

**WARREN TOWNSHIP COMMITTEE
REORGANIZATION MEETING MINUTES
JANUARY 5, 2023 6:00 PM**

Deputy Clerk Donna Hands welcomed everyone to the 2023 Reorganization Meeting of the Warren Township Committee. Calling the meeting to order at 6:01 PM and reading the following statement:

In compliance with the Open Public Meetings Act of New Jersey, adequate notice of this meeting was provided on December 22 2022; publication in the Echoes Sentinel, sending written notices to the Courier News and Star Ledger on posting on the Bulletin Board in the Municipal Building and filing with the Township Clerk.

This meeting is in person and broadcasted live on the Township's website, our Facebook page and available virtually via ZOOM, It is broadcasted live on the Access Channel and will be taped for rebroadcast. Everyone is required to comply with the policies and procedures governing access programming for the Access Channel. No mention of political affiliation or political advertising shall take place at this meeting or it will be deleted from any rebroadcast of the meeting.

Public comments at the public hearings for ordinances and resolutions as well as agenda items, are limited to 3 minutes per person, unless extended discussion is permitted by the Mayor.

OATH OF OFFICE

NEWLY ELECTED COMMITTEE PERSON LISA LONTAI

The oath was administered by NJ Senator Jon Bramnick

Committeewoman Lontai thanked everyone for attending the Reorganization meeting and her family for all of their support. She also thanked the police department, fire department, emergency services and volunteers for all they do. Committeewoman Lontai is grateful to be a part of the Township Committee and is looking forward to her term working on programs for youth and senior populations, preserving open space and the history of the Town.

ROLL CALL: Committeewoman Lontai, Committeeman Lazo, Committeeman Sordillo and Committeeman DiNardo

Presentation of the Flag and Pledge of Allegiance was led by Boy Scout Troop 228

Dr. Doug Bortner – Lead Pastor, Stonecrest Community Church, gave the Invocation

Deputy Clerk Hands called for Nominations for Mayor and the Chairperson of the Township Committee.

Committeeman Sordillo made a motion to name Committeeman Gary DiNardo for the Mayor's position. Seconded by Committeeman Lazo. Roll Call: Committeewoman Lontai, yes; Committeeman Sordillo, yes; Committeeman Lazo, yes and Committeeman DiNardo, yes.

Mayor DiNardo made a motion to name Committeeman Lazo as Deputy Mayor and Vice Chairperson of the Township Committee. Seconded by Committeeman Sordillo. Roll Call: Committeewoman Lontai, yes; Committeeman Sordillo, yes; Committeeman Lazo, yes and Mayor DiNardo, yes.

Mayor DiNardo recognized the Special guests in attendance:

Senator Jon Bramnick
Assemblywoman Nancy Munoz
Assemblywoman Michele Matsikoudis
Susie Boyce, former Mayor
Mal Plager, former Mayor
Commissioner Deputy Director Melanie Marano
Tim Howes, SCRO Chairman
Governor Donald DiFrancesco
Bob Morrison – President of the WHRS Board of Education
Dan Croson – President of the Board of Education
Dan Gallic – Board of Education member and Chairman of the Planning Board

REMARKS:

Committeeman Sordillo discussed that due to high inflation and cost increases taxes could be affected. Committeeman Sordillo also mentioned a few open items from his term as Mayor such as the Mount Bethel culvert, dangerous intersections, recreation options and vicious dog ordinances. Committeewoman Lontai provided her remarks earlier. Deputy Mayor Lazo discussed the importance of team work and said he is excited to be working with the Committee in this new year. He also thanked everyone for the opportunity to again serve as Deputy Mayor. Mayor DiNardo thanked the Police Department, OEM, all of the first responders and volunteer boards for their contributions in making Warren such an amazing community. Mayor DiNardo also thanked the residents and said it is important that we continue working together and caring for each other.

Senator Jon Bramnick commented that Warren Township sets an example of working together, camaraderie and good will. Assemblywoman Nancy Munoz said Warren Township is a great example of community and it is a pleasure to represent the Township in Trenton. Commissioner Deputy Director Melonie Marano added that one can feel the affection and camaraderie in Warren Township and congratulated the residents and Township Committee.

COMMENTS ON AGENDA ITEMS: There were none at this time

NEW BUSINESS:

Mayor DiNardo noted that his Mayor’s Appointments for 2023 were attached to the agenda.

RESOLUTIONS:

2023-001 MAYOR’S APPOINTMENTS WITH ADVICE AND CONSENT OF
TOWNSHIP COMMITTEE

Committeewoman Lontai made a Motion to approve. Seconded by Committeeman Sordillo. Roll call: Committeewoman Lontai, yes; Committeeman Sordillo, yes; Committeeman Lazo, yes and Mayor DiNardo, yes.

2023-002 APPOINTMENTS TO MUNICIPAL OFFICES AND BOARDS AND
COMMITTEES

Deputy Mayor Lazo made a Motion to approve. Seconded by Committeeman Sordillo. Roll call: Committeewoman Lontai, yes; Committeeman Sordillo, yes; Committeeman Lazo, yes and Mayor DiNardo, yes.

2023-003 CONFIRMING ELECTION OF FIRE DEPARTMENT OFFICERS

Committeeman Sordillo made a Motion to approve. Seconded by Deputy Mayor Lazo. Roll call: Committeewoman Lontai, yes; Committeeman Sordillo, yes; Committeeman Lazo, yes and Mayor DiNardo, yes.

2023-004 AUTHORIZING APPOINTMENTS TO THE FIRE POLICE

Committeewoman Lontai made a Motion to approve. Seconded by Committeeman Sordillo. Roll call: Committeewoman Lontai, yes; Committeeman Sordillo, yes; Committeeman Lazo, yes and Mayor DiNardo, yes.

2023-005 APPOINTMENT OF PROFESSIONALS FOR THE TOWNSHIP

Deputy Mayor Lazo made a Motion to approve. Seconded by Committeeman Sordillo. Roll call: Committeewoman Lontai, yes; Committeeman Sordillo, yes; Committeeman Lazo, yes and Mayor DiNardo, yes.

2023-006 APPOINTMENT OF PROFESSIONAL ATTORNEY FOR THE TOWNSHIP

Committeewoman Lontai made a Motion to approve. Seconded by Deputy Mayor Sordillo. Roll call: Committeewoman Lontai, yes; Committeeman Sordillo, present; Committeeman Lazo, yes and Mayor DiNardo, yes.

Clerk Reese gave the Oath of Office to all the new appointees present at the meeting

2023-007 AUTHORIZING USE OF A CONSENT AGENDA AT TOWNSHIP COMMITTEE MEETINGS

Committeeman Sordillo made a Motion to approve. Seconded by Deputy Mayor Lazo. Roll call: Committeewoman Lontai, yes; Committeeman Sordillo, yes; Committeeman Lazo, yes and Mayor DiNardo, yes.

2023-008 DESIGNATING DEPOSITORIES FOR MONIES

Committeewoman Lontai made a Motion to approve. Seconded by Committeeman Sordillo. Roll call: Committeewoman Lontai, yes; Committeeman Sordillo, yes; Committeeman Lazo, yes and Mayor DiNardo, yes.

2023-009 AUTHORIZING 2023 TEMPORARY BUDGET

Committeeman Sordillo made a Motion to approve. Seconded by Deputy Mayor Lazo. Roll call: Committeewoman Lontai, yes; Committeeman Sordillo, yes; Committeeman Lazo, yes and Mayor DiNardo, yes.

2023-010 AUTHORIZING SALARIES FOR TOWNSHIP EMPLOYEES

Deputy Mayor Lazo made a motion that this Resolution be **carried** to the January 26, 2023 Meeting in order for more time to review. Seconded by Committeeman Sordillo. Roll call: Committeewoman Lontai, yes; Committeeman Sordillo, yes; Committeeman Lazo, yes and Mayor DiNardo, yes.

CONSENT AGENDA RESOLUTIONS:

Resolutions No. 2023-011 through No. 2023-035 were submitted to the Township Committee for review and may be approved by one motion. These resolutions are listed on the agenda for review and a complete copy made available in the Township Clerk's office.

2023-011 ESTABLISHING RULES OF ORDER

- 2023-012 AUTHORIZING GOVERNING BODY TO MODIFY RATE OF INTEREST ON DELINQUENT TAXES, SEWER FEES AND OTHER MUNICIPAL CHARGES
- 2023-013 AUTHORIZING THE MAYOR AND TOWNSHIP CLERK TO SIGN TAX SALE CERTIFICATE CANCELLATIONS
- 2023-014 ESTABLISHING PENALTY FOR DELINQUENT TAXES IN EXCESS OF \$10,000
- 2023-015 AUTHORIZING THE MAYOR AND TOWNSHIP CLERK TO EXECUTE DEVELOPER'S AGREEMENTS
- 2023-016 ESTABLISHING 2023 HOLIDAY SCHEDULE
- 2023-017 DESIGNATING OFFICIAL NEWSPAPERS
- 2023-018 AUTHORIZING QUALIFIED PURCHASING AGENT TO DELEGATE THE AUTHORITY TO EXECUTE PURCHASE ORDERS
- 2023-019 DESIGNATING THE PUBLIC AGENCY COMPLIANCE OFFICER FOR EQUAL EMPLOYMENT OPPORTUNITY CONTRACT REQUIREMENTS
- 2023-020 AUTHORIZING SPECIAL TAX APPEAL ATTORNEY TO EXECUTE PETITIONS OF APPEAL AND SETTLEMENTS BEFORE THE COUNTY BOARD OF TAXATION
- 2022-021 REAUTHORIZING USE OF SOCIAL MEDIA SITES FOR 2023
- 2023-022 AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO APPROVE PAYMENT OF CERTAIN BILLS BETWEEN MEETINGS
- 2023-023 AUTHORIZING WARREN TOWNSHIP FIRE DEPARTMENT TO EXECUTE HOLD HARMLESS AND INDEMNIFICATION AGREEMENTS WITH FIREFIGHTERS FOR TRAINING PURPOSES AT THE SOMERSET, HUNTERDON, MIDDLESEX AND MORRIS COUNTY EMERGENCY SERVICES TRAINING ACADEMY
- 2023-024 AUTHORIZING THE TOWNSHIP TO PARTICIPATE IN THE VOLUNTEER TUITION CREDIT PROGRAM
- 2023-025 APPOINTING DEPUTY RECORDS CUSTODIANS
- 2023-026 AUTHORIZING RE-ESTABLISHMENT OF PETTY CASH FUNDS AND CUSTODIANS
- 2023-027 APPOINTING BALKEN RISK MANAGEMENT SERVICES LLC AS RISK MANAGEMENT CONSULTANT
- 2023-028 FILING SIGNATURE WITH SECRETARY OF STATE
- 2023-029 AUTHORIZING THE TOWNSHIP OF WARREN ENGINEER/DIRECTOR OF THE SEWER DEPARTMENT TO REVIEW, APPROVE AND SIGN TREATMENT WORKS APPROVAL (TWA) APPLICATIONS ON BEHALF OF THE TOWNSHIP OF WARREN
- 2023-030 SCHEDULE OF 2023 TOWNSHIP COMMITTEE MEETINGS

- 2023-031 ADOPTING CASH MANAGEMENT PLAN
- 2023-032 AUTHORIZING TAX COLLECTOR TO CANCEL DELINQUENT PAYMENTS AND OVERPAYMENTS
- 2022-033 FIRE DEPARTMENT APPOINTMENTS
- 2023-034 PROMOTION OF POLICE DEPARTMENT PERSONNEL
- 2023-035 AUTHORIZE APPLICATION FOR DEPARTMENT OF COMMUNITY AFFAIRS FOR THE GREENWOOD MEADOWS RECREATION IMPROVEMENT PROJECT

Committeeman Sordillo made a Motion to approve Consent Agenda Resolutions No. 2023-011 through 2023-035. Seconded by Committeewoman Lontai. Roll call: Committeewoman Lontai, yes; Committeeman Sordillo, yes; Committeeman Lazo, yes and Mayor DiNardo, yes.

MINUTES:

Committeeman Sordillo made a Motion to approve Regular and Executive Sessions for December 15, 2022, and Special Meeting Minutes of December 19, 2022. Seconded by Mayor DiNardo, Roll Call: Committeewoman Lontai, abstain; Committeeman Sordillo, yes; Committeeman Lazo, yes and Mayor DiNardo, yes.

PAYMENT OF BILLS

Deputy Mayor Lazo read the following Resolution in full:

RESOLUTION NO. 2023-036 Bill List

Deputy Mayor Lazo made a Motion to approve. Seconded by Committeeman Sordillo. Roll call: Committeewoman Lontai, yes; Committeeman Sordillo, yes; Committeeman Lazo, yes and Mayor DiNardo, yes.

PRIVILEGE OF THE FLOOR – There was none at this time

Deputy Mayor Lazo announced that the Dept. of Public Works will be accepting Christmas Trees through January 15, 2023.

Committeeman Sordillo also noted that the Boy Scouts will pick up trees for residents if needed. The Clerk was instructed to post the telephone number to call on the website.

As there was no further business. Committeeman Sordillo made a motion, seconded by Deputy Mayor to adjourn the meeting. The meeting adjourned at 6:36 pm.

Respectfully submitted,

Donna Hands, RMC
Deputy Clerk

Approved: January 26, 2023

TOWNSHIP OF WARREN
MAYOR'S 2023 APPOINTMENTS

BOARD OF HEALTH

MEMBER – Lisa Lontai to December 31, 2023

PLANNING BOARD

Class I- Mayor Gary DiNardo to December 31, 2023

Class II Sal DiBianca to December 31, 2023

Alt. #1 Matt Lippitt to December 31, 2024

Alt. #2 Frank Dwyer to December 31, 2023

Class IV Louis Esposito to December 21, 2026

LIBRARY ADVISORY BOARD

Mayor's Designee

Aparna Virmani to December 31, 2023

OFFICE OF EMERGENCY MANAGEMENT

Deputy Coordinators to December 31, 2023

Yee Jao

Officer Brandon Sebastian

Officer Eric Task

Andy Logan

Members – to December 31, 2023

Mayor – Gary DiNardo

Public Information/Resource Management – Mark M. Krane

Alert, Warning & Communications – David Deitz

Damage Assessments – Jeffrey Heiss

Emergency Medical Services – Rescue Squad Chief Matt Butterly

Emergency Operations Center – David Greene

Evacuations –Police Lt. Eric Yaccarino

Fire/Rescue/Hazardous Materials – Fire Chief Mark Russo

Law Enforcement/Terrorism Incidents/Weapons of Mass Destruction Appendix –

Police Chief William E. Keane

Legal Representation – Jeffrey Lehrer

Mitigation Officer – Christian Kastrud

Public Sector Representative – Robert Morrison

Public Health Director/Radiological Protection – Health Officer Kevin Sumner

Public Works Director – Doug Buro

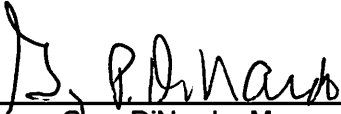
Shelter Services – Lisa Carracino

Social Services – Lynn Nakashian

Community Members at Large – Sal DiBianca

SOMERSET COUNTY COMMUNITY DEVELOPMENT GRANT COMMITTEE:

Mark M. Krane - December 31, 2023



Gary DiNardo, Mayor

Date: January 5, 2023

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-001
MAYOR'S APPOINTMENTS WITH ADVICE
AND CONSENT OF TOWNSHIP COMMITTEE**

BE IT RESOLVED that the Township Committee of the Township of Warren hereby consents to the following Mayor's appointments:

ENVIRONMENTAL COMMISSION:

Jerry Toth to 12/31/2023

ENVIRONMENTAL COMMISSION CHAIRMAN

Wayne DeFeo to 12/31/2023

2023 TOWNSHIP COMMITTEE LIAISONS

STANDING COMMITTEES:

Administration

Primary Liaison

Gary DiNardo

Secondary Liaison

George Lazo

Includes: Township Clerk, Township Administrator, Municipal Court, Purchasing [rotates with each Mayor and Deputy Mayor

Board of Education OPEN

Victor Sordillo

Board of Health Lisa Lontai

Victor Sordillo

Construction Code Office..... George Lazo

Victor Sordillo

Engineering Victor Sordillo

Gary DiNardo

Environmental Commission Gary DiNardo

Lisa Lontai

Finance George Lazo

Gary DiNardo

Includes: Tax Assessor, Tax Collector, Finance

Fire Department Gary P. DiNardo

George Lazo

Historic Sites..... OPEN

Gary DiNardo

Library Lisa Lontai

OPEN

Planning Board Gary DiNardo

George Lazo

Police Department & OEM Victor Sordillo

Gary DiNardo

Public Works Department Gary DiNardo

George Lazo

Recreation Advisory Committee..... Gary DiNardo

OPEN

Rescue Squad Lisa Lontai

Victor Sordillo

Senior Citizens Victor Sordillo

Lisa Lontai

Sewer Dept. George Lazo

Gary DiNardo

Social Media..... OPEN

Lisa Lontai

Wagner Farm Arboretum..... Gary DiNardo

OPEN

Zoning Gary DiNardo

George Lazo

Includes: Zoning Officer/Zoning Enforcement and Zoning Board of Adjustment

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
X		LONTAI	X			
	X	SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-002**

**APPOINTMENTS TO MUNICIPAL OFFICES AND
BOARDS AND COMMITTEES**

BE IT RESOLVED by the Township Committee of the Township of Warren that the following persons be and hereby are appointed to Municipal Offices/Positions and Boards and Committees:

To December 31, 2023:

CERTIFYING APPROVAL OFFICER	Mark M. Krane
CERTIFYING OFFICER: HEALTH BENEFITS	Cynthia Moesch
CERTIFYING ALTERNATE OFFICER- HEALTH BENEFITS	Karen DeNave
CERTIFYING OFFICER: PENSION	Karen DeNave
SUPERVISING CERTIFYING OFFICER: PENSION	Mark M. Krane
QUALIFIED PURCHASING AGENT	Mark M. Krane
TAX SEARCH OFFICER	Loretta Caliguire
ASSESSMENT SEARCH OFFICER	Cathy Reese
PUBLIC AGENCY COMPLIANCE OFFICER	Mark M. Krane
FIRE MARSHAL	Al Shjarback
MUNICIPAL HUMANE LAW ENFORCEMENT OFFICER	Ofc. Robert Apisa
DEPUTY COURT ADMINISTRATOR	Stephanie Tamashiro
DEPUTY TOWNSHIP CLERK	Donna Hands
ALTERNATE MUNICIPAL PROSECUTOR	Irene Kim Asbury
RECREATION DIRECTOR	Joseph Passaro
GARDEN STATE MUNICIPAL JOINT INS. FUND COMMISSIONER	Mark M. Krane
ALTERNATE COMMISSIONERS	Victor J. Sordillo Donna Hands

BOARD OF ADJUSTMENT

To December 31, 2026
Michael Galbraith

To December 31, 2024
Mehul Desai – Alternate # 1

BOARD OF HEALTH

To December 31, 2025
Mark Rosenman
Bruce Morlino

To December 2024
Anita Singh, Alt. #2

PUBLIC ACCESS CHANNEL COMMITTEE

To December 31, 2023:
Liz George - Manager
Ned George - Member

HISTORIC SITES COMMITTEE

To December 31, 2025
Michael Francois
John Lindner
Alan Siegel
Candace Benzel

LIBRARY ADVISORY BOARD

To December 31, 2025:

David Green
Mark Ramos

To December 31, 2023

Christine Burkhardt WTBOE Superintendent's Designee

PLANNING BOARD

To December 31, 2023:

George Lazo Class III

RECREATION ADVISORY COMMITTEE

To December 31, 2024

Kevin Brotspies
Vance Gillenwater
Heather Silver
Frank Caruso

SENIOR CITIZENS COMMITTEE

To December 31, 2024

Walter Ryder

To December 31, 2025

Michael D. Ambrosia
Kathleen Stahl

SOMERSET COUNTY COMMUNITY DEVELOPMENT GRANT COMMITTEE

To December 31, 2023:

Donna Hands

SOMERSET COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

Sgt. Robert Ferreiro, OEM Coordinator
Christian Kastrud

WATCHUNG HILLS MUNICIPAL ADVISORY COMMITTEE

To December 31, 2023

Cynthia Webster
Officer Joseph Casorio
Alternate Officer Thomas Clarke
David Kowalczyk
William Mayerchak

YOUTH SERVICES COMMISSION

To December 31, 2023

Anthony Mina
Cynthia Webster
Brenda Nemcek
Officer Joe Casorio

**REPRESENTATIVES TO SOMERSET COUNTY MUNICIPAL WASTEWATER
MANAGEMENT PLANNING COMMITTEE**

To December 31, 2023

Gary DiNardo
John Chadwick
Daniel Gallic
Christian Kastrud
Sean Sauder of PS&S

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
		SORDILLO	X			
X		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-003**

CONFIRMING ELECTION OF FIRE DEPARTMENT OFFICERS

BE IT RESOLVED by the Township Committee of the Township of Warren, that election of the following Fire Department Officers is confirmed:

Fire Chief	Mark Russo
Assistant Chief Community Fire Company	Aram Kachidurian
Assistant Chief Mt. Bethel Fire Company	Derek Reedman
Assistant Chief Mt. Horeb Fire Company	Dave Dante
Assistant Chief Washington Valley Fire Company	Charlie Boschen

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		LONTAI	X			
X		SORDILLO	X			
	X	LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-004**

AUTHORIZING APPOINTMENTS TO THE FIRE POLICE

WHEREAS according to Warren Township Chapter II of the General Ordinances entitled “Administration” Section 2.4 Subsection 2-4.10, Fire Police shall be appointed from among members of the department for a term of office not exceeding one year.

BE IT RESOLVED by the Township Committee of the Township of Warren, the following named persons be and hereby are appointed as members thereof, all for the year 2023 or for such shorter period as the Township Committee may during the year deem advisable:

Fire Police

Kenneth Phillips	Enrique Limbo
Kathy Dalton	Nicolas Lucas
Frank Levine	Logan McNulty
Louis Citarella	Gregory Melillo
Ken Larson	John Micheller
Andrew Logan, Jr.	James Mitchell
Tom Reina	Tyler Reedman
Brian Burkhardt, Jr.	Vito Glenn Truglio
Bruce Task	Derek Reedman, Jr.
Anthony J. Levine	Mark Russo
Charles Bergeron	Jack Haiken
Tyshawn Bolden	Alfred Shjarback
Dante Verdun	Ryan Valentino
Adam Cardoza	James Kerins
Brian Cashman	Brandon Harris
Peter Childers	John Schipani
David Dante	Justin Defuria
Charles Davis	

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
X		LONTAI	X			
	X	SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

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Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-005
APPOINTMENT OF PROFESSIONALS FOR THE TOWNSHIP**

BE IT RESOLVED by the Township Committee of the Township of Warren that the following appointments are hereby made for the calendar year 2023, subject to entering into a formal written contract satisfactory to both parties, in accordance with the Local Public Contracts Law:

Township Auditor	Suplee, Clooney & Company
Township Prosecutor	Brent Bramnick
Municipal Public Defender	Scott C. Mitzner
Zoning Officer	John Chadwick

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		LONTAI	X			
	X	SORDILLO	X			
X		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-006
APPOINTMENT OF PROFESSIONAL ATTORNEY
FOR THE TOWNSHIP**

BE IT RESOLVED by the Township Committee of the Township of Warren that the following appointment is hereby made for the calendar year 2023, subject to entering into a formal written contract satisfactory to both parties, in accordance with the Local Public Contracts Law:

Township Attorney

Jeffrey B. Lehrer, Esq., and the law firm of
DiFrancesco, Bateman, Kunzman, Davis, Lehrer and
Flaum, P.C.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	PRESENT	ABSENT
X		LONTAI	X			
		SORDILLO			X	
	X	LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-007**

**AUTHORIZING USE OF A CONSENT AGENDA AT
TOWNSHIP COMMITTEE MEETINGS**

BE IT RESOLVED by the Township Committee of the Township of Warren, that it hereby approves the use of a “Consent Agenda” which will be noted as “Consent Agenda Resolutions” on the Agenda where matters of a routine nature may be placed.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		LONTAI	X			
X		SORDILLO	X			
	X	LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-008**

DESIGNATING DEPOSITORIES FOR MONIES

BE IT RESOLVED by the Township Committee of the Township of Warren, that pursuant to N.J.S.A. 40A:5-14, the following be and hereby are designated as depositories for monies of the Township of Warren for the year 2023:

Fulton Bank of New Jersey (Primary Bank)

Peapack-Gladstone Bank

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
X		LONTAI	X			
	X	SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-009
AUTHORIZING 2023 TEMPORARY BUDGET**

BE IT RESOLVED by the Township Committee of the Township of Warren, County of Somerset, in accordance with N.J.S.A. 40A:4-19 that the following appropriations shall constitute the Temporary Budget for the year 2023. Said temporary budget shall not exceed 26.25% of the total 2022 Municipal Budget of \$21,486,262.96 appropriations made for all purposes in the budget for the preceding fiscal year, and is to provide for the period between January 1, 2023, and the adoption of the annual budget except for Debt Services and Capital Improvement Fund not to exceed \$5,237,337.78. This Resolution authorizes temporary appropriations in the amount of \$5,237,300.00, except for Debt Service and Capital Improvement and including all amounts appropriated of \$6,226,805.00.

<u>DEPT. #</u>	<u>DEPT. NAME</u>	<u>S & W</u>	<u>O E</u>
20-100	Administration	125,000	70,000
20-101	Cable Committee		6,000
20-110	Township Committee	21,000	5,000
20-120	Township Clerk	90,000	15,000
20-130	Finance	83,000	15,000
20-135	Audit Expenses		5,000
20-145	Tax Collector	45,000	10,000
20-150	Assessor	70,000	15,000
20-151	Tax Appeals		3,000
20-155	Legal		60,000
20-165	Engineering	120,000	25,000
20-175	Historic		2,000
20-176	Public Monuments		2,500
21-180	Planning	15,000	12,500
21-185	Zoning/Board of Adj	10,000	5,000
21-186	Zoning Officer	28,000	12,500
22-195	Construction	250,000	20,000
22-196	Construction 3rd Party		0
23-210	Other Insurance		75,000
23-211	Surety Bond Insurance		5,000
23-215	Workers Comp Insurance		40,000
23-216	Firemans Insurance		1,800
23-217	NJ Disability		2,000
23-220	Group Insurance		587,000
23-221	Waiver Health Ins		0
23-222	Flexible Savings Acct		1,000
25-240	Police Department	1,050,000	60,000
25-250	Police Dispatch	170,000	3,000
25-252	Emergency Management	6,000	5,000
25-260	First Aid		2,000
25-265	Fire Dept	9,000	40,000
25-266	Fire Prevention	25,000	2,500
25-267	Fire Hydrants		175,000
25-275	Prosecutor		15,000

26-200	Green Team		0	
26-290	Roads	350,000	287,000	
26-305	Recycling		35,000	
26-310	Buildings & Grounds	110,000	60,000	
26-311	Maintenance Wagner Farm		10,000	
26-312	Maintenance Muni Property		10,000	
26-315	Vehicle Maintenance	100,000	76,000	
26-316	Fire Truck Maint.		25,000	
26-325	Community Services		10,000	
27-330	Board of Health	67,000	40,000	
27-335	Environmental Commission		2,000	
27-340	Animal Control		4,000	
27-360	Alliance		1,000	
28-370	Recreation	70,000	25,000	
28-371	Senior Citizens		3,000	
28-372	Senior Citizen Bus		2,000	
28-373	Therapeutic Recreation		1,000	
30-420	Public Events		5,000	
31-430	Electric		50,000	
31-435	Lights		15,000	
31-440	Telephone		35,000	
31-445	Water		10,000	
31-446	Natural Gas		15,000	
31-447	Fuel Oil		20,000	
31-460	Gasoline		70,000	
35-470	Contingent		1,000	
36-471	PERS		0	
36-472	FICA		200,000	
36-473	DCRP Employer Share		6,000	
36-475	PFRS		0	
36-476	State Unemployment		500	
40-703	Municipal Alliance		0	
42-240	Shared Service Police WHRHS		0	
43-490	Municipal Court	90,000	8,000	
43-495	Public Defender		9,000	
	SUBTOTAL:	2,904,000	2,333,300	5,237,300
44-910	Capital Improvement Fund			
55-550	Principal Payment - Bonds		885,000	
45-925	Principal Payment - Notes			
55-550	Interest Payment - Bonds		104,505	
45-935	Interest Payment - Notes			
	TOTAL:	2,904,000	3,322,805	6,226,805

BE IT FURTHER RESOLVED by the Township Committee of the Township of Warren, County of Somerset, in accordance with N.J.S.A. 40A:4-19 that the following appropriations shall constitute the Temporary Budget for Sewer Utility Fund for the year 2023. Said temporary budget shall not exceed 26.25% of the partial budget for the period of July 1, 2022 to December 31, 2022 times two for the Sewer Utility Fund in the amount of \$4,618,750.00 appropriations made for all purposes in the budget for the preceding fiscal year, and is to provide for the period between January 1, 2023, and the adoption of the annual budget except for Debt Services and Capital Improvement Fund not to exceed \$1,098,759.38. This Resolution authorizes temporary appropriations in the amount of \$1,097,000.00, except for Debt Service and Capital Improvement and including all amounts appropriated \$1,201,445.00.

<u>DEPT. #</u>	<u>DEPT. NAME</u>	<u>S & W</u>	<u>O E</u>	
55-500	Administration	112,000	400,000	
55-510	Plant Operations		500,000	
55-505	Professional Fees		60,000	
55-540	DCRP Employer Share		5,000	
55-541	FICA		20,000	
SUBTOTAL:		112,000	985,000	1,097,000
44-910	Capital Improvement Fund			
45-920	Principal Payment - Bonds		75,554	
45-925	Principal Payment - Notes			
45-930	Interest Payment - Bonds		28,891	
45-935	Interest Payment - Notes			
TOTAL:		112,000	1,089,445	1,201,445

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		LONTAI	X			
X		SORDILLO	X			
	X	LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-011**

ESTABLISHING RULES OF ORDER

BE IT RESOLVED by the Township Committee of the Township of Warren, in the County of Somerset, that the following shall be the Rules of Order of the Township Committee of the Township of Warren for the year 2023:

1. The reorganization meeting of the Township Committee is held on January 5, 2023, at 6:00 p.m. at the Susie B. Boyce Meeting Room and meetings shall be held as follows:

The Township Committee shall establish by resolution adopted at the reorganization meeting an annual schedule of meetings. Other meetings may be held or scheduled at such other times as may be determined by the Township Committee. A resolution authorizing these meetings is not required. All meetings shall be noticed pursuant to the provisions of the Open Public Meetings Act.

2. At the annual organization meeting, the Committee shall by resolution, adopt the rules of order. It shall also elect, by majority vote of all its members, one of its members as Chairman of the Township Committee who shall be known as Mayor for the ensuing year and another of its members as Vice Chairman who shall be known as Deputy Mayor for the ensuing year. The Deputy Mayor may, in the absence of the Mayor from the Township or from any meeting of the Township Committee, or in the event of incapacity of the Mayor, perform any and all duties of the Mayor, in accordance with applicable law.
3. Meetings of the Township Committee shall be called to order by the Mayor or, in his/her absence, by the Deputy Mayor or, in the absence of both the Mayor and Deputy Mayor, by the senior member present. Three members shall constitute a quorum, but a smaller number may meet and adjourn from time to time. In any event, the adoption of any ordinance, resolution or motion, except a motion to adjourn, shall require the affirmative vote of a majority of all members of the Township Committee except as may be otherwise provided by law.
4. The regular order of business at each regular meeting shall be as follows:

Call to order
Flag salute
Public Hearings
Minutes of previous meeting(s)
Reports of Township Officers or Officials
Reports of Standing Committees
Comments on agenda items by the public
Bills
Communications and petitions
Deferred business
New business
Discussion
Privilege of the floor
Adjournment

This order of business may be altered for any single meeting by motion made and duly adopted at that meeting.

A Consent Agenda as may be authorized by the Township Committee may be utilized for conducting business.

5. Any three members of the Township Committee may, when necessary or advisable, call a special meeting of the Township Committee, provided adequate notice is given in accordance with Section 3-D of the Open Public Meetings Act. At such a special meeting, discussion shall be limited to only agenda items that were listed on the aforesaid notice.
6. The Mayor may appoint subcommittees and the chairperson thereof, with the consent of the Township Committee, comprised of members of the Township Committee to have the primary responsibility for the care of specified fields of Township Government, but the appointment of such subcommittees shall not constitute a delegation of, or in any way impair the exercise of, the inherent authority and powers of the Township Committee as a whole.
7. The Mayor or presiding officer shall preserve order and decorum and shall decide all questions of order, subject to being overruled by motion of the Township Committee. All meetings shall be open to the public with public participation when the Mayor shall open the floor to the public at such time designated in the order of business.
8. Every member shall address the Mayor when speaking.
9. When a question is under consideration, no motion shall be entertained except (a) to adjourn, (b) to lay the question on the table, (c) to postpone the question indefinitely or to a stated time, (d) to recommit, (e) to refer to a committee, or (f) to amend, which motions shall have precedence in the order listed.
10. Any member who has voted with majority on any question may move for a reconsideration thereof at the same or any subsequent regular meeting, but no motion for the reconsideration shall be taken a second time on the same question except by unanimous consent of the members of the Township Committee.
11. No member shall speak more than twice on the same question without leave of the Mayor or of the other members nor more than once until every member desiring to speak shall have spoken.
12. Any motion or resolution shall be reduced to writing on the request of any member. When seconded and stated by the Mayor, the motion or resolution shall be open for discussion. No motion or resolution may be withdrawn after being decided.
13. No amendment shall be received if its subject matter is foreign to that of the motion or resolution.
14. The vote may be called for by the Mayor or any member. The vote of each member shall be recorded in the minutes.

15. The audio/video recorder used by the Township Clerk during meetings does not constitute an official document of the Township Committee but is used solely for the convenience of the Township Clerk in compiling the minutes.
16. Correspondence presented by the public at a public meeting will be kept in the records of the Township Clerk and provided to the Township Committee. Said correspondence will not be permitted to be read at a public meeting.
17. Minutes of all meetings shall be prepared and copies be made available to members of the public.
18. Robert's Rules of Order shall govern on all points not herein provided for, subject to applicable provisions of the law.
19. Except as provided in Rule 4, these Rules shall not be altered, amended or repealed, except by resolution.
20. Any and all previous Rules of Order at any time heretofore adopted by the Township Committee are hereby repealed.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-012**

**AUTHORIZING GOVERNING BODY TO MODIFY RATE OF INTEREST ON
DELINQUENT TAXES, SEWER FEES AND OTHER MUNICIPAL CHARGES**

WHEREAS, R.S. 54:4-67 as amended by Chapter 435, P.L. 1979 (approved February 14, 1980) allows the governing body to modify the rate of interest on delinquent taxes, sewer fees and other municipal charges.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Warren, that the interest rate for delinquent taxes, sewer fees and other municipal charges shall be 0% if payment is made with ten (10) days after due date, 8% per annum in first \$1,500.00 of delinquency, and 18% per annum on any amount in excess of \$1,500.00, said interest to be calculated from the date the tax was payable until the date of actual payment;

BE IT FURTHER RESOLVED in any case where payment is not made within the days after the due date, the full penalty rate from the due date will be charged.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-013**

**AUTHORIZING THE MAYOR AND TOWNSHIP CLERK TO SIGN
TAX SALE CERTIFICATE CANCELLATIONS**

WHEREAS, Tax Sale Certificates owned by the Township of Warren are satisfied at various times during the year; and

WHEREAS, Tax Sale Certificates contain a cancellation endorsement affixed thereto; and

WHEREAS, all requests for Tax Sale Certificate cancellation are reviewed by the Warren Township Tax Collector; and

WHEREAS, the said Tax Collector only presents Tax Sale Certificate cancellation to the Mayor and Township Clerk for execution after verifying that all payments to the Township have been made in full; and

WHEREAS, the execution of the said agreements are ministerial and/or technical in nature and not concerned with Township policy; and

WHEREAS, the agreements, after completion, are reviewed by the Warren Township Clerk before being forwarded to the Somerset County Clerk for cancellation; and

WHEREAS, the Mayor and Township Clerk must execute the said agreements for the purpose of satisfying Somerset County cancellation requirements; and

WHEREAS, there does not exist a requirement for individual resolutions of the Township Committee authorizing execution of the said Tax Sale Certificate cancellations;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Warren, as follows:

1. During the calendar year 2023, the Mayor and Township Clerk are hereby authorized to execute all Warren Township Tax Sale Certificate cancellations after the same have been reviewed by the Warren Township Tax Collector and approved by the said Collector for cancellation as a result of the same having been paid in full.
2. In the event the Mayor believes that any Tax Sale Certificate cancellation should be reviewed by the entire Township Committee, before execution of the same, the Mayor is directed to discuss the cancellation with the committee at large before such execution.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-014**

**ESTABLISHING PENALTY FOR DELINQUENT TAXES, SEWER FEES AND OTHER
MUNICIPAL CHARGES IN EXCESS OF \$10,000.00**

WHEREAS, Chapter 75 of P.L. 1991, effective March 29, 1991, also known as N.J.S.A. 54:4-67 provides that the governing body may provide a penalty to a taxpayer with a delinquency in excess of \$10,000.00, who fails to pay that delinquency prior to the end of the calendar year, said penalty not to exceed 6% of the amount of the delinquency; and

WHEREAS, said penalty shall be applied to all taxes, sewer fees and other municipal charges owed by an individual taxpayer regardless of the number of parcels involved; and

WHEREAS, the Township Committee has reviewed this statute;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Warren, that the Tax Collector is hereby authorized and directed to charge an additional penalty of 6% of the amount of the delinquency in excess of \$10,000 due at the end of the calendar year. This penalty in addition to the interest on delinquent taxes, sewer fees and other municipal charges authorized by Resolution 2023-12.

BE IT FURTHER RESOLVED, that this resolution shall be renewed by the Township Committee on an annual basis at the reorganization meeting.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-015**

**AUTHORIZING THE MAYOR AND TOWNSHIP CLERK TO
EXECUTE DEVELOPER’S AGREEMENTS**

WHEREAS, often times the Planning Board or the Zoning Board of Adjustment of the Township of Warren requires the execution of a Developer’s Agreement and certain easements, restrictions, deeds of dedication and other documentation (hereinafter referred to as “documents”) by the applicant for the development of land; and

WHEREAS, the Township Attorney and the Planning Board Attorney have jointly prepared and approved a form developer’s agreement and the Township Attorney, the Planning Board Attorney and the Warren Engineering Department have approved the easements, restrictions, deeds and other documents to be utilized to fulfill the aforesaid resolution requirements before the same are provided to the Mayor and Township Clerk for their execution; and

WHEREAS, the said agreements are generally ministerial and/or technical in nature and not concerned with policy; and

WHEREAS, the agreements, after completion, are to be reviewed in detail by the Warren Township Engineer, Planning Board Attorney or the Board of Adjustment Attorney and Township Attorney for compliance with the terms of the resolution of the approving Board; and

WHEREAS, the Mayor and Township Clerk execute the said agreements and documents for the purpose of satisfying recording requirements only; and

WHEREAS, there does not exist a requirement for individual resolutions of the Township Committee authorizing execution of the said developer’s agreements and other documents, provided the Township Committee passes this resolution;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Warren as follows:

1. During the calendar year 2023, the Mayor and Township Clerk are hereby authorized to execute all developer’s agreements and documents required by the Planning Board and the Zoning Board of Adjustment after a request to do so by the Board requiring the same and also after approval of the agreements and documents by the Board Attorney, the Township Attorney and Warren Township Engineering Department.
2. In the event the Mayor believes that any portion of a developer’s agreement or document should be viewed by the entire Township Committee before execution of the same, the Mayor is directed to discuss the agreement with the committee at large before such execution.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-016**

ESTABLISHING 2023 HOLIDAY SCHEDULE

WHEREAS, the Personnel Policy of the Township of Warren designates fourteen (14) holidays as stated on Schedule 3 pursuant to Section 16, Item 7 and applicable labor contracts; and

WHEREAS, the Township Administrator has recommended a schedule of holidays for the year 2023; and

WHEREAS, the Township Committee has reviewed the schedule;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Warren, that the 2023 Holidays for the Township of Warren shall be as stated below.

BE IT FURTHER RESOLVED that as all fourteen (14) holidays have been designated by individual days.

MONDAY, JANUARY 2, 2023	NEW YEAR'S DAY OBSERVED
MONDAY, JANUARY 16, 2023	MARTIN LUTHER KING'S BIRTHDAY
MONDAY, FEBRUARY 20, 2023	PRESIDENT'S DAY
FRIDAY, APRIL 7, 2023	GOOD FRIDAY
MONDAY, MAY 29, 2023	MEMORIAL DAY
MONDAY, JULY 3, 2023	INDEPENDENCE HOLIDAY - DAY BEFORE
TUESDAY, JULY 4, 2023	INDEPENDENCE DAY
MONDAY, SEPTEMBER 4, 2023	LABOR DAY
MONDAY, OCTOBER 9, 2023	COLUMBUS DAY
FRIDAY, NOVEMBER 10, 2023	VETERAN'S DAY OBSERVED
THURSDAY, NOVEMBER 23, 2023	THANKSGIVING DAY
FRIDAY, NOVEMBER 24, 2023	THANKSGIVING DAY – DAY AFTER
MONDAY, DECEMBER 25, 2023	CHRISTMAS DAY
EMPLOYEE'S BIRTHDAY	

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-017**

DESIGNATING OFFICIAL NEWSPAPERS

WHEREAS, pursuant to N.J.S.A. 40:53-1, the Township is required to designate official newspapers for the publication of advertisements and legal notices as required by law to be published; and

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Warren, County of Somerset, New Jersey as follows:

1. The Echoes Sentinel, Courier News and the Star Ledger are hereby designated as the official newspapers for the Township of Warren for the year 2023.
2. TAP into Warren is designated as an electronic news source for which notices and other matters may be provided.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-018**

**AUTHORIZING QUALIFIED PURCHASING AGENT TO DELEGATE THE
AUTHORITY TO EXECUTE PURCHASE ORDERS**

WHEREAS, the Qualified Purchasing Agent/Township Administrator has delegated to the Assistant Purchasing Agent, the authority to execute purchase orders; and

WHEREAS, N.J.S.A. 40A:11-3 requires that any delegation of Purchasing Authority be authorized by the Governing Body; and

WHEREAS, the governing body has delegated the authority to the Qualified Purchasing Agent to execute purchase orders and contracts by Chapter 2-18 of the Revised General Ordinances of the Township of Warren; and

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Warren, that the Qualified Purchasing Agent is authorized to delegate to the Assistant Purchasing Agent, or such other title that the Assistant Purchasing Agent may hold, to execute purchase orders in an amount not to exceed \$8,000.00, but that said amount and delegation may be made or revoked by the Qualified Purchasing Agent;

BE IT FURTHER RESOLVED that the Qualified Purchasing Agent shall file with the Township Committee, a copy of any action taken pursuant to this resolution.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-019**

**DESIGNATING THE PUBLIC AGENCY
COMPLIANCE OFFICER FOR EQUAL EMPLOYMENT
OPPORTUNITY CONTRACT REQUIREMENTS**

WHEREAS, NJAC 17:27-1.1, regulates equal employment opportunity in the performance of contracts funded by the state; and

WHEREAS, NJAC 17:27-3.2 requires that a public agency annually designate a public agency compliance officer who shall be responsible for insuring the agency’s compliance with the regulations;

NOW, THEREFORE, BE IT RESOLVED that Mark M. Krane, Township Administrator and Purchasing Agent, is hereby designated as the Public Agency Compliance Officer for Equal Employment Opportunity pursuant to this action.

BE IT FURTHER RESOLVED that the Township Clerk shall forward a copy of this resolution to the New Jersey Department of Treasury, Division of Contract Compliance & Equal Opportunity Office.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-020**

**AUTHORIZING SPECIAL TAX APPEAL ATTORNEY TO EXECUTE
PETITIONS OF APPEAL AND SETTLEMENTS BEFORE THE COUNTY
BOARD OF TAXATION**

WHEREAS, the Attorney General of the State of New Jersey (“Attorney General”) has opined that Municipal Tax Assessors may not execute Municipal Tax Appeals or Petitions or Stipulations of Settlement to the Somerset County Board of Taxation (“Board of Taxation”) which Appeals are commonly known as Assessors Appeals (the Appeals); and

WHEREAS, the Attorney General has indicated that the Appeals must be signed by an attorney representing the Township authorized to execute such Appeals; and

WHEREAS, the Township Special Tax Appeal Attorney has, based upon said custom and practice signed Petitions of Appeal and Stipulations of Settlement that the Township Committee wishes to ratify, reaffirm, and authorizes the Township Special Tax Appeal Attorney, to execute same in consultation with the Township Tax Assessor, so long as they are proper and in the best interest of the municipality;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Warren that the Special Tax Appeal Attorney, Martin Allen, Esq., of DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C or his designee in consultation with the Township Tax Assessor, be and is hereby authorized to file Petitions of Appeal and Stipulations of Settlement with the Somerset County Board of Taxation, which are proper and in the best interest of the municipality, and that any Petitions of Appeal and Stipulations of Settlement filed with the Board of Taxation are hereby reaffirmed, ratified and authorized by the Township Committee.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION 2023-021**

REAUTHORIZING USE OF SOCIAL MEDIA SITES FOR 2023

WHEREAS, on October 15, 2020, the Township Committee adopted a Public Information Plan by Resolution 2020-237; and

WHEREAS, plan details types of social media, the types of content and established the rules, regulations and guidelines to meet Township policy and state law; and

WHEREAS, the social media sites currently in use are:

- 1) Township Facebook
- 2) Township Instagram
- 3) Township Twitter
- 4) Township Constant Contact
- 5) Recreation Facebook
- 6) Recreation Twitter
- 7) Recreation Constant Contact
- 8) OEM Facebook
- 9) Police Facebook
- 10) Police Twitter
- 11) Police Nixle

WHEREAS, the Public Information Plan, Section IV, A6, provides that the Township Committee must approve all social media sites prior to their use and authorize the sites and administrators annually; and

WHEREAS, the social media administrators for 2023 are as follows:

- 1) Amanda Frech – Township and Recreation Facebook, Township Instagram, Township and Recreation Twitter, Township and Recreation Constant Contact
- 2) Evamarie Hode – Constant Contact
- 3) Yee Jao – OEM Facebook
- 4) Lt. Herbert Hentschel – Police Nixle
- 5) Sgt. Robert Ferreiro – Police Facebook
- 6) Detective Joseph Casorio – Police Twitter

NOW THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Warren, County of Somerset and State of New Jersey hereby reauthorizes the social media sites and the administrators as stated within this resolution.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-022**

**AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO APPROVE PAYMENT OF
CERTAIN BILLS BETWEEN MEETINGS**

WHEREAS, the annual meeting schedule of the Township Committee adopted pursuant to Resolution No. 2023-008 sets meetings for every third Thursday or thereabouts; and

WHEREAS, at each scheduled meeting the Township Committee is presented with a resolution authorizing payment of bills; and

WHEREAS, occasionally the meeting schedule causes delays in rendering payment of bills; and

WHEREAS, the CFO advises that failure to pay certain bills will result in delinquencies on township accounts; and

WHEREAS, the Township Administrator requests that the Township Committee authorize the Township Administrator as certifying and approval officer to authorize manual checks between meetings to avoid delinquencies on township accounts; and

WHEREAS, these payments will be noted on the bill list.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Warren to authorize the Township Administrator to permit the CFO to issue manual checks between scheduled meeting.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-023**

AUTHORIZING WARREN TOWNSHIP FIRE DEPARTMENT TO EXECUTE HOLD HARMLESS AND INDEMNIFICATION AGREEMENTS WITH FIREFIGHTERS FOR TRAINING PURPOSES AT THE SOMERSET, HUNTERDON, MIDDLESEX AND MORRIS COUNTY EMERGENCY SERVICES TRAINING ACADEMY

WHEREAS, the Warren Township Fire Department (“Fire Department”) is required throughout the year to execute Registration Forms for Individuals and Organizations, and Contract Class forms for Organizations, all of which include hold harmless and indemnification agreements, when sending a firefighter for training at the Somerset, Hunterdon, Middlesex and Morris County Emergency Services Training Academy; and

WHEREAS, the Township Committee believes that it is in the best interests of the residents of Warren Township to authorize the Fire Department to execute these Registration Forms and Contract Class Forms, including the hold harmless and indemnification agreements, on an as needed basis for the calendar year 2023.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Warren, in the County of Somerset, State of New Jersey as follows:

1. The Fire Department is hereby authorized to execute the following forms, for the Somerset, Hunterdon, Middlesex and Morris County Emergency Services Training Academy on an as needed basis for the calendar year 2023:
 - a. Registration Form for Individuals, including hold harmless and indemnification agreement;
 - b. Registration Form for Organizations, including hold harmless and indemnification agreement;
 - c. Contract Class Form for Organizations, including hold harmless and indemnification agreement;
2. A copy of this Resolution shall be attached to each of the above Forms, when executed by the Fire Department.
3. Subject to approval of registration forms by Township Attorney and Risk Management Consultant.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-024**

**AUTHORIZING THE TOWNSHIP TO PARTICIPATE IN THE VOLUNTEER TUITION
CREDIT PROGRAM**

WHEREAS, the Township Committee deems it appropriate to enhance the recruitment and retention of volunteer firefighters and emergency volunteers in the Township of Warren; and

WHEREAS, the Mt. Bethel, Mt. Horeb, Community and Washington Valley Volunteer Fire Companies and the Warren Rescue Squad provides the volunteer emergency services for the Township of Warren; and

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Warren, in the County of Somerset, State of New Jersey authorizes the Municipal Clerk to execute the Certificate of Authorization VTC-5 upon verification that the volunteer is in good standing.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-025**

APPOINTING DEPUTY RECORDS CUSTODIANS

WHEREAS, because the Open Public Records Act, NJSA 47:1A-1, et seq., has designated the Township Clerk as the custodian of all municipal records, it has become necessary to appoint deputy records custodians to assist in complying with responses to records requests.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Warren, County of Somerset, State of New Jersey, as follows:

- Donna Hands– Deputy Township Clerk
- Maryellen Vautin – Board of Adjustment/Planning Board/Engineering
- Katherine Bono – Sewer Dept.
- Joe Passaro – Recreation
- Kevin Sumner – Board of Health
- Evamarie Hode– Human Resources
- Mark Krane - Administration
- Loretta Caliguire – Tax Collector
- Edward Kerwin – Tax Assessor
- Jeff Heiss/ or Designee – Construction
- Karen DeNave – CFO
- Lisa Meaney - Police

BE IT FURTHER RESOLVED that the designated deputy records custodians shall report to the Township Clerk all requests for records and shall follow any instructions given by the Township Clerk regarding the handling of such records.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-026**

**AUTHORIZING RE-ESTABLISHMENT OF PETTY CASH FUNDS
AND CUSTODIANS**

BE IT RESOLVED by the Township Committee of the Township of Warren, that pursuant to the provisions of N.J.S.A. 40A:5-21, the following petty cash funds and custodians of such funds be re-established for the year 2023:

	<u>Custodian</u>	<u>Amount</u>
Historic Sites Committee	Erica Sbarra	\$250.00
Administration	Barbara Streker	\$250.00
Police Department	William Keane	\$500.00
Recreation Department	Amanda Frech	\$200.00

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-027**

**APPOINTING BALKEN RISK MANAGEMENT SERVICES, LLC
AS RISK MANAGEMENT CONSULTANT**

WHEREAS, the Township of Warren by Resolution No. 2021-021 has rejoined the Garden State Municipal Joint Insurance Fund, (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management consultant, as those positions are defined in the Bylaws, if requested to do so by the Fund; and

WHEREAS, the Fund has requested its members to appoint individuals or entities to that position;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Warren, as follows:

1. The Township of Warren hereby appoints Balken Risk Management Services, LLC, 4 Walter E. Foran Boulevard, Flemington, NJ 08822 as its local Risk Management Consultant for the purpose of representing Warren Township.
2. The Mayor and Township Clerk are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2023 subject to approval of the Township Attorney.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-028**

FILING SIGNATURE WITH SECRETARY OF STATE

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

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

Gary DiNardo, Mayor

January 5, 2023 through December 31, 2023

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-029**

**AUTHORIZING THE TOWNSHIP OF WARREN ENGINEER/DIRECTOR OF THE SEWER
DEPARTMENT TO REVIEW, APPROVE AND SIGN TREATMENT WORKS APPROVAL
(TWA) APPLICATIONS ON BEHALF OF THE TOWNSHIP OF WARREN**

WHEREAS, N.J.S.A. 40A:26A-1 et seq., authorizes municipalities to own and operate sewerage facilities for the benefit of their residents; and

WHEREAS, the Township of Warren exercised that authority and created a municipal Sewer Department to operate sewerage facilities owned the Township under the direction of the Township Engineer/Director of Sewer Department; and

WHEREAS, periodically, applications to connect to the sewerage facilities know as a "Treatment Works Approval (TWA) Permit Application" are received by the Township Sewer Department; and

WHEREAS, these applications have to be reviewed, approved and signed by the Township; and

WHEREAS, it is the purpose of this Resolution to designate the Township Engineer/Director of the Sewer Department as the Township representative authorized to review, approve and sign TWAs on behalf of the Township.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Warren, County of Somerset, State of New Jersey as follows:

1. The Township Engineer/Director of the Sewer Department is hereby designated as the Township of Warren representative with the authority to review, approve and sign on behalf of the Township of Warren Treatment Works Approval (TWA) Permit Applications.
2. To the extent that the Township Engineer/Director of Sewer Department has already reviewed, approved and signed TWAs on behalf of the Township, those actions are hereby ratified and confirmed.
3. This Resolution shall take effect immediately.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-030**

SCHEDULE OF 2023 TOWNSHIP COMMITTEE MEETINGS

BE IT RESOLVED by the Township Committee of the Township of Warren, that the attached schedule of regular/work meetings of the Township Committee for the calendar year 2023 is hereby adopted.

BE IT FURTHER RESOLVED that copies thereof will be posted on the town hall bulletin board, mailed to the Echoes Sentinel and the Courier News and filed in the Township Clerk's Office.

**TOWNSHIP OF WARREN
TOWNSHIP COMMITTEE
2023 MEETING SCHEDULE**

**EXECUTIVE SESSION 6:00 P.M.
PUBLIC SESSION 7:00 P.M.**

JANUARY 5, 2023 - Thursday (REORGANIZATION) **6:00 PM**
JANUARY 26, 2023 - Thursday
FEBRUARY 16, 2023 - Thursday
MARCH 16, 2023 - Thursday
APRIL 20, 2023 - Thursday
MAY 18, 2023 – Thursday
JUNE 15, 2023 - Thursday
JULY 20, 2023 – Thursday
AUGUST 17, 2023 - Thursday
SEPTEMBER 21, 2023 – Thursday
OCTOBER 19, 2023 - Thursday
NOVEMBER 16, 2023 - Thursday
DECEMBER 14, 2023 - Thursday

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-031**

ADOPTING CASH MANAGEMENT PLAN

WHEREAS, N.J.S.A 40A:5-15.1 allows the Township to invest public funds in various types of investments; and

WHEREAS, if the Township desires to take advantage of the said statute, it must adopt a resolution specifically authorizing the said investments; and

WHEREAS, the Township has caused to be prepared the Cash Management Plan which sets for the types of investments authorized by N.J.S.A. 40A:5-15.1; and

WHEREAS, the Township desires to authorize the investment of its public funds in the type of investments authorized by N.J.S.A. 40A:5-15.1; and

WHEREAS, this resolution is adopted for the purposes of fulfilling the requirements of the aforesaid statute and also to authorize and adopt the attached Cash Management plan;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Warren, in the County of Somerset and State of New Jersey, as follows:

1. The Warren Township Committee hereby approves the investment of its public funds in the investments authorized by N.J.S.A. 40A:5-15.1
2. The Warren Township Committee hereby approves and adopts the Cash Management Plan for the Township of Warren. The Plan is on file in the Finance Office.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**WARREN TOWNSHIP
2023 Cash Management Plan**

The following Plan constitutes the Cash Management and Investment policy of the Township of Warren (hereinafter "Township") adopted in accordance with N.J.S.A. 40A: 5 -14.

Cash Management and Investment Objectives

The objectives are:

1. Preservation of capital.
2. Adequate safekeeping of assets.
3. Maintenance of liquidity to meet operating needs.
4. Diversification of Township's portfolio to minimize risks associated with individual investments.
5. Maximization of total return, consistent with risk levels specified herein.
6. Investment of assets in accordance with State and Federal Laws and Regulations.
7. Accurate and timely reporting of interest earnings, gains and losses.
8. Stability in the value of the Township economic surplus.

II Permitted Investments

A. Investments shall be limited by the express authority of the Local Fiscal Affair Law, N.J.S.A. 40A:5-15.1 and except as otherwise specifically provided for herein, the Chief Financial Officer of Warren Township ("Chief Financial Officer" hereinafter) is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in deposits, in the following permitted Investments:

1. Bond or other obligations of the United States of America or obligations guaranteed by the United States of America;
2. Government Money Market Mutual Funds;
3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;

4. Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located.
5. Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units.
6. Local Government Investment Pools;
7. Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c. 281 (C.5 2:18A 90.04); or
8. Agreements for the repurchase of fully collateralized securities, if:
 - a. the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection;
 - b. the custody of collateral is transferred to a third party;
 - c. the maturity of the agreement is not more than 30 days;
 - d. the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c. 236 (C. 17:9-41); and
 - e. a master repurchase agreement providing for the custody and security of collateral is executed.

III Authorized Depositories

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

Fulton Bank of New Jersey – which is hereby designated as the Primary Banking Institution

Peapack-Gladstone Bank

All Such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Chief Financial Officer.

IV Authority for Investment Management

The Chief Financial Officer is directed to make authorized investments, which shall be consistent with this Plan and all appropriate regulatory constraints.

Institution(s) will be designated as the firm(s) with whom the Chief Financial Officer may deal with for purposes of buying and selling securities identified in this Plan as Permitted Investments by joint decision of the Chief Financial Officer and the Township Administrator.

The institution(s) shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Chief Financial Officer.

V Audit

This Plan and all matters pertaining to the implementation of it, shall be subject to the Township's annual audit. The Township reserves the right to audit the Plan more frequently.

VI Safekeeping custody payment and acknowledgment of receipt of Plan

To the extent that any deposit or Permitted Investment involves a document or security, which is not physically held by the Township, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investment in the name of the Township to assure that there is no unauthorized use of the funds or the Permitted Investments or deposits. The purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Township or by a third party custodian prior to or upon the release of the Township's payment.

To assure that all parties with whom the Township deals either by way of Township's deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Chief Financial Officer.

VII Reporting Requirements

Monthly, the Chief Financial Officer shall supply to the Township Administrator and the Township Committee a written report of any deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- I The name of any institution holding funds of the Township as a deposit or a Permitted Investment.
- II The amount of securities or deposits purchased or sold during the immediately preceding month.
- III The class or type of securities purchased or deposits made.
- IV The book value of such deposits or Permitted Investments.
- V The fees incurred to undertake such deposits or Permitted Investments.
- VI The earned income on such deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- VII The Market value of all deposits or Permitted Investments as of the end of the immediately preceding month.
- VIII All other information, which may be deemed reasonable from time to time by the Township Administrator and the Township Committee.

VIII Cash Flow Projections

Asset management decisions shall be guided by cash flow factors prepared by the Chief Financial Officer pursuant to N.J.S.A 40A: 5 - 14 (d), and reviewed by the Township Administrator.

IX Cash Management

All monies shall be deposited within forty-eight (48) hours in accordance with N.J.S.A. 40A:5-15.

The "Chief Financial Officer" shall minimize the possibility of idle cash accumulating in accounts by assuring that all amounts in excess of negotiated compensating balances are kept in interest bearing accounts or promptly credited into the investment portfolio. Cash may be withdrawn from investment pools under the discretion of the Chief Financial Officer only to fund Township operations.

X Authorized Signatories and Verification

A. All checks require three (3) signatures. Those being the following positions with at least one signature being an original; the other two may be facsimiles.

1. Chief Financial Officer
2. Township Clerk
3. Mayor

B. The "Chief Financial Officer" is authorized to effect electronic fund transfers to investment accounts. Verification is required by any two (2) of the following positions:

1. Chief Financial Officer
2. Township Administrator
3. Mayor

XI Deviations/Amendments

Any recommendation regarding a deviation or amendment to this Cash Management Plan (to the extent permitted by law then in effect), must first be approved by the Township Committee.

XII Term of Plan

This Plan shall be in effect from January 1 to December 31. Attached to this Plan is a resolution of the Township Committee approving this Plan for such year. The Plan may be amended from time to time. To the extent that the Township Committee adopts any amendment, the "Chief Financial Officer" is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

XIII Definitions

A. Government Money Market Mutual Funds. Investment companies or Investment trusts:

1. which are registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 U.S.C. sec. BOa-1 et seq. and operated in accordance with 17 C.F.R.sec.270.2a-7.
2. the portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and

Which have:

- a. attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
- b. retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the "Investment Advisors Act of 1940," 15 U.S.C. sec. 80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

B. Local Government Investment Pools. Investment pools:

1. which are managed in accordance with 17 C.F.R. sec. 270.2a-7;

2. which are rated in the highest category by a nationally recognized statistical rating organization;
3. which are limited to U.S. Government securities that meet the definition of eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
4. which are in compliance with rules adopted pursuant to the "Administrative Procedure Act, P.L. 1968, c.410 (c.52:14B-1 et seq.) by the Local Financial Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the Board to provide for the safety, liquidity and yield of the investments;
5. which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
6. which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-032**

**AUTHORIZING TAX COLLECTOR TO CANCEL
DELINQUENT PAYMENTS AND OVERPAYMENTS**

WHEREAS, 40A:5-17.1 authorizes the designation of an official to cancel, without further action on the part of the Governing Body, all delinquent taxes and tax overpayments of \$10.00 or less; and

WHEREAS, the Township Tax Collector’s Office collects taxes, sewer use and connection fees, and other charges imposed by the Township.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Warren, that Loretta Caliguire, Tax Collector, is hereby designated as the official authorized to cancel delinquent payments and overpayments of \$10.00 or less as per N.J.S.A. 40A:5-17.1a and 40A:5-17.1b.

BE IT FURTHER RESOLVED that said cancellations shall be conducted under the direction of the Township Auditor; and

BE IT FURTHER RESOLVED that a list of these cancellations be included in the Tax Collectors Annual Report.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-033**

**APPOINTMENT OF MEMBER TO THE WARREN TOWNSHIP
VOLUNTEER FIRE DEPARTMENT**

BE IT RESOLVED by the Township Committee of the Township of Warren, in the County of Somerset, New Jersey, that the following member be added to the Warren Township Fire Department.

Lucas Standridge Junior Member Mt. Bethel Fire Company

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-034
PROMOTION OF POLICE DEPARTMENT PERSONNEL**

BE IT RESOLVED by the Township Committee of the Township of Warren, in the County of Somerset, New Jersey, that the following promotions are hereby authorized.

NAME	Promotion to	Effective
Officer Christopher Cannon	Officer Grade 4	January 4, 2023
Officer Brandon Sebastian	Officer Grade 4	January 4, 2023
Officer Dylan Cote	Officer Grade 6	January 22, 2023

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-035**

**AUTHORIZE APPLICATION FOR DEPARTMENT OF COMMUNITY AFFAIRS FOR GRANT
FUNDS FOR THE GREENWOOD MEADOWS RECREATION IMPROVEMENT PROJECT**

WHEREAS, the Township of Warren has identified the need for upgrades and improvements to the Greenwood Meadows Recreation Area; and

WHEREAS, the Township of Warren desires to apply for and obtain a grant from the Department of Community Affairs for approximately \$150,000.00 for the Greenwood Meadows Recreation Improvement Project; and

WHEREAS, this highly used recreation area has safety issues on the Tennis courts with cracks and unlevelled surfaces, causing a possible tripping hazards and the playground has not been updated since 1997; and

WHEREAS, the Tennis courts currently have restricted play due to these safety concerns. There is extensive use of the courts in all seasons and this grant will be timely in the restoration of those courts; and

WHEREAS, in addition to the improvements, we will be installing Pickle Ball lines on the tennis courts, due to high demand to add this to the recreation program; and

WHEREAS, the Township of Warren will use this grant to offset the total cost of \$300,000.00 which will restore full play on our courts and playground for Residents, out of town and county residents to enjoy.

BE IT THEREFORE RESOLVED,

- 1) That the Township of Warren does hereby authorize the application for such a grant; and,
- 2) Recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township of Warren and the New Jersey Department of Community Affairs

BE IT FURTHER RESOLVED, that the persons whose names, titles and signatures appear below are authorized to sign the application and they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith;

Mark M. Krane, Township Administrator

Joseph J. Passaro, Recreation Director

CERTIFICATION

I, Cathy Reese, the Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, hereby certify that a meeting of the Governing Body held on January 5, 2023 the above Resolution was duly adopted.

SEAL

Cathy Reese, RMC, Township Clerk

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

**TOWNSHIP OF WARREN
RESOLUTION NO. 2023-036**

PAYMENT OF BILLS

BE IT RESOLVED by the Township Committee of the Township of Warren, County of Somerset, New Jersey, that the Chief Financial Officer be and hereby is authorized to pay current bills in the amount of **\$453,521.05** and made a part hereof, consisting of payments as follows:

Sewer Utility	\$ 12,746.09
Township Expenses	\$ 440,774.96

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
	X	LONTAI	X			
X		SORDILLO	X			
		LAZO	X			
		DINARDO	X			

CERTIFICATION

I, Cathy Reese, Township Clerk of the Township of Warren, in the County of Somerset, New Jersey, do hereby certify the foregoing to be a true and correct copy of a resolution adopted at a meeting of the Township Committee held on January 5, 2023.

Cathy Reese, RMC
Township Clerk