + G \$3,	3,600.41	3,600.41
12560	4900 - CAROLYN THE PAINTER LLC	PO 66834 Resurfacing and Repairing Concession Sta	1,325.00	1,325.00
12561	506 - CARR, JOSEPH	PO 67240 REIMB Physical Connection Permit/	205.10	205.10
12562	77 - CCP INDUSTRIES, INC.	PO 65921 Waders/ Boots/ Road Work/ Safety Equip C	223.20	
		PO 66370 Paper Towels/ Garbage Bags/ ACO SUPPLIES	147.46	
		PO 67241 Paper Towels/ Toilet Paper Supplies Cust	99.98	
		PO 67241 Paper Towels/ Toilet Paper Supplies Cust	499.90	
		PO 67258 Paper Towels/ Garbage Bags/ Cust #53794	788.25	
		PO 67258 Paper Towels/ Garbage Bags/ Cust #53794	725.54	2,484.33
12563	3770 - CINTAS	PO 65076 B: Water Filtration/Cooler/Cleaning (J-D	135.00	
		PO 65076 B: Water Filtration/Cooler/Cleaning (J-D	45.00	180.00
12564	155 - COYNE CHEMICAL CORP., INC.	PO 67162 B: Sodium Bisulfite 38% @ \$.5833/lb - Ja	1,049.94	
		PO 67163 B: CP-837 ZINC @ \$1.8344/lb - Jan 1, 202	1,986.12	3,036.06
12565	4827 - CTS LANGUAGE LINK	PO 67216 PD LANGUAGE SERVICES	3.88	3.88
12566	2048 - DANIELSON, DEBORAH	PO 67248 REIMB FOOD CLEAN COMM EVENT 11/09	85.34	85.34
12567	3000 - ELAN FINANCIAL SERVICES	PO 67233 CLERKS CONFERENCE T OSWIN (4/7-4/10/25)	926.33	926.33
12568	106 - ELIZABETHTOWN GAS	PO 67001 B: NATURAL GAS	5,376.46	
		PO 67001 B: NATURAL GAS	41.88	5,418.34
12569	3045 - EXCEL ENVIRONMENTAL RESOURCES, INC.	PO 67221 MOORE'S BROOK	687.50	687.50
12570	2640 - FERGUSON ENTERPRISES LLC #3326	PO 67238 Water Supplies/ Flags	309.67	309.67
12571	4747 - FFI APPARATUS LLC	PO 65997 SERVICE CALLS FIRE #2 TRK REPAIRS	1,483.94	
		PO 66893 ENG #1 LIGHTS & Q PEDAL & ENG #3 WIPPERS	2,936.82	
		PO 66894 TOWER #4	3,865.09	8,285.85
12572	807 - FRANK SEMERARO CONSTRUCTION, INC.,	PO 67262 B: LEAK DETECTION	1,050.00	1,050.00
12573	3318 - FREDON ANIMAL HOSPITAL	PO 67293 VETERINARY SERVICES	716.19	716.19
12574	4567 - FREDON WELDING & IRON WORKS INC	PO 67215 ROOF TO ROOF LADDER	1,300.00	1,300.00
12575	4724 - GANNETT NEW YORK/NEW JERSEY LOCALIQ	PO 64958 B: ADVERTISING ACCT #704136	90.00	
		PO 66987 B: ADVERTISING ACCT #704136	228.78	
		PO 66987 B: ADVERTISING ACCT #704136	28.52	347.30
12576	4506 - GLENN C KIENZ	PO 67011 B: 2025 PLANNING BOARD ATTORNEY (800/MNT	800.00	800.00
12577	4398 - GLOBAL RECYCLING SOLUTIONS LLC	PO 67207 B: Recycling Collection: Jan to Dec 2025	1,472.68	1,472.68
12578	2313 - GRAVITY DESIGN WORKS, INC.	PO 67290 UPDATES FOR ST. PATRICK'S DAY PARADE BAN	72.00	
		PO 67290 UPDATES FOR ST. PATRICK'S DAY PARADE BAN	48.00	120.00
12579	232 - HAMBURG PLUMBING SUPPLY CO INC	PO 67280 Rprs Lake/ cust #14037	42.92	42.92
12580	4912 - HARBOR FREIGHT	PO 67242 Snow Spls/	34.99	34.99
12581	3804 - HAYDEE BALLESTER	PO 67010 B: COURT TRANSLATION	150.00	150.00
12582	230 - HAYEK'S MARKET INC.	PO 67224 2/7/25 - Working lunch - Budget prep	43.58	
		PO 67224 2/7/25 - Working lunch - Budget prep	23.46	
		PO 67230 Working dinner - Budget Meeting	48.25	
		PO 67230 Working dinner - Budget Meeting	89.60	204.89
12583	1866 - HOME DEPOT, INC.	PO 67234 CENCOM EQUIP	122.88	
		PO 67292 PD VEHICLE KEY	13.41	136.29
12584	2140 - HYDRO TECHNOLOGY, LLC.	PO 67266 B.BACKFLOW INSPECTION 2025 : WWTP/Morris	650.00	650.00

**List of Bills - CLEARING/CLAIMS**

Meeting Date: 02/24/2025 For bills from 02/11/2025 to 02/21/2025

Check#	Vendor	Description	Payment	Check Total
12585	3235 - J. CALDWELL & ASSOCIATES, LLC.	PO 67232 PLANNER -JAN	4,893.75	
		PO 67232 PLANNER -JAN	2,973.75	
		PO 67232 PLANNER -JAN	2,162.50	10,030.00
12586	1271 - JCI JONES CHEMICALS, INC	PO 67156 B:Liq Gas Sulfer Dioxide (\$17,000 @ \$1.6	1,458.00	
		PO 67157 B: LIQUID CHLORINE/GAS (\$350 PER Cyl @15	2,477.65	3,935.65
12587	113 - JCP&L	PO 66993 B: ELECTRIC BLDG'S & STREET LIGHTING	23,920.30	
		PO 66994 B: W/S ELECTRIC	18,189.06	42,109.36
12588	3067 - JERSEY SHIRTS & DESIGNS	PO 66921 New Polos and Sweatshirts for Rec and Po	336.00	336.00
12589	3772 - JK HVAC SERVICE, LLC.	PO 66877 Firehouse #1/ Boiler Room	632.00	
		PO 67277 Heating Issues/ Townhall & Firehouse #1	7,127.17	7,759.17
12590	4902 - JONES LANG LASALLE AMERICAS INC	PO 66810 UPS 10kW Galaxy System/Batteries	12,140.00	12,140.00
12591	2569 - KIEFFER ELECTRIC, INC.	PO 67276 Parks/ Roller Hockey Pole Rplmnt	3,914.28	
		PO 67276 Parks/ Roller Hockey Pole Rplmnt	6,919.00	10,833.28
12592	4396 - KIMBALL MIDWEST	PO 67260 Machinery Rpr/ Hydraulics	194.62	
		PO 67261 B: Hydrant Paint/Markout/ Spls ACCT #428	461.88	656.50
12593	3711 - KKPR MARKETING & PUBLIC RELATIONS,	PO 64988 B: PUBLIC RELATIONS & SPECIAL EVENTS MAR	411.10	
		PO 64988 B: PUBLIC RELATIONS & SPECIAL EVENTS MAR	438.90	
		PO 66984 B: PUBLIC RELATIONS & SPECIAL EVENTS MAR	1,150.00	
		PO 66984 B: PUBLIC RELATIONS & SPECIAL EVENTS MAR	1,162.50	3,162.50
12594	4658 - LAW OFFICE OF ORLANDO R RODRIGUEZ, LLC.	PO 67014 B: 2025 PUBLIC DEFENDER ((N \$13,500. G \$	1,208.33	1,208.33
12595	4668 - LAW OFFICES OF CHIRAG D. MEHTA, LLC.	PO 67015 B: PROSECUTOR (N \$31,000 G \$2,250 F \$1,5	2,770.81	2,770.81
12596	2300 - LOWE'S , INC.	PO 67235 Supplies for Building Main/	31.29	31.29
12597	1566 - MAIN POOL & CHEMICAL COMPANY, INC.	PO 67159 B: Liq Sodium Hydroxide (\$23,540. @ \$4.2	2,354.00	
		PO 67253 B: Liq Sodium Hypochlorite (\$29,250 @ \$3	1,911.00	4,265.00
12598	62 - MGL FORMS - SYSTEMS, LLC.	PO 67291 2 STAMPS FOR CONSTRUCTION (REVIEW AND RE	137.00	137.00
12599	4381 - MID-AMERICAN ELEVATOR CO., INC.	PO 67237 B: ELEVATOR MAINT (TH & POLICE) Jan - De	1,040.00	1,040.00
12600	53 - MONTAGUE TOOL & SUPPLY, INC.	PO 66825 Air Compressor/ 80Gal/ Vertical	2,999.95	
		PO 67236 MechSpls/EquipMain	187.19	
		PO 67279 Gloves/	447.80	3,634.94
12601	1741 - MORRIS COUNTY POLICE ACADEMY	PO 67274 BASIC POLICE CLASS	1,000.00	1,000.00
12602	4917 - NATIONAL BULB RECYCLING CORP	PO 67282 Recycling Collection: Lightbulb Disposal	431.71	431.71
12603	1897 - NATIONAL ENTERTAINMENT TECH., INC.	PO 66773 4000 filled eggs for easter hunt	580.00	580.00
12604	170 - NEWTON BOARD OF EDUCATION	PO 67012 SCHOOL TAX (JAN-JUNE) 2025-	1,155,370.92	1,155,370.92
12605	4350 - NW FINANCIAL GROUP LLC	PO 67287 121 WATER ST PILOT	205.00	205.00
12606	2882 - ONE CALL CONCEPTS, INC.	PO 66986 B: ONE CALL MESSAGES	131.19	131.19
12607	2788 - PENTELEDATA	PO 66997 B: INTERNET -DPW & STP (2 modems)	159.95	
		PO 66997 B: INTERNET -DPW & STP (2 modems)	159.95	319.90
12608	4204 - PLANET NETWORKS INC.	PO 67254 B: Internet Access: Jan - Dec 2025- OEM	299.85	
		PO 67256 B: Internet Access: Jan - Dec 2025- DPW	899.70	1,199.55
12609	4126 - PROFESSIONAL CONSULTING INC.	PO 66356 WTP CLEARWELL & HIGH ST TANK CLEANING	1,672.00	
		PO 66357 CHEMICAL ROOM REHAB	9,144.00	
		PO 66978 B: SEWER ENGINEER ALTERNATE	10,966.50	
		PO 67275 SEWER ENGINEER -JAN	23,706.50	45,489.00
12610	39 - QUILL CORPORATION	PO 67268 ACO SUPPLIES	8.79	8.79
12611	3696 - RESORT CONTRACT FURNISHINGS, CO.	PO 66900 New Chaise Lounge Chairs for pool	5,485.00	5,485.00
12612	3660 - SCHENCK, PRICE, SMITH, & KING, LLP	PO 67288 TAX APPEAL/SPECIAL CONFLICT ATTORNEY -DE	2,378.25	2,378.25
12613	55 - SCHMIDT'S WHOLESALE, INC	PO 67205 Water Main Repair CLAMPS CUST #0000600	827.13	827.13
12614	2145 - SEELY BROTHERS, INC.	PO 67239 RPR flag pole/ new flag	179.70	179.70
12615	1125 - SIRCHIE FINGER PRINT LABS, LLC.	PO 66784 DB SUPPLIES Quote #1109219	44.90	44.90
12616	4141 - Standard Springs Inc	PO 67285 Vehicle Repairs - Truck #10 Rear Spring	1,371.00	1,371.00
12617	2257 - STAPLES	PO 67272 PD OFFICE SUPPLIES	103.58	103.58
12618	4144 - SUBURBAN CONSULTING ENGINEERS, INC.	PO 64237 B.ENGINEERING DESIGN MOORE'S BROOK	562.50	
		PO 64238 B.ENGINEERING MEMORY PARK INFRASTRUCTURE	184.50	
		PO 66866 W/S PROJECTS CONSULTING	6,301.25	
		PO 66970 B: SEWER ENGINEER	1,105.00	
		PO 67108 CONVEYANCE SYSTEM IMPROVEMENTS PHASE I	6,628.75	14,782.00
12619	2056 - SUBURBAN PROPANE, LP.	PO 67264 PROPANE ACCT #2232-546329	6,001.13	6,001.13
12620	1215 - SUSSEX & WARREN TAX COLL	PO 67267 QUARTERLY MEETING SHACKLETON/FERRY	66.00	66.00
12621	2561 - SUSSEX COUNTY CHAMBER OF COMMERCE	PO 67265 2/20 - 45th Anniversary Event #2898	55.00	
		PO 67265 2/20 - 45th Anniversary Event #2898	55.00	110.00
12622	3603 - SUSSEX COUNTY COMMUNITY COLLEGE	PO 67270 OFFICER DEVELOPMENT -C WEBER	500.00	500.00
12623	2310 - SUSSEX COUNTY ENGINEERING DIVISION	PO 67244 OSHA Req Signage/ Entrapment Warning	156.31	156.31

**List of Bills - CLEARING/CLAIMS**

Meeting Date: 02/24/2025 For bills from 02/11/2025 to 02/21/2025

Check#	Vendor	Description	Payment	Check Total
12624	3851 - THE CANNING GROUP, LLC.	PO 67013 B: 2025 QPA ANN \$9,000	750.00	750.00
12625	4767 - TROJAN TECHNOLOGIES CORP	PO 65466 2024/2025 SVC CONTRACT WTP (NOT TO EXCEE	6,300.00	
		PO 66760 AMETEK Level Switch/ Supplies #OPP227377	3,774.39	10,074.39
12626	4130 - UNITED FIRE PROTECTION CORP.	PO 67263 Rpr - Trouble Ticket on Main Panel/ WTP	1,906.50	1,906.50
12627	1280 - VERIZON WIRELESS, INC.	PO 66991 B: CELL PHONE ACCT #882571077-0001	1,728.20	
		PO 66991 B: CELL PHONE ACCT #882571077-0001	124.84	1,853.04
12628	4904 - VIKING TERMITE & PEST CONTROL, LLC.	PO 67075 Rodent Control/ Monthly Service	250.00	250.00
12629	2635 - W.B. MASON, INC.	PO 67225 Color toner	391.52	
		PO 67225 Color toner	210.82	602.34
12630	1500 - WALMART	PO 67226 Supplies for Senior Ice Cream Social	324.47	
		PO 67269 ACO SUPPLIES	54.12	378.59
12631	633 - WEIS MARKETS, INC.	PO 67227 Supplies for Senior Ice Cream Social	49.09	49.09
12632	804 - WEST CHESTER MACHINERY	PO 67222 Truck Sander	6,700.00	6,700.00
12633	3035 - WHENTOWORK INC	PO 67217 SCHEDULING SYSTEM ANNUAL RENEWAL SUB #60	715.00	715.00
12634	3080 - WINGLE SUPPLY COMPANY INC.	PO 67281 Snow Melt	489.51	489.51
12635	3726 - WITMER PUBLIC SAFTEY GROUP, iINC.	PO 67231 ANNUAL SCBA FLOW TESTING & INSPECTION	3,469.35	3,469.35
TOTAL				1,408,644.24

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-200	TOWN MANAGER'S OFFICE - OTHER EXPENSES	1,753.49			
01-201-20-120-200	TOWN CLERK'S OFFICE - OTHER EXPENSES	2,149.10			
01-201-20-145-200	COLLECTION OF TAXES - OTHER EXPENSES	4.65			
01-201-20-155-200	LEGAL SERVICES - OTHER EXPENSES	3,913.31			
01-201-21-180-200	PLANNING BOARD - OTHER EXPENSES	800.00			
01-201-21-181-200	COMMUNITY DEVELOPMENT - OTHER EXPENSES	1,077.50			
01-201-22-195-200	INSPECTION OF BUILDINGS - OTHER EXPENSES	137.00			
01-201-25-240-200	POLICE DEPARTMENT - OTHER EXPENSES	1,107.46			
01-201-25-250-200	COMMUNICATIONS CENTER - OTHER EXPENSES	837.88			
01-201-25-255-200	FIRE DEPARTMENT - OTHER EXPENSES	3,969.35			
01-201-26-290-200	ROAD REPAIR & MAINT - OTHER EXPENSES	1,561.59			
01-201-26-291-200	SNOW REMOVAL - OTHER EXPENSES	621.54			
01-201-26-305-200	RECYCLING/SANITATION - OTHER EXPENSES	1,472.68			
01-201-26-310-200	BUILDINGS & GROUNDS - OTHER EXPENSES	14,699.13			
01-201-26-315-200	VEHICLE MAINTENANCE - OTHER EXPENSES	1,605.79			
01-201-27-340-200	ANIMAL CONTROL - OE	779.10			
01-201-28-370-200	RECREATION - OTHER EXPENSES	476.98			
01-201-28-375-200	PARKS & PLAYGROUNDS - OTHER EXPENSES	1,427.00			
01-201-31-460-200	UTILITY EXP/BULK PURCH - OTHER EXPENSES	26,412.15			
01-201-42-108-100	INTERLOCAL - GREEN TWP COURT	3,871.24			
01-201-43-490-200	MUNICIPAL COURT - OTHER EXPENSES	150.00			
01-203-20-100-200	(2024) TOWN MANAGER'S OFFICE - OTHER EXPENSES		438.90		
01-203-20-120-200	(2024) TOWN CLERK'S OFFICE - OTHER EXPENSES		90.00		
01-203-20-155-200	(2024) LEGAL SERVICES - OTHER EXPENSES		2,378.25		
01-203-25-240-200	(2024) POLICE DEPARTMENT - OTHER EXPENSES		44.90		
01-203-26-290-200	(2024) ROAD REPAIR & MAINT - OTHER EXPENSES		3,278.20		
01-203-26-305-200	(2024) RECYCLING/SANITATION - OTHER EXPENSES		431.71		
01-203-26-310-200	(2024) BUILDINGS & GROUNDS - OTHER EXPENSES		2,173.00		
01-203-26-315-200	(2024) VEHICLE MAINTENANCE - OTHER EXPENSES		8,285.85		
01-203-28-370-200	(2024) RECREATION - OTHER EXPENSES		580.00		
01-203-28-371-200	(2024) SWIMMING POOL - OTHER EXPENSES		5,821.00		
01-203-28-375-200	(2024) PARKS & PLAYGROUNDS - OTHER EXPENSES		1,325.00		
01-203-31-460-200	(2024) UTILITY EXP/BULK PURCH - OTHER EXPENSES		8,174.43		
01-203-44-900-000	(2024) CAPITAL IMPROVEMENTS - OTHER EXPENSES		1,085.00		
01-207-55-000-000	DUE NEWTON BOE - SCHOOL TAX PAYABLE			1,155,370.92	
01-260-05-100	DUE TO CLEARING			0.00	1,258,304.10
<b>TOTALS FOR</b>	<b>CURRENT FUND</b>	<b>68,826.94</b>	<b>34,106.24</b>	<b>1,155,370.92</b>	<b>1,258,304.10</b>

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
02-213-41-000	RESERVE FEDERAL/STATE GRANTS			3,059.09	
02-260-05-100	Due to Clearing			0.00	3,059.09
<b>TOTALS FOR</b>	<b>STATE AND FEDERAL GRANTS</b>	<b>0.00</b>	<b>0.00</b>	<b>3,059.09</b>	<b>3,059.09</b>
04-215-55-913-000	ORD 22-21 amendORD 20-10 MEM PK ORD 23-2 NJIB			1,434.50	
04-260-05-100	Due to Clearing			0.00	1,434.50
<b>TOTALS FOR</b>	<b>GENERAL CAPITAL</b>	<b>0.00</b>	<b>0.00</b>	<b>1,434.50</b>	<b>1,434.50</b>
08-215-55-907-000	ORD 2022-12 WS IMP. FULLY FUNDED			540.00	
08-215-55-910-000	ORD 2023-3 SPARTA AVE PS - NJIB			2,549.50	
08-215-55-912-000	ORD 2023-8 WATER IMP NJIB			9,451.00	
08-215-55-913-000	ORD 2023-11 SEWER IMP. NJIB			20,150.00	
08-215-55-921-000	ORD 2024-25 WATER IMP amend Ord 2023-08 NJIB			14,762.00	
08-260-05-100	DUE TO CLEARING			0.00	47,452.50
<b>TOTALS FOR</b>	<b>WATER/SEWER UTILITY CAPITAL</b>	<b>0.00</b>	<b>0.00</b>	<b>47,452.50</b>	<b>47,452.50</b>
09-201-56-501-200	W&S OPERATING - TOTAL OTHER EXPENSES	61,468.88			
09-203-56-501-200	(2024) W&S OPERATING - TOTAL OTHER EXPENSES		13,191.42		
09-203-60-512-000	(2024) W&S CAP IMPROVE - CAPITAL OUTLAY		12,140.00		
09-260-05-100	DUE TO CLEARING			0.00	86,800.30
<b>TOTALS FOR</b>	<b>WATER/SEWER UTILITY</b>	<b>61,468.88</b>	<b>25,331.42</b>	<b>0.00</b>	<b>86,800.30</b>
31-260-05-100	DUE TO CLEARING			0.00	6,700.00
31-287-56-101	RESERVE FOR SNOW REMOVAL/STORM RECOVERY			6,700.00	
<b>TOTALS FOR</b>	<b>TRUST</b>	<b>0.00</b>	<b>0.00</b>	<b>6,700.00</b>	<b>6,700.00</b>
35-260-05-100	DUE TO CLEARING			0.00	4,893.75
35-296-56-001-000	RESERVES FOR COMMERCIAL DEVELOPMENT			4,893.75	
<b>TOTALS FOR</b>	<b>HOUSING TRUST</b>	<b>0.00</b>	<b>0.00</b>	<b>4,893.75</b>	<b>4,893.75</b>

Total to be paid from Fund 01 CURRENT FUND	1,258,304.10
Total to be paid from Fund 02 STATE AND FEDERAL GRANTS	3,059.09
Total to be paid from Fund 04 GENERAL CAPITAL	1,434.50
Total to be paid from Fund 08 WATER/SEWER UTILITY CAPITAL	47,452.50
Total to be paid from Fund 09 WATER/SEWER UTILITY	86,800.30
Total to be paid from Fund 31 TRUST	6,700.00
Total to be paid from Fund 35 HOUSING TRUST	4,893.75
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	1,408,644.24

**Checks Previously Disbursed**

3945	WEIS MARKETS, INC.	FOOD SNOW STORM	245.98	2/14/2025
12548	STAPLES	Multiple:	1,203.12	2/10/2025
12549	TRACTOR SUPPLY	Multiple:	348.97	2/18/2025
42824	JENNIFER DODD	LUNCH SNOW 2/6	60.15	2/10/2025
250112	JP MORGAN CHASE BANK	2016 BOND INT PAYMENT	32,523.75	2/10/2025
250113	PAYROLL ACCOUNT	2/13 CURRENT PAYROLL	220,895.18	2/13/2025
250207	PAYROLL ACCOUNT	2/13 GRANT PAYROLL	516.72	2/13/2025
250907	PAYROLL ACCOUNT	2/13 W/S PAYROLL	51,497.41	2/13/2025
253105	PAYROLL ACCOUNT	2/13 TRUST PAYROLL	31,425.90	2/13/2025

338,717.18

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 01 CURRENT FUND	254,286.55	1,258,304.10	1,512,590.65
Fund 02 STATE AND FEDERAL GRANTS	516.72	3,059.09	3,575.81
Fund 04 GENERAL CAPITAL		1,434.50	1,434.50
Fund 08 WATER/SEWER UTILITY CAPITAL		47,452.50	47,452.50
Fund 09 WATER/SEWER UTILITY	52,242.03	86,800.30	139,042.33
Fund 31 TRUST	31,671.88	6,700.00	38,371.88
Fund 35 HOUSING TRUST		4,893.75	4,893.75
<b>BILLS LIST TOTALS</b>	<b>338,717.18</b>	<b>1,408,644.24</b>	<b>1,747,361.42</b>



## TOWN OF NEWTON

### RESOLUTION #94-2025

February 24, 2025

**“A Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12”**

**WHEREAS**, the Town Council of the Town of Newton is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq.; and

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specific purposes when authorized by Resolution; and

**WHEREAS**, it is necessary for the Town Council of the Town of Newton to discuss in a session not open to the public certain matters relating to the item(s) authorized by N.J.S.A. 10:4-12b and designated below:

- i. Attorney-Client Privilege - Redevelopment

**NOW, THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Newton, assembled in public session on February 24, 2025, that an Executive Session closed to the public shall be held on February 24, 2025 at \_\_\_\_\_ in the Town of Newton Municipal Building, 39 Trinity Street, Newton, NJ, for the discussion of matters relating to the specific item(s) designated above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Town Council that the public interest will no longer be served by such confidentiality.

### 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 regular meeting of said Governing Body conducted on Monday, February 24, 2025.

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Teresa A. Oswin, RMC  
Municipal Clerk